

PROFESSIONAL PROPERTY SERVICES CONTRACT

SUMMARY

1. In order to deliver a comprehensive estates management service, the Authority employs additional external support under a Professional Property Services Contract to provide a wide-range of specialist services.
2. The existing contract was awarded after an OJEU tender process to the East Riding of Yorkshire Council commencing October 2007. (Fire Authority Minute 1972 refers).
3. This report informs Members of the plans to re-tender the contract for the Authority's Professional Property Services Contract and outlines the associated timetable for delivery.

RECOMMENDATIONS

4. (a) That Members note the progress towards securing a new Building Services Contractual arrangement;
- (b) That the Chief Fire Officer & Chief Executive be given delegated authority to award a contract to the supplier demonstrating best value taking into consideration quality of service and price, and;
- (c) That a further report, outlining the outcome, be submitted to Members following the completion of the tendering process.

PROFESSIONAL PROPERTY SERVICES CONTRACT

5. In order to provide a comprehensive estates management service, the Service currently employs additional external support under a Professional Property Services Contract to provide a wide-range of specialist services.
6. The current arrangement provides for the provision of the following estates-related functions:

Core Services

Architectural & Quantity Surveying Services
Structural, Mechanical and Electrical Engineering Services
Building Surveying and Estates and Valuation Services
Management of Cyclical Maintenance

Specialist Building/Non-core Services

Site Investigations, Energy Management, Acoustics and Disabled Access Services
Urban Planning and Environmental Services

7. The existing Professional Property Services Contract was awarded to the East Riding of Yorkshire Council commencing October 2007. (Fire Authority Minute 1972 refers).

8. The existing contract provided for a five-year initial engagement period, with the option to extend for up to a further five years as required. Following the cessation of the initial five-year term the contract has been rolled forward on an annual basis thereafter.
9. In light of the current austerity and pace of change that the Authority faces, there is an ever increasing need to ensure that the Authority makes the most efficient use of all of its assets and the re-tendering of the Professional Property Services Contract offers the opportunity to secure additional efficiencies through increasing the focus on the estate, e.g. asset utilisation and innovation.
10. The current estates budget for 2014/15 is £8.5M, incorporating major capital schemes such as Clough Road, Brough and Central Fire Stations as well as the planned and reactive maintenance programmes. Of this expenditure, approximately £300k per annum relates to the Professional Property Services Contract.
11. Due to the value of the contract, which will exceed the current threshold of £172,514, to satisfy European Directives and the requirements of Authority's Constitution, the tender must be advertised in the Official Journal of the European Union (OJEU).
12. Work has already commenced on producing the specification and associated evaluation criteria. The contract will be evaluated on the most economically advantageous basis, taking into account qualitative aspects alongside cost considerations.
13. In terms of the revised specification for this support, increased emphasis is to be placed on the adoption of a more strategic, outcome-based approach to the Authority's asset management planning, with added focus on innovation and whole-life costing in order to ensure we explore all potential opportunities for delivering further cost and operational efficiencies through the better utilisation of our estate.
14. The following timetable for the tender process has been drawn up, in accordance with the European Restricted Procedure, which incorporates statutory requirements for tender response and standstill periods:

Publish Pre-Qualification Questionnaire (PQQ)	20 November 2014
Develop Specification and Evaluation criteria	26 December 2014
Pre-Qualification Questionnaire deadline for returns	1 January 2015
Evaluate Pre-Qualification Questionnaire returns	21 January 2015
Issue tender	23 January 2015
Tender return deadline	13 March 2015
Contract award	3 April 2015
Contract commencement	1 June 2015

15. Officers from ERYC and HFRS have recently met to discuss the timetable for tender and to ensure that there will be continuity over the coming months.

STRATEGIC PLAN COMPATIBILITY

16. The proposals outlined in this report comply with the Service's Strategic Plan 2014-17, in particular Strategic Objective 4 "making the best use of the resources we have".

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

17. The re-tendering of the Authority's Professional Property Services Contract offers the opportunity to secure continued value for money and the potential for achieving

further cost and operational efficiencies through better use and development of the estate.

LEGAL IMPLICATIONS

18. None arising directly.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

19. None arising directly.

CORPORATE RISK MANAGEMENT IMPLICATIONS

20. The employment of specialist building services support is essential to ensure the Service continues to meet its statutory responsibilities with regard to the estate, its maintenance and future capital developments.

HEALTH AND SAFETY IMPLICATIONS

21. Provision of professional estates-related advice and support is essential to ensure the Authority can continue to provide fit-for-purpose premises and meet all associated statutory requirements.

COMMUNICATION ACTIONS ARISING

22. The outcome of the tender process will be reported to Members upon completion.

DE TAILS OF CONSULTATION

23. No direct actions arising.

RECOMMENDATIONS RESTATED

24. (a) That Members note the progress towards securing a new Building Services Contractual arrangement;
- (b) That the Chief Fire Officer & Chief Executive be given delegated authority to award a contract to the supplier demonstrating best value taking into consideration quality of service and price, and;
- (c) That a further report, outlining the outcome, be submitted to Members following the completion of the tendering process.

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14 October 2014

