



ADUR & WORTHING  
COUNCILS

Executive Members for  
Customer Services  
4 November 2020

Decision to be taken on or after  
12 November 2020

Key Decision: Yes

Ward(s) Affected: All Adur Wards

## **Replacement Fire Door Programme**

### **Report by the Director for Communities**

#### **Executive Summary**

##### **Purpose**

- 1.1 The Council's intention is to enter into a contract with the successful contractor to replace fire safety doors in the Council's sheltered housing schemes and general needs blocks of flats.
- 1.2 This report outlines the process that has been undertaken to tender and evaluate potential providers of this service and recommends that a contract is awarded to Ventro Limited.

##### **Recommendations**

- 2.1 To award this contract to Ventro Limited who emerged as the preferred bidder following a competitive tender process.
- 2.2 That delegated authority be provided to the Head of Housing to award the contract (subject to contract) and thereafter execute it on behalf of Adur District Council.

### **3.0 Context**

- 3.1 The Council currently has 284 general needs blocks of flats and 13 sheltered housing schemes in its housing stock.

- 3.2 In order to assist in improving fire safety to the various blocks of flats and sheltered housing schemes the Council's intention is to replace existing non-compliant as well as notional flat entrance fire rated doorsets. The number of doorsets to be replaced, with a new FD30s Fire Doorset, is 1,324. The works are to be completed on a block by block basis and include tenants as well as leaseholders. The works shall be carried out under a JCT Measured Term Contract (2016 edition).
- 3.3 The works involving the replacement of the flat entrance doorsets have been grouped into six different phases, to allow the works to be completed on a priority basis, starting with those properties that are at highest risk, for example those that contain doors that offer no or very little in terms of fire resistance and in addition those blocks that contain the highest number of storeys.
- 3.4 The works, which are to be allocated across the next 2 to 3 years will be funded through the Adur Homes Capital Improvement Programme.
- 3.5 The project was tendered on the basis of a 1 year contract, with the option to extend on a plus one plus one basis (a maximum of 3 no. years).
- 3.6 As leaseholders are responsible for the entrance door to their own flat , rather than the council as freeholder, the fire door replacement programme does not require leaseholder ("section 20") consultation. However, leaseholders will be given the opportunity to use the council's contractor to replace/upgrade their front door when the contractor is on site renewing the doors to the tenanted flats . Leaseholders equally are free to make their own arrangements to replace/upgrade their front door to ensure it meets fire safety standards, and guidance on meeting those requirements has been provided.

#### **4.0 Issues for consideration**

- 4.1 The works have been tendered using the single stage tendering process, via the e-tendering portal, In-Tend, on an open book basis. In order to ensure the Council received bids that meet the essential criteria to install a Certified Fire Doorset the Council set out various quality questions for the Contractors to respond to as part of their bid.
- 4.2 The contract was published on InTend 02/03/2020 with an initial tender return date of 17/03/2020. However, due to the Coronavirus Pandemic

taking place and the subsequent lockdown, the tender return date was extended to 24th April 2020 to give Contractors ample time to prepare and submit their tender.

- 4.3 Eight tenders were received. Seven out of the eight tender returns were found to be fully compliant in that all requested documentation were returned. One tender did not contain a signed Form of Tender or Collusive Tendering Certificate and so was rejected as a non-compliant bid.
- 4.5 The tender report provides more information on how the tenders were evaluated.
- 4.6 Having scored all of the tenders, it is the opinion of the evaluation team that Ventro Limited meets all requirements and offers the best option in terms of both cost and quality of service.
- 4.8 Ventro Limited's costs are based upon a schedule of rates. Taking into consideration the number of properties requiring a new FD30s flat entrance doorset, the cost of the works including Preliminaries, Overheads and Profit and Asbestos testing will be in the region of £2.55 million. A 12.5% professional services fee is to be applied to the cost of the works, this equates to an additional £318k bringing the total budget cost for the works to approx. £2.86 million.

## **5.0 Other options considered**

- 5.1 Do not award a contract - Adur District Council has a legal duty to identify and remedy any fire risks and hazards, or to reduce these as far as possible.

## **6.0 Engagement and Communication**

### **6.1 Engagement**

An article about the proposed works will feature in the Autumn resident newsletter 'Housing Voice'. Sheltered scheme residents have already received a letter notifying them of the upcoming works, as part of a package of works at their schemes. Once the preferred contractor has provided a work schedule, all phase 2 residents will be informed by letter, they will be able to choose their preferred colour specification of door and be provided with details of how to book their appointments.

## **7.0 Financial Implications**

- 7.1 Overall within the Adur Homes Capital Programme there is a provision of £0.925m for the Fire Safety Programme in 2020/21 which is sufficient to fund the first year of the proposed works contained within the contract. The Council has the option to further extend the contract up to a value of £2.55m in the following two years subject to budget availability.
- 7.2 A further report to the Executive Member of the 2021/22 and 2022/23 programme will be presented in due course which will seek release of additional funding for this programme of works.

## **8.0 Legal Implications**

- 8.1 Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.
- 8.2 S1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.
- 8.3 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 8.4 s1 Local Government (Contracts) Act 1997 confers power on the local authority to enter into a contract for the provision of making available assets or services for the purposes of, or in connection with, the discharge of the function by the local authority.
- 8.5 The value of the proposed works is less than the EU threshold for public works contracts, and therefore a compliant tender process should be carried out in accordance with the Council's Contract Standing Orders.
- 8.6 Where the Council as Landlord is entitled to recover a contribution from leaseholders towards the works and that contribution will be more than £250.00 per contributing leaseholder, then prior to entering into the envisaged JCT Contract, the Council must consult with all leaseholders

in accordance with section 20 of the Landlord and Tenant Act 1985 by following the consultation procedure set out in Schedule 4 to The Service Charges (Consultation Requirements) (England) Regulations 2003.

### **Background Papers**

- [TENDER REPORT - Replacement Fire Door Programme](#)

### **Officer Contact Details:-**

Name: Akin Akinyebo  
Role: Head of Housing  
Telephone: 01273 263 232  
Email: [akin.akinyebo@adur-worthing.gov.uk](mailto:akin.akinyebo@adur-worthing.gov.uk)

## **Sustainability & Risk Assessment**

### **1. Economic**

Issues considered not directly relevant

### **2. Social**

#### **2.1 Social Value**

Improved fire safety to the building will enable our residents to be safe in their homes and remain independent for longer

#### **2.2 Equality Issues**

Improved fire safety to the building will enable our residents to be safe in their homes and remain independent for longer and engage more fully in society

#### **2.3 Community Safety Issues (Section 17)**

Improved fire safety to the building will enable our residents to be safe in their homes and remain independent for longer

#### **2.4 Human Rights Issues**

Improved fire safety to the building supports the rights of our residents to be safe in their homes and remain independent for longer and engage more fully in society

### **3. Environmental**

Issues considered no impact

### **4. Governance**

Continued governance via contract management and council decision making processes