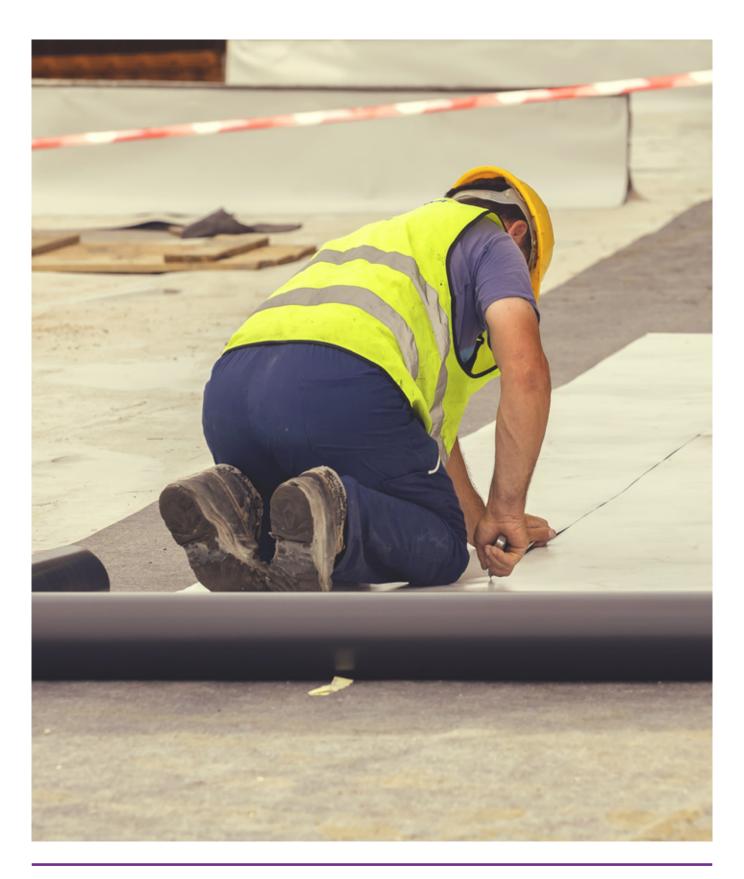


FRAMEWORK AGREEMENT GUIDE

For Flat Roofing and Associated Works (FR2)



Why work with SWPA?

These are the key reasons to work with SWPA, whether you're a public sector organisation looking for procurement solutions or a supplier with products or services to provide.

Knowledge and experience of procurement

Our organisation began half a century ago and over five decades we've developed and shaped our service to meet the evolving needs of our clients.

Recognised technical expertise

Our technical expertise is built on continuous research by our team of technical specialists who consult with clients on the outcomes they need and also suppliers on the range of available solutions.

Commitment to better buildings and homes

Our ultimate goal is helping our clients deliver better environments for the communities they serve. This is a goal we support through our frameworks, that address every aspect of quality and our selection of the most appropriate suppliers.

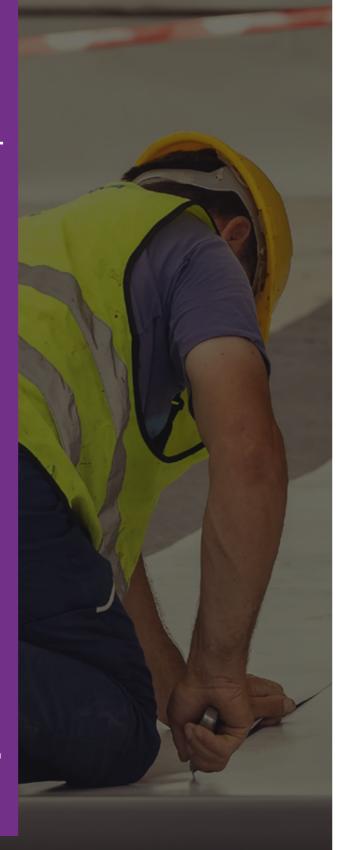
Fast and efficient procurement

Once SWPA Appointed Companies are established for a framework, the process of calling off projects and commissioning work is very efficient. Terms and rates have been agreed and even when a mini competition is required, the majority of contractual arrangements have already been finalised. Project work can start quickly.

Financial gains

Working with SWPA frameworks gives suppliers access to construction, refurbishment and maintenance projects of over £200m each financial year. Clients who spend more than £200,000 on two or more frameworks in a year will benefit from a share in the SWPA operating surplus wereturn to Members.

WWW.SWPA.GOV.UK/MEMBERSHIP



About this framework

The SWPA framework for flat roofing is available to all local authorities, housing associations and other public sector bodies in England, Scotland and Wales. This framework offers access to national System Suppliers and their local and national approved installation contractors.

Fully OJEU compliant, this framework is suitable for residential applications and other types of public sector buildings. This free to use framework offers design, supply and installation of flat roofing and associated works including:

- -- Design, survey, technical support and advice
- -- Supply and installation of various flat roof covering systems and associated components
- -- General scaffolding design and erection as per the building type
- -- Optional works include roofing systems and associated flat roof works

This framework can be used in Scotland via the Scottish Procurement Alliance (SPA) and in Wales via the Welsh Procurement Alliance (WPA).

This framework has been established in strict compliance with UK Public Sector procurement rules for use by public sector bodies in the UK as detailed in the SWPA buyer profile (www.SWPA.gov.uk/buyerprofile) and as specified in the Contract Notice:

- -- 2016/S 190-340026 England
- -- 2016/S 190-340034 Scotland
- -- 2016/S 190-340025 Wales

About this tender

This framework followed an open-tender process for interested suppliers which eliminates the Pre-Qualification Questionnaire stage. Suppliers were given free and open access to the tender and offer documentation and answered suitability assessment questions.

Stage 1: Selection criteria

- -- Financial standing
- -- Compliance with EU/UK legislation
- -- Applicant's organisation
- -- Quality management
- -- Sustainability and social inclusion
- -- Equal opportunities and diversity
- -- Health and safety
- -- Financial status and insurances
- -- Responses to questions using previous experience, case studies and evidence of previous similar flat roofing contracts to demonstrate capability, skills, experience and resources to deliver and maintain the high level of quality required by SWPA for the delivery of works and installations

Stage 2: Invitation to tender

The offer document provided detailed service and product specifications and sought a response from companies on their conformity to these requirements.

The Flat Roofing (FR2) framework was tendered using a consortium bid with System Suppliers and approved fully trained installation contractors capable of installing the System Supplier's products. The aim of the process was to ensure that System Suppliers are able to advise clients as to the best roofing solution for all project-specific flat roofing projects.





From suitability to call-off contract

The diagram below shows the process a supplier completes to become an SWPA appointed company and to be awarded a contract (or "call-off"). It also highlights the support SWPA provides once a project is live.

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Companies have open access to the tender and offer documentation (ITT) and are asked to respond to suitability assessment questions covering:

- -- Company standing
- -- Financial standing, employment practices, environmental awareness, capacity and geographical range
- -- Installation capability
- -- Technical capability
- -- Quality systems management capability
- -- Experience of supply to the public sector
- -- Specifications for products and services
- -- Testing and certification
- -- Service capability
- -- Pricing
- -- Sustainability and social value

A detailed evaluation report is prepared which shows the following for each tenderer:

- -- Weighted score under each heading
- -- Value for money index
- -- Company or companies recommended for appointment

Appointing framework suppliers

Suitability

assessment

Our aim is to give SWPA clients and members a choice of appointed companies to work with. Numbers vary per framework in line with anticipated demand and subject to the number of qualifying companies that can adhere to our strict criteria.

- All companies are notified of the results and the unsuccessful tenderers can choose to have a debrief to help improve future offers
- -- Contract Award Notices are published in the Official Journal of the European Union (OJEU)

When clients or members are ready to choose an appointed company for an individual project, they should start the process by talking to our procurement experts. SWPA will co-ordinate either:

- -- Direct Award to System Supplier, who nominates one approved contractor
- -- Direct Award to System Supplier, who nominates a shortlist of approved contractors allowing for competitive procedure
- Mini Competition between System Suppliers, each bid comprising a System Supplier and the System Supplier's nominee approved contractor

Awarding contracts "call-offs"

Works commence/complete

SWPA provides support and technical assistance throughout the life of a project, as required:

- -- To ensure high quality standards are maintained
- -- Service levels are fulfilled
- -- Delivery periods are met

We actively pursue feedback on our projects in order to establish an excellent client journey. We will be happy to meet you during and after project completion to discuss how SWPA, as well as the appointed companies, could improve the level of performance.

Award weighting criteria

The evaluation process comprised of three elements: Quality, Pricing and Community Impact. Award weighting criteria are established on each individual framework and can be flexed to a partner's individual needs. Full evaluation report is available upon request.



The framework in action

As well as providing compliance, quality and best value to clients, this framework agreement, will support a streamlined process from the award of a contract ("call-off") to completion of a project.

Quick and efficient procurement

Mini-competition and direct award available to enable the final selection of a supplier or supplier(s) for a project.

Instant access to project data

Continuous access to information throughout the procurement process through the suppliers' on-line portal.

High quality standards

Standards of quality maintained throughout project through monitoring in accordance with ISO 9001 Quality Management System.

Service levels guarantee

Guaranteed service levels from inquiry to supply providing peace of mind that works will be conducted effectively.

Quick project starts

Enabled by pre-tendered procurement that reduces the cost and time input by public sector organisations and speeds up their access to companies.

Advice on design and regulatory compliance

Guidance on interpretation and conformity to statutory regulations and kitchen planning requirements.

Specification and production standards

High level specifications and approval to latest British and European standards.

Delivery periods guarantee

Guaranteed delivery periods ensure products arrive to meet your work schedules.



SWPA's Flat Roofing framework is designed to allow suppliers with local and nationwide specialist roofing contractors to install a high level specification roofing system that is supplied by high quality System Suppliers within a consortium led bid. The scope and structure of the framework includes:

Supplier Essential Works (SORs included for price verifications)

- -- **Service** design, survey, technical support and advice including 15-30 year guarantee covering materials and workmanship for the System Supplier
- -- Supply and installation flat roof covering systems and associated components, supplied and supported by the chosen System Supplier and installation works by the chosen approved contractor dependant on project size
- Roof covering systems 2 and 3 layer, BBA certificated built up roofing (torch on and cold roof systems), as well as liquid waterproofing, roofing systems
- -- Flame free roofing systems polymeric, bitumen and single ply
- -- Balcony and walkway and parapet liquid waterproofing systems

Supplier Optional Works (Basic Schedule of Rates prices included to allow price verifications)

- -- Associated roofing works general building items will include rainwater goods and relevant renewable energy technologies (i.e. solar panels)
- -- Asphalt roofing systems
- -- Flame free bitumen or polymeric systems
- -- 1 layer bitumis roofing systems
- -- Roof edge free standing guardrail and associated access equipment
- -- **Green roof systems** conversions and associated specialised building works (including calculations design and guarantees)
- -- **Scaffolding** general scaffolding design and erection according to building type

Approved Contractor Essential Works

- -- **Service** the removal of existing and installation of replacement roof coverings. 12 month workmanship and installation supported guarantees
- -- **Supply and installation** flat roof covering systems and associated components, supplied and supported by the chosen System Supplier and installation works by the chosen installer dependant on project size
- -- Roof covering systems essentials as above with added marks as to option system ability
- -- Balcony covering systems and walkways

Approved Contractor Optional Works

- -- **Associated works** covering work to roof lights, brickwork repairs and repointing, as well as replacement or installation of rainwater systems
- -- Roof coverings design and installation
- -- RE Technologies
- -- **Scaffolding** general scaffolding design and erection according to building type

Key elements deemed "essential requirements" for an approved contractor to qualify, include:

- -- Membership of The National Federation of Roofing Contractors (NFRC) or equal and equivalent approved scheme which offers installation and labour guarantees.
- -- Membership to the NFRC 'Competent Roofer Scheme' (exemption) or through proof of qualifying systems that are equivalent to the scheme.
- -- CHAS certification (or equivalent)
- -- Membership to the Considerate Constructors

Appointed suppliers

Before proceeding, clients must select the method of appointment. There are three options:

Direct award to System Suppliers:

Our clients and members can Direct Award to a System Supplier in accordance with the Public Contract Regulations 2015.

Then, according to the partner's preference, the System Supplier can select one of two options:

- -- Option A: Nominate one approved contractor; or
- -- **Option B:** Nominate a shortlist of approved contractors, thus allowing for a competitive procedure.

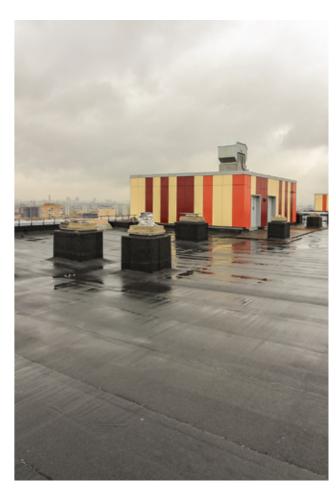
Mini Competition between System Suppliers:

Our clients and members can hold a mini competition between the named System Suppliers (within the regional area). Each bid will comprise of a System Supplier and the System Supplier's nominated approved contractor(s)

Once the selection procedure is complete, and depending on the nature of the project, our partner has the ability to contract with either the System Supplier or the approved contractor.

Regional lots South West England Cornwall

System Supplier	Approved Installer	KX: South West	
Langley Waterproofing Systems	Acclaim Contracts	√	
	Allard Construction	√	V
	Topek Southern	V	
	Amber Construction Services	V	
	Everlast Waterproofing	\checkmark	
	Hodgson Sayers	\checkmark	V
	Mac Roofing & Contracting	V	
Σ O	Hodgson Sayers	V	V
	Ifield & Barrett Roofing	V	
	P & M Group trading as ISD Solutions	V	V
	Mac Roofing & Contracting	V	
	Maguire Brothers	V	V
	Mitie Tilley Roofing	√	
	M & J Group (Construction & Roofing)	✓	✓
Alumasc Exterior Building Products	Amber Construction Services	√	
	Central Roofing & Building Services	V	V
	DFR Roofing	✓	
	M & J Group (Construction & Roofing)	✓	✓
	Nautilus Roofing & Exteriors	√	
A J	Rateavon	./	







Framework for Flat Roofing and Associated Services

This framework is valid until 24th June 2021

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