

1. Procurement Approach – Deliver Advisor

1.1 Context

The aim of the project is to develop a Delivery Strategy and Full Business Case for the development of Birmingham Smithfield area including the procurement of Development Partner/Investor. A delivery advisor needs to be engaged to support the project team.

1.2 Outcomes Expected

- Production of a Delivery Strategy including an Outline Business Case for the development of the site
- Development of a Procurement Strategy to appoint a development partner/investor to take forward the delivery of the site.
- Manage the procurement of development partner/investor and developing a Full Business Case to take forward the delivery of the site
- Manage the executing the Contract/Agreement with Preferred Bidder
Monitoring & reviewing the progress of development

1.3 Market Analysis

There are a large number of suppliers in the market who can provide the services required. To enable a speedy contract award it is recommended that a national framework is used.

1.4 Duration and Advertising Route

The contract will be for a period of 4 years commencing 3 January 2017.

1.5 Procurement Route

The requirement will be mini competed using the Crown Commercial Professional Estate Services Framework.

1.6 Mini Competition Stage

Competition documentation will be issued to all companies on the CCS framework, as detailed below;

- DTZ Debenham Tie Leung
- GVA Grimley Ltd
- Hartnell Taylor Cook LLP
- Jones Lang Lasalle International Holdings Ltd. (JLL)
- Lambert Smith Hampton Ltd (LSH)
- Montagu Evans LLP
- Mouchel Ltd
- Sanderson Weatherall LLP

Responses will be required by 7 November 2016.

1.6.1 Evaluation and Selection Criteria

Tenders will be evaluated using a split of 50% quality, 10% social value and 40% price. The split is in line with the framework criteria and having due regard to the corporate document 'Advice and Guidance on Evaluating Tenders on Quality and Price' which considers the complexity of services to be provided.

1.6.2 Tenders will be evaluated against the specification in accordance with a pre-determined evaluation model as detailed below;

Mandatory Criteria	Weighting	Sub-criteria	Sub-Weighting %
Quality	50%	Project Management Experience, Competence & Capacity Customer Care & Stakeholder Management	40% 50% 10%
Social Value	10%	Local Employment Buy Birmingham First Partners in Communities Good Employer Green & Sustainable Ethical Procurement	100%
Value for Money/Price	40%	Price	100%
	100%		100%

1.6.3 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 and the highest score will go to the tenderer whose response is considered to provide the most 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. The top ranked tenderer will be recommended for award.

1.6.4 Evaluation Team

The evaluation of the tenders will be undertaken by officers from:

- Economy Directorate supported by Corporate Procurement Services

1.7 Risk

The CPS approach is to follow the Council Risk Management Methodology and the Category Team is responsible for local risk management. CPS maintains a risk management register and documentation relevant for each contract.

A risk register has been jointly produced and owned by CPS and Planning and Regeneration Team with arrangements being put in place to ensure operational risks are mitigated.

2. Indicative Implementation Plan

Cabinet Approval (Strategy)	18 October 2016
Mini Competition Submission Deadline	07 November 2016
Part A Evaluation Period	08 November 2016
Bidder Interviews	17 & 18 November 2016
Part B Evaluation Period	21 November 2016
Contract Award	03 January 2017
Contract Start	03 January 2017
Mobilisation Period	17 January 2017

3. Service Delivery Management

Contract Management

The contract will be managed operationally by the Principal Project Delivery Officer, Planning and Regeneration.