



NOTICE OF MEETING

Cabinet Procurement Committee

THURSDAY, 24TH MARCH, 2011 at 18:00 HRS - CIVIC CENTRE, HIGH ROAD, WOOD GREEN, N22 8LE.

MEMBERS: Councillors Goldberg (Chair), Bevan, Kober and Reith

AGENDA

1. APOLOGIES FOR ABSENCE (IF ANY)

2. URGENT BUSINESS

The Chair will consider the admission of any late items of urgent business. Late items will be considered under the agenda item where they appear. New items will be dealt with at item 11 below. New items of exempt business will be dealt with at item 17 below.

3. DECLARATIONS OF INTEREST

A member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest **and** if this interest affects their financial position or the financial position of a person or body as described in paragraph 8 of the Code of Conduct **and/or** if it relates to the determining of any approval, consent, licence, permission or registration in relation to them or any person or body described in paragraph 8 of the Code of Conduct.

4. MINUTES (PAGES 1 - 4)

To confirm and sign the minutes of the meeting of the Procurement Committee held on 24 February 2011.

5. DEPUTATIONS / PETITIONS / PRESENTATIONS / QUESTIONS

To consider any requests received in accordance with Standing Orders.

6. BROADWATER FARM INCLUSIVE LEARNING CAMPUS - FURNITURE, FITTINGS AND EQUIPMENT (PAGES 5 - 14)

(Report of the Director of the Children and Young People's Service): To seek approval to the proposed strategy for the procurement of Furniture, Fittings and Equipment for the new Broadwater Farm Inclusive Learning Campus and to seek delegated authority for the placement of orders.

7. AWARD OF THE PROVISION OF ICT DATA AND VOICE STRUCTURED CABLING FRAMEWORK AGREEMENT (PAGES 15 - 18)

(Report of the Director of Corporate Resources): To seek approval to award a framework agreement for the provision of ICT Data and Voice Structured Cabling for Council buildings.

8. CONSULTANTS FOR CONSTRUCTION WORKS - EXTENSION OF FRAMEWORK AGREEMENT (PAGES 19 - 24)

(Report of the Director of Corporate Resources): To seek approval to extend the consultants for construction works framework agreement for a further period of 1 year.

9. CONSULTANTS FOR CONSTRUCTION WORKS (ADDITIONAL SERVICES) FRAMEWORK AGREEMENT EXTENSION (PAGES 25 - 30)

(Report of the Director of Corporate Resources): To seek approval to extend the consultant for construction works (additional services) framework agreements for a further period of 1 year.

10. REVIEW OF CONTRACT STANDING ORDERS

(Report of the Director of Corporate Resources): To propose amendments to the Council's Contract Standing Orders so as to ensure a regulatory framework that continues to reflect good procurement practice and governance and to provide clarity where necessary to avoid any mis-interpretation. **To follow**

11. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at item 2 above.

12. EXCLUSION OF THE PRESS AND PUBLIC

The following items are likely to be the subject of a motion to exclude the press and public as they contain exempt information which either relates to the business or financial affairs of any particular person (including the Authority holding that information) or the amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods and services.

Note by the Head of Local Democracy and Member Services

Items 13 - 16 allow for the consideration of exempt information in relation to items 6 - 9 which appear earlier on the agenda.

13. BROADWATER FARM INCLUSIVE LEARNING CAMPUS - FURNITURE, FITTINGS AND EQUIPMENT (PAGES 31 - 36)

(Report of the Director of the Children and Young People's Service): To seek approval to the proposed strategy for the procurement of Furniture, Fittings and Equipment for the new Broadwater Farm Inclusive Learning Campus and to seek delegated authority for the placement of orders.

14. AWARD OF THE PROVISION OF ICT DATA AND VOICE STRUCTURED CABLING FRAMEWORK AGREEMENT (PAGES 37 - 38)

(Report of the Director of Corporate Resources): To seek approval to award a framework agreement for the provision of ICT Data and Voice Structured Cabling for Council buildings.

15. CONSULTANTS FOR CONSTRUCTION WORKS - EXTENSION OF FRAMEWORK AGREEMENT (PAGES 39 - 40)

(Report of the Director of Corporate Resources): To seek approval to extend the consultant for construction works framework agreements for a further period of 1 year.

16. CONSULTANTS FOR CONSTRUCTION WORKS (ADDITIONAL SERVICES) FRAMEWORK AGREEMENT EXTENSION (PAGES 41 - 42)

(Report of the Director of Corporate Resources): To seek approval to extend the consultant for construction works (additional services) framework agreements for a further period of 1 year.

17. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at 2 above.

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16 March 2011

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 24 FEBRUARY 2011**

Actions arising from Cabinet Procurement Committee are monitored and progress reported by Corporate Procurement. Officers must therefore ensure that all actions assigned to them, are fully addressed and signed off with the Contracts Management Officer in the Corporate Procurement Unit.

Councillors Goldberg (Chair), *Bevan, *Kober and *Reith.

*Present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC66.	<p>APOLOGIES FOR ABSENCE (Agenda Item 1)</p> <p>An apology for absence was submitted by the Chair. In the absence of Councillor Goldberg, Councillor Kober took the Chair.</p> <p>(Councillor Kober in the Chair)</p>	
PROC67.	<p>MINUTES (Agenda Item 4)</p> <p>RESOLVED</p> <p>That the minutes of the meeting held on 16 December 2010 be approved and signed.</p>	HLDMS
PROC68.	<p>IT NETWORK, SECURITY AND DATACENTRE MANAGEMENT CONTRACT EXTENSION (Report of the Director of Corporate Resources - Agenda Item 6)</p> <p>The Appendix to the interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that the current contract had been awarded to Logicalis (UK) Ltd. following a competitive tender exercise for a period of 5 years and that the contract was due to expire in April 2011.</p> <p>It was reported that Logicalis had an in depth knowledge of the Council and its infrastructure and were considered a Strategic Supplier providing advice and guidance on IT strategy and requirements. It was also reported that a 1 year extension to the current contract had been proposed to include all existing services, network management, data centre, security management, and, purchasing and maintenance of the Internet Protocol Telephony (IPT) products and call centre management system (ACD).</p> <p>We also noted that the IT Strategy, approved by the Cabinet in July 2010, would develop the Council's infrastructure which would require a change in service type to be provided and the 1 year extension to the current contract would allow sufficient time for IT Services to carry out a</p>	

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
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	<p>full OJEU tender. Any change of provider at this current time would require a steep learning curve and would cause disruption to the provision of services to the Council and not demonstrate value for money. This contract would ensure continuation of service for a key area of IT activity and expertise whilst a full OJEU tender was carried out.</p> <p>RESOLVED</p> <p>That in accordance with Contract Standing Order 13.02 approval be granted to the extension of the current contract with Logicalis (UK) Limited for Network, IP Telephony, Security and Data Centre Management for a period of one year from April 2011 on the terms and conditions set out in the exempt Appendix to the interleaved report.</p>	DCR
PROC69.	<p>FRAMEWORK AGREEMENT FOR PASSENGER TRANSPORT SERVICES AND AWARD OF CALL OFF CONTRACTS (Report of the Director of the Children and Young People's Service - Agenda Item 7)</p> <p>The Appendix to the interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that the report sought approval for the award of a framework agreement for the provision of passenger transport services for the Council and to award call off contracts. This would allow the safe and cost effective transportation of Council staff and of children with special educational needs and other transport. The Council's procurement process having been followed, the standard of service delivery and overall quality of vehicles would be improved along with an improvement in value for money.</p> <p>Arising from our consideration of the report we sought clarification of the possibility of introducing the London Living Wage (LLW) into future procurements. We were advised that in general terms, the legal basis to allow local authorities to require contractors to pay the LLW was unclear and the Council would need to consider whether a requirement on contractors to pay the LLW was an appropriate use of its powers. A requirement to pay the LLW in Council tenders would also be very likely to result in higher bid prices and this too would need to be considered in the light of the Best Value statutory regime. Having been further advised that if the above factors could be satisfied, a policy decision could be taken on the LLW, in relation to all Council contracts, rather than an individual contract we asked that officers investigate the matter further and bring forward a report for consideration by Members.</p> <p>RESOLVED</p> <p>1. That in accordance with the Public Contracts Regulations 2006 approval be granted to the award of a four year framework agreement commencing on 11 April 2011 to the following</p>	HoLS/ HCPPr DCYPS

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providers –					
Cabs/MPVs.	Minibus Standard.	Minibus Accessible. minibuses	Coaches.		
Ruskin	Star	B&L	H&B		
Expressways	H&B	Star	CT Plus		
Sams	Twilleys	Twilleys	Ruskin		
Lyncade	B&L	H&B	Star		
<p>2. That in accordance with Contract Standing Order 11.03 approval be granted to the award of call off contracts to the providers named in 1 above on the terms and conditions set out in the exempt appendix to the interleaved report.</p>				DCYPS	

The meeting ended at 18.20 hours.

CLAIRE KOBER
In the Chair

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Agenda item:

[No.]**Procurement Committee****On 24 March 2011**

Report Title. Broadwater Farm Inclusive Learning Campus – Furniture Fittings & Equipment (F,F&E)

Report of : Peter Lewis, Director of Children & Young People's Service

Signed :

Contact Officer : **Laura Bridges, Senior Project Manager, Children & Young People's Service**

Wards(s) affected: **West Green**

Report for: **Key**

1. Purpose of the report

- 1.1. To seek approval to the proposed strategy for the procurement of Furniture, Fittings and Equipment (F,F&E) for the new Broadwater Farm Inclusive Learning Campus (BWF ILC).
- 1.2. To provide Committee Members with sufficient project information to authorise delegated authority to the Director for Children & Young People's Service for the orders for furniture, fittings and equipment to be placed as the total forecasted projected spend exceeds £250,000

2. Introduction by Cabinet Member

2.1 I am satisfied that the appropriate procedures have been followed and am pleased that there has been extensive consultation with the key stakeholders. I am happy to recommend approval of the report.

3. State link(s) with Council Plan Priorities and actions and /or other Strategies:

The proposed Procurement Strategy will contribute to the practical achievement of the 5 Council priorities in the following ways:

Council Priorities –

Priority 1 - Making Haringey one of London's greenest boroughs

The selection of FF&E for the Broadwater Farm Inclusive Learning Campus includes a selection of items which offer a number of sustainability features, including Certified Timber:-Chain of Custody. The Eastern Shires Purchasing Organisation (ESPO) catalogue also offers a Sustainable Products Catalogue and a selection of recycled products.

Priority 2 - Creating a Better Haringey: cleaner, greener and safer

Engaging with a furniture framework supplier offers a 'one stop shop' provision for the majority of the F,F&E to be procured. This engagement offers the opportunity to decrease the volume of vehicles required for delivery of FF&E to the Campus, allows for easy management of deliveries considering volumes and most economic traffic routes.

There is also the opportunity to more easily control and agree the method for recycling and disposal of any packaging when dealing with a main framework furniture supplier.

Completion of an audit of existing legacy equipment has offered the opportunity for reuse of F,F&E where appropriate in the campus and where not, has offered up the option for reuse in other schools/organisations within the Borough.

Priority 3 Encouraging lifetime well-being, at home, work, play and learning

The BWF ILC project will contribute to the transformation in outcomes for young people in Haringey by improving the learning environment, providing anywhere/anytime access to ICT, increasing inclusion and providing a wider range of pathways of study. The F,F&E selected for the campus has born this objective in mind.

The new Campus will improve access to extended services in and around Broadwater Farm and contribute to improving community cohesion. Examples include access to ICT, sports and the arts. This project is proposing a series of large shared spaces including a Hall, ICT suite, Activity Studio which could potentially be used for community use out of school hours.

Priority 4 - Promoting independent living while supporting adults and children when needed

The F,F&E selected for the new campus is in consideration of opportunities to support the learning environment for the local community via extended services. The Inclusive Learning Campus will meet local need for extended, youth and community services and the vision is to provide an extended service, including childcare, to the children and their families as well as services for the wider community contribute to improving community cohesion.

Priority 5 Delivering excellent, customer focused, cost effective services.

Key to the success of the new Inclusive Learning Campus is to improve standards of education for the pupils at the Campus. The appropriate selection of F,F&E is conclusive to supporting and creating an environment to support the right learning and attitude. To illustrate how F,F&E can support this, an example is that improved posture and attention spans are a consequence of procuring appropriate pupil chairs and desks, and increased school leadership and management efficiency will be supported by procurement of appropriate storage equipment.

Council Strategies -

The BWF ILC project has the following links to Council Strategies:

The Children & Young People's Plan

The successful completion of this project will be instrumental in Haringey achieving the aims and objectives of the Children and Young People's Plan 2009 – 2020 which are aligned with those in the national strategic Children's Plan 2009 – 2020.

The project will help deliver the Every Child Matters agenda and provide an opportunity to transform education in Haringey by delivering a school that our young people, our teachers and our local communities deserve.

The inclusive learning campus will meet local need for extended, youth and community services by providing an extended service, including childcare, to the children and their families as well as services for the wider community

The Primary Strategy for Change

The planned design and construction programme for the new campus will support and contribute towards the following five principles of Haringey's Primary Strategy for Change:

- **Principle 1:** We want all children to be able to enjoy their learning and to make good progress;
- **Principle 2:** We want to promote learning through access to greater opportunities for all within the community;
- **Principle 3:** We want to secure the health and well-being of our children and young people and safeguard their welfare, especially the more vulnerable;
- **Principle 4:** We want to further develop the leadership capacity in our schools;
- **Principle 5:** We want to integrate ICT throughout as part of the transformation of learning experiences for children, young people and the community.

Use of Resources

Value for Money

Overall value for money will be sought through the procurement strategy and methodology.

Eastern Shires Purchasing Organisation (ESPO) is a local authority purchasing and distribution consortium, formed in early 1981 by the County Councils of Leicestershire and Lincolnshire. Under OJEU procurement regulations the London Borough of Haringey is a Framework permissible user of the ESPO consortium.

The ESPO framework already demands value for money from its suppliers which is demonstrated via ESPO's objectives which are:

- To achieve overall cost savings for the customer.
- To improve the procurement performance of our customers through the provision of a comprehensive, professional purchasing and supply service.
- To provide customers with a simple, time saving and effective system for the supply of goods and services whilst preserving full public accountability, including compliance with EU Directives.
- To assist customers in meeting key corporate objectives.

Where items of F,F&E are to be procured outside of the ESPO framework value for money will be sought through seeking comparative quotes and or benchmarking prices against other products.

Engagement of the Community

Teachers and school representatives have been involved in the furniture selection process. Please refer to Section 12 for more details.

Risk Management

Risks are managed within the governance of the Primary Capital programme. This includes Stream Lead meetings and reporting to the Programme Board. The project is managed within Prince 2 methodology and Managing Successful Programmes. All proposed procurements are managed to European Legislation and advice is taken from legal advisers to ensure compliance.

4. Recommendations

The Procurement Committee is recommended:

The Procurement Committee is recommended:

- 4.1. to endorse the proposed Procurement Strategy for F,F&E for the Broadwater Farm Inclusive Learning Campus;
- 4.2. to agree in principle to the purchase of F,F & E from the ESPO framework agreement

4.3. to delegate authority to the Director of Children & Young People's Services in accordance with section 15 of the Local Government Act 2000, to grant approval for the placement of orders and award of a contract with the Eastern Shires Purchasing Organisation (ESPO) for the supply of the majority of F,F&E for the new Campus.

5. Reason for recommendation(s)

- 5.1. On the advice of Procurement and Legal Council Officers, a strategy for the procurement of F,F&E has been formalised.
- 5.2. The Procurement Strategy proposes procurement of the bulk of F,F&E for the Campus via the Eastern Shires Purchasing Organisation (ESPO). ESPO has been selected, on the advice of Procurement and Legal, as a furniture supplier that is compliant with OJEU purchasing regulations and offers a range of F,F&E that is suitable and matches the majority of F,F&E requirements for the new campus.
- 5.3. The strategy also proposes that where specialist items of F,F&E are required (such as sensory equipment for SEN classrooms) that are not available via ESPO the necessary waiver procedure under Contract Standing Orders will be followed to obtain Director approval or (where values necessitate Cabinet Member involvement) the approval will be sought from a Cabinet Member in conjunction with the Director to procure items directly from specialist suppliers. In most circumstances where items are to be procured via a specialist supplier, quotations will be benchmarked or sought from more than one supplier (wherever possible) to ensure value for money. Any such waivers will be reported back to Committee at a later stage.
- 5.4. Following extensive external consultation (see Section 12) the F,F&E layouts for the campus have been finalised and signed off by the schools. This has provided a schedule of F,F&E to be ordered for phase 1 and phase 2 of the campus (see Appendix B & C).
- 5.5. Delivery and installation of the F,F&E for phase 1 is to be organised for August 2011 to ensure the campus is ready for occupation from September 2011. An order therefore needs to be placed in Spring 2011. It is intended that this order also will include the F,F&E for phase 2 but the details of which will be re-confirmed in Spring 2012.
- 5.6. The F,F&E Schedule (see Appendix C) produced from the room layouts which lists the bulk of the equipment to be procured has been priced by NPS Property Consultants Ltd using ESPO Catalogue prices. The total spend has then been added to the other categories listed in Appendix B to give an indicative forecast budget spend for F,F&E. Where items are not yet fully specified by the schools, not available via ESPO or are a specialist item, these have generally been added as a separate category in Appendix B.
- 5.7. The next steps are for this schedule to be priced by ESPO in order to confirm the total forecast projected spend and for further quotations to be sought for specialist items. At this stage Director (and if required Cabinet Member) Approval will then be sought to place an order and award a contract for the supply of F,F&E to

ESPO and any other specialist suppliers at the confirmed values within the budget spend stated in Part B Appendix A & B of this report.

- 5.8. Due to the timescales for orders to be placed in Spring 2011, endorsement of the Procurement Strategy and agreement to grant delegated authority for the placement of F,F&E orders is needed from Committee Members so as not to delay the programme for delivery and installation of F,F&E. The alternative option to return to Committee when the prices for the F,F&E are firmed up would delay the placement of orders and jeopardise the timing for delivery and installation.

6. Other options considered

- 6.1. Legal and Procurement advice has been sought and followed as to the options for procurement and the ESPO framework has been proposed as the most suitable supplier.
- 6.2. As described in section 5 and 12 extensive internal and external consultation has been conducted to ensure the Procurement Strategy and selection of F,F&E offers value for money but is also durable, affordable to replace, and sourced/made from sustainable products wherever possible.

7. Summary

7.1. Background

Haringey Council C&YPS is seeking to bring together the three schools, Broadwater Farm Primary and Special Educational Needs schools William C Harvey and Moselle to establish a fully inclusive Learning Campus (ILC). The ILC will continue to offer 2 form of entry for mainstream and increase Special Educational Needs (SEN) provision from 80 to 100 pupil places, for 3-11 year old children.

The purpose of the BWF ILC project is to provide a new inclusive modern building with facilities to meet the current educational needs and standards and facilitate inclusive learning for mainstream and SEN pupils together. The project will combine the requirements of the primary provision of all three schools into an Inclusive Learning Campus on the existing site.

Following a successful tender exercise the main contract was awarded to Mullalley & Co Ltd and construction of the building started in July 2010. Construction of phase one of the building is anticipated to complete in July 2011 with occupation and full service delivery from September 2011. Phase two of the building is anticipated to complete and be ready for full service delivery a year later (September 2012) with some landscaping and external works continuing until December 2012.

To ensure the building is ready for occupation and service delivery a substantial amount of new furniture and equipment is required to adequately resource the needs of the pupils, teachers, and the community. This requirement has been ascertained in consideration of an audit of existing legacy F,F & E equipment.

7.2. Summary of Recommendations made in the Report

The BWF ILC project will benefit from the Procurement Strategy proposed. Use of an OJEU compliant framework furniture supplier ensures value for money and offers reliability of service. The quantities and size of F,F&E order to be placed with ESPO will ensure that economies of scale can be achieved.

Granting of delegated authority to place the orders for F,F&E in due course enables the project programme to continue without delay and without jeopardising the successful occupation and operation of the new campus from September 2011.

8. Chief Financial Officer Comments

8.1. The full costs of the Broadwater Farm ILC project to which this report on FF&E procurement relates have been approved within the Council's 11/12 capital programme. The CFO confirms that funding is available to finance the project through to completion at the approved Cash Limit Budget of £16.925m. and that adequate contingency is held within the project and at CYPs capital programme level to cover current known risks

9. Head of Legal Services Comments

9.1. The Head of Legal Services notes the contents of the report.

9.2. The Council has the power to enter into contracts for the supply of furniture, fittings and equipment ("the Supplies") under section 1 of the Local Government (Contracts) Act 1997 on the basis that such supplies are properly required for the discharge of the Council's duties.

9.3. It is anticipated that the estimated value of the Supplies will be in excess of the threshold for application of the Public Contracts Regulations 2006 (PCR), currently £156,442.00 and therefore subject to the full application of the PCR. However, the report recommends that the Council procures the majority of the Supplies via an existing framework agreement established by the Eastern Shires Purchasing Organisation (ESPO), which will counter the requirement to conduct a full procurement exercise.

9.4. The proposal to procure the Supplies via the ESPO framework agreement is EU compliant, as it is our understanding that the framework agreement has been established in accordance with the PCR. The Supplies will be procured by way of call-off from the framework agreement in accordance with Regulation 19.7(a) of the PCR.

9.5. Under CSO 6.09(b), the Council's Contract Standing Orders shall not apply in the effect of requiring that a formal tender exercise is conducted, where the Council procures goods by selecting one or more contractors from a framework agreement established by a public sector body in accordance with the PCR.

9.6. The Cabinet Procurement Committee has power to approve the report recommendations under CSO11.03 and award contracts with values in excess of £250,000.00.

9.7. It is noted that as a consequence of the tight procurement timeframe, the report recommends delegation to the Service Director of the authority to award contracts and place orders under the ESPO framework agreement in relation to the Supplies. Under section 15 of the Local Government Act 2000, Cabinet has power to make such a delegation.

9.8. It is also noted that this contract will be a 'key decision' and, as such, must be included within the Council's Forward Plan. The Report Author has confirmed that this has taken place.

9.9. The Head of Legal Services advises that, in deciding whether to approve the recommendations in paragraph 4 of this report, Members should have due regard to the Legal Services considerations set out in Part B (the exempt part of the report).

10. Head of Procurement Comments

10.1. The procurement for furniture, fittings and equipment for Broadwater Farm Inclusive learning Campus will need to be procured in compliance with the Public Contracts Regulations 2006.

10.2. Eastern Shires Purchasing Organisation (ESPO) has been selected, following discussions with Corporate Procurement Unit and Legal, as a furniture supplier that is suitably compliant with the OJEU purchasing regulations. (Please refer to Legal comments).

10.3. The ESPO framework agreement offers a range of F,F & E that is suitable and matches the majority of F,F & E requirements for the new campus at Broadwater Farm Inclusive Learning Campus.

10.4. It is noted that due to the timescales required to procure the items scheduled that delegated authority is required to meet the timescales.

10.5. Where items of F,F & E fall outside the ESPO framework, Children's and Young Peoples Services will be liaising with CPU and Legal to ascertain the most suitable procurement process required for these items and subsequent award.

11. Equalities & Community Cohesion Comments

11.1. An Equality Impact Assessment was carried out in April 2010 to assess the impact of the wider proposals of the project. The assessment concluded that the proposals had no adverse impact on the groups identified, and proved to have a positive impact as the proposals were creating an inclusive campus that all groups can benefit from. Therefore in relation to this phase of the project we need to ensure that, the furniture and layout of equipment is such that it places no

group of users at a disadvantaged and is accessible and able to be used by all.

12. Consultation

12.1. Internal Consultation

The Council's Construction Procurement Group (CPG) and Legal Team have been consulted with as to the strategy and the options for procurement of F,F&E. On their advice the Eastern Shires Purchasing Organisation has been deemed the most appropriate supplier for the BWF ILC project.

12.2. External Consultation

In addition to the consultation with Council department services Legal, Finance, Equalities, and Procurement there has been wider consultation to inform the recommendations put forward in this report. The scope of this consultation includes:

- a) Discussions with NPS Property Consultants Ltd who are the appointed consultant under the Framework Agreement for the provision for Consultants for Construction Works (CfCW) and have been appointed as the F,F&E Consultant for the project. NPS Property Consultants Ltd have experience in the procurement of F,F&E for primary schools and knowledge on the suitability, durability and variety of options for different items of F,F&E.
- b) Extensive meetings with three school representatives from each school due to be accommodated in the new campus; Broadwater Farm Primary, William C Harvey and Moselle. The school representatives have informed the layout of furniture required in classroom and other room settings and advised on the requirements for furniture selection in terms of suitability for pupils and staff, particularly considering the Special Educational Needs (SEN) requirements of the campus.
- c) Presentation of furniture layouts and options for selection of furniture/equipment to wider school staff, including two Furniture Fairs where the plans and samples of the equipment have been displayed as school Inset Days.
- d) Consideration with school representatives as to the availability and suitability of existing legacy F,F&E for reuse in the new campus.
- e) Visits to other local and national schools to obtain guidance on suitability of selection of F,F&E, test suitability of furniture layouts and use of spaces, and obtain commentary on lessons learned from other projects and the procurement of F,F&E.

13. Service Financial Comments

13.1. The Broadwater Farm ILC project is fully funded within the approved CYPS capital programme, including the budget for Fixtures, Furniture and Fittings which is the subject of this procurement report. The detail of this budget is provided in Part B of this report.

13.2. The overall cash flow projections and planned funding for the project over the project life, are as set out below.

Broadwater Farm Project Life								
28/02/2011								
	Cash Limit Budget	Actual 2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	Outturn forecast (all)
	£	£	£	£	£	£	£	£
Approved budget	16,925,491	111,818	1,059,010	3,071,000	6,470,000	5,437,000	776,663	16,925,491
Latest projection	16,925,491	111,818	1,059,010	2,447,327	7,664,742	5,431,994	210,600	16,925,491
Variation	0	0	0	-623,673	1,194,742	-5,006	-566,063	0
Funded by:								
PCP	16,751,491	111,818	1,059,010	2,360,327	7,664,742	5,431,994	123,600	16,751,491
School contributions	174,000			87,000			87,000	174,000
	16,925,491	111,818	1,059,010	2,447,327	7,664,742	5,431,994	210,600	16,925,491

13.3. The project will be financed from primary capital grant funding and capital contributions from private developers (S106 Education pool) which have already been secured, and there is no reliance on future borrowing in relation to this project.

13.4. The total contribution required from the schools included in this project is under review as the government funding for schools devolved capital has been significantly reduced in 2011/12. Should schools contributions not be achieved at the originally budgeted level, the balance will need to be made up from CYPS capital programme contingency.

14. Use of appendices /Tables and photographs

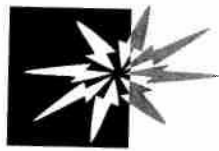
The following information forms Part B of this report

- 14.1. Appendix A - Summary of F,F&E Budget
- 14.2. Appendix B - Summary of F,F&E Forecast Spend
- 14.3. Appendix C - Detailed F,F&E Schedule

15. Local Government (Access to Information) Act 1985

The following documents were used in the compilation of this report:

- 15.1 The Council's Standing Orders
- 15.2 Part B, Appendix A, B & C of this report contains exempt information and is **not for publication**. The exempt information is under the following category (identified in the amended Schedule 12A of the Local Government Act 1972):
 - *Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Ground 3).*



Agenda item:

[No.]

Cabinet Procurement Committee

24 March 2011

Report Title: Award of the provision of ICT Data and Voice Structured Cabling Framework Agreement.

Report of **Director of Corporate Resources**

Signed :

Ken Bally Director of Corporate Resources

Contact Officer : David Bray, Client Support Manager

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Tel: 020 8489 5962

Wards(s) affected: **All**

Report for: Key Decision

1. Purpose of the report

1.1 To seek Cabinet Procurement Committee approval to award a framework agreement for the provision of ICT Data and Voice Structured Cabling for Haringey Council buildings

2. Introduction by Cabinet Member

2.1 This report recommends the award of a framework agreement to three contractors for the provision of ICT Data and Voice Structured Cabling.

2.2 The Council procures structured cabling to support moves, alterations, refurbishments, changes to workspace and new builds in the Borough's schools and other accommodation. Without structured cabling internet and telephone connectivity would not be possible and officers would not be able to perform their duties fully.

2.3 This framework agreement is needed to ensure qualified suppliers work for the Council to the standards the Council requires. The framework will reduce the time

spent engaging a supplier and the associated officer time as well as securing cost certainty for the duration of the framework.

3. State link(s) with Council Plan Priorities and actions and /or other Strategies:

- Delivering high quality, efficient services.

The provision of a framework for four years for ICT Data and Voice structured cabling will provide a high quality service for the Council. The tendering exercise that has been carried out, demonstrates value for money.

4. Recommendations

- 4.1 That Members approve the award of a four year framework agreement for the provision of ICT Data and Voice structured cabling for Haringey Council buildings to the contractors named in Appendix A - exempt information of this report.

5. Reason for recommendation

- 5.1 ICT Data and Voice structured cabling is used throughout the buildings of Haringey Council.
- 5.2 An ICT Data and Voice structured cabling framework will save on time spent obtaining quotes on simple low value work (typically under £5k) and full tenders on project work.
- 5.3 An ICT Data and Voice structured cabling framework will ensure pricing is consistent throughout the term of the framework agreement.

6. Other options considered

- 6.1 IT Services had previously used Buying Solution's ICT Data and Voice structured cabling framework. IT services only received one bid back and felt that they needed more than one supplier to demonstrate Value for money and competition.

7. Summary

- 7.1 A restricted tender process for the ICT Data and Voice structured cabling Framework Agreement was carried out by placing a contract notice in the Official Journal of the European Union (OJEU), Supply2gov, Competefor and on the Council's website.
- 7.2 There will be 3 companies on the ICT Data and voice structured cabling framework agreement.
- 7.3 A "call off" will be made to the top scoring provider. If this provider cannot deliver for any reason then the second supplier will be chosen and if the second provider cannot deliver, the third supplier will be chosen.
- 7.4 A "mini competition" will be held amongst the three providers if the requirement is not laid down within the pricing schedule of the framework.

- 7.5 62 suppliers completed the Pre-Qualification Questionnaire (PQQ) of which 50 met the required criteria. Following further selection, the seven highest scorers were invited to the tender stage (ITT).
- 7.6 Six valid tenders were received and evaluated in line with the criteria set out in the ITT based on 50% quality and 50% price. Details are included in Appendix A Exempt Information of the report.
- 7.7 The price element was scored by results in an on-line reverse E-auction.
- 7.8 Company A scored the highest total number of points and are recommended as the main contractor.
- 7.9 Companies B and C scored the next highest total number of points and are recommended as the two further contractors.
- 7.10 Regular Contract review meetings will be held with the contractor(s) to monitor performance using feedback from users of the service.

8. Chief Financial Officer Comments

- 8.1 The Chief Financial Officer has been consulted over the contents of this report and has no additional comments to make.

9. Head of Legal Services Comments

- 9.1 Corporate Resources Directorate (the Directorate) wishes to award three framework agreements for the provision of ICT Data and Voice Structured Cabling.
- 9.2 A restricted tender process and an e-auction were followed in accordance with the Public Contracts Regulations 2006.
- 9.3 The Directorate wishes to award the framework agreements to the three tenderers identified in Appendix A. "Call-offs" will be awarded to the highest scoring supplier, and if they cannot deliver, they will be awarded to the second and third ranking suppliers in that order. Mini-competitions will be held where the requirements have not been specified in the pricing schedules.
- 9.4 Because of the value of the "call-offs" to be awarded under the framework agreements, the awards must be made by the Procurement Committee in accordance with CSO 11.03.
- 9.5 The award of these framework agreements is a key decision and as such needs to be included in the Forward Plan in accordance with CSO 4.03. The Directorate has advised the Head of Legal Services that this has taken place.
- 9.6 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendations in this report.

10. Head of Procurement Comments

10.1 A good number (62) of companies expressed an interest in this tender and were subsequently reduced to 7 being invited-to-tender.

10.1 The e-auction stage produced very competitive prices which when combined with quality scores, provide the Council with demonstrable Value for Money.

11. Consultation

11.1 The two main users of this contract (IT Services and Corporate Property Services) have been consulted throughout the tendering process.

12. Service Financial Comments

12.1 The framework agreement is for four years with an estimated value of "call-offs" between £25k and £160k per annum.

12.2 The utilisation of suppliers off this framework agreement is funded by individual budget holders across the Council.

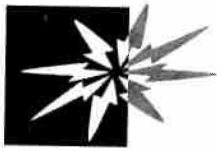
13. Use of appendices /Tables and photographs

13.1 Appendix A: Exempt information

14. Local Government (Access to Information) Act 1985

14.1 This report contains exempt and non-exempt information. Exempt information is contained in Appendix A is not for publication. The exempt information is under the following category (identified in the amended schedule 12A of the Local Government Act 1972):

14.1.1 Information relating to the financial or business affairs of any particular person (including the authority holding that information).



Agenda item:

[No.]

Cabinet Procurement Committee

On 24th March 2011

Report Title. **Consultants for Construction Works – Extension of Framework Agreement**

Report of **Director of Corporate Resources**

Signed :

Henry Bath for DoCR 10/3/11

Contact Officer : David Mulford, 020 8489 1037

Wards(s) affected: **All**

Report for: **Key Decision**

1 Purpose of the report

1.1 To seek Cabinet Procurement Committee approval to extend the Consultants for construction works framework agreement for a further period of 1 year.

2 Introduction by Cabinet Member

2.1 I concur with the recommendations set out in this report.

3 State link(s) with Council Plan Priorities and actions and /or other Strategies:

3.1 The procurement of long term agreements for construction consultancy fits in with the Council's Category Management strategy.

4 Recommendations

4.1 In accordance with CSO 13.02 that the Consultants for construction works

framework agreement be extended for NPS Property Consultants Ltd.
 4.2 That the framework agreement be extended for a further period of 1 year (as allowed within the framework agreement) with an estimated total value of £1million.

5 Reason for recommendation(s)

- 5.1 The extension of the existing framework agreement will enable the Construction Procurement Group to conduct a procurement exercise for the subsequent arrangements to be put in place for the provision of construction consulting.
- 5.2 The Construction Procurement Group is leading on a collaborative procurement exercise involving the London Borough of Barnet and Enfield Council. The procurement process is currently underway and is due to be finished by November 2011.

6 Other options considered

- 6.1 The Construction Procurement Group examined the option of using other public sector arrangements for the provision of construction consulting. There are public sector framework agreements in place that may be used for the provision of construction consulting, whereby the user can select consultants through a tender mini-competition. However, the current framework agreement provides the opportunity for consultant performance to be monitored closely through regular programme review meetings with the single service provider. The single service provider has been trained in the Council's internal processes and procedures, so the use of the in-house framework also provides efficiency savings in terms of the time officers would otherwise spend training new consultants.
- 6.2 It should be noted that the Council is not obliged to use the extended framework agreement for construction consultancy and that where appropriate the Council may decide to use externally procured framework agreements if these offer better value or access to available resources

7 Summary

- 7.1 The Consultants for construction works (CfCW) framework agreement was awarded in March 2008 for a period of 2 years, with the option to extend for up to a further 2 years subject to satisfactory performance. Agreement was granted by Cabinet Procurement Committee to extend the framework agreement by 1 year in April 2010. The current framework agreement expires on 27th April 2011 following the previous extension of 1 year.
- 7.2 The framework agreement provides a one-stop-shop service for the provision of project management, architecture, building surveying, mechanical, electrical, civil and structural engineering and quantity surveying.
- 7.3 Separate framework agreements were awarded to run concurrently with the CfCW framework agreement to provide cost, quality and health & safety assurance to the

work carried out by the one-stop-shop service provider.

- 7.4 The performance of the single service provider has been satisfactory throughout the initial term of the framework agreement and the subsequent extension period.
- 7.5 The use of this framework agreement provides a robust contract management process, with key performance indicators used to monitor performance.

8 Chief Financial Officer Comments

- 8.1 This report seeks the Committee's approval to the extension of the existing framework agreement for consultancy work on construction projects. It is estimated that up to £1million of work could be awarded in 2011-12 under this contract.
- 8.2 This would be the second and final extension of the contract. It is being recommended on the grounds that the rates within the contract represent value for money and that within the next twelve months a new framework contract will be put in place which will cover a consortia of three local authorities including the London Borough of Haringey.

9 Head of Legal Services Comments

- 9.1 The Consultants for Construction Works framework agreement was tendered in the EU in accordance with the Public Contracts Regulations 2006.
- 9.2 The framework agreement has already been extended for one year in accordance with the contract terms. The Council's Construction Procurement Team now wishes to extend the framework agreement for a further year.
- 9.3 Because of the value of the proposed extension approval needs to be obtained from the Procurement Committee in accordance with CSO 13.02.
- 9.4 This is a key decision and the Construction Procurement Team has confirmed that it has been included on the Forward Plan.
- 9.5 The Head of Legal Services confirms there are no legal reasons preventing Members from approving the recommendations in this report.

10 Head of Procurement Comments

- 10.1 The current framework for Consultants for Construction works (CfCW) was procured following an advert in the Official Journal of the European Union and subsequent award by Cabinet Procurement Committee in March 2008.
- 10.2 The framework allows for extending for up to one further year subject to satisfactory performance.

10.3 The framework is monitored through a number of meetings including a core group of key directorates.

10.4 The Head of Procurement therefore supports the extension of this framework for a further year.

11 Equalities & Community Cohesion Comments

11.1 NPS were evaluated in terms of equality and diversity in the original procurement process used to select them to the framework agreement.

11.2 The framework agreement will benefit all wards within the borough.

12 Consultation

12.1 The Construction Procurement Group has consulted with key client groups from all directorates in order to shape the contract mechanism for the arrangements that will be procured to replace this framework agreement, detailed in the report to Cabinet Procurement Committee (Strategy for the implementation of Construction Related Consultants Services 2011 frameworks (CRCS 2011)) of 25th November 2010.

12.2 Clients regularly provide feedback on the service provided by NPS and are involved in regular progress meetings held between the Construction Procurement Group and NPS.

13 Service Financial Comments

13.1 The costs involved in the use of the framework agreement for future minor construction works may come from external funding, revenue or capital budgets for the directorates for which work is being carried out.

13.2 The framework agreement was awarded against a schedule of rates based on percentage rates against construction cost. Hourly rates can be adjusted in line with the average Retail Price Index (RPIX) figure from 1st April 2010 to 31st March 2011 by request.

13.3 From the inception of the framework agreement in April 2008 to February 2011 NPS has been awarded work worth £7.90million. Based on the anticipated workload for NPS over the subsequent year the fees for this period are estimated at £1m.

13.4 The rates tendered by NPS Property Consultants Ltd are competitive and compare favourably against those companies procured under the Buying Solutions Project Management and Full Design Team Services framework agreement.

14 Use of appendices /Tables and photographs

14.1 Appendix 1 of this report contains information exempt from public viewing.

15 Local Government (Access to Information) Act 1985

15.1 N/A

Agenda item:

[No.]

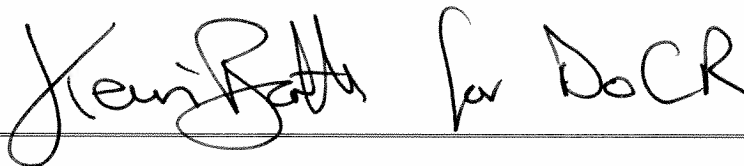
Cabinet Procurement Committee

On 24th March 2011

Report Title. **Consultants for Construction Works (Additional services) framework agreement extension**

Report of **Director of Corporate Resources**

Signed :



Contact Officer : David Mulford, 020 8489 1037

Wards(s) affected: **All**

Report for: **Key Decision**

1 Purpose of the report

- 1.1 To seek Cabinet Procurement Committee approval to extend the Consultant for Construction Works (Additional services) framework agreements for a further period of 1 year.

2 Introduction by Cabinet Member

- 2.1 I concur with the recommendations set out in this report.

3 State link(s) with Council Plan Priorities and actions and /or other Strategies:

- 3.1 The procurement of long term agreements for construction consultancy fits in with the Council's Category Management strategy.

4 Recommendations

- 4.1 In accordance with CSO 13.02 that the Consultants for Construction Works (Additional services) framework agreements be extended for the following companies:
- Gardiner & Theobald
 - Frankham Consultancy Group
 - Keegans
 - Potter Raper Partnership
 - John Burke Associates
- 4.2 That the framework agreements be extended for a further period of 1 year (as allowed within the framework agreement) with an estimated total value of £300,000.

5 Reason for recommendation(s)

- 5.1 The extension of the existing framework agreement will enable the Construction Procurement Group to conduct a procurement exercise for the subsequent arrangements to be put in place for the provision of construction consulting.
- 5.2 The Construction Procurement Group is leading on a collaborative procurement involving the London Borough of Barnet and Enfield Council. The procurement process is currently underway and is due to be finished by November 2011.

6 Other options considered

- 6.1 The Construction Procurement Group examined the option of using other public sector arrangements for the provision of construction consulting. There are public sector framework agreements in place that may be used for the provision of construction consulting, whereby the user can select consultants through a tender competition. The service providers under the existing framework agreements have been trained in the Council's internal processes and procedures, so the use of the in-house frameworks also provides efficiency savings in terms of the time officers would otherwise spend training new consultants. The use of the existing framework agreements also provides a consistency of service that would not be provided by an external arrangement.
- 6.2 It should be noted that the Council is not obliged to use the framework agreement for construction consultancy and that where appropriate the Council may decide to use externally procured framework agreements.

7 Summary

- 7.1 The Consultant for Construction Works (Additional services) (CfCWA) framework agreement was awarded in March 2008 for a period of 2 years, with the option to extend for up to a further 2 years subject to satisfactory performance. Agreement was granted by Cabinet Procurement Committee to extend the framework agreement by 1 year in April 2010. The current framework agreement expires on 27th April 2011 following the previous extension of 1 year.
- 7.2 The framework agreements provide the following services:

- CDM (Construction Design & Management) co-ordinator services – Gardiner & Theobald
- Quantity surveying – Frankham Consultancy Group, Keegans and Potter Raper Partnership
- Clerk of works services – John Burke Associates

7.3 The framework agreements were awarded to run concurrently with the Consultants for Construction Works framework agreement to provide cost, quality and health & safety assurance to the work carried out by the one-stop-shop service provider.

7.4 The performance of the service providers has been satisfactory throughout the initial term of the framework agreement and client satisfaction has been satisfactory.

8 Chief Financial Officer Comments

8.1 The Chief Financial Officer notes that the further extension now requested is in order for a collaborative procurement involving the London Borough of Barnet and Enfield Council to be progressed. This procurement process is currently underway and is due to be finalised by November 2011 and should deliver better value for the Council in the longer term.

8.2 As set out in 7.4, the performance of the providers to date has been satisfactory and the rates tendered by the appointed companies are competitive and compare favourably against other framework agreements. Furthermore, the existing providers are used to the Council's internal processes and procedures.

9 Head of Legal Services Comments

9.1 The framework agreements for construction related consultancy services were tendered in the EU in accordance with the Public Contracts Regulations 2006.

9.2 The framework agreements have already been extended for one year in accordance with the contract terms. The Council's Construction Procurement Team now wishes to extend the framework agreements for a further year.

9.3 Because of the value of the framework agreements, the approval for the extension needs to be obtained by Procurement Committee in accordance with CSO 13.02.

9.4 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendations in this report.

10 Head of Procurement Comments

10.1 The current framework agreements for Consultants for Construction works (Additional Services) (CfCWA) was procured following an advert in the Official Journal of the European Union and subsequent award by Cabinet Procurement Committee in March 2008.

- 10.2 The framework allows for extending for up to one further year subject to satisfactory performance.
- 10.3 The framework is monitored through a number of meetings including a core group of key directorates.
- 10.4 The Head of Procurement therefore supports the extension of these frameworks for a further year.

11 Equalities & Community Cohesion Comments

- 11.1 The selected suppliers were evaluated in terms of equality and diversity in the original procurement process used to select them to the respective framework agreements.
- 11.2 The framework agreements will benefit all wards within the borough.

12 Consultation

- 12.1 The Construction Procurement Group will consult with key client groups from all directorates in order to shape the contract mechanism for the arrangements that will be procured to replace these framework agreements and the Consultants for Construction Works framework agreement.

13 Service Financial Comments

- 13.1 The costs involved in the use of the framework agreements may come from external funding, revenue or capital budgets for the directorates for which work is being carried out.
- 13.2 The framework agreement was awarded against a schedule of rates based on percentage rates against construction cost. Hourly rates can be adjusted in line with the average Retail Price Index (RPIX) figure from 1st April 2010 to 31st March 2011 by request.
- 13.3 The total value spent across all companies is approximately £1.5million. Based on the anticipated workload for the companies under this framework agreement the estimated fees for the subsequent year are £300k. The actual figure may be less than this.
- 13.4 The rates tendered by the appointed companies are competitive and compare favourably against those companies procured under the Buying Solutions Project Management and Full Design Team Services framework agreement.

14 Use of appendices /Tables and photographs

14.1 Appendix 1 of this report contains information exempt from public viewing.

15 Local Government (Access to Information) Act 1985

15.1 Appendix 1 of this report contains exempt information and is **not for publication**. The exempt information is under the following category (identified in the amended Schedule 12A of the Local Government Act 1972):

- *Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Ground 3).*

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