

 Executive 2nd March 2011		Agenda Item No. 17
Title	Royal Pump Rooms Main Entrance Door Replacement Exception Report	
For further information about this report please contact	Matt Jones. Building Construction & Surveying Manager.	
Service Area	Housing and Property Services	
Wards of the District directly affected	All	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006		
Date and meeting when issue was last considered and relevant minute number	Not applicable	
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	Yes

Officer/Councillor Approval		
With regard to officer approval all reports <u>must</u> be approved by the report author's relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
Officer Approval	Date	Name
Relevant Director	9/2/2011	Bill Hunt
Chief Executive	9/2/2011	Chris Elliott
CMT	9/2/2011	
Section 151 Officer	9/2/2011	Mike Snow
Legal		
Finance	9/2/2011	Sandra Jones
Portfolio Holder(s)	9/2/2011	Cllr Grainger
Consultation Undertaken		
Please insert details of any consultation undertaken with regard to this report.		
Consultation was undertaken with all relevant Section Heads to agree the priority of this project.		
Consultation with the Procurement Manager was undertaken to determine a procurement option that comply with the Code of Procurement Practice.		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		

1. SUMMARY

- 1.1 This report sets out the rationale for requesting an exception to the Code of Procurement Practice in order to enable the delivery of the alteration of the Pump Rooms main entrance doors.

2. RECOMMENDATION

- 2.1 That the executive grants an exception to the Code of Procurement Practice in accordance with item 5.2.2 of the same document, and grants authority for the Head of Housing & Property Services to procure the supply and installation of a new doorset using a single specialist contractor, BESAM.

3. REASONS FOR THE RECOMMENDATION

- 3.1 To ensure that the Royal Pump Rooms is accessible to the general public including those regular visitors who depend on mobility scooters and other mobility aids.
- 3.2 To enable the delivery of a works project approved as a priority by the Executive in 2010, following a procurement process that resulted in no suitable suppliers being engaged.
- 3.3 To ensure that the works executed on site meet the technical specification and operational requirements of The Council.

4. ALTERNATIVE OPTION CONSIDERED

- 4.1 The alternative would be to not do the agreed works to replace the existing doors on the grounds that while the current arrangement is problematic for mobility scooter users it is compliant with the current requirements for minimum effective clear widths of doors prescribed in Building Regulations Approved Document M, and continue to maintain the existing doorset. If this is the preferred option there will be an immediate need to replace two cracked glazing panels at an estimated cost of £4000.00 and make adjustments to the outer security screen and locking mechanism quoted at £1516.00.

5. BUDGETARY FRAMEWORK

- 5.1 The project originally formed part of the proposed 2010/11 Corporate Works Programme. However because of the events explained in section 7 the project has been deferred to 2011/12. The budget estimate for the supply and installation of the new doorset is £35,000.00.

6. POLICY FRAMEWORK

- 6.1 The Programme has been coordinated to meet the Council's Corporate Strategy priorities and policies.

7. BACKGROUND

- 7.1 The main entrance doors to the Royal Pump Rooms have provided 12 years service. In the past two years the managers of the pump rooms have received increasing numbers of complaints from disabled visitors who experience difficulty

accessing the building because the doorset is not wide enough to accept their mobility scooter. As a result of the above and the increasing maintenance requirement of the ageing equipment it was agreed that the doors should be replaced with a new door configuration and that the work should be done as part of the 2010/11 Corporate Works Programme approved by the Executive in March 2010.

- 7.2 The existing doorset is an aluminium frame BESAM structural glazing system installed within a BESAM structural façade. The façade is in good condition and will be retained.
- 7.3 To ensure that the new doorset can be seamlessly integrated within the retained façade and fulfil the structural functions of the existing doorset, it is important that the new doorset is also a BESAM structural glazed system. Therefore we obtained a specification from BESAM for inclusion in our tender documents. We also received a quotation for the supply and installation of the doorset from BESAM valued at £29,500. The contract document also made provisions for basic enabling works that BESAM do not have the skills to provide.
- 7.4 Housing & Property Services and the Procurement Team worked together to establish a procurement strategy that complied in full with the Code of Procurement Practice. The value of the works dictated that five formal quotations were required and on the advice of procurement, tender documents were written and the works advertised extensively. The documents specified a 'BESAM or equivalent approved' system in order not to exclude suppliers who could offer an alternative system that would meet the technical requirements of the specification.
- 7.5 A total of 18 parties declared an interest in the project and downloaded the tender documents however, only 3 parties submitted a tender, one of which was not submitted in accordance with the tender instructions and subsequently could not be considered. Unfortunately the procurement exercise failed to engage a supplier capable of meeting the technical specification within the budget estimate and the works have not been awarded.
- 7.6 Of the two tenders received one firm returned a sum of £52,600.00 which exceeded the budget estimate by £22,600.00. The bid was compliant and met the requirements of the technical specification. This company have recently entered Administration proceedings. The second tender returned a sum of £23,770.00. The tender did not satisfy the technical specification or the tender submission requirements and was accompanied by a qualifying letter attempting to remove the burden of liability for the structural performance of the alternative system offered.
- 7.7 The decision not to award the works and to request an exemption to the Code of Procurement Practice has been approved by the Procurement Manager.