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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

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

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

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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

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](#)

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

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Medway Council

Chatham

Country

United Kingdom