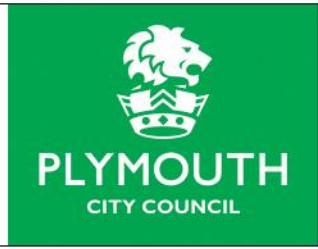


PROCUREMENT GATEWAY 3 - CONTRACT AWARD REPORT PART I

Plot B240 Construction - 20264



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1. INTRODUCTION

This contract award report is for the appointment of a Principal Contractor for the Design and Build of Plot B240 under a JCT 2016 Design and Build Contract

Contract Duration: approx. 12 months

2. BACKGROUND

In November 2018 approval was given for the development of a c1, 799sq m of office and commercial space at Plot B240, Plymouth International Medical and Technology Park. Over the last two and a half years feasibility and design work has been undertaken. Planning permission was granted in October 2020 subject to discharge of conditions

3. PROCUREMENT PROCESS

A competitive procurement was run following the 'Request for Quotation' procedure as outlined in the Council's Contract Standing Orders. This is a one stage process incorporating both suitability assessment criteria and contract award criteria. Under this process a minimum of 3 suppliers must be invited to submit written quotations, 2 of whom should be local PL postcode suppliers. For this procurement, six suppliers were invited (whom 5 are local) to this opportunity.

4. TENDER EVALUATION CRITERIA

Evaluation was undertaken in accordance with the overall evaluation strategy for the project.

The Council has evaluated tender submissions as a two part process.

The first part consisted of an assessment of the Tenderer's suitability in principle to deliver the works as detailed in the ITT document pack and checking that all required documents were completed and submitted. Only Tenderers passing this first part had their Tenders evaluated at the second part.

The second part is the award and considers the merits of the eligible Tenders in order to assess which is the most economically advantageous. In this part only quality, price and social value criteria that are linked to the subject matter of the contract were used.

4.2 Part I - Suitability Assessment (Schedule I)

Part I assessments were made against the responses to the suitability assessment questionnaire included at Schedule I in the Return Document.

4.2.1 Evaluation Criteria and Methodology

All Suitability Assessment questions were evaluated on a PASS/FAIL basis. Each question clearly indicated what response constitutes as PASS and what response constitutes as FAIL. In the event of the Tenderer being awarded a 'fail' on any of the criteria, the remainder of the Tender was not be evaluated and would have been eliminated from the process. The company would have been disqualified if they did not submit these completed questions.

Wherever possible the Council permits Tenderers to self-certify they meet the minimum PASS/FAIL requirements without the need to attached evidence or supporting information. However where the Council regards the review of certain evidence and supporting information as critical to the success of the procurement this was specifically requested.

The return document clearly indicated whether ‘Self-certification’ was acceptable or whether ‘Evidence is required’ for each question.

Where Tenderers were permitted to self-certify, evidence will be sought from the successful Tenderer at contract award stage. Please note the successful Tenderer must be able to provide all evidence to the satisfaction of the Council at contract award stage within a reasonable period, if the successful Tenderer is unable to provide this information the Council reserves the right to award the contract to the next highest scoring Tenderer and so on.

4.3 Stage 2- AWARD

Tenderers passing all the pass/fail criteria in part 1 had their responses made to part 2 evaluated by the Council to determine the most economically advantageous Tender based on the quality, price and social value criteria that were linked to the subject matter of the contract.

4.3.1 Award criteria

The high level award criteria is as follows:

Criteria	Weighting
Price	55%
Quality	40%
Social Value	5%
TOTAL	100%

Weightings for individual sub-criteria contained under each of the above were detailed in the return document.

4.3.2 Evaluation Methodology

4.3.2.1 PRICE (Schedule 3)

Evaluation made against comparison of pricing schedules.

PRI Total Tender Sum

The Tenderer’s Total Tender Sum was evaluated using the scoring system below:

Scoring System
Lowest price quoted from all Tenderers receives maximum % score (55%). Other Tenderers’ prices are scored in accordance with the following equation:

$$\% \text{ Score} = 55 \times (1 - ((\text{Tender Price} - \text{Lowest Tender}) / \text{Lowest Tender})) / 100$$

4.3.2.2 QUALITY (Schedule 2 and Schedules 5-8)

Each question was clearly identified as being evaluated on a pass/fail or scored basis.

Pass/Fail Questions- Questions identified as PASS/FAIL were evaluated on a pass/fail basis. Each question clearly indicated what response constitutes as PASS and what response constitutes as FAIL. In the event of the Tenderer being awarded a 'fail' on any of the criteria, the remainder of their Tender was not evaluated and they would have been eliminated from the process. The company would have been disqualified if they did not submit these completed questions.

Scored Questions - Questions identified as SCORED were evaluated in accordance with the sub-criteria and weightings detailed in the return document.

Section weightings were identified at the top of each group of questions and sub-weightings were identified against individual questions. The question or group of questions were allocated a score and the appropriate weightings were then applied. The weighted score was rounded to two decimal places.

Questions identified as SCORED were evaluated using the scoring system below:

Response	Score	Definition
Excellent	5	Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement/outcomes and provides details of how the requirement/outcomes will be met in full.
Very good	4	Response is particular relevant. The response is precisely detailed to demonstrate a very good understanding of the requirements and provides details on how these will be fulfilled.
Good	3	Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements/outcomes will be fulfilled.
Satisfactory	2	Response is relevant and acceptable. The response addresses a broad understanding of the requirements/outcomes but lacks details on how the requirement/outcomes will be fulfilled in certain areas.
Poor	1	Response is partially relevant and poor. The response addresses some elements of the requirements/outcomes but contains insufficient/limited detail and explanation to demonstrate how the requirements/outcomes will be fulfilled.
Unacceptable	0	No or inadequate response. Fails to demonstrate an ability to meet the requirement/deliver the required outcomes.

Tenderers must achieve an average score of 2 or more for each scored item. Any scored criteria item receiving an average of less than 2 will result in the Tender being rejected and Tenderer being disqualified from the process.

The Council has decided to take a 'consensus' scoring evaluation approach to this procurement. This means that, following the independent evaluation of submissions, where there is a difference

in individual evaluator scoring for one or more individual questions, a moderation session will take place to arrive at an agreed, consensus score. In the event that the evaluators cannot agree on a final score, the score awarded by the majority will be the consensus score.

4.3.2.3 SOCIAL VALUE (Schedule 4)

Social value commitments were assessed based on a combination of quantitative and qualitative assessment. Weightings were contained within the Return Document.

SV1.1- Total Social Value Commitment (£) (Quantitative)

The Tenderer's Total Social Value Commitment was evaluated using the quantitative scoring system below:

$$\left(\frac{\text{Tenderer's Total Social Value Commitment (£)}}{\text{Highest Total Social Value Commitment (£)}} \right) \times \text{Weighting} = \text{Weighted score}$$

SV2.1 – Social Value Method Statements (Qualitative)

The method statements submitted in support of the social value commitments made in SV1 were allocated a single score and the appropriate weighting were then applied. The weighted score was rounded to two decimal places.

The qualitative responses were evaluated using the scoring system below:

Response	Score	Definition
Excellent	5	Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement/outcomes and provides details of how the requirement/outcomes will be met in full.
Very good	4	Response is particular relevant. The response is precisely detailed to demonstrate a very good understanding of the requirements and provides details on how these will be fulfilled.
Good	3	Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements/outcomes will be fulfilled.
Satisfactory	2	Response is relevant and acceptable. The response addresses a broad understanding of the requirements/outcomes but lacks details on how the requirement/outcomes will be fulfilled in certain areas.
Poor	1	Response is partially relevant and poor. The response addresses some elements of the requirements/outcomes but contains insufficient/limited detail and explanation to demonstrate how the requirements/outcomes will be fulfilled.
Unacceptable	0	No or inadequate response. Fails to demonstrate an ability to meet the requirement/deliver the required outcomes.

Tenderers must achieve an average score of 1 or more for each scored item. Any scored criteria item receiving an average of less than 1 will result in the Tender being rejected and Tenderer being disqualified from the process.

The Council has decided to take a '**consensus**' scoring evaluation approach to this procurement. This means that, following the independent evaluation of submissions, where there is a difference in individual evaluator scoring for one or more individual questions, a moderation session will take place to arrive at an agreed, consensus score. In the event that the evaluators cannot agree on a final score, the score awarded by the majority will be the consensus score.

5. SUMMARY OF EVALUATION

The procurement documentation was issued electronically via the Supplying The South West portal on 20th November 2020, with a tender submission date of 15th January 2021. Submissions were received from five suppliers.

The tender submissions were independently evaluated by Council Officers and an external consultant all of whom have the appropriate skills and experience, in order to ensure transparency and robustness in the process.

In order to ensure fairness of the process the evaluation of Quality and Price were split, with Price information being held back from the Quality evaluators.

Suitability

The pass/fail evaluation was undertaken by the Procurement Services function. The minimum pass/fail suitability questions were evaluated by the evaluation panel. The results are contained in the confidential paper.

Quality

The tenders were evaluated by the evaluation panel all of whom had the appropriate skills and experience in order to ensure transparency and robustness in the process. The resulting scores are contained in the confidential paper.

Price

Price clarifications were evaluated by the internal Quantity Surveyor and managed through The Supplying the South West Portal. The financial scores are contained in the confidential paper.

6. FINANCIAL IMPLICATIONS

Financial provision has been made for this contract within the project budget. Details of the contractual pricing are contained in the confidential paper.


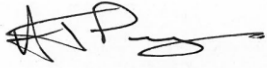
7. RECOMMENDATIONS

It is recommended that a contract be awarded to the highest scoring Tenderer for Plot B240 Construction. Details of the successful Tenderer have been set out in the confidential paper.

This award will be provisional and subject to the following:

- Receipt of the satisfactory self-certification documents. In the event the highest scoring supplier cannot provide the necessary documentation the Council reserves the right to award the contract to the second highest scoring supplier.
- No challenge made during the voluntary standstill period

8. APPROVAL**Authorisation of Contract Award Report**

Author (Responsible Officer / Project Lead)			
Name:	James Watt		
Job Title:	Head of Land & Property		
Additional Comments (Optional):			
Signature:		Date:	17/05/21
Service Director			
[Signature provides authorisation to this award report and award of Contract]			
Name:	Anthony Payne		
Job Title:	Strategic Director for Place		
Additional Comments (Optional):			
Signature:		Date:	17.5.21