

CANNOCK CHASE COUNCIL

BRIEFING NOTE

HOUSING POLICY DEVELOPMENT COMMITTEE

14 DECEMBER 2010

HEAD OF HOUSING

MARKET TESTING OF THE HOUSING REPAIRS AND MAINTENANCE CONTRACT

1. Purpose of Briefing Note

- 1.1 To request the participation of nominated representatives of the Housing Policy Development Committee in the tender evaluation process for the Housing Repairs and Maintenance Contract.

2. Recommendation(s)

- 2.1 That the Housing Policy Development Committee nominate up to three representatives to participate in the tender evaluation process for the Housing Repairs and Maintenance Contract.

3. Key Issues

- 3.1 The Housing Repairs and Maintenance Contract, which covers responsive repairs and voids maintenance for the Council's housing stock is currently being market tested.
- 3.2 Following the publication of the contract notice in the Official Journal of the European Union interested organisations were required to submit a pre-qualification questionnaire. Organisations who met the required criteria were invited to submit tenders on 6 December 2010.
- 3.3 Tenders will be returned by 17 January 2011 and will then be subject to a robust evaluation process. As part of this, tenders will be considered by a "Moderation Panel" and representatives of the Housing Development Committee are invited to participate in the work of this Panel, which will include interviewing tenderers.
- 3.4 The Moderation Panel will meet during the week commencing 7 February 2011 and dependent on the number of tenders received is expected to meet for two full days. In order to ensure consistency with regard to the evaluation process, representatives will need to be available for both days.