

## OFFICER DECISION RECORD SHEET

**Name of decision maker:** Assistant Director of Housing

**Service Area:** Property & Place

**Title of Decision:** To award a contract for Fire Safety Improvement Works to be carried out at 9 blocks of council owned flats on Briery Way and Underacres Close, Hemel Hempstead

### **Decision made and reasons:**

**Decision:** To award a contract to Fire Door Plus to carry out Fire Safety Works at 12 blocks of flats on Briery Way and Underacres Close. These buildings are three storeys high and accommodate six dwellings each.

**Reason:** In line with our Fire Safety Policy, the council carry out Fire Risk Assessments (FRAs) to our council owned blocks of flats. These FRAs identify required works such as defective doors, compartmentalisation, fire detection and emergency lighting. These works prevent the spread of fire and protect escape routes.

The FRA's for these blocks of flats have identified a number of risks. These risks have been captured in a schedule of works that will be addressed as part of this contract.

The following Portfolio Holder Decision was approved and published in September 2020 – "Delegation to award contracts and suspension of the Council's Standing Orders for fire safety works". In line with this decision, the Council undertook a tender exercise to achieve value for money. A schedule of works was presented to our supply chain for fire safety works and after full evaluation the following is recommended for award to:

Fire Door Plus – tender figure £294,985.52

Fire Door Plus has previously successfully completed fire safety works on our properties and have demonstrated value for money via the tendering process.

### **Reports considered:**

PH-016-19 – Delegation to award contracts and suspension of the Council's Standing Orders for fire safety works  
Fire Safety Policy

### **Officers/Councillors/Ward Councillors/Stakeholders Consulted:**

Assistant Director of Housing  
Mechanical and Electrical Team Leader, Property & Place  
Compliance Lead Surveyor, Property & Place  
Group Manager, Property & Place

### **Financial Comments:**

There is sufficient budget within DBC commissioned capital works programme to cover the above award.

Lucy Tash

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Accountant (Housing)

### Deputy Monitoring Officer Comments:

The proposed award of contract follows a procurement process which was compliant with the Council's procurement standing orders.

Officers should ensure that an appropriate signed contract is in place prior to commencement of the works.

### Deputy S151 Officers Comments:

The contract value for the proposed contract award is in line with the approved budget levels.

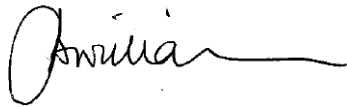
### Implications:

**Value for Money:** By completing our own tender exercise, the Council has been able to test the market. Our supply chain are approved contractors with experience of working on our buildings who can demonstrate quality and compliance in their work. The conclusion of the value for money exercise is to award the work to Fire Door Plus based on cost and quality.

**Financial:** The cost to complete these works will be approximately £295k.

**Risk:** If the contract is not awarded then we will have non-compliant buildings and outstanding actions identified in an FRA. Following the events at the Grenfell Tower in June 2017 and in line with our own Fire Safety Policy, it is essential that the Council ensure our properties comply with building regulations and the Regulatory Reform (Fire Safety) Order 2005.

Officer Signature:



Date: 06.01.2020