

# **PROCUREMENT GATEWAY 3 - CONTRACT AWARD REPORT - PART I**

Contract 20936 - Contract Tinside East Cove – Repairs to Steps  
(Phase I Enabling Works)



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## I. INTRODUCTION

This contract award report is in relation to the procurement of Phase I of repairs to the Steps and associated elements at Tinside East Cove. The scope of the requirement of Phase I includes: Removal and appropriate disposal of the damaged sections of the Steps, landings, sun terraces and associated structures as required to execute the required repairs. Investigation by survey, trial pits and cores etc into condition and nature of the structure and underlying/supporting material and determination of requirement and the design for the re-instatement and repairs to the steps, landings etc. noses, and adjacent sea wall sections, inclusive of drawings and scope of work and specification for the required re-instatement works.

Contract Duration: Exact duration will be determined by the quantity of material that will need to be removed and the findings during the removal of material and investigation works. There is also the potential for weather and storm conditions to impact on the duration. It is estimated that this will be 6 to 10 weeks.

## 2. BACKGROUND

Recent storm events have caused damage to Tinside East Steps and West Nosing. The area is well used by the Wild Swimming Community providing free access to the sea for exercise. This area is a focal point between the Hoe and the water.

## 3. PROCUREMENT PROCESS

The Council's Contract Standing Orders have been followed in order to procure a contractor to undertake the works required.

## 4. TENDER EVALUATION CRITERIA

The Council evaluated the supplier's suitability by undertaking a suitability assessment to deliver the works and checking that all required documents are completed and submitted.

### Stage I - Suitability Assessment

The suitability assessment criteria is as follows:

- Supplier Details
- Insurances
- Health and Safety Policy and Capability
- Environmental Management
- Quality Management
- Technical Ability

The scoring methodology used was as follows:

Response	Resulting action
Meets minimum expectations	PASS -proceed with procurement
Some minor concerns	CLARIFY- concerns discussed and response resubmitted
Major/unacceptable concerns	FAIL- end procurement process

As part of the assessment, the supplier's ability to supply all of the technical requirements to the standard required; to fulfil the contract within the required timescales; and to deliver a value for money solution was taken into consideration

## 5. SUMMARY OF EVALUATION

Responses were evaluated by a Council Officer, and assessed independently by a second Council Officer all of whom have the appropriate skills and experience, in order to ensure transparency and robustness in the process.

The outcome of this review is contained within the confidential Part II paper.

## 6. FINANCIAL IMPLICATIONS



Financial provision has been made for this contract within the project budget. The financial details are contained within the confidential Part II paper.

## 7. RECOMMENDATIONS

It is recommended that a contract be awarded to the successful supplier on JCT Design & Build 2016 Terms & Conditions.

## 8. APPROVAL

### Authorisation of Contract Award Report

Author (Responsible Officer / Project Lead)			
Name:	R. Bint		
Job Title:	Facilities Manager		
Additional Comments (Optional):			
Signature:		Date:	1 Apr 2021
Head of Service / Service Director [Signature provides authorisation to this award report and award of Contract]			
Name:	Kim Brown		
Job Title:	Service Director (HR and OD)		
Additional Comments (Optional):			
Signature:		Date:	06 April 2021