

Contractor Briefing Note

The purpose of this handout is to explain to potential tenderers some of the additional requirements beyond project delivery that Contractors have to fulfil on the current YORbuild framework agreement. These requirements have been grouped together to form YORbuild's 'Added Value Measures'.

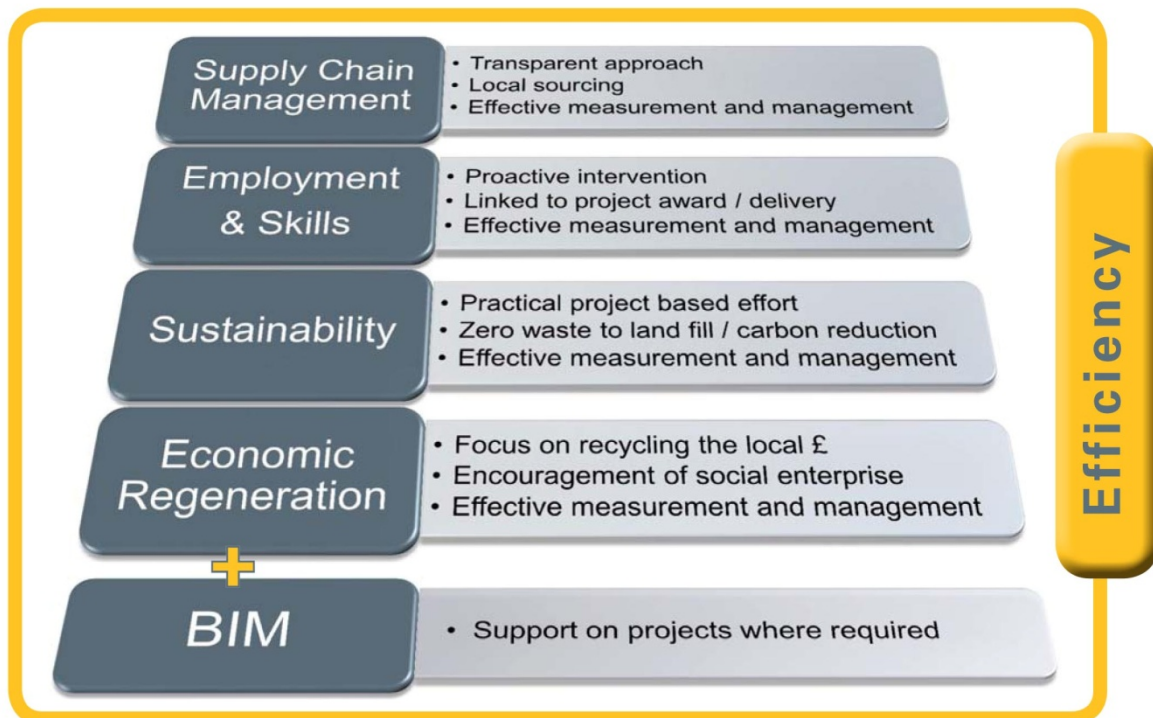
The details within this Briefing note have been put together to explain the current process, it is not guaranteed that the Added Value Measures will be undertaken in exactly the same way on the new YORbuild framework; however the principles will be similar.

Added Value Measures

YORbuild has 4 added value measures, also referred to as 'Key themes':

- Economic Regeneration
- Employment and Skills
- Sustainability
- Supply Chain Management

These measures are contractual requirements for every Call-Off through the framework (plus a BIM offer) and form the basis of the YORbuild offer, which encourages Public Sector bodies to access the framework agreement for their capital work programmes.



Economic Regeneration

As part of the YORhub framework management strategy, we help to address the rising issue of social barriers and economic depression through Economic Regeneration. This also supports public sector organisations in their need to comply with the Public Services (Social Value) Act.

Our frameworks feature the YORhub 4 Good Fund, which offers grants of up to £5,000 to support small scale projects within the Yorkshire and Humber region.

What has the YORhub 4 Good Fund achieved?

Since the YORhub 4 Good Fund was established it has supported 32 projects across the Yorkshire and Humber region, providing grants worth over £150,000.00.

What do Contractors Contribute?

The YORhub 4 Good Fund is entirely funded by donations from the Contractors on the YORbuild and YORcivil frameworks.



YORbuild contractors have agreed to donate 0.2% of the value of each Call-Off, up to a maximum of £10,000.

YORbuild contractors make donations in two ways, Cash or a combination of Cash and Benefit in Kind. Benefit in Kind donations are generally staff time; however they can also be materials or equipment.

The donations are awarded to applicants by the YORhub 4 Good Fund Panel which comprises of representatives from the Contractors on the YORbuild and YORcivil frameworks and members of the Framework Management Teams.

Contractor Panel

4 Contractor representatives from YORbuild sit on the YORhub 4 Good Fund Panel. They are responsible for assessing applications received and determining the composition of the grant offered to the applicant.

“We are delighted the YORhub 4 Good Fund have recognised the value of our project by awarding us this grant.

It is a big boost in our drive to re-open two community swimming pools for our local community and will be used to purchase materials for our volunteer workforce to carry out much needed repairs.”

Andy Clarke- Director
4SLC



Employment and Skills

What is Employment and Skills?

Employment and Skills is a key element of the whole ethos of the YORframeworks, which is designed to create opportunities for local people. All of the YORframeworks have an employment and skills output plan contractually embedded in order to create a supply chain for skills and provide local opportunities for training and apprenticeships.

Benchmarks for Employment and Skills outputs for typical projects in each lot/value band will be introduced at the tender stage of the YORbuild call-offs. Benchmarking is a key step in the project process. It ensures the clear communication of Employment and Skills requirements and enables open dialogue and active monitoring between client and contractor. The benchmarks become a reality at project specification stage, when they are adjusted to meet the client's priorities, the type of work, duration, location and time of year etc. These adjusted benchmarks are then delivered by the contractor at the project delivery stage.

What do we look for?

Previous output areas have included:

1. School / college / University site visits – no.
2. School / college / University Workshops – no.
- 2b. University research – no.
3. Work experience under 18 Years – no. of persons

4. Work experience 18 + Years – no. of persons
- 4b. Entry or level 1 qualifications no. of persons
5. Apprentices existing – no. of person weeks
6. Apprentices project initiated – no. of persons
7. Project Initiated Higher Level Skills – no. of persons
8. National Vocational Qualifications – no.
9. Short Courses & CPD – no.
- 9b. Investors in people – no of companies
10. Construction Skills Certification Scheme (CSCS) cards – no.
11. Progression into employment – no.

What should you expect?

At framework tender stage contractors are required to demonstrate their commitment to Employment and Skills. This can be demonstrated through a variety of questions such as setting up a scenario to which proposed employment and skills outputs would be required with a method statement detailing how it would be realistic and achievable and / or asking how your organisation manages employment and skills within its own structure and throughout its supply chain.

What should you do now?

You probably already carry out employment and skills in your organisation so think about how you do it and what sort of outputs in the table above are delivered either during project or in general.

Supply Chain Engagement

Any complex construction scheme is not delivered by one or two contractors, but by an entire supply chain of specialist organisations working together to deliver best value for the client.

To enable our framework strategy to have a real and lasting effect in the Yorkshire and Humber region we work with not only the first tier of main contractors, but also with those down the supply chain.

The Supply Chain Engagement Programme (YORscep) has been established to provide Small and Medium Enterprises (SMEs) with access to business and training opportunities.

The YORscep programme provides members with access to the Forward plan of works committed to the YORbuild framework and sub-contract opportunities.

Contractor Events

YORbuild Contractors are required to attend up to 4 'Meet the Buyer' events run by YORscep throughout the year, that being one in each of the 4 regions. These events are aimed at building relationships with new Sub-Contractors, opening up the market and reducing barriers to entry.



Reducing Barriers to Tender

YORbuild contractors are committed to providing SMEs with the opportunity to tender and ensuring that tendering for sub-contract packages of work is as straightforward as possible.

Posting Opportunities

YORbuild Contractors are required to post details of sub-contract opportunities in the YORscep group on the YORhub website. The web-site is set up to automatically email those organisations who have registered with YORscep details of the sub-contract opportunities. This provides members with the opportunity to contact the main contractors appointed to the framework and tender for packages of work, which they may not have normally been aware of. Sub-contractors are still required to comply with Contractors own supply chain requirements, but Contractors are requested to avoid making these too onerous.

The YORscep programme is an ideal place for local subcontractors to find work opportunities and is an essential element of the framework strategy for prospective YORbuild 2 contractors to be aware of.

Sustainability



YORbuild has committed to reducing site waste sent to landfill and carbon emission and has signed up to the Halving Waste to Landfill commitment led by WRAP, as have many of the contractors on the frameworks.

At the end of every project our contractors are required to return the following data:

- Project name and value
- Start and end date
- Waste arising (in tonnes or cubic metres) broken down in construction, demolition, and excavation waste streams
- Waste to landfill (in tonnes or cubic metres) broken down in construction, demolition, and excavation waste streams

This data is fed into WRAP measure (<http://measurebuiltenvironment.wrap.org.uk/>) and ultimately into the overall contractor

performance statistics, affecting the amount of work a contractor may receive.

YORhub is also introducing a requirement to measure and monitor the locality of spend in relation to the construction project.

Environmental Performance

Contractors' performance scores include two environmental criteria:

- The construction waste sent to landfill, with information gathered by the YORhub management team from the measure portal, and;
- a satisfaction score from the project manager based upon the contractors attempts to minimise the environmental impact of the project.

YORbuild Framework Projects Waste to Landfill Sample Data

From Actual waste data - June 14	09/10 & 10/11	11/12	12/13	12/13*	13/14*	Target
Waste arising per £100k (tonnes)	48.63	75.33	76.3	25.89*	9.65 **	
Waste to landfill per £100k (tonnes)	2.28	2.06	2.68	1.73*	0.35**	2
% diverted from Landfill	95.31%	97.27%	96.48%	93.30%*	96.38% **	
Sample Size (No. of Schemes)	38	42	53	53	32	
Sample Value	£16.6m	£30.4m	£62.7m	£62.7m	£35.1m	

*From 2012/13 measurement focuses on the construction waste stream, excluding demolition and excavation waste which is largely dependent on the project brief.

**2013/14 data is yet to be finalised and is subject to change.

Key Performance Indicators

Project performance is a key area for the YORbuild framework management team. By conducting a 360° evaluation process on every project the framework management team is able to promote best practice and encourage continuous improvement.

The post project review process evaluates the performance of the main Contractor, Sub-Contractors and the Clients Project Team.

How is Contractor Performance Assessed?

Main Contractors are assessed against 8 evenly weighted criteria:

1. Client Satisfaction – Product
2. Client Satisfaction – Service
3. Defects
4. Cost
5. Time
6. Safety
7. Waste/Sustainability
8. Employment and Skills

The criteria are benchmarked against statistics provided by Constructing Excellence to provide an indication of how performance compares nationally, as well as between the framework Contractors.

What are Contractors required to provide?

Contractors complete a post project review spreadsheet, which is split into three sections:

1. Client Project Team
2. Sub-Contractors
3. Efficiency Savings

Member



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In addition to scoring Sub-Contractor performance, Contractors provide details regarding location and value of work. This enables the Framework Management Team to demonstrate that local communities benefit from Capital projects through Sub-Contracted packages of work.

As part of encouraging the sharing of best practice, Efficiency Logs are kept for every project. They provide the framework management team with the opportunity to share new/improved methods of working at Contractor meetings, driving continuous Improvement.

How is the information shared?

Contractors are provided with their scores at the end of every project, (example feedback table provided below).

KPI Results	Score Range	Score	Benchmark
Product	0-10	10.00	100.00%
Service	0-10	10.00	100.00%
Defects	0-10	9.00	88.00%
Predicted Cost	-100 - 100	0.00	79.00%
Predicted Time	-100 - 100	0.00	79.00%
Safety	0- 12000	0.00	100.00%
Enviro Impact	1-10	10.00	100.00%
WRAP	0-X	0.32	100.00%
ESP Satisfaction	0-10	10.00	100.00%
ESP Achievement	0- 100	95.00	95.00%
Overall Average			92.81%

In addition, an annual feedback sheet is produced, showing performance on all projects completed in the previous year and comparing that to the framework average.