

## PT4 - Committee Procurement Report

This document is to be used to identify the Procurement Strategy and Purchasing Routes associated with a project and only considers the option recommended on the associated Gateway report.

### Introduction

<b>Author:</b>	Michael Harrington		
<b>Project Title:</b>	Middlesex Street Estate Redecoration		
A 5 year programme on the basis of the recent survey of the estate. Procuring a contract to address the internal and external redecorations sequentially in accordance with highest priority.			
<b>Contract Duration:</b>	5 Year	<b>Contract Value:</b>	£310,000
<b>Stakeholder information</b>			
<b>Project Lead &amp; Contract Manager:</b> Jason Crawford	<b>Category Manager:</b> Michael Harrington	<b>Lead Department:</b> Community and Children's Services	
<b>Other Contact</b>		<b>Department</b>	

### Specification Overview

<b>Summary of the Specification:</b> A 5 year programme on the basis of the recent survey of the estate. Procuring a contract to address the internal and external redecorations sequentially in accordance with highest priority.
<b>Project Objectives:</b> To provide our tenants with the internal and external redecorations sequentially in accordance with highest priority.

### Customer Requirements

<b>Target completion date</b>		<b>Target Contract award date</b>	TBC
<b>Are there any time constraints which need to be taken into consideration?</b> Not at this present time.			

<b>Efficiencies Target with supporting information</b>
To ensure an efficient contractor is appointed to provide this service to the City's customers and act as ambassadors on our behalf. We are also using this contract to drive engagement with suppliers to ensure we engage with the local communities and drive the City's Corporate and Social Responsibilities.

### City of London Initiatives

<b>How will the Project meet the City of London's Obligation to</b>
<b>Adhere to the Corporation Social Responsibility:</b> We will positively promote the City's policy to the tendering parties to engage with the local communities.
<b>Take into account the London Living Wage (LLW):</b> We will.
<b>Consideration for Small to Medium Enterprises (SME):</b> This will be included within the Corporation Social Responsibility.
<b>Other:</b>

### Procurement Options

<b>Option 1: Below OJEU Tender</b>
<b>Advantages to this Option:</b> <ul style="list-style-type: none"> <li>Allows us to engage with the market as a whole.</li> <li>Allows the City to build the specification it requires and work to the timescales it requires.</li> <li>Allows us to engage with SME's as opposed to using a framework, which stereotypically have larger suppliers appointed to them.</li> </ul>
<b>Disadvantages to this Option:</b> <ul style="list-style-type: none"> <li>Will take longer to engage with the market.</li> </ul>

## APPENDIX 1

- Tender may be seen as too much of a strain on resources for parties to participate.

**Please highlight any possible risks associated with this option:**

- No guarantee of the quality of responses returned.
- Responses could possibly be over OJEU threshold.

**Option 2:** Appoint via a framework supplier

**Advantages to this Option:**

- Quicker engagement with the market.
- Pre-vetted suppliers on the framework.

**Disadvantages to this Option:**

- Less engagement with SME's
- Larger Suppliers will subcontract the work as opposed to having employees working directly on the project.

**Please highlight any possible risks associated with this option:**

- The quality of the service and works carried out could be lower than expected.

### Procurement Route Recommendation

**City Procurement team recommended option**

Option 1: Below OJEU Tender – The budgets have been well worked and the possibility of an increased budget would require further Committee approval.

### Sign Off

<b>Date of Report:</b>	24/03/2016
<b>Reviewed By:</b>	Jason Crawford
<b>Department:</b>	DCCS
<b>Reviewed By:</b>	Michael Harrington
<b>Department:</b>	<b>Chamberlain's Department</b>