

**Grange Farm Steering Group (SG)**

**Contractor Selection Training**

**One Enterprise Ltd (Independent Tenant Advisor)**

**19.00 Tuesday 14th August 2018**

**Community Hall, 66 Osmond Close**

**Present**: Shaz Mohammed, Fiona Allen, Bill Beardon, Duad Ahamed Amin, Nancy Owysu & Edith Fekarurhobo (Potter Raper Partnership) and Miral Nandha (RedLoft) Zainab Malik & Raj Kumar (One Enterprise Ltd).

**Apologies**: Ken Woods, Sharon Reid, Shamim Manji, Ali Noormohammed (SG), Varsha Patel, Rekha Mehta, Amita Jagai-Kempster, Ranjan Narayanasamy, Kandiah Thayaparan, Ghizlane Darugaa, Alison Coudray, Alison Pegg and Mary Hannington.

1. **General Overview**
* Edith explained that following on from the Evaluation stage 1 (“shifting” the contractors down from seven to four), it was now time to undertake Evaluation stage 2 (to select the preferred contractor for the construction of Phase 1 (social housing).

**2. Invitation to Tender (ITT)**

* The contractors have to submit formal responses to 4 specific areas:
	+ - Quality / Technical score weighting 20%
		- Social Value score weighting 10%
		- Presentation score weighting 10%
		- Commercial / Price score weighting 60%

 The contractors have to provide 2 prices – Option A (no ballot) and Option B

 (ballot).

**3. Developing a Resident Question for the Contractor Presentation**

* It was agreed that the Steering Group will develop the question in collaboration with the Council and PRP to ensure there is no duplication or overlap of questions. Some of the questions considered included:
	+ Construction methods to minimise noise transmission
	+ Minimising condensation
	+ Defects management
	+ Health & Safety
	+ Security
	+ Traffic management
* It was agreed a question will me developed around the Steering Groups ambitions for Grange Farm as reflected in the “Mind the Gap” presentation that is available on [www.grangefarmsteeringgroup.co.uk](http://www.grangefarmsteeringgroup.co.uk)
* For example the question could be: ***How will the contractor support the Steering Group to help deliver the ambitions reflected in the “Mind the Gap” presentation?***
* The question has to be agreed before **28th August**.
* Edith will check that the Steering Group’s previous request that the Employers Requirement specifically makes reference that “social value will benefit Grange Farm residents” rather than benefit Harrow.
* Shaz asked two pertinent questions:
	+ Will the Council share its questions with the Steering Group? Miral believed this would not be an issue.
	+ How will the Council ensure that the standard / quality of Phase 1 (social housing) is not inferior to the Phase 2? This point will be discussed at subsequent meetings.

**4. Next Steps (once bids come back)**

* The Steering Group members to be on the Selection Panel are Shaz, Duad and Bill. There is one more place available. However, it is critical to be on the Panel you must be available on:
	+ **Tuesday 4th September 19.00 – 20.30 Training at the Community Hall**
	+ **Thursday 27th September 09.30 - 17.00 Contractor Presentations, Civic**
	+ **Friday 28th September 10.00 – 13.00 Moderation Meeting, Civic**

**5. Another Other Business**

* There was no other business**.**