

Frequently Asked Questions

Q1: What work has been done to date in establishing this proposal?

A: The Council has considered a range of options whilst developing the proposed strategy. This work is set out in the recent report to the Council's Cabinet meeting on 1 July 2020 a link to which is provided below:

<http://democracy.camden.gov.uk/documents/s89892/Proposal%20for%20Increased%20Direct%20Provision%20of%20Repairs%20Services.pdf>

Q2: What are the keys dates and stages of this proposal?

A:

Leaseholder Consultation: Notice of Intention	December 2021
Stage 1: Advertisement and Expressions of Interest Evaluation Process	February 2021 – July 2021
Stage 2: Shortlisted Tender Evaluation Process	August 2021 – October 2021
Leaseholder Consultation: Notice of Proposal	December 2021 – February 2022
Contractor Appointment	February 2022
Contract Goes Live	February 2022

Q3: How were bidders evaluated?



A: The Council utilised an “open procedure” to appoint the suppliers, and is in accordance with the procurement regulations 2015. Suppliers submitted responses for both stages at the same, with the evaluation split into a two stage approach.

The first stage involved a “Selection Questionnaire” (SQ) which was sent out to suppliers who respond to the advertisement; the advertisement is generally called “Find a Tender Contract Notice”. Suppliers completed and submitted a questionnaire along with project specific selection method statements for evaluations, where if passed, were then shortlisted for the tender stage of the process.

Following the SQ evaluation process, a shortlist of suppliers for the contracts was established. Shortlisted suppliers then had their tender response and pricing elements evaluated. It was at this stage that suppliers’ submitted tender prices were reviewed by Procurement. In addition to the price submissions there were specific method statement questions for each specific contract.

Following the analysis of tender returns and completion of the evaluation process, the suppliers contained within this proposal were identified as having submitted the most economically advantageous tenders.

Q4: How does this affect me?

There are 8 contracts which may affect you as a leaseholder. These relate to fulfilling our Landlord obligations to repair and maintain the building in which your flat lies, or to ensure other legal obligations are met (for example, asbestos surveys). Because the contracts, particularly contracts 1 and 2, relate to repairs which may be required in response to an immediate issue, it is not possible to give an estimate of costs which may be incurred for your building over the anticipated 5-year term of each contract. However, if your contribution towards any item of work is expected to exceed more than £250, we will consult you on the works we intend to carry out, and an estimate will be provided at that time

Q5: Contracts 1 and 2 refer to works to kitchens and bathrooms of tenanted flats. Do I have to contribute towards the costs of these works?

No. Although contracts 1 and 2 refer to works to kitchens and bathrooms, leaseholders are not expected to contribute towards these works. You will only be expected to contribute towards items of expenditure as set out in your lease. Contracts 1 and 2 also include works to the structure and common parts of the building, the costs of which leaseholders are expected to contribute towards by way of a service charge.

Q6: What areas does the North Contract cover, and what areas does the South Contract cover?

North:

- Belsize ward
- Canteloves ward
- Fortune Green ward
- Frognal and Fitzjohns ward
- Kilburn ward
- Kentish Town ward
- Highgate ward
- Swiss Cottage ward
- West Hampstead ward

South:

- Holborn and Covent Garden ward
- King Cross ward
- Bloomsbury ward
- St Pancras & Somers Town ward