



**CHANNELS (CHELMSFORD)
MANAGEMENT COMPANY**

For Residents of Bellway at Channels

GENERAL MEETING OF MEMBERS

Tuesday 25th May 2021, 6.00pm



PROPOSAL FOR ORDINARY RESOLUTION OF MEMBERS AWARD OF GROUNDS MAINTENANCE CONTRACT

AGENDA ITEM 6

WRITTEN/PRESENTED BY:

Cynthia Driver, Director CCMC Ltd



Company Number: 09514880

PRIVATE COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

www.ccmc-ltd.uk

Page 1 of 3



CHANNELS (CHELMSFORD) MANAGEMENT COMPANY

For Residents of Bellway at Channels

1. Purpose

Confirm the award of a new grounds maintenance contract from 1st July 2021 following a procurement exercise undertaken by Remus on behalf of CCMC Ltd.

2. Background

As detailed in the Articles of Association and Deed of Covenant, CCMC Ltd is charged with the upkeep and maintenance of communal areas which form part of the Phase 1 & 2 of the Channels Development. The upkeep of these areas is paid for by residents through the Service Charge.

Directors, in conjunction with Bellway, had previously employed an independent 3rd party landscape consultant to develop a detailed specification for delivery of on-going landscape management and maintenance in line with planning consent. It is this specification that the current grounds maintenance contractor has been working to and that any future contractor will need to deliver against.

The specification is a very comprehensive document which forms part of the overarching Managing Agent Service Specification and for which Remus is now being held to account for delivery.

3. Key Points to Note

- ✓ The current contractor, Clifford's Group, has been successfully managing the site for three years.
- ✓ Over the last 3 years, Clifford's Group have worked well with CCMC directors and more recently with Remus Management Ltd.
- ✓ The quotation provided by Clifford's Group is only marginally more expensive than the cheapest quote tendered, and approximately half that of the most expensive. Four companies tendered in total.
- ✓ Clifford's come with historical knowledge of the site, including specifics of what planting has been successful or otherwise, and the actual extent of maintenance required. This is considered to be a significant benefit.

4. Recommendation

a) Approval to award a new grounds maintenance contract to Clifford's Group for a period of *one year*, subject to the following:

- i. Post tender review prior to formal signing of the new contract.
- ii. Robust contract in place, pro-actively managed by Remus.
- iii. Formal review after six months with break clause.

5. Appendices

The Grounds Maintenance Service Specification can be viewed or downloaded at:

www.ccmc-ltd.uk/managing-agent/

Note:

The Service Specification is the version used for the procurement process and as such includes a number of schedules that are not relevant for day to day on-going management. The key service delivery requirements for on-going maintenance are detailed in Pages 1-19 & Pages 28-30.