

Item No.	Classification: Open	Date: April 2014	Decision Taker: Strategic Director of Children's and Adults' Services
Report title:		Gateway 2 - Contract Award Approval Contract Award Approval: Appointment of Architects and Associated Consultants for the Primary Expansion Programme	
Ward(s) or groups affected:		All	
From:		Director of Regeneration	

RECOMMENDATION

That the Strategic Director of Children's and Adults' Services:

1. Approves the award of the Architects and Associated Consultants contract for:
 - Package A of the Primary Expansion Programme to Hawkins Brown Architects LLP, at an estimated sum as disclosed in the closed version of this report; and
 - Package B of the Primary Expansion Programme to Haverstock Associates LLP, at an estimated sum as disclosed in the closed version of this report.

using the Construction Related Consultant Services (CRCS) 2012 framework (also known as the London Construction Programme (LCP) Framework), for a period of 6 – 12 months commencing in May 2014.

2. Notes that the award of the contracts listed in paragraph 1 of this report will not be awarded until Southwark's health and safety/equality requirements have been met. This is detailed further in paragraph 50 of this report.

BACKGROUND INFORMATION

3. On 16 July 2013 the council's cabinet approved the recommendations for the Primary Investment Strategy for the Borough's primary schools. The strategy addresses the increased demand for reception places in the Borough's primary schools, with demand set to rise further over the next three years.
4. In February 2014, the Cabinet Member for Children's Services approved the procurement strategy to tender for two contracts to architect-led design teams for the expansion of the primary schools listed in table 1 of this report, through the Primary Investment Programme using the CRCS Framework. The Architect-design teams will include the lead consultant, Mechanical Engineer, Electrical Engineer, Structural Engineer and Landscape Architect.

Table 1:

Project/Programme	Expansion	Nature of works
Bellenden Old School	2FE	Remodel
Bellenden	1FE	New Build
Keyworth	0.5FE	Remodel

Gloucester	1FE	Remodel
Grange	0.5FE	Remodel
Charles Dickens	0.5FE	Remodel
Robert Browning	0.5FE	Remodel
Crawford	1FE	Remodel
Redriff	1FE	Remodel
Albion	1FE	New Build
Ivydale @ Bredinghurst	2FE	New Build
Cherry Garden	N/A	New Build
Total	11FE	

5. For Architectural Services, the projects in the Primary Expansion Programme have been divided into two packages, each of roughly equal value. Bidders were required to tender for one or both packages, but were only allowed to win one package, thereby ensuring the appointment of two consultants. This allows the council to spread its risk in terms of consultant performance and introduce an element of competitive edge to the appointments. The proposed make-up of the two packages is outlined in Table 2, and results in the award of 2 Architectural Design Services Contracts (1 for each package).

Table 2: Architect Procurement Packages

PACKAGE A	PACKAGE B
Schools: New Build Schemes: <ul style="list-style-type: none"> • Ivydale • Cherry Gardens Remodelling Schemes: <ul style="list-style-type: none"> • Crawford • Redriff • Gloucester • Keyworth 	Schools: New Build Schemes: <ul style="list-style-type: none"> • Albion • Bellenden Remodelling Schemes: <ul style="list-style-type: none"> • Grange • Charles Dickens • Robert Browning • Old Bellenden (or 'Belham')

6. Each package includes a combination of new build and remodelling projects, which have been packaged together in terms of scope or works required and estimated value. Consideration has also been made with regards to the complexity of the sites involved and key stakeholders.
7. A copy of the Gateway 1 report is included as a background paper to this report, as it gives important background details on the procurement approach being adopted. The Gateway 1 report also notes that the procurement timeline provides for contract award decision to take place during the pre-election period, for the reasons outlined in paragraphs 7 and 8 of that report. Namely that the decision is not deemed to deal with controversial issues nor promote individual candidates or the views of a political party, and the decision will enable the council to meet its statutory responsibility for providing primary school places.
8. This report concerns the selection and appointment of two professional services providers to provide an Architect led design team for Package A and Package B schools in the Primary Expansion Programme, using the CRCS 2012 professional consultancy framework.

Procurement project plan (Key Decision)

9. The timetable for this procurement process is, as follows:

Activity	Completed by/Complete by:
Forward Plan for Gateway 2 decision	May 2014
Formalise approval of Gateway 1: Procurement Strategy Report	February 2014
Invitation to tender	24 February 2014
Closing date for return of tenders	17 March 2014
Completion of evaluation of tenders	28 March 2014
DCRB Review Gateway 2 (this report)	23 April 2014
CCRB Review Gateway 2 (this report)	N/A (as under £2m for each contract)
Notification of forthcoming decision – Five clear working days	29 April 2014
Approval of Gateway 2: Contract Award Report	08 May 2014
Scrutiny Call-in period and notification of implementation of Gateway 2 decision	09 May – 15 May 2014
Contract Award	16 May 2014
Add to Contract Register	16 May 2014
Contract start	17 May 2014
Contract completion date (expected)	Dec – May 2014/2015 (will vary by project)

KEY ISSUES FOR CONSIDERATION

Description of procurement outcomes

10. This procurement provides the architectural design services necessary to develop designs for the primary schools included in Package A and Package B of Southwark's Primary Expansion Programme (listed in table 2 of this report), to enable the additional 11 Forms of Entry which are required to be provided by September 2016. The report seeks approval to appoint the Architectural services for each package for RIBA Stages A to D. The intention at this stage is for the Architect to then novate to the contractor at the end of Stage D, and this will be formalised in a separate report.
11. The packaging of schools into two professional services appointments has provided an economy of scale and facilitated bids from tenderers that offer excellent value for money.

12. Care was taken in the procurement process to secure the services of highly skilled and experienced designers capable of creating through design excellence, a positive legacy for years to come.

Key/Non Key decisions

13. This report deals with a key decision

Policy implications

14. The expansion of these primary schools is essential in delivering the council's strategy for additional pupil places and is a key part of the Primary Investment Strategy.

Tender process

15. The selection panel for the Package A procurement comprised:
Head of Regeneration, Capital Projects, CE's department
Two Project Managers, Capital Projects, CE's department
Programme Manager, Capital Projects, CE's department
2 representatives from each school included in the programme.
16. The selection panel for the Package B procurement comprised:
Head of Regeneration, Capital Projects, CE's department
Two Project Managers, Capital Projects, CE's department
Programme Manager, Capital Projects, CE's department
2 representatives from each school included in the programme.
17. The selection process for the Architectural services provider followed standard procedures and working practices set out in the CRCS framework arrangements.
18. Expressions of interest were invited on 10 February 2014 from the CRCS panel of 8 Architectural services providers for Education Architects for projects of over £3m using a standard CRCS template, customised for the Primary Expansion Programme. Firms wishing to express interest were required to respond confirming which Package/s they expressed an interest in, and submit a maximum of 3 relevant CV's by 17 February 2014. Under CRCS Regulations, any firm expressing an interest, would then be invited to tender.
19. For Package A, seven out of eight firms expressed interest by submitting the required information, namely:
 - Haverstock Associates LLP
 - Hawkins Brown Architects LLP
 - Pellings
 - Pick Everard
 - Pollard Thomas Edwards Architects (PTEa)
 - NPS Property Consultants Ltd
 - Mouchel Ltd
20. For Package B, eight out of eight firms expressed an interest by submitting the required information, namely:

- Haverstock Associates LLP
 - Hawkins Brown Architects LLP
 - Pellings
 - Pick Everard
 - Pollard Thomas Edwards Architects (PTEa)
 - NPS Property Consultants Ltd
 - Mouchel Ltd
 - Curl La Tourelle Architects
21. The panels anticipated a high level of response to the expression of interest, due to the nature and size of the programme, which is attractive to potential tenderers. The firms included under the CRCS Framework for Education Architects have good experience in the education sector, and have already been through a high level of scrutiny and competition prior to being accepted onto the Framework. A high level of competition therefore existed with which to proceed.
 22. Prior to issuing the Invitation to Tender, site tours were conducted at each school included in the programme, with 2 representatives attending from each of the Architectural firms who had expressed an interest in tendering for the programme. Project Managers from the Capital Projects team escorted the Architects to each site, where a walk around was conducted and led by either the Headteacher, Business Manager or Premises Manager from each school.
 23. A comprehensive Invitation to Tender Document, based on the standard CRCS template, was then prepared for invitations to tender from the firms who had expressed an interest in the programme, the contents of which are listed in Appendix 1. Alongside this, a Project Brief, Education Design Brief (as completed by the Learning Crowd for each school) and measured surveys were provided as background information.
 24. The firms who expressed an interest for each Package were invited to tender on 20 February 2014, with a closing date for tender returns of 17 March 2014.
 25. A mid-tender review meeting also took place with all tenderers for both Packages, in order to clarify any points from the Invitation to Tender, and to respond to any clarifications in an open forum. The sessions were hosted by the Head of Regeneration and three project managers from the Capital Projects team. The tenderers were also given the opportunity to raise any clarifications via email, which were then circulated anonymously to all tenderers along with a response. The deadline for submitting clarifications via email was the 7th March 2014.
 26. Tenders were returned for Package A by four out of the seven tenderers who had expressed an interest, by the due date and time of 2pm on Monday 17 March 2014. The three declining tenderers declined in writing, and stated that having reviewed both packages, in light of the timescales required, they wanted to focus their resources on Package B only.
 27. Tenders were returned for Package B by seven out of the seven tenderers who had expressed an interest, by the due date and time of 2pm on Monday 17th March 2014.

Tender evaluation

28. The framework allows a spectrum of options for the ratio of price to quality and method for converting prices to points, and also allows for a quality threshold to be set by the client, below which bids fail irrespective of the overall score including price.
29. The CRCS evaluation methodology was followed, which provides for the award to be based on the most economically advantageous tender. Given the importance attached to the quality of design and that tendered fee rates cannot exceed the framework rates, it was agreed that the price to quality ratio of 30:70 was to be used in the selection of the architects. In addition, a quality threshold of 70% overall and 60% for each quality criterion was proposed.
30. The following submission requirements (based on a standard CRCS format), together with appropriate weightings, were developed and endorsed by the selection panels for evaluating the quality element and included in the Invitation to Tender document:
- a) Part 2.2: Answers to six questions in order to form a Qualitative Delivery Proposal, listed in Table 4 below:

Table 4: Quality Questions

No.	Question
1	Please demonstrate your understanding of the project for each school
2	Please outline your design approach/methodology for each school
3a	Please outline your proposed resource plan for resourcing this commission
3b	please detail the numbers of personnel to be deployed (please provide CV's for key personnel (including Lead Consultant, Lead Architect, Mechanical Engineer, Electrical Engineer and Structural Engineer, Landscape Architect)
4	What will your approach be to ensuring successful working relations and good communications with both the client and other stakeholders?
5	Please demonstrate your approach to ensure that good value for money is obtained.

31. The fee submission requirement followed the standard CRCS format, which comprises a fee bid based on the percentage of estimated project cost, in accordance with fees quoted within the Framework Agreement, together with a breakdown of that fee for each RIBA Work Stage. The estimated project cost for fee submissions was provided for each of the schemes within Package A and Package B. The fee proposal for each project, including a breakdown by RIBA Work Stage, was requested to be confirmed in Part 5 of the Instructions to tender document, 'Tender Fee and Tender Return', as a signed and dated record of the fee offer. There was also the opportunity to provide an optional discount for the package of works, for both the New Build Schemes and the Remodelling Schemes. On receipt of tenders, the council's external Quantity Surveyor reviewed each price submission to ensure compliance with the framework rates.
32. The evaluation of fees was based on the standard methodology in accordance with the CRCS Framework rules for First Quartile No Deviation. Here, the first quartile is

calculated from the submitted tenders, and the first (25th percentile) receives the highest ranking score, and a score between 0 and 10 is then awarded depending on the percentage variance of the tendered rate from the first quartile figure.

33. The weightings allocated to the quality and price criteria in the Invitation to Tender document are summarised in the following chart:

Criteria	Weighting
Answers to the tender questions for Quality - listed in Table 4 of this report:	
• Question 1	12.6%
• Question 2	16.8%
• Question 3a	7%
• Question 3b	7%
• Question 4	12.6%
• Question 5	14%
Sub-total:	70%
Interview / Presentation (for clarification purposes only)	0%
Quality total	70%
Price (Fees) total	30%
GRAND TOTAL	100%

34. A reading pack was prepared to assist the selection panel in their evaluation of tenders in relation to Quality. This comprised reading tips, a scoring legend to provide a definition for each score 0 – 5 and an evaluation score sheet for each tenderer.
35. In order to facilitate the evaluation of price and quality submissions in isolation from one another, the Head of Regeneration (Capital Projects) and the Capital Projects Team Project Manager took responsibility for co-ordinating the opening of tenders, copying and distributing documents to the responsible parties for price and quality evaluation, respectively, and for liaising with the council's external Quantity Surveyor, responsible for validating the price submissions. The remaining members of the selection panel were thus free to give exclusive attention to the evaluation of the quality submissions.
36. Tenders were opened in line with contract standing orders, and the price submissions recorded by the Legal Team Coordinator in Finance and Corporate Services, Head of Regeneration (Capital Projects) and the Capital Projects Project Manager on the afternoon of Monday 17 March 2014. The price submissions are given in a table in the closed version of this report.

Quality evaluation

37. Tenderers' quality submissions were forwarded to the evaluation panel for review on 18th March 2014. Following this, a group session was completed with the panel for Package A and Package B on Thursday 20th and Friday 21st March respectively, which enabled the representative's from each school to provide an initial score for each quality question for each submission, and for the council representatives to provide a collective score for each quality question for each submission. These scores were then weighted and totalled to provide an initial agreed score for each tender submission.

38. During the group sessions, panel members for both Packages reviewed the tenderers' quality submissions and agreed a series of questions aimed at clarifying a number of matters. These questions were then issued to the tenderers in advance of the clarification session for each Package, to which all tenderers were invited.
39. At the clarification session for each Package, each tenderer was asked to present their bid and to focus on key points from their submission as to why their firm was best placed to deliver the package of schemes, and to respond to the clarifications which were issued. The same questions were put to each tenderer in both Packages, except for Package A which had some additional questions in relation to Cherry Garden Special School. Following the presentation, there was also the opportunity for panel members to ask any further questions. This also provided the opportunity for school representative's to ask specific questions on their individual school.
40. Following the clarification sessions for each package, the Panel members moderated their individual scores for the tenderers submissions. These were then averaged for each question, weighted and totalled to provide a final, agreed score for each tender submission. Whilst the council does not ordinarily use averaging for scoring tender submissions, each school representative on the panel for each package were marking the submissions on the basis of the response provided for their individual school. With 6 schools in each package providing an individual score, along with a council score, averaging was the most suitable method for confirming the final score.

Price evaluation

41. Tenderers' price submission details were forwarded to the council's external Quantity Surveyor for commercial review and validation to ensure consistency with the Framework fee templates.
42. The check of submissions for completeness and commercial review by the council's advisor gave rise to a number of points for clarification, which were then responded to by the relevant tenderers and the scoring completed, using the method outlined in paragraphs 31 and 32 of this report.

Price and quality – overall result

43. The bids for each Package were evaluated as described above. Full details of the scoring are included in the closed version of this report.
44. Based on the evaluation for Package A, Hawkins Brown has submitted the most economically advantageous tender, and is recommended by the selection panel for appointment.
45. Hawkins Brown scored, as follows:

Criteria	Out of	Hawkins Brown
Quality	70	51.9
Price	30	21
Total (Quality and Price)	100	72.9

46. Hawkins Brown indicates a safe trading level considerably in excess of the contract value of this appointment. This is verified also by a recent Experian finance risk report dated 24 April 2014.
47. Based on the evaluation for Package B, Haverstock has submitted the most economically advantageous tender, and is recommended by the selection panel for appointment.
48. Haverstock scored, as follows:

Criteria	Out of	Haverstock
Quality	70	60.8
Price	30	21
Total (Quality and Price)	100	81.8

49. Haverstock indicates a safe trading level considerably in excess of the contract value of this appointment. This is verified also by a recent Experian finance risk report dated 24 April 2014.
50. The firms to be appointed have already passed the health and safety and equalities assessment undertaken by Haringey council to appoint them onto the CRCS Framework. However, to ensure that Southwark council's own Health and Safety and Equality and Diversity requirements are met, the award of the contracts will be subject to further assessment in consultation with the council's corporate strategy team and the council's Health and Safety Manager. Whilst it is expected that both providers will meet the councils standard, the outcome of the further assessments will be cleared with the Strategic Director of Children's and Adults' Services, prior to making each award.
51. Both Hawkins Brown and Haverstock made a strong quality submission that addressed all criteria in convincing detail. In particular, coherent and practical arrangements for delivering the overall programme covered all professional disciplines, including proposed resource allocation and arrangements for programme co-ordination. Also, their proposed project team is highly experienced and cover all specialist areas highlighted in the tender document and Project Brief.

Plans for the transition from the old to the new contract

52. Not applicable.

Plans for monitoring and management of the contract

53. The project clienting, including the management and administration of the professional services appointment, will be run and resourced through the Capital Projects Delivery team in the Chief Executive's Department.
54. Progress with the design work and performance of the Architects Design team will be subject to constant scrutiny and monthly formal review, including reviews on programme and quality. The experienced officer client team, together with the consultant, will use a number of mechanisms for monitoring and controlling the financial and programme performance of the contract, including:

- Strategic cost plan, which will be regularly reviewed and updated

- Monthly financial statements by the consultant quantity surveyor/contractor
 - Monthly appraisals of progress against the contract programme
 - Monthly progress reports by:
 - The lead consultant
 - Main contractor
 - Other design consultants
 - Monthly progress meetings on site
 - Tracking and chasing actions on critical issues
 - Monthly 'look ahead' meetings with principals / directors
 - Periodic project team 'look ahead' workshops covering key phases of work and risks
 - Risk and issues logs
55. Key Performance Indicators (KPI's) are also to be collated by the consultant with key targets to be agreed. In parallel to this, the council will be required to complete quarterly supplier engagement forms which will be reviewed by the CRCS procurement team at Haringey council, and any issues arising with regard to poor performance of the contractor will be managed by them.
56. A payment schedule will be drawn up for each stage of work. Invoices will be vetted by the Council's Capital Projects Delivery Team to ensure compliance with the terms of the consultant's Agreement and then passed to the Head of Capital Projects to authorise for payment.

Identified risks for the new contract

57. An assessment of programme risks and mitigation measures has been conducted, as follows:

	RISK	RISK LEVEL	MITIGATION ACTION
1.	Architect deploys inadequate resources and management arrangements to deliver the programme	Low	Exercise a strict 'management and control' regime throughout the life of the project and escalate significant issues concerning progress, cost control or quality, if necessary, for director-level resolution.
2.	Delay by consultant in obtaining/failure to obtain statutory consents, e.g. planning.	Medium	For each project, make reference in the tender documents to the need for early discussions with statutory authorities and realistic timescales for preparing, submitting and determining applications. Designate an in-house planning officer for the programme to give planning advice and co-ordinate planning application submissions.
3.	Preconstruction delays by the professional consultant.	Low	Provide clear information on key milestones to the professional services consultant and obtain credible proposals for achieving the milestones in their project execution plan. Monitor and

	RISK	RISK LEVEL	MITIGATION ACTION
			control the delivery process.
4.	Costs exceed budget.	Low	For each project, ensure that the consultant establishes comprehensive Employer's Requirements and a robust and reliable cost plan that has the agreement of all parties. Ensure that the consultant builds in time for value engineering as an integral part of pre-construction activities, in agreement with the project (consultant and contractor) team, to ensure that costs align to the budget.

Community impact statement

58. This report gives effect to a previous decision regarding the Primary Expansion programme. The appointed Architect Design team will contribute to the community benefits identified previously through efficiently and effectively delivering the programme, so that the increased capacity of Southwark's primary schools will result in a positive impact on younger children and families across a wide area of the local community.
59. Those living in the vicinity of new developments may experience some short term inconvenience due to the construction works. These will be appropriately managed and there will be extensive consultation with the local community.
60. In relation to the procurement of the architects, whilst the council had considered different procurement options (some of which might have allowed the involvement of smaller local organisations) it was essential to ensure that the design of the programme to the required quality standard would be undertaken by suitably experienced firms with appropriate capacity and expertise, and it was considered that the use of the CRCS framework would present the most appropriate procurement route.
61. The project manager will be responsible for monitoring the performance of the contractor who will carry out the works under the Considerate Contractor scheme, which seeks to minimise disturbance and disruption in the locality.

Economic considerations

62. The Project brief for the new build and remodelling schemes developed for this programme make it clear that the council is seeking designs that are not only of high design quality but also provide good value for money, use robust and easily maintained materials, provide flexibility for reuse of spaces in the future and enable sustainable/low energy construction and operation.
63. The successful professional services consultant will be expected to deliver direct benefits to the local community and local residents. It is proposed that these benefits will be delivered through some or all of the following possible means:

- Supply chain and procurement with local businesses;
 - Use of local labour and training initiatives, including a construction employment, skills and training scheme linked to the council's Building London Creating Futures programme, which aims to match local residents with construction vacancies especially where these are linked to key development sites and regeneration activities;
 - A commitment to construction apprenticeships in proportion to the size and scale of the development; and
 - Corporate social responsibility and sustainability.
64. An employment and training package for the project will be agreed in consultation with the senior strategy officer of the chief executive's corporate strategy team, the director of planning.
65. Once construction works commence on site the traders in the vicinity of the site are likely to benefit from increased trade.

Social considerations

66. The Architect Design teams will deliver the projects in Package A and Package B of the Primary Expansion Programme, to provide designs for high quality new builds and remodelled schools, to provide additional primary school places for local people. This will have a positive impact on younger children and families across a wide area of the local community.
67. As we are utilising the CRCS 2012 Framework, implementing the contractual requirement for ensuring all employees are paid no less than the London Living Wage is not possible, however due to the nature of the services being provided, the appointed Architect design teams will pay their employees no less than the current London Living Wage levels.

Environmental considerations

68. The Architect will produce designs and specifications that must be energy efficient, minimise pollution, maximise natural site characteristics for energy generation and conserve resources where possible. New Build schools must aim for an 'Excellent' BREEAM rating and refurbished schools a 'Very Good' rating.
69. A low energy, efficient and cost effective building engineering services design that keeps running costs to a minimum, will be an essential component of the project brief. Key considerations will include:
- Consideration of whole life-cycle costs;
 - Sustainable sourcing, including locally produced materials and, where possible, timber from renewable resources.
 - Selection of contractor's should take into account their environmental policies;
 - Incorporation of environmentally benign heating and lighting provision;
 - Provision of facilities and equipment to encourage the re-use and recycling of materials.

Market considerations

70. The successful tenderer for Package A is a private organisation, has over 100 employees and has a national area of activity.
71. The successful tenderer for Package B is a private organisation, is a medium sized company, with over 100 employees and a national area of activity.
72. Discussions on the potential for employment and/or training opportunities for local people will take place with the consultant prior to appointment.

Staffing implications

73. The staff resources deployed to this procurement are sufficient to meet the proposed timetable.
74. Officer time relating to the management of this project is funded from existing revenue budgeted resources.

Financial implications

75. The estimated value of professional fees arising from the procurement of Architectural Services for the Primary Expansion Programme, as described in this report, is as disclosed in the closed version of this report. This sum is calculated on a percentage fee basis.
76. The estimated value of professional fees excludes costs and receipts unrelated to the procurement, such as:
 - Cost of works
 - Cost of surveys, tests, etc,
 - In-house salaries relating to programme delivery
 - Statutory fees
 - Payments arising from planning consent
77. The budget for the cost of the award of these contracts can be met from existing identified resources in the capital programme. The ongoing running costs associated with the refurbished and new buildings will be met from schools' existing budgets. The expenditure is expected to fall within 2014/15 and be funded from basic need grant. However, some expenditure may not take place until 2015/16 depending on the council's required timing of the services.

Legal implications

78. Please see concurrent from the director of legal services

Consultation

79. Consultation has taken place with both the individual schools and the wider estate on the proposed programme and where applicable a statutory consultation process required where schools expand is underway.
80. Proposals will be consulted on widely through the design development and planning process.

81. The council (together with the professional services provider) will consult on each Primary school project with the neighbouring tenants & residents associations before design proposals are finalised. A thorough consultative exercise with local residents and T&RAs will be carried out throughout the design and the planning process. This will include a letter/leaflet drop, laminated notices and public meetings/ exhibition.

Other implications or issues

82. None.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Head of Procurement

83. This report is seeking to award two contracts to provide architect and associated consultancy support for the delivery of the primary school expansion programme.
84. The report confirms that the previously approved procurement strategy has been followed to appoint two contractors via the CRCS framework (also known as the LCP framework) following a mini competition process.
85. Paragraphs 15 - 36 describe the tender process and the evaluation methodology adopted. The two packages of work both contained a selection of new build and remodelling projects. Whilst tenderers could submit proposals for both work packages, the council would only award one package to any contractor. Working within the operating rules of the framework, officers designed the evaluation process to accommodate the council's specific requirements.
86. The evaluation panels set up for this procurement process involved representatives from the schools included in the expansion programme. This approach would have helped ensure the school specific requirements have been assessed.
87. Paragraphs 37 - 51 provide the results of the evaluation. The report confirms that the recommended contractors have both met or exceeded the standards set for all areas assessed. Hawkins achieved the highest score on quality and the highest overall score for package A. Haverstock achieved the highest score on quality and the highest score overall for package B.
88. The report highlights that these award recommendations are subject to the council's standards for health and safety and equalities and diversity being met. These additional assessments will ensure that the council's current standards have not been compromised by the use of a third party framework.
89. The proposed monitoring and management arrangements for these contracts are outlined in paragraphs 53 -56.

Director of Legal Services

90. This report seeks the approval of the strategic director of children's and adults' services to the award of contracts for package A and B of the primary school expansion programme as further detailed in paragraph 1. At the noted values, the 2 contracts may be awarded by the relevant chief officer after consideration of the report by DCRB.

91. As the contracts relate to construction related services over the EU threshold they are subject to the full application of the EU procurement regulations. However the CRCS 2012 framework (through which these contracts have been procured) was set up following an EU compliant tendering process, and therefore tendering through the framework satisfied those EU requirements. The council has identified the most economically advantageous tender for each of the packages in accordance with its stated evaluation methodology (which is based on the CRCS standard format) and these contractors are therefore recommended for award.

92. As noted in paragraphs 1 and 50, the awards are subject to the council undertaking an internal assessment of the health and safety/equality requirements to confirm that the council's minimum standards are met, which is currently being undertaken.

93. Contract standing order 2.3 requires that no steps be taken to award a contract unless the expenditure involved has been approved. Paragraphs 75 to 77 confirm the financial implications of these awards.

Strategic Director of Finance and Corporate Services (CAP14/011)

94. This report is seeking approval from the Strategic Director of Children's and Adults' Services to approve the contract award of the appointment of architects and associated consultants for the Primary Expansion Programme of Package A to Hawkins Brown for the sum disclosed in the closed version of this report and Package B to Haverstock for the sum disclosed in the closed version of this report.

95. Details of the tender evaluation process are included in the closed version of this report.

96. The Strategic Director of Finance and Corporate Services notes that the cost of the contract will be funded from the basic need grant. Officers should ensure that budgets for the contracts are established and profiled on the council's financial information system for effective monitoring and reporting.

97. It is also noted that the on going running costs of the refurbished and new buildings will be met from existing schools budgets.

98. Staffing and any other costs connected with this contract to be contained within existing departmental revenue budgets.

BACKGROUND DOCUMENTS

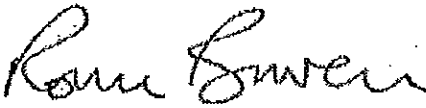
Background documents	Held At	Contact
Cabinet report of 16 July 2013 – Primary Investment Strategy	Capital Projects, Regeneration, 160 Tooley Street, SE1 2QH	Andrew Brown – 020 7525 5538
Gateway 1 report dated February 2014	Capital Projects, Regeneration, 160 Tooley Street, SE1 2QH	Andrew Brown – 020 7525 5538

APPENDICES

No	Title
Appendix 1	Consultant Invitation to Tender document contents list

FOR DELEGATED APPROVAL

Under the powers delegated to me in accordance with the council's Contract Standing Orders, I authorise action in accordance with the recommendation(s) contained in the above report.

Signature: 

Date: 12/5/2014

Designation: Strategic Director Children's and Adults' Services

AUDIT TRAIL

Lead Officer	Andrew Brown	
Report Author	Rebecca McTier	
Version	Final	
Dated	29 April 2014	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Head of Procurement	Yes	Yes
Director of Legal Services	Yes	Yes
Strategic Director of Finance and Corporate Services	Yes	Yes
Cabinet Member	No	No
Contract Review Boards		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board		
Cabinet	No	No
Date final report sent to Constitutional Team	12 May 2014	

BACKGROUND DOCUMENT – CONTRACT REGISTER UPDATE - GATEWAY 2

Contract Name	Primary Expansion Programme
Contract Description	Gateway 2 Contract Award Approval for the Appointment of Architects and Associated Consultants for Package A of the Primary Expansion Programme
Contract Type	Services
Lead Contract Officer (name)	Andrew Brown
Lead Contract Officer (phone number)	020 7525 5538
Department	Chief Executive
Division	Regeneration
Procurement Route	Framework
EU CPV Code (if appropriate)	
Departmental/Corporate	Departmental
Fixed Price or Call Off	Fixed Price
Supplier(s) Name(s)	Hawkins Brown
Contract Total Value	As disclosed in closed version of this report
Contract Annual Value	As disclosed in closed version of this report
Contract Start Date	May 2014
Initial Term End Date	November/December 2014
No. of Remaining Contract extensions	n/a
Contract Review Date	n/a
Revised End Date	n/a
Comments	

Contract Name	Primary Expansion Programme
Contract Description	Gateway 2 Contract Award Approval for the Appointment of Architects and Associated Consultants for Package B of the Primary Expansion Programme
Contract Type	Services
Lead Contract Officer (name)	Andrew Brown
Lead Contract Officer (phone number)	020 7525 5538
Department	Chief Executive
Division	Regeneration
Procurement Route	Framework
EU CPV Code (if appropriate)	
Departmental/Corporate	Departmental
Fixed Price or Call Off	Fixed Price
Supplier(s) Name(s)	Haverstock
Contract Total Value	As disclosed in closed version of this report
Contract Annual Value	As disclosed in closed version of this report
Contract Start Date	May 2014
Initial Term End Date	November/December 2014
No. of Remaining Contract extensions	n/a
Contract Review Date	n/a
Revised End Date	n/a
Comments	

Invitation to Tender Contents:

- 1. PROJECT DETAILS**
- 2. EVALUATION CRITERIA AND METHODOLOGY**
 - 2.1 Price Evaluation
 - 2.2 Qualitative Delivery Proposal
- 3. QUERIES**
- 4. RETURN OF TENDER**
- 5. TENDER FEE AND TENDER RETURN**