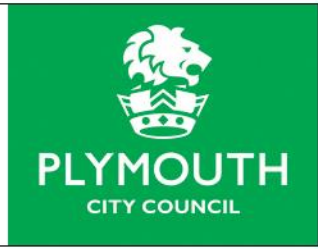


**PROCUREMENT GATEWAY 3 -
CONTRACT AWARD REPORT - PART I**

24385 – Expansion to Special School Estate



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1. INTRODUCTION

This contract award report is in relation to the procurement of the purchase of permanent specialist educational modular buildings for 3 x school sites within Plymouth, including:

Bespoke 2 tier SEND classrooms, Cann Bridge, PL6 8EE

Bespoke 2 module SEND 6th form including classroom/breakouts, Mill Ford, PL5 2PY

Bespoke SEND classroom, Mill Ford, PL5 2PY

Bespoke Large Foundation unit (mainstream school) where interior will need to be divided to meet schools requirements including classrooms, toilets, and kitchen, office, and cloak areas - College Road, PL2 1NS

A full turnkey solution is required including design and build elements. Will need to include, but not limited to; Design, Planning Permission, site surveys and investigation, Building Control sign off, Foundations, Manufacture, installation and any CDM responsibilities.

There will be bespoke requirements/elements, including, but not limited to, Surveying, Design, Planning, Building Regulations Demolition/Site Clearance, Groundworks, installation of the Modular Units and the associated Services, Fencing, Access and Egress, (steps/ramps/decking interfacing of alarm systems) etc. The project will require both an IT and Alarm, Link/Duct connecting to the main school building(s).

Due to the ongoing pressure for school places, there is a significant time pressure to deliver the three individual projects contained within the outline Programme.

College Roads existing building will need to be demolished initially before works can commence.

Contract Duration: approx. 9 months.

2. BACKGROUND

There is an acute shortage of SEND places in the City and it's a statutory duty placed on PCC to provide these places.

There is also have a primary school that has severe condition issues with one of its temporary Early Years Foundation Classrooms that was life expired 15 to 20 years ago and is now totally unfit for purpose.

To remediate the issues identified above PCC opted to purchase modular units as shown below:

- **Cann Bridge** (two units) to increase capacity.
- **Mill Ford** (three units), to accommodate pupils displaced from Ernesettle with the units available for reallocation in the future.
- **College Road** (one unit) to replace life expired temporary Foundation classroom.

3. PROCUREMENT PROCESS

Following a procurement options appraisal, the chosen procurement route was to utilise the South West Procurement Alliance (SWPA) Modular Buildings framework under Workstream 1- Permanent Modular Buildings, via a direct award appointment with Portakabin. Relevant framework criteria was met to be able to utilise the direct award procedure with the chosen supplier.

The SWPA framework has been developed to provide an efficient, value for money procurement route for local authorities, social landlords and other public sector bodies. The framework covers

the design, supply and installation of permanent modular buildings. The tender was carried out in strict accordance with the EU Procurement Directive and UK public sector procurement rules.

Initially an Expression of Interest form was sent to Portakabin to which they confirmed their interest in the project. Following this, the relevant procurement documentation was sent to Portakabin.

All processes were in line with framework rules and guidance.

4. TENDER EVALUATION CRITERIA

Suppliers are already pre-qualified, as part of the framework appointment process and therefore no further suitability assessment was required to be undertaken. This includes for criteria such as, but not limited to; Financial, accreditations/certifications, Environmental Management, Quality Management, Health and Safety, Equality Act 2010, Social Value.

Method Statement questions were requested as part of the procurement process as follows:

- MS1: Supplier Details
- MS2: Insurances
- MS3: Project Programme and Delivery
- MS4: Health and Safety
- MS5: Social Value

Submission Review

The Council will review responses to questions to ensure they meet our minimum requirements. The review will be undertaken 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

5. SUMMARY OF EVALUATION

The procurement documentation was issued electronically to Portakabin on 8th June 2023.

The tender submissions were evaluated by Council Officers whom have the appropriate skills and experience.

Portakabin received a 'PASS' on all of the criteria.

6. FINANCIAL IMPLICATIONS

Financial provision has been made for this contract within the project budget. Details of the contractual pricing are **£2,139,865.00**

The form of contract to be used for the main contract works is 2016 JCT Minor Works. Changes to the contract are possible through contract variations that the contract allows which may result in price increases. This may include for unforeseen works or works that become necessary.

Further financial information is contained within the confidential report.

7. RECOMMENDATIONS

It is recommended that a contract be awarded to Portakabin on 2016 JCT Minor Works Terms & Conditions.

8. APPROVAL

Authorisation of Contract Award Report

Author (Responsible Officer / Project Lead)			
Name:	Ian Baker		
Job Title:	School Investment & Organisation Manager		
Additional Comments (Optional):			
Signature:	<i>Ian Baker</i>	Date:	25/07/2023
Service Director [Signature provides authorisation to this award report and award of Contract]			
Name:	Annie Gammon		
Job Title:	Interim Service Director, Education Participation & Skills		
Additional Comments (Optional):			
Signature:	<i>Annie Gammon</i>	Date:	25/07/2023