

Jewellery Quarter Cemeteries - Procurement Approach

This sets out the procurement approach for the three key elements of the works and services required:

- Repair, Conservation and New Building Works (Capital Works)
- Other Physical Works (Landscaping)
- Engagement of a Project Manager and an Activities Manager to Support the Programme

1. Repair, Conservation and New Building Works (Capital Works)

1.1 Scope

The scope and specification is as follows:

- Boundary works to Icknield St, Warstone Lane and Pitsford St, including reinstating historical railings, stone piers and entrance gates;
- Works to walls and catacombs, including installing new attractive safety balustrade;
- Cemetery furniture
- Creating a new memorial garden, including arch and seating, reinterpreting the footprint of the former chapel, now demolished.

1.2 Duration and Advertising Route

The contract will be awarded for a period of 19 months reflecting the proposed delivery programme for the project. This is a works contract which is below the OJEU threshold and therefore the tender will be advertised via www.finditinbirmingham.com and Contracts Finder only.

1.3 Procurement Route

The contract will be tendered using the 'open' route on the basis that:

- There are sufficient suppliers in the market place that can provide the required specialised services
- The service can be clearly defined
- Tenderers' prices will be fixed for the term of the contract

1.4 Tender Structure (Including Evaluation and Selection Criteria)

1.4.1 Evaluation and Selection Criteria

The quality / social value / price balances below were established having due regard for the corporate document 'Advice and Guidance on Evaluating Tenders' which considers the complexity of the services to be provided. The tender documents will include the form of contract: NEC3 Engineering and Construction Contract Option A priced contract with activity schedule or appropriate equivalent and the Council's amendments, specification and standard details.

1.4.2 Tenders will be evaluated against the specification in accordance with a pre-determined evaluation model.

1.4.3 The evaluation of tenders will be assessed as detailed below:

Assessment A

The criteria below, based on the PAS91:2013 Construction Prequalification Standard, will be assessed on a pass / fail basis:

- Supplier Information
- Economic / Financial Standing
- Health and Safety / Construction Design Management
- Business and Professional Standing
- Equality Legislation
- Environmental and Sustainability Management
- Statement of Good Standing
- Compliance with the Birmingham Business Charter for Social Responsibility
- Experience
- References

Those organisations that pass all sections of Assessment A will proceed to the next stage.

Assessment B - Quality

Criteria	Overall Weighting	Sub-Weighting
Quality - Written Proposals (40% Weighting)		
Technical Competence and Capacity	100%	50%
Organisation and Resources		20%
Project Methodology		30%

An interview with tenderers may take place if required to clarify their understanding of the requirements and the scoring adjusted accordingly, as appropriate.

Assessment C – Social Value (Weighting 10%)

Social Value Proposals (10% Weighting)		
Local Employment	100%	15%
Buy Birmingham First		15%
Partner in Communities		40%
Good Employer		10%
Green and Sustainable		10%
Ethical Procurement		10%

The evaluation criteria will include tenderers' commitments based on the social values outcomes identified in the Activity Plan drawn up for the project.

Tenderers who score less than 40% of the social value threshold, i.e. a score of 200 out of a maximum quality score of 500 may not take any further part in the process.

Assessment D – Pricing (Weighting 50%)

Tenderers would submit a fixed price tender with the works required for both sites.

Overall Evaluation

The evaluation process will result in comparative quality, social value and price scores for each tenderer. The maximum score will be awarded to the tender that demonstrates the highest for quality. The maximum score will be awarded to the tender that demonstrates the highest for social value. Similarly the maximum price score will be awarded to the lowest acceptable price. Other tenderers will be scored in proportion to the maximum scores in order to ensure value for money.

1.5 Evaluation Team

The evaluation of the tenders will be undertaken by:

- Officers from Planning and Regeneration service
- Officers from Landscape Practice Group
supported by officers from Corporate Procurement Services

2. Other Physical Works (Landscaping)

2.1 Scope

- Tree and vegetation management, including new planting

- Resurfacing of pathways
- Improvements to drainage by installation of soakaways

2.2 Procurement Route

The contract will be tendered using the Landscape Construction Framework Agreement 2015-19 on the basis that this is the Council approved route for procuring all landscaping works. The procurement process will be to carry out a further competition exercise following the protocol of the framework agreement.

2.3 Tender Structure (Including Evaluation and Selection Criteria)

2.3.1 Evaluation and Selection Criteria

The protocol for the framework agreement as the non-standard items exceed 50% of the contract value is that a further competition exercise will be carried out with a minimum of six contractors using the evaluation criteria of quality 40% and price 60%. As the value of the contract is below the threshold, social value will not form part of the evaluation criteria. The framework contractors that will be invited to tender are all certified signatories to the Birmingham Business Charter for Social Responsibility. Any additional actions from the social value outcomes as identified in the Activity Plan proportionate to the value of this contract will be included in the successful tenderers Action Plan. However it will be a mandatory requirement that the Birmingham Living Wage is paid by the successful contractor.

The form of contract under which the further competition exercise will be carried out is the Standard Form of Measured Term Contract 2011, issued by the Joint Contracts Tribunal for the Standard Form of Building Contract.

2.3.2 Tenders will be evaluated against the specification in accordance with a pre-determined evaluation model.

2.3.3 The evaluation of tenders will be assessed as detailed below:

Assessment A - Quality

Criteria	Overall Weighting	Sub-Weighting
Quality - Written Proposals (40% Weighting)		
Technical Competence and Capacity	100%	50%
Organisation and Resources		20%
Project Methodology		30%

An interview with tenderers may take place if required to clarify their understanding of the requirements and the scoring adjusted accordingly, as appropriate.

Assessment B – Pricing (Weighting 60%)

Tenderers would submit a fixed price tender for the landscaping works required for both sites.

Overall Evaluation

The evaluation process will result in comparative quality and price scores for each tenderer. The maximum score will be awarded to the tender that demonstrates the highest for quality. Similarly the maximum price score will be awarded to the lowest acceptable price. Other tenderers will be scored in proportion to the maximum scores in order to ensure value for money.

2.4 Evaluation Team

The evaluation of the tenders will be undertaken by:

- Officers from Planning and Regeneration service
- Officers from LPG
supported by officers from Corporate Procurement Services

3. Engagement of a Project Manager and an Activities Manager to Support the Programme

The engagement of a Project Manager and an Activities Manager will be procured in line with the Procurement Governance Arrangements. Due to the specialist nature of these roles and the low value, a soft market testing exercise will be undertaken to define the procurement route to be taken.