

**WRITTEN QUESTION TO THE MINISTER FOR TREASURY AND RESOURCES
BY THE DEPUTY OF GROUVILLE
ANSWER TO BE TABLED ON TUESDAY 20th MARCH 2012**

Question

Could the Minister define the formal process by which the landscape design and architectural services for States projects are put out to open competitive tender to the local design industries?

Answer

The majority of procurement of landscape design and architectural services for States projects is undertaken by Jersey Property Holdings and the Housing Department. Their procedures are as follows:-

Jersey Property Holdings

The procurement processes for the engagement of professional services, including Architectural Services and Landscape Design, are set out in Financial Direction 5.6 (The Control of Capital Expenditure) for major capital works and Financial Direction 5.1 (Purchase of Goods and Services) for non capital projects.

The department procuring the service will first consider whether in house services can be used. In the case of Architectural Services, Property Holdings retains a small in-house design team. Use of in-house Architectural Services resource will depend on a number of factors including, capacity, experience and skills available, the scale or urgency of the project and the need for any specialist skills.

The in-house team at TTS Parks and Gardens may be used to provide landscape design for soft areas and to assist with hard landscaping as appropriate.

Where it is not possible or desirable to use the in-house team, a procurement process following the requirements of the relevant Financial Direction will be used to appoint the most appropriate external resource. This will consider on-Island practices in the main, but may also be extended to off-Island practices where it is considered appropriate.

Housing Department

Revenue work

It is very rare for the Department to commission landscaping design work within the revenue budget. However the Department does carry out grounds maintenance.

The Ground Maintenance Contract is split into 3 packages comprising of various housing estates across the Island. Currently, this is being delivered by three separate contractors under a 3 year Service Level Agreement which began in 2010. One of the three packages is delivered by the Parks and Gardens section of Transport and Technical Services. This package is not tendered.

The remaining two packages will be re-tendered on the States of Jersey e-portal system towards the middle of 2012. The process will involve an open tender where interested Contractors will complete a pre-qualification questionnaire (PQQ). The PQQ, which looks at the organisation, experience, financial standing, health & safety and approach to training and apprenticeships, will be scored to arrive at a shortlist. The Shortlisted contractors will then be asked to submit a cost, based on specific criteria, for maintaining a package of estates. The Contractors that provide value for money will be awarded a service level agreement (for 3 years) to carry out the maintenance work.

The current incumbents are both local and it is now a condition on all tendering that work should go to local contractors unless:-

- It is specialist work not available on island;
- There is limited local competition and local rates do not offer VFM.

Garden maintenance is not expected to fall into either of these categories so would be local.

Capital work

The Department aims to keep landscaping as simple as possible and therefore as cost effective as possible. When it requires specialist 'soft' landscaping input, it always uses the in-house resources i.e. Parks and Gardens. With hard landscaping, this is normally designed between the Architect and the engineer on each project.