

**REPORT TO:** Executive Board

**DATE:** 18 January 2024

**REPORTING OFFICER:** Executive Director  
Environment & Regeneration

**PORTFOLIO:** Deputy Leader's

**SUBJECT:** Term Maintenance Contracts

**WARDS:** Borough-wide

## **1.0 PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to seek Member approval to proceed with a procurement process with regards the provision of term maintenance and minor works contracts for mechanical, electrical and building elements for use across the borough.

## **2.0 RECOMMENDATION: That**

**Members approve that a procurement process be entered into via the Chest with the purpose of securing term maintenance and minor works contracts for mechanical, electrical and building elements for use across corporate and school buildings borough wide.**

## **3.0 SUPPORTING INFORMATION**

- 3.1 The existing maintenance and minor works term contracts for mechanical, electrical and building elements all come to an end on 31<sup>st</sup> December 2024.
- 3.2 It is proposed that the new arrangements are set up for a 3-year period with the potential for up to a 1-year extension subject to satisfactory performance to mirror the current arrangements.
- 3.3 The tender submissions will be evaluated on both price and quality, this being based on a 40% cost, 60% quality ratio, the quality element being broken down further into 35% based on the submission & 25% based on an interview. The above evaluation process will ensure that we enter into a contract or contracts which obtains the most economically advantageous terms for the authority.

- 3.4 Based on previous expenditure it is anticipated that the total annual value of each of the contracts could be up to £2m thus the value of a 3 year + 1 year contract could be up to £8m. This figure is above the Public Contract Regulations 2015 value threshold as such these contracts will be tendered via a full open tendering procedure in accordance with the regulations and advertised via the chest.

#### **4.0 POLICY IMPLICATIONS**

- 4.1 The method of procurement fits with the Council's procurement policy, the tender process being carried out in conjunction with the Procurement Centre of Excellence, using 'The Chest' procurement portal.
- 4.2 The above will also help with the delivery of the department's aims and objectives which amongst others are to 'manage the Council's land and property portfolio in a safe, cost effective and fit for purpose condition' and to contribute to increasing the number of Halton residents in employment.

#### **5.0 FINANCIAL IMPLICATIONS**

- 5.1 The cost of the works will be met from a variety of existing budgets, including Property Services repairs and maintenance budget, individual schools' budgets, together with various capital budgets.
- 5.2 The above contracts will ensure that we continue to deliver the maintenance and servicing of plant and equipment within the authorities' buildings in a cost-effective manner which will enable us to provide fit for purpose accommodation for staff and public alike.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

##### **6.1 Children and Young People in Halton**

None

##### **6.2 Employment, Learning and Skills in Halton**

The letting of these contracts will help contribute to the employment within the borough as we are building into the contract clauses to encourage the providers to employ Halton residents on the strength of the contracts.

### **6.3 A Healthy Halton**

None

### **6.4 A Safer Halton**

None

### **6.5 Halton's Urban Renewal**

None

## **7.0 RISK ANALYSIS**

Failure to put replacement contracts in place by 1<sup>st</sup> January 2025 could potentially leave us without any contractors to carry out essential maintenance works to our buildings which may have serious consequences for the ongoing safe operation and running of our premises.

## **8.0 EQUALITY AND DIVERSITY ISSUES**

None

## **9.0 CLIMATE CHANGE IMPLICATIONS**

9.1 Works carried out under these contracts will have a positive impact on our carbon emissions as some of the works will include carbon reduction measures. The procedure itself of going through a procurement process will have no impact on the Climate Change agenda.

## **10.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
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None under the meaning of the act