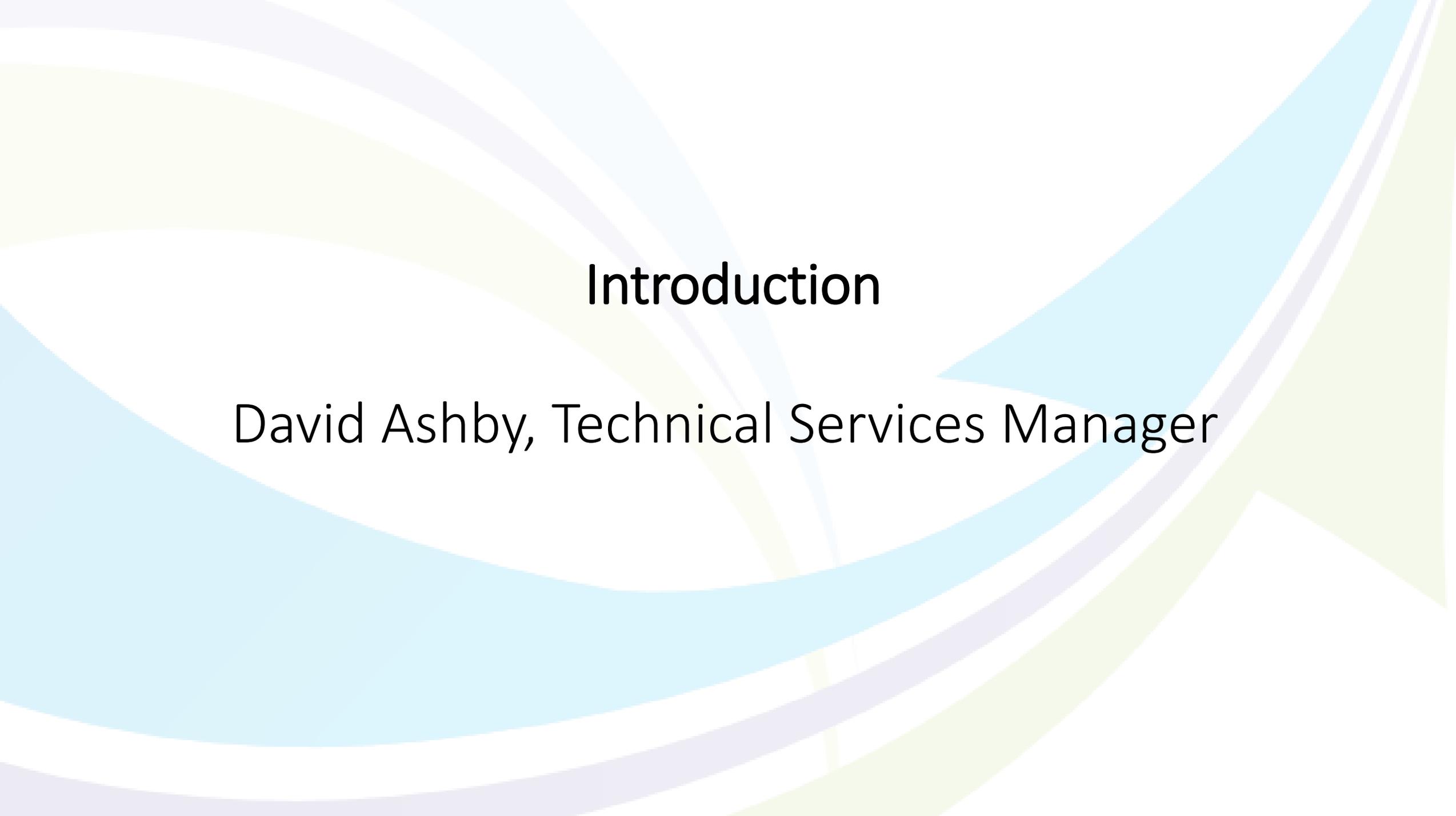




South East
Consortium

Using our Compliance Frameworks
&
How can we deliver added benefit for you



Introduction

David Ashby, Technical Services Manager

Objectives for this session

- Provide information on our new fire compliance frameworks
- Confirm who has been appointed on our new frameworks
- Who can use our frameworks
- Framework award options and rules
- Our services and the added value we can bring
- Other compliance works and services are provided by SEC through a variety of different frameworks that cover heating, electrical, asbestos, lifts and water hygiene – if you are interested in these please speak with SEC

Fire Remedial works framework

Framework split into four lots:

1. Passive fire protection
2. Fire Alarm systems
3. Sprinkler systems
4. Combination lot



Fire Remedial Works
Framework Guide

Fire Consultancy framework

Framework split into seven lots:

1. FRAs (UKAS)
2. FRAs
3. Compartmentation surveys
4. Specialist advice (strategic advice)
5. Quality of work inspection
6. Combination lot (UKAS)
7. Combination lot



Fire Consultancy
Framework Guide

Background

- Consultancy support appointed to deliver specification for fire remedial works framework
- Both frameworks were designed to offer better value for money by the scope of service being focussed on fire related works and services
- Bespoke rates based on composite works and property archetypes makes it easier to manage and less time consuming enabling clients to focus on the important issues of resident safety

General set up of the framework

- Frameworks both tendered on 50/50 quality/cost split
- Built to adapt quality/cost split to customer requirements (up to 100%). Mini competitions only.
- These two new frameworks will be able to support each other

Contractors appointed to our Fire Remedial works framework



Consultants appointed to our Fire Consultancy framework



Who can use our frameworks?

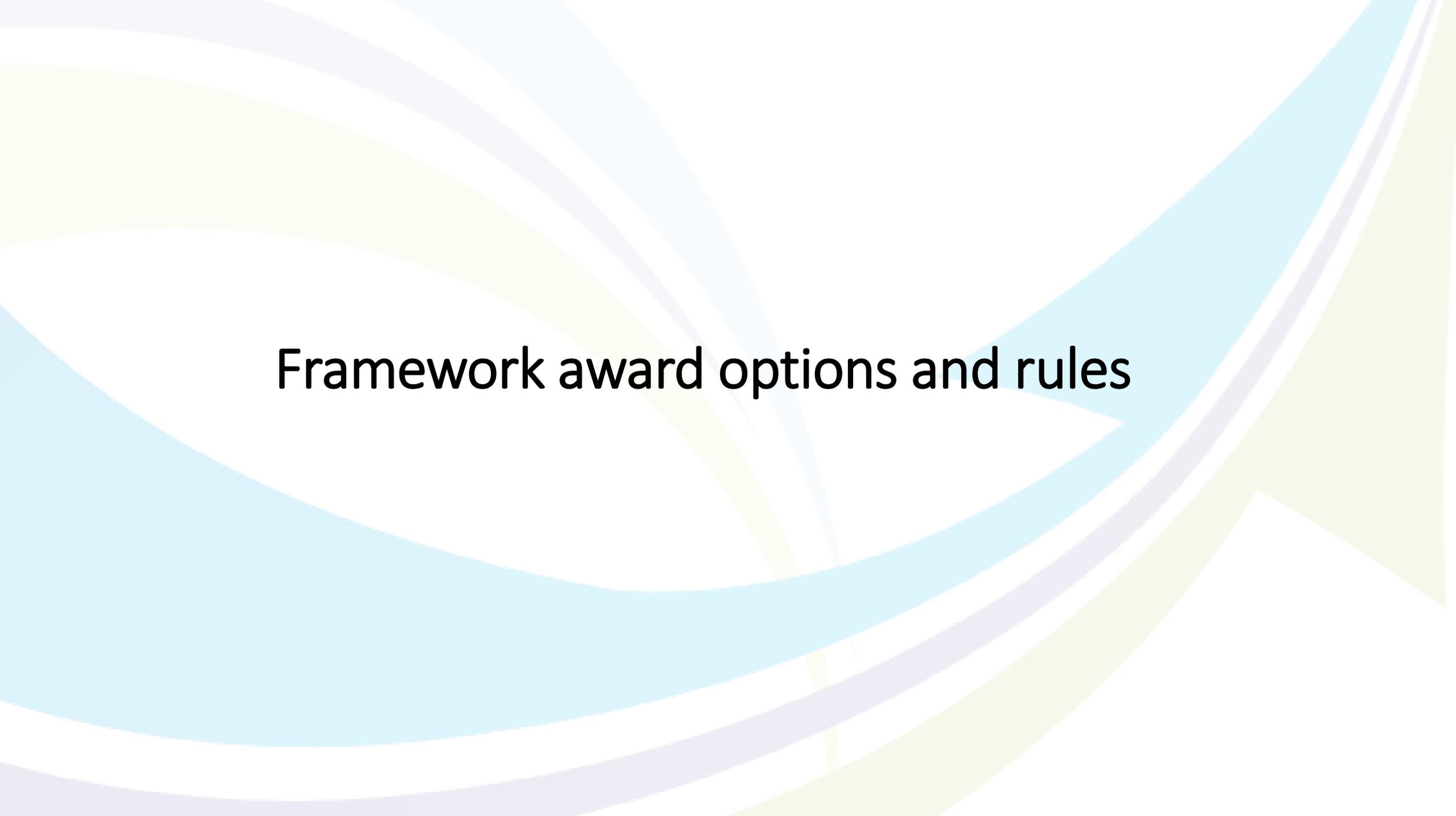
Any public sector organisation can use our frameworks...

...Not just our Members and not just social housing.

What do we ask our customers to do?

- Talk to us about requirements
- Complete a checklist
- Agree Terms of Engagement to suit customer requirements
- Approve documents that we've prepared
- Evaluate the quality submissions returned on your tender (we'll facilitate this...)
- Sign Authorising Agreement

... and then we'll do the rest.



Framework award options and rules

Options

We want to be flexible and support award mechanisms. Options include:

- Mini competition
- Direct award to rank one
- Direct award through cascade
- Direct award based on client needs

We're happy to think creatively to support customer requirements – as long as it is a compliant route

Mini Tender

- SEC manage the mini tender process from start to finish
- The mini tender documents will be tailored to customer requirements. The customer will provide the specification, quality questions and pricing matrix.
- SEC will issue all tender documents unless the customer wants to issue via their own portal. This will be outlined in the expression of interest.
- Any queries regarding the tender documents and process need to be posted through Delta. SEC will then liaise with the customer for clarification and update all tenderers through Delta.
- SEC will carry out the cost evaluation once the submissions have been received. SEC can be involved in the quality evaluation process, as a facilitator.
- Once the evaluations are complete SEC will write a tender report for the customer's approval prior to award letters being issued.

We compile an expression of interest and send to Service Providers on the framework. Interest is collated.

Once approved, mini tender documents are issued on Delta eSourcing.

Tender documents are with Service Providers for 2-3 weeks and returned via Delta.

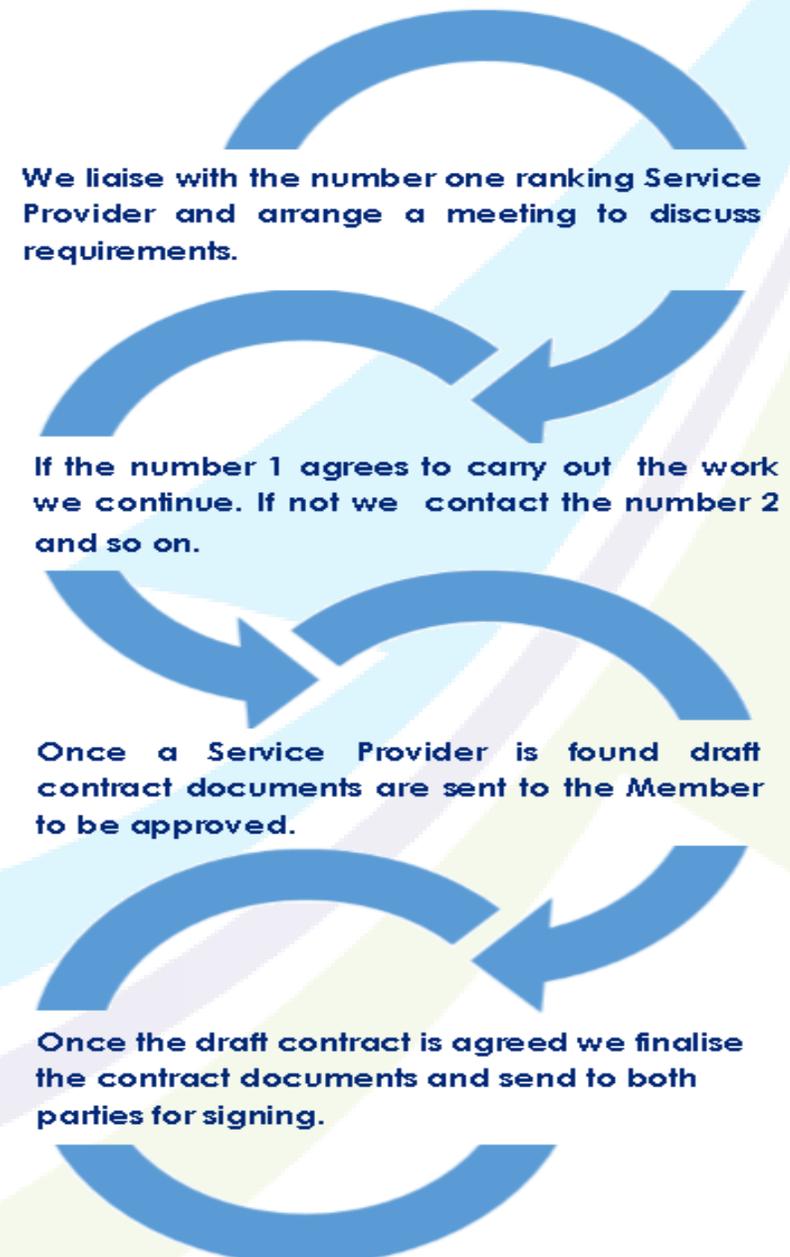
All submissions are checked. We evaluate cost and facilitate the Member evaluating quality.

Evaluation reports are collated and sent to the customer for approval. A tender report can be compiled.

Once the customer agrees the results we issue the Award Decision Notice. Contracts are finalised and sent out.

Direct Award

- This can be a direct call off whereby we approach the number 1 ranked service provider with the customer's requirements and ask if they have the capacity and are able to carry out the work.
- If the framework pricing doesn't cover certain areas, which the customer wants included in the contract, we will send a bespoke pricing schedule to the service provider for pricing. Otherwise, the framework rates for the call off service provider will be sent to the member and these will form part of the contract.
- Any pricing submitted for the customer's consideration will need to factor in the levy and link back to the framework rates. SEC will verify this.



We liaise with the number one ranking Service Provider and arrange a meeting to discuss requirements.

If the number 1 agrees to carry out the work we continue. If not we contact the number 2 and so on.

Once a Service Provider is found draft contract documents are sent to the Member to be approved.

Once the draft contract is agreed we finalise the contract documents and send to both parties for signing.

Direct Award - cascade

1. Rank 1 isn't able to complete the work (withdraws, declines)
2. Where the customer has exceptional circumstances to appoint outside rank 1.

How does this work?

- The justifications can't be just because "I like the service provider" (!?!). Examples can be:
 - Where contractor/consultant has already carried out significant works or services "at risk"
 - Where the Call Off Contract has substantial similarities to a previous project
- We will work with the customer to make sure the reasons for calling off outside number 1 are valid and justified
- We will contact the service providers ranked ahead of the preferred service provider in question, providing the customer's justifications and asking if they are willing to step aside.
- If no one objects then we will notify the customer and the call off will proceed. But, if one of those service providers isn't willing to step aside we will go back to the customer to advise we're unable to progress as a direct award.

This is referenced under Clause 5.2.2 of the Framework Agreement.

Direct Award – customer requirements

How does this work?

Customers sometimes have specific requirements (where they know exactly what they want done).

- SEC has to obtain customer needs
 - Project requirements including:
 - Asset list
 - Work to be done.
- Put customer and project requirements into the cost model (must remain 50/50 cost/quality split as per the framework procurement)
- Re-run results based on customer requirements
- Rank contractor/ consultant based on specific requirement
- Proceed to award to rank 1.

This is referenced under Clause 5.2.2 of the Framework Agreement.

What SEC need

- All enquiries need to come through the SEC office. We need to manage the process and make sure the customer is using the framework compliantly
- The customer will be asked to sign a Framework Authorising Agreement to ensure they are compliant with the Terms and Conditions of the framework. SEC will issue this to the customer.
- Any pricing submitted for the customer's consideration will need to link back to the framework rates.
- But SEC are not just about framework – see next slide for services offered

Our services

- Procurement support:
 - OJEU compliant frameworks
 - Bespoke tenders
- Technical support:
 - Chartered Building Surveyor
 - Ability to advise on specifications and cost models
 - S20 & contractual considerations
- Events, training and ability to provide a wider network of likeminded organisations facing similar issues

Any questions?

David Ashby, Technical Services Manager:

david.ashby@southeastconsortium.org.uk

Direct dial number: 01795 434457

SEC office number: 01795 434451