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Tender

S106 Construction Workplace and Training Coordinator

London Borough of Hillingdon

F02: Contract notice

Notice identifier: 2021/S 000-024842

Procurement identifier (OCID): ocds-h6vhtk-02e877

Published 5 October 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

London Borough of Hillingdon

London

Hillingdon

London

Email

Sbegum@hillington.gov.uk

Country

United Kingdom

NUTS code

UKI74 - Harrow and Hillingdon

Internet address(es)

Main address

<https://www.hillingdon.gov.uk>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.capitalesourcing.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.hillingdon.gov.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

S106 Construction Workplace and Training Coordinator

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

The Hillingdon Council is seeking suppliers for the following services required :

1. As and when advised by Hillingdon Council, to undertake pre-commencement scoping work for each relevant site, in conjunction with developers, preparing training proposals for Council approval. Seek out new training, apprenticeships and employment opportunities across a broad range of frameworks, to maximise the true potential of each site.

2. Provide a construction workplace coordination service for developers, as required, liaise with relevant site contractors, employers and subcontractors to establish their recruitment needs, ensuring appropriate and timely action is taken to identify and match suitable local residents to forthcoming opportunities.

3. Liaise with approved training providers and local colleges to identify relevant and new learning pathways which reflect modern construction methods.

4. In conjunction with Economic Development Officers, produce Employment and Training Plans for new developments and provide Completion Certificates for each scheme.

5. Provide HR advice and assist developers with the production of Job Descriptions and interview documentation when required.

6. Routinely engage with local training/employment providers, colleges, Job Centre Plus, relevant Council departments, local community groups and NAS to source potential candidates and create pathways for learners.

7. Create a pool of suitable candidates consisting of residents who are past learners and potential new ones. Actively promote forthcoming vacancies to maximise take up.
8. When required, deliver (or commission) bespoke pre-employment training in conjunction with developers to prepare trainees for entry into construction work.
9. Collaborate closely with local training providers who have been funded by the council to deliver bespoke construction training and support for residents. Develop training plans jointly to maximise employment opportunities for learners.
10. Positively engage with people from under-represented groups within the construction industry, providing necessary training and support to enable increased access to employment and skill opportunities.
11. Build and maintain a relationship with site placements and provide individual support when work or training issues arise.
12. Carry out monthly site visits to speak with contractors and trainees, improving the visibility of the service.
13. Arrange careers engagement activities between developers and local schools
14. Monitor the progress of developers in meeting agreed training specifications, providing written reports to the Council each month. Maintain accurate records of activity for each site.
15. Devise a method for identifying under-delivery of agreed employment/training outputs for each site. Ensure Council is alerted as soon as possible regarding potential under-delivery. Propose corrective action in good time and make recommendations to developers and the council.
16. Support plans to promote CBE careers in schools through delivery of workshops, site visits and planned events as agreed with Hillingdon Council.
17. Support local employer engagement initiatives within the CBE sector in Hillingdon and the West London sub region including the Mayors Construction Academy.
18. Any other duties commensurate to this role including general construction employment and training opportunities in the local area and within the Council's supply chain.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

II.2.4) Description of the procurement

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3. Liaise with approved training providers and local colleges to identify relevant and new learning pathways which reflect modern construction methods.
4. In conjunction with Economic Development Officers, produce Employment and Training Plans for new developments and provide Completion Certificates for each scheme.
5. Provide HR advice and assist developers with the production of Job Descriptions and interview documentation when required.
6. Routinely engage with local training/employment providers, colleges, Job Centre Plus, relevant Council departments, local community groups and NAS to source potential candidates and create pathways for learners.
7. Create a pool of suitable candidates consisting of residents who are past learners and potential new ones. Actively promote forthcoming vacancies to maximise take up.
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9. Collaborate closely with local training providers who have been funded by the council to deliver bespoke construction training and support for residents. Develop training plans jointly to maximise employment opportunities for learners.

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17. Support local employer engagement initiatives within the CBE sector in Hillingdon and the West London sub region including the Mayors Construction Academy.
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II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

3 January 2022

End date

1 January 2027

This contract is subject to renewal

Yes

Description of renewals

Contract will be review at the end the 3 years before extending for a further periods up to 2 years. The contract is award is 3 +2 (1+1)

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

8 November 2021

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 31 January 2022

IV.2.7) Conditions for opening of tenders

Date

8 November 2021

Local time

12:00pm

Information about authorised persons and opening procedure

Open Via the portal

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

London Borough of Hillingdon

Civic Centre High Street

Uxbridge, Middlesex

UB8 1UW

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

London Borough of Hillingdon

Civic Centre High Street

Uxbridge, Middlesex

UB8 1UW

Country

United Kingdom