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Contract

## **Innovation Park Medway – Management and Maintenance**

Medway Council

F03: Contract award notice

Notice identifier: 2021/S 000-026376

Procurement identifier (OCID): ocids-h6vhtk-02d789

Published 21 October 2021, 12:04pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Medway Council

Medway Council, Gun Wharf, Dock Road

Chatham

ME4 4TR

#### **Contact**

Mr Nigel Ford

#### **Email**

[nigel.ford@medway.gov.uk](mailto:nigel.ford@medway.gov.uk)

#### **Telephone**

+44 1634332088

#### **Country**

United Kingdom

**NUTS code**

UKJ41 - Medway

**Internet address(es)**

Main address

<http://www.medway.gov.uk/>

Buyer's address

<http://www.medway.gov.uk/>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Innovation Park Medway – Management and Maintenance

Reference number

DN565108

#### **II.1.2) Main CPV code**

- 70332200 - Commercial property management services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Management and Maintenance

The successful Management Agent will be expected to undertake the following tasks;

- Stage 1 - support the development of a Management and Maintenance Strategy which will set out the vision and objectives of the park and the Council's aspirations for future developments, as well as to help inform the maintenance charges to potential occupants, which will also cover the management agent fees.
- Stage 2 - Provide a professional management service with an organised approach to:
  - The process of collecting the service charges and the responsibility for taking steps to recover unpaid charges.
  - Administration of records and documentation essential for accounting purposes e.g. finance/invoicing, managing meeting space etc.
  - Effective Management of Issues and disputes raised by tenants.
  - Management of the Gateway building and café (tbc)
  - Long term management of available plots

- Innovation/business support, creating opportunities for collaboration through events
- Parking including multi-storey and at grade
- Security and CCTV monitoring
- Broadband supply
- Public transport (i.e. bus routes), travel planning and trip monitoring
- Waste collection/servicing
- Health and safety across the site, ensuring the relevant documents are maintained
- Insurances – buildings (gateway building), public liability
- Wayfinding/signage updates as new business occupy the site
- Vehicle Impact Mitigation
- Stage 3 - Responsible for the maintenance, redecoration, repairs and inspection of works to ensure the infrastructure and public realm is kept in good repair including:
  - Public highways, cycle paths and footpaths (that are not adopted and maintained through this process)
  - Planting/trees
  - Runway Park and street furniture
  - Lighting and power supplies (feeder pillars)
  - Surface Drainage (leaf & debris clearance)
  - Car-park rubbish clearance
  - Wayfinding signage

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £604,000

## **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKJ41 - Medway

### **II.2.4) Description of the procurement**

Management and Maintenance

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#### **II.2.5) Award criteria**

Cost criterion - Name: Cost / Weighting: 30

Cost criterion - Name: Quality / Weighting: 70

#### **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

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-020506](#)

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## **Section V. Award of contract**

### **Contract No**

1

### **Title**

Innovation Park Medway – Management and Maintenance

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

21 October 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Avison Young (Uk) Ltd

Birmingham

B1 2JB

Country

United Kingdom

NUTS code

- UKJ41 - Medway

National registration number

6382509

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £604,000



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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Medway Council

Chatham

Country

United Kingdom