

Shrewsbury Refurbishment – Procurement Approach

Report of the Chief Fire Officer

For further information about this report please contact Alan Taylor, Chief Fire Officer, on 01743 260225, Paul Raymond, Chief Fire Officer Designate, on 01743 260205 or Andrew Kelcey, Head of Resources, on 01743 260240.

1 Purpose of Report

This report seeks approval for the recommended procurement approach for the Shrewsbury Station redevelopment.

2 Recommendations

The Authority is asked to approve the use of Telford & Wrekin Borough Council's Contract Procedure Rules in the procurement of a contractor to carry out the refurbishment of Shrewsbury Station.

3 Background

The Authority's Standing Orders for Contracts require the Authority to approve the procurement method to be used as part of the business case for any purchase over £500,000.

The business case for this project has been developed through the Integrated Risk Management Planning process, in which the Authority considered its approach to the provision of fire cover in Shrewsbury and determined that the maintenance of all appliances at the St Michaels Street site was the best option. This proposal recognised that significant investment would be required in the provision of suitable fire station and headquarters office accommodation, either to redevelop and improve the site, or to maintain the existing poor quality buildings in a safe condition.

At this stage an Architect was appointed to develop an options appraisal and potentially to develop and manage the scheme to completion. The Strategy and Resources Committee in January 2009 considered that redevelopment of the site as a station, headquarters and workshops was the most effective way to meet the Service's needs, and this was endorsed by the Fire Authority at its meeting on 11 February 2009. Since then considerable work has been carried out to design the building and we now plan to obtain tenders for the work in early August 2009.

The Shrewsbury redevelopment contract is expected to cost approximately £3M, which is within the costs previously approved. This is less than the current value at which a contract must be procured in accordance with the EU Procurement Regulations. Since the Asset and Property Management Team of Telford and Wrekin Council (T&WC) is supporting us in managing the project, it is suggested that we follow T&WC's Standing Orders and procedures to appoint a contractor. This would involve issuing tenders to a minimum of 6 contractors, selected from T&WC's approved list of suppliers, receiving fixed price tenders and evaluating these to determine which represented best value. An award recommendation would then be presented to the Fire Authority at its meeting in October 2009.

In order to alleviate any risks, which may cause disruption and expense to the project if the main contractor were to go out of business, it is proposed that supplier financial assessments are carried out at initial selection of tenderers, as part of the tender evaluation process and, if necessary, during the works. We would also require assurance from the main contractor of the financial stability of significant sub-contractors and their contingency plans in the event of supplier failure.

A contingency plan will also be developed by the Service to minimise the disruption caused in the event of failure of the main contractor.

It may be possible to obtain a bond from the contractor guaranteeing completion of the work (which acts as a form of insurance covering the additional cost of appointing a new contractor). This would, however, result in additional cost to the Authority. This will be further considered and a recommendation included in a future paper to the Authority.

4 Financial Implications

The estimated cost of the building work is within the estimated costs considered by the Strategy and Resources Committee in January 2009, and funding is in place to progress with the scheme.

5 Legal Comment

The procurement will be carried out in accordance with T&WC's Contract Procedure Rules and legal advice will be available throughout the process, as and when required.

6 Equality Impact Assessment

An equality impact assessment has been carried out in relation to this report and is attached.

7 Appendices

There are no appendices attached to this report.

8 Background Papers

Shropshire and Wrekin Fire Authority Strategy and Resources Committee
22 January 2009, Report 10 - Shrewsbury Refurbishment

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk), the implications are detailed within the report itself.

Balanced Score Card		Integrated Risk Management Planning	*
Business Continuity Planning		Legal	*
Capacity		Member Involvement	*
Civil Contingencies Act		National Framework	
Comprehensive Performance Assessment		Operational Assurance	
Efficiency Savings	*	Retained	
Environmental		Risk and Insurance	
Financial	*	Staff	*
Fire Control/Fire Link		Strategic Planning	
Information Communications and Technology		West Midlands Regional Management Board	
Freedom of Information / Data Protection / Environmental Information		Equality Impact Assessment	*



Shropshire Fire & Rescue Service EQIA number

Initial Equality Impact Assessment Form

Directorate	Resources	Department/ Section	
Name of officer	Andrew Kelcey	Job title	
Name of Policy/Service to be assessed	Procurement of works at Shrewsbury	Date of assessment	
New or existing policy	N / E		

1. Briefly describe the aims, objectives and purpose of the policy/service	To procure works at Shrewsbury in accordance with the Authority's Standing Orders and to obtain best value.		
2. Are there any associated objectives of the policy/service?			
3. Who is intended to benefit from the policy/service and in what way?	The Authority and Service by obtaining a high quality building at reasonable cost. Suppliers and contractors through involvement in a fair and transparent process.		
4. What outcomes are wanted from this policy/service?	Provision a high quality building at reasonable cost. A fair and transparent process for suppliers and contractors.		
5. Who are the main stakeholders in relation to the policy/service?	The Service, potential suppliers and contractors.		
6. Who implements the policy/service and who is responsible for this?	Head of Resources		
7. Are there any concerns that this policy/service could have a differential impact on the following groups and what existing evidence do you have for this? Yes or No, please detail in boxes below.			
8. Age	Y	N	N – The Telford and Wrekin Council Supplier Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
9. Disability	Y	N	N – The Telford and Wrekin Council Supplier Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
10. Gender	Y	N	N – The Telford and Wrekin Council Supplier

			Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
11. Race	Y	N	N – The Telford and Wrekin Council Supplier Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
12. Religion or belief	Y	N	N – The Telford and Wrekin Council Supplier Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
13. Sexual orientation	Y	N	N – The Telford and Wrekin Council Supplier Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
14. Dependant/caring responsibilities	Y	N	N – The Telford and Wrekin Council Supplier Approval policy requires suppliers to have appropriate policies on diversity and discrimination.
15. Could the differential impact identified in 7-14 amount to there being the potential for adverse impact in this policy/service?	Y	N	N/A
16. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group or another reason?	Y	N	N/A
17. Have you consulted those who are likely to be affected by the policy/service?	Y	N	Telford and Wrekin Council Property and Legal advisors. Architects. Building users in design of the building.
18. Should the policy proceed to a full impact assessment?	Y	N	N
19. Date by which full impact assessment to be completed			
20. Reason for non completion			

I am satisfied that this policy has been successfully impact assessed.

I understand the Impact Assessment of this policy is a statutory obligation and that, as owners of this policy, we take responsibility for the completion and quality of this process.

Signed: (Assessing person)	Andrew Kelcey	Date:	18/06/2009
Signed: (Line Manager)		Date:	

Please note that this impact assessment will be scrutinised by the E&D Officer