

**Section 20 Landlord and Tenant Act 1985 (as amended)
Notice of Proposal (SI 2003/1987 Schedule 1 Part 2)**

Date: 19/05/2023

«Tenant_Name_1»
«Tenant_Name_2»
«Tenant_Address_1»
«Tenant_Address_2»
«Tenant_Address_3»
«Tenant_Address_4»
«Tenant_Address_5»
«Tenant_Address_6»

Dear Leaseholder of «JMB_Property_Address»,

Procurement of Responsive Repair and Maintenance Contracts - Roofing & Asphalt repairs

Why are we writing to you?

I write further to the S20 Notice of Intention dated 07/12/2021 describing the Long-Term Agreements to be entered into and explaining why it is necessary. The JMB intends to enter into eight separate Responsive Repair and Maintenance contracts so that each trade is covered by specialists in that particular area of work, providing expertise that is conducive to a best quality service for our residents.

We asked for your observations on our intention to enter into 5-year contracts (with an option to extend to 10-years) to carry out and deliver the JMBs overspill responsive repairs service and gave you the opportunity to nominate contractors who you thought should be asked to tender for the works. The contract will cover a range of comprehensive repairs and maintenance trades that the in-house team cannot facilitate either due to expertise or out of hours reporting.

This Notice of Proposal is the second stage of Section 20 consultation. The purpose of this notice is to provide the tendered rate for the proposed contractors, provide a summary of observations made in the first stage of consultation and invite leaseholders and Recognised Tenants Associations (RTA) to make further observations.

Statement under Paragraph 5 of the Service Charges (Consultation Requirements) (England) Regulations 2003

When entering into agreements like this, the JMB is required to provide a statement of the tenders, service charge costs, and a summary of leaseholder observations.

Summary of Observations

- The JMB received 2 observations asking for the scope of works and confirmation that this notice did not relate to major works. All observations were given regard and responded to within 21 days.

- No nominations of contractors were received from leaseholders pursuant to the invitation contained in the Notice of Intention.

The JMB asked the consultancy firm, J4 Projects, to specify the schedule of works and to then ask suitably experienced and qualified contractors to submit tenders by way of a schedule of rates in order to undertake the works. The tenders were returned, and our consultants have carried out the tender appraisals. This notice of proposal gives you further information about the results of the tender exercise (in accordance with sub paragraphs (5) to (11) of paragraph 4 of the regulations set out at the lead of this notice).

Details of the Tender Bids:

There is no connection, as defined in The Commonhold and Leasehold Reform Act 2002, between the JMB and these contractors.

The Tender had two parts to it; quality and cost each worth 30% and 70% respectively. Bidders were invited to answer five technical questions for the quality section and provide their tender percentages against an issued Price List for the cost section. These percentages covered changes to the Price List rates, job priority uplift, and saving for multi-unit works. There is also a minimum criterion for an acceptable tender response to be evaluated.

Roofing & Asphalt repairs works

From the two contractors invited to tender, two tenders were received.

| Bidder | Quality Score | Cost Score | Total Score |
|-------------------------------------|----------------------|-------------------|--------------------|
| GAM | 35% | 29.76% | 64.76% |
| Bridgewater Roofing Contractors Ltd | 36% | 24.81% | 60.81% |

The table below shows the comparison based on the forecasted value of work stated to be put through the framework at tender of £250,000 for responsive Roofing & Asphalt repairs works assuming the full possible 10-year term is utilised.

| Response time | Uplift% | GAM | Bridgewater |
|------------------------|----------------|------------|--------------------|
| Out of Hours > 2 Hours | 0-282% | N/a | £955,000 |
| 2 Hours | 90-155% | £475,000 | £637,000 |
| 24 Hours | 86-141% | £465,000 | £602,500 |
| 3 days | 78-141% | £445,000 | £602,500 |
| 30 days | 78-141% | £445,000 | £602,500 |
| Target Date | 78-141% | £445,000 | £602,500 |

When the cost scores are added to the quality scores, **GAM Construction and Maintenance Ltd** achieved the highest overall score and are the proposed contractor for

the new contract (GAM Construction and Maintenance Ltd of The Coach House, The Square, Sawbridgeworth, Hertfordshire, United Kingdom, CM21 9AE).

The tender bids for the remaining contracts mentioned in the S20 Notice of Intention dated 07/12/2021 are yet to be finalised and therefore a further S20 Notice of Proposal will be served in regard to the following trades:

- Front Entrance Doors
- Responsive Out of Hours Services

Viewing of Documentation

The price Lists received from contractors together with the tender appraisal reports are being held at Leathermarket JMB's offices for inspection. If you wish to inspect the tenders or other documentation you should contact:

Jennifer Dawn
Homeownership Services Manager
Leathermarket JMB
26 Leathermarket Street
London, SE1 3HN
Email: jennifer.dawn@leathermarketjmb.org.uk

The JMB offices are open 9am-4.45pm Monday – Friday apart from Wednesdays which is 9am-1pm, where you will be able to inspect the scope of work and other documentation without appointment if appropriate staff members are available. Facilities will be made available for you to take a copy of the scope of work, for a small fee, if required. Should you wish to view documentation on a day the office is not open, please contact me to arrange an appointment. Electronic versions of contract documentation can be emailed free of charge.

Your service charges

Under the terms of your lease you will be required to pay your due proportion of the cost of carrying out repairs, maintenance and renewal to your block and estate. You will only be charged if work is carried out to your block or estate and the costs will be in your annual revenue estimated and actual service charges. Should a single qualifying work, based on the schedule of rates, be deemed to incur a cost of more than £250 per dwelling you will receive a S20 schedule 3 Notice of Intention stating the estimated service charge cost.

Legal observations

The JMB invite you to make any observations you may have with regard to the estimates, or any other matters, contained in this notice of proposal. Your observations should be made within 30 days and sent to:

Jennifer Dawn
Home Ownership Services Manager
Leathermarket JMB

26 Leathermarket Street
London, SE1 3HN
Email: jennifer.dawn@leathermarketjmb.org.uk

Any observations you may wish to make should be received by 20/06/2023.

If you have any further questions regarding the contents of this notice, please contact me at your earliest convenience.

Yours sincerely



Jennifer Dawn
Homeownership Services Manager
Leathermarket JMB