



Bristol City Council

Site Surveys (Small Sites)

Tender Report

ProContract ID: DN387411

CPG Ref No: CPG1433

Date: May 2019
Name: Trin Swiers
Title: Site Surveys (Small Sites)

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1 Project Background

1.1 Bristol City Council wishes to commission a number of site surveys. The Council is seeking to commission consultancy services to undertake the following:

- Complete site surveys as requested for each site specified. There are 26 small sites listed in the brief however further work has identified 27 small sites (this has been taken into account by Scape in their pricing schedule).
- The 27 small sites are being released to Community Led Housing Groups and Self Builders on the Self-Build register for residential development. This will assist the Council in meeting its obligations under The Self Build and Custom Housebuilding Act 2015.
- To run, manage and report in a timely manner.
- Prepare a site specific report of all the site investigations undertaken to inform any future proposed development on the sites.
- This service is being commissioned via the Scape Built Environment Consultancy Framework

1.1 Total Contract Value: £253,764

The bidder was asked to provide a cost breakdown of fees (project costs and surveys) for the requirement specified in the project brief, together with a schedule of rates detailing price for any services/surveys that may be required in the delivery of the project.

1.3 The Procurement Route selected for this project was:

Direct Award using an existing Framework Agreement- SCAPE Built Environment Consultancy Framework. This is a tried and tested route to market that enables us to keep pace with this project through an efficient procurement project.

1.3 The award criteria set for the tender was 70% quality and 30%Price.

1.4 Invitations to tender were issued on 16 January 2019.

1.5 The tender submission date was set for 11 February 2019 but was extended to 18 February 2019.

1.6 This report outlines the recommendations for awarding the contract

2 Tenders Received

2.1 1 bid was received from the following bidder:

Perfect Circle JV Ltd

2.2 Of the bids received:

The bid was within budget

They are classed as a Micro based on the number of employees

They are based in Leicestershire

3. Social Value

3.1 Statement taken from bid document.

‘Perfect Circle is a unique partnership between Pick Evarard, Gleeds and AECOM. Appointed by Scape Procure to lead the national Built Environment Consultancy Services framework, we offer the broadest range and highest quality of built environment consultancy services available to the public sector. From strategic asset management to facilities management, we support every stage of built environment design and construction projects, delivering high quality consultancy services which save time and money.

Working as one team, we provide support to our entire 200-plus supply chain partners, most of which are local, small-to-medium businesses, supporting local community innovation and growth while providing our clients with more choice and access to best in class resources. We are committed to creating significant opportunities for local suppliers with the aim of maximising local spend and employing high levels of local labour.

To ensure we have a positive impact on the local community as part of the BECS Framework, Perfect Circle have committed to:

- A dedicated school work experience programme aimed at developing soft skills to enhance future application forms and increase sector knowledge
- A solid school engagement approach which includes the Adopt A School Programme, a digital lecture series and support for school leavers

- Investment in college/ university students through attendance as guest lectures, support of research projects, sponsorship of students and placement opportunities.
- Achieving social value targets through employment workshops, providing free use of our meeting facilities, support Local Business groups and providing community give back days.
- Ensuring Perfect Circle Partner completes at least three college/ university visits per year
- Partnering with high education framework users to deliver over 250 hours of lectures
- Sponsoring 40 students per year through university
- Drive social value by providing over 17,000 weeks of work experience through gap year placements, summer placements and week-long work experience opportunities
- Supporting 40 university research projects, aligning our goals to those of Scape and the Authorities
- In total we are committed to delivering over 2.5 million hours of student engagement activities

The Bristol office is viewed as a strategic multi-disciplinary hub office and contains 250 employees including all the core teams required for this commission including, Project, Cost & Programme Management, Building Engineering, Transportation, Process and Automation, Environment and Ecology, Water and Power.

Therefore, we estimate over 90% of employees working on the contract live in the west of England Local authority areas (Bristol, South Gloucestershire, North Somerset and Bath & North East Somerset). Additionally, the proposed supply chain includes local SME's and Micro organisations including Avril Baker and CSJ Planning.

Perfect Circle has an established Apprentice training programme, and we intend to use a number of apprentices across our team, particular within the Cost Planning, Environment and Transportation teams.

4. Responses to Foundation Living Wage Question

4.1 Due to the nature of the service commissioned we are confident that consultants appointed will be paid at least the living wage.

5. Evaluation Panel Members

5.1 Conflict of Interest – no conflict of interests declared

5.2 The evaluation panel consisted of the following:-

5.2.1 Abigail Stratford

5.2.3 Trin Swiers

5.3 With assistance and guidance from:-

5.3.1 Jacqueline Miller

6 Evaluation Outcome

6.1 The tender was evaluated according to the published evaluation criteria.

6.2 Evaluators were required to score bids individually.

6.3 Following individual scoring, core evaluators attended a moderation meeting (18.03.19) to agree scores and feedback.

6.4 After completing the quality scoring and adding this to price weighting, the most economically advantageous tender received was from Perfect Circle JV Ltd.

6.5 Perfect Circle JV Ltd- Quality score was: satisfactory

7 Implementation of Contract

7.1 An implementation was included as part of the proposition and will be overseen by the contract manager.

8 Predicted Savings / Efficiencies

8.1 The selection of this procedure has significantly reduced the time to market and has increased the potential to start on site to enable the programme to be delivered within the required timeframe.

9. Contract Management

9.1 A designated contract manager has been allocated and will ensure performance of the contract as set out in the tender.

11. Recommendation

11.1 The outcome of the evaluation process shows that Perfect Circle JV Ltd should be awarded the contract.

14. Authorised Signature

14.1

Name of Authorising Officer ...Colin Molton

Position...Executive Director for Growth and Regeneration

Signature



Date ...18/5/19

NB: If this tender has not already been subject to a Key Decision and the total value of the contract (including any extensions provided for) exceeds £100k - Officers are **legally required** to publish an Officer Executive Decision Notice where their request involves a resource commitment of between £100k and £500k. Accordingly, you **must** ensure this is done. Further information about Officer Executive Decisions can be found [here](#).