

# Chichester District Council

CABINET

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## Electrical Repair and Maintenance Contract 2016/21

### 1. Contacts

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### 2. Recommendation

- 2.1 That the Council enters into a new three year electrical contract on or after 1 June 2016 with Contractor J with an option to extend the contract for a further two years.**

### 3. Background

- 3.1 The Council has a contract in place with Paine Manwaring of Worthing for the maintenance and inspection of its electrical installations that expired on 1 April 2016.
- 3.2 Chichester District Council has a duty under the Electricity at Work Regulations 1989 and the Electrical Safety, Quality and Continuity Regulations 2002, to ensure that all electrical installations forming part of its property assets are managed in accordance with these regulations. A significant proportion of this work includes periodic inspection and testing. A Periodic Inspection Report (PIR) or Electrical Installation Condition Report (EICR) is required to be undertaken for all properties in accordance with the current edition of the IEE Regulations and British Standard.
- 3.3 The Council has a regular requirement for the following work:
- A PIR or EICR for fixed electrical installations and fixed electrical equipment/appliances.
  - Reactive electrical repair and breakdowns for operational buildings.
  - Planned electrical maintenance and improvements

Other key elements of work required on an ad hoc basis include the replacement of electrical equipment together with the design and installation of electrical systems for operational buildings and other Council assets.

- 3.4 In accordance with Public Procurement Regulations, the Council issued a Contract Notice in the Official Journal of the European Union on 26 December

2015 inviting suitable service providers to submit a tender for electrical maintenance and repair services.

- 3.5 The selection criteria for the award of contract were established on the basis of the most economically advantageous tender. The Council paid regard to the management and other data provided by the tenderer as well as the financial data in evaluating the bids. Twelve electrical companies submitted completed tenders and all have been comprehensively reviewed (see Appendix).
- 3.6 Tenderers were required to demonstrate that they were technically competent and able to meet the specifications as well as offering a financially attractive package to the Council. The technical evaluation was a significant part of the evaluation process.

#### **4 Outcomes to be achieved**

- 4.1 The new contract will ensure our existing and new electrical circuits are maintained in an acceptable and safe manner.
- 4.2 The new contract has been thoroughly market tested to deliver value for money and will achieve set quality standards.

#### **5 Proposal**

- 5.1 A Contract Agreement to be concluded with the preferred contractor, Contractor J (see Appendix), as soon as possible but to commence on the 1 June 2016 at the latest. All electrical work required to be undertaken dating from expiry date of the current contract to 31 May 2016 will be undertaken by the incumbent contractor.

#### **6 Alternatives that have been considered**

- 6.1 The Council could continue to use the existing service provider or appoint a new provider without testing the market. However, due to the estimated value of the work this would be in breach of European legislation and has not been considered further.
- 6.2 The Council could also choose to obtain quotes for each individual piece of electrical work as it becomes due. However, this would be a time consuming and expensive use of staff time.

#### **7 Resource and legal implications**

- 7.1 Contract documents are with Legal Services for review and preparation of Contract Agreement. It is estimated that the approximate value of this contract which relates to the planned, responsive and testing works is approximately £30,000 per annum over five years. This figure takes into account the transfer of the three Leisure Centres as from 1 May 2016.
- 7.2 These works to be funded from the Repair and Maintenance programme. Other electrical works relating to the Capital programme to be funded from specific project budgets.

## 8. Consultation

- 8.1 This contract enables the continuation of an existing essential service provision. Therefore no further consultation is required.

## 9. Community impact and corporate risks

- 9.1 This agreement maintains continuation of service and ensures that the Council's electrical installation systems within its property portfolio conform to current legal standards and meet the Council's insurance policy requirements.

## 11. Other Implications

<b>Crime &amp; Disorder</b>	None
<b>Climate Change:</b>	None
<b>Human Rights and Equality Impact:</b>	None
<b>Safeguarding and Early Help:</b>	None
<b>Other (Please specify):</b>	None

## 12. Appendix

- 12.1 Tender report short summary.

## 13. Background Papers

- 13.1 None.