

## **WEST DUNBARTONSHIRE COUNCIL**

### **Report by Executive Director of Housing, Environmental and Economic Development**

**Tendering Committee: 6 August 2008**

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**Subject: Tender to supply, erect and dismantle scaffold access equipment for the repair and maintenance of West Dunbartonshire Council property**

#### **1. Purpose**

- 1.1** This report seeks Committee approval to initiate a tender process for the supply, erection and dismantling of scaffold access equipment to allow for the repair and planned maintenance of West Dunbartonshire Council's property.

#### **2. Background**

- 2.1** On 1 March 2004 a new Measured Term Contract for scaffold access commenced. The contract was initially for a 3 year period with option to extend for one year plus one further year until 28 February 2009.

#### **3. Main Issues**

- 3.1** The proposed tender will seek to provide West Dunbartonshire Council with a contract that is the most economically advantageous and will be evaluated on 60% cost and 40% quality.
- 3.2** If approved by Committee this tender exercise will be by way of the European Procurement Rules (Services) following an Open Tender.
- 3.3** The tender documents will be based on the National Schedule of Rates, which underpin the Measured Term Contract (MTC) for the Repairs and Planned Maintenance of West Dunbartonshire Council's housing stock.
- 3.4** The ensuing contract will be a framework agreement with contractors ranked one, two and so on for each scaffold discipline.
- 3.5** It is proposed to let the contract from date of award (no earlier than 1 March 2009) until 17 June 2010 with further one year plus one year extension periods to mirror the Repairs and Maintenance MTC. An evaluation will be undertaken prior to extending to ensure each contractor is meeting West Dunbartonshire Council's requirements and standards.
- 3.6** Housing, Environmental and Economic Development, through the Housing and Public Buildings DLOs will predominately use the contract, however all Council departments will be able to draw on its use.

#### **4. Personnel Issues**

- 4.1** This contract is of a specialist nature and therefore there are no personnel issues.

#### **5. Financial Implications**

- 5.1** Housing DLO scaffold costs, in the region of £250,000 per annum, will be met from the external services budget line in the Housing Maintenance Trading Account. All other Sections will meet costs from their own budgets.

#### **6. Risk Analysis**

- 6.1** Failure to initiate a tendering exercise will impact negatively on the Council's ability to deliver efficient and effective services and would impact on the Council's ability to meet health and safety legislation.

#### **7. Conclusions**

- 7.1** The consequence of a tender exercise will ensure the Council meets health and safety regulations in regard to Working at Heights and will allow it to deliver efficient and effective services to its residents.

#### **8. Recommendations**

- 8.1** The Committee is invited approve the initiation of a tendering exercise for the supply, erection and dismantle of scaffold access equipment.

**Elaine Melrose**

**Executive Director of Housing, Environmental and Economic Development**

**Date: 29 July 2008**

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**Appendices:** Nil

**Background Papers:**      None

**Wards Affected:**            All