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**Meeting:** Executive  
**Date:** 4 May 2010  
**Subject:** Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants Contract 2010 – 2013.  
**Report of:** Councillor Rita Drinkwater - Portfolio Holder for Housing  
**Summary:** The report proposes to award the Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants contract 2010 – 2013.

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**Advising Officer:** Julie Ogle, Director of Social Care, Health and Housing  
**Contact Officer:** Basil Quinn, Asset Manager and Nick Costin, Head of Service Private Sector Housing  
**Public/Exempt:** Public/ Exempt Appendix B  
**Wards Affected:** All wards within Central Bedfordshire Council  
**Function of:** Executive  
**Key Decision** Yes  
**Reason for urgency/ exemption from call-in (if appropriate)** N/A

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

The award of this contract contributes to Central Bedfordshire Council priorities; “Managing Growth Effectively”, and “Supporting and Caring for an ageing population”. The provision of adaptations enables households to remain in their homes instead of have to find alternative, suitable homes. In addition, households benefitting from Adaptation works have a greater proportion of older persons.

### **Financial:**

The new contract is to be awarded for 3 years with an option for a 2 year extension. The contract is due to commence on 1<sup>st</sup> July 2010.

The budget for this Contract is contained within two cost centres. The capital budget for Aids and Adaptations (for Council owned housing) is in the Housing Revenue account and is £471,000 for 2010/11. For Disabled Facilities Grants the current General Fund capital budget for 2010/11 is £1,600,000. If the contract is awarded to the Contractors C, F, I as proposed, all expenditure for all contractors will be contained within the allocated budgets.

The awarding of this contract will provide better value for money for the Council in times of financial constraint. The contract will ensure improved prices for adaptation works resulting in additional work being undertaken within budgets to meet the huge demand for adaptations needed to make homes safe and accessible for clients with disabilities.

The full financial evaluation details and explanation is included in the Exempt Appendix B.

**Legal:**

The contract has been tendered in accordance with the Council's Corporate Procurement Rules and the OJEU (Official Journal of European Union) Procurement Legislation.

**Risk Management:**

It is anticipated that contract expenditure will be kept within the agreed budget limits. The contracts have customer care and quality requirements to help safeguard disabled clients and the Council.

The risk in not awarding the Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants Contract will be that the Council will not be able to assist many disabled residents as less work will be possible under the approved budgets.

**Staffing (including Trades Unions):**

No staff implication, no staff to transfer to the successful contractors.

**Equalities/Human Rights:**

Equality and diversity are key issues for all directorates within Central Bedfordshire Council. We expect our contractors to comply with our Corporate Equalities Policy and incorporate this within their method statements. As part of ongoing contract monitoring arrangements the Council will check that statutory service delivery and employment requirements relating to equality are being met.

**Community Safety:**

No issues to report.

**Sustainability:**

The tendering process included the Central Bedfordshire Council standard assessment against environmental performance.

The quality submissions were judged on the tenderer's environmental management system and specifically whether they were accredited by a third party to BS EN ISO 14000 standard or equivalent.

The criteria also included evidence on their Environmental Performance and any other environmental policies. All materials will be disposed of in an environmentally friendly way.

The recommendations contained in this report will have no significantly adverse environmental implications.

#### **Summary of Overview and Scrutiny Comments:**

This report has not been considered by the Overview and Scrutiny Committee.

#### **RECOMMENDATION(S):**

**That the Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants Contract 2010 - 2013 is awarded to:**

**Contractor C - two lots (packages) made up of 1 lot for social housing and 1 lot for Disabled Facilities Grants.**

**Contractor F - 2 lots for Disabled Facilities Grants.**

**Contractor I - 1 lot for Disabled Facilities Grants.**

#### **Executive Summary**

This report outlines the outcome of the tendering process for the Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants Contract 2010 – 2013. The tendering process has resulted in a proposal to award the contract to three contractors for the five lots in the contract. The contracts should provide improved value for money for the Council in times of financial constraint but also deliver good quality and customer care for disabled clients.

#### **BACKGROUND**

1. The Council is committed to providing Aids and Adaptations to customers living in Council owned housing, and has a statutory requirement to provide Disabled Facilities Grants to eligible private sector and housing association clients assessed by Occupational Therapists to have a need for adaptations to enable them to remain in their homes.
2. This is a new contract that combines Aids and Adaptations for Council owned housing, with Disabled Facilities Grants for private sector and housing association clients. Existing arrangements will expire in June 2010 and the new contract will commence in July 2010.
3. The contract was split into 5 lots, 4 lots for Disabled Facilities Grants and 1 lot for Aids and Adaptations to Council owned housing. A maximum of 2 lots to be awarded to any one contractor. Contractors had to indicate if any discount would be offered if 2 lots were awarded.

4. This contract is funded from two sources. One is the Council's Housing Revenue Account, which is a ring-fenced account, separate from the Council's General Fund. In the medium term, up to 15 years based on the current funding regime, the Council's Housing Revenue Account is financially viable. The award of this contract will support the efficient delivery of the Council's investment programme in Council homes, enabling disabled housing customers to stay in their homes. The efficiency saving achieved through procurement supports the continued viability of the Housing Revenue Account in the medium term. For Disabled Facilities Grants the contract is funded from the Council's Capital programme. At this point the proposed budget is £1.6 million for 2010/11 (although this does not meet current commitment and demand).
5. The Standard Award Criteria Evaluation Model is a points system based upon 40% of the marks being awarded for financial submissions and 60% for quality submissions. The criteria for assessment of quality are specified at Appendix A,
6. The evaluation team for the Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants contract comprised 5 officers, the Housing Portfolio Holder, and two tenants. The evaluation team reviewed the Method Statements from each contractor on Wednesday 24th March 2010.

**Appendices:**

Appendix A – Tender Award Criteria for Bathroom Refurbishments (Disabled Adaptations in Council owned housing) and Disabled Facilities Grants Contract 2010 – 2013

Appendix B – Exempt Report to Executive

**Background Papers:** None