

Supplementary Agenda



Tendering Committee

Date: Wednesday, 8 June 2022

Time: 09:15

Format: Hybrid Meeting

Contact: Scott Kelly, Committee Officer
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Dear Member

ITEMS TO FOLLOW

I refer to the agenda for the above Meeting of the Tendering Committee which was issued on 25 May and now enclose copies of the undernoted reports relating to Items 12 and 13 which were not available for issue at that time.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:-/

12 CONTRACT AUTHORISATION REPORT – SUBCONTRACTORS AND SPECIALIST CONTRACTORS FOR BUILDING SERVICES **41 – 68**

- (a) contracts utilising identified collaborative Scotland Excel (SXL) and Scottish Procurement Alliance (SPA) framework agreements (FA);
- (b) the FA for Subcontractors and Specialist Contractors; and
- (c) contracts exceeding £50,000 in value, utilising the FA for Subcontractors and Specialist Contractors.

13	DELEGATED AUTHORITY TO APPROVE CONTRACT AWARDS DURING SUMMER RECESS – PROVISION OF INSURANCE SERVICES (INCLUDING CLAIMS HANDLING) FOR WEST DUNBARTONSHIRE COUNCIL AND WEST DUNBARTONSHIRE LEISURE TRUST	69 – 73
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Submit report by the Chief Officer – Supply, Distribution and Property advising of proposals to approve the award of the contracts for the Provision of Insurance Services (including Claims Handling) for West Dunbartonshire Council and West Dunbartonshire Leisure Trust as detailed during the summer recess.

Councillor John Millar (Chair)
Councillor Diane Docherty
Councillor Craig Edward
Councillor David McBride
Councillor Jonathan McColl
Councillor James McElhill
Councillor June McKay (Vice Chair)
Councillor Hazel Sorrell

Chief Officer – Supply, Distribution and Property
Chief Officer – Regulatory and Regeneration

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WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 8 June 2022**

Subject: Contract Authorisation Report – Subcontractors and Specialist Contractors for Building Services**1. Purpose**

1.1 The purpose of this report is to seek the approval of the Tendering Committee to authorise the Chief Officer - Regulatory and Regeneration to conclude the award of the:

- Contracts utilising identified collaborative Scotland Excel (SXL) and Scottish Procurement Alliance (SPA) framework agreements (FA);
- FA for Subcontractors and Specialist Contractors; and
- Contracts £50K utilising the FA for Subcontractors and Specialist Contractors.

2. Recommendations

2.1 It is recommended that the Tendering Committee authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of the Council, the award of:

- a)** The contract for Asbestos Surveys utilising the SXL FA for Asbestos Related Works and Services to Environtec Ltd, Hamilton. The contract shall be for a period of two years at a budget value of £192,000 ex VAT with the option to extend the period by another two x one year with the four year budget value being £384,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.
- b)** The contract for Modern Facilities Installations and Improvements utilising the SPA FA for Whole House Refurbishment and Associated Works to Everwarm Ltd, Bathgate. The contract shall be for a period of two years at a budget of £1,525,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £3,050,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.

- c) The contract for Internal Window Finishes utilising the SXL FA for Domestic Furniture and Furnishings to GavHas Services, East Kilbride, Glasgow. The contract shall be for a period of two years at a budget of £77,500 ex VAT with the option to extend the period by another two x one year with the four year budget being £155,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.
- d) The contract for UPVC Windows & Doors and Improvements utilising the SPA FA for Whole House Refurbishment and Associated Works to Sidey Ltd, Perth. The contract shall be for a period of two years at an budget of £1,400,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £2,800,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.
- e) The FA for Subcontractors and Specialist Contractors shall be for a period of two years at a budget of £10,146,500 ex VAT with the option to extend the period by another two x one year with the four year budget value being £20,293,000 ex VAT. The FA shall be awarded to the following Contractors with the estimated commencement date of 9 August 2022:

Lot	Lot Description	Two Year Budget	Four Year Budget	Contractors
1	Landscaping Including the Provision of Resin Paths	£1,550,000	£3,100,000	<ul style="list-style-type: none"> Complete Paving Requirement (Scotland), Milburn Roads Depot, Main Street, Renton, G82 4PZ DAS Contracts, 14-16 Levenbank Road, G83 8BZ
2	Flooring	£165,000	£330,000	<ul style="list-style-type: none"> Kirkton Flooring Limited, Unit 11, Grange Rd, Livingston EH54 5DE FirstPoint Contract Flooring Ltd, Broomfield Avex, Glasgow, G77 5JP
3	Metal Fabrications	£97,500	£195,000	<ul style="list-style-type: none"> City Gate Construction (Scotland) Ltd, Unit 3, Imperial Park, West Avenue, Linwood, Paisley, PA1 2FB
4	Scaffolding	£1,150,000	£2,300,000	<ul style="list-style-type: none"> Clyde Scaffolding Ltd, 20/A Garrell Road, Kilsyth, Glasgow, G65 9JX

8	Plumbing	£150,000	£300,000	<ul style="list-style-type: none"> • John Doherty Plumbing and Heating, Unit 4, Station Rd, Old Kilpatrick, G60 5LP
9	Small Jobs	£650,000	£1,300,000	Multi Trades <ul style="list-style-type: none"> • MP Group UK Ltd, Glasgow • CRD Property Renovations and Reinstatements Ltd, Glasgow • City Gate Construction (Scotland) Ltd, Paisley • John Doherty & co Ltd, Old Kilpatrick
10	Asbestos Removals	£384,000	£768,000	<ul style="list-style-type: none"> • Enviraz (Scotland) Ltd 25 Kelvin Ave, Hillington, G52 4LT • Erith Contactors Ltd, Queen Street Kent, DA8 1RP
11	External Building Fabric Upgrade Works	£6,000,000	£12,000,000	<ul style="list-style-type: none"> • Ailsa Building Contractors Ltd, Dundyan Road, Coatbridge, ML5 4AU • Hugh LS McConnell Ltd, Inkerman PL, Kilmarnock, KA1 2RL • MP Group UK Ltd, Drumoyne Road, Glasgow G51 4DX • Procast Building Contractors Ltd, Alness Street, Hamilton, ML3 6RU

2.2 Subject to the FA for Subcontractors and Specialist Contractors being approved, approval of the Tendering Committee is sought to authorise the Chief Officer - Regulatory and Regeneration to conclude the award of the contracts from £50K, as per below:

Lot 1:

The contract for Landscaping Including the Provision of Resin Paths to Complete Paving Requirement (Scotland), Renton. The contract shall be for a period of two years at a budget of £1,550,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £3,100,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

Lot 2:

The contract for Flooring to Kirkton Flooring Ltd, Livingston. The contract shall be for a period of two years at a budget of £165,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £330,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

Lot 3:

The contract for Metal Fabrications to City Gate Construction (Scotland) Ltd, Paisley. The contract shall be for a period of two years at a budget of £97,500 ex VAT with the option to extend the period by another two x one year with the four year budget being £195,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

Lot 4:

The contract for Scaffolding to Clyde Scaffolding Ltd, Kilsyth, Glasgow. The contract shall be for a period of two years at a budget of £1,150,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £2,300,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

Lot 8:

The contract for Plumbing to John Doherty, Old Kilpatrick. The contract shall be for a period of two years at a budget of £150,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £300,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

Lot 9:

The work orders for the Small Jobs will be awarded to the relevant contractor who has the capacity to carry out the scope of works the service area requires please see Appendix 5f. The work orders for the Small Jobs shall be for a period of two years at a budget of £650,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £1,300,000 ex VAT. The estimated commencement date of the Small Jobs is 10 August 2022.

Lot 10:

The contract for Asbestos Removal to Enviraz (Scotland) Ltd, Hillington. The contract shall be for a period of two years at a budget of £384,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £768,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

Lot 11:

The contract for External Building Fabric Upgrade Works to Ailsa Building Contractors Ltd, Coatbridge. The contract shall be for a period of two years at a budget of £6,000,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £12,000,000 ex VAT. The estimated commencement date of the contract is 10 August 2022.

- 2.3** Note that any intended further call off contracts from £50K utilising the FA for Subcontractors and Specialist Contractors, will be brought to the Tendering Committee to seek approval to award.

3. Background

- 3.1** Building Services provides a quality 24 / 7 / 365 service to Council owned operational and non-operational properties and is responsible for repairs to common elements in mixed tenure blocks and local Registered Social Landlords. Building Services will continue to carry out as much of the repairs and maintenance work as possible using in-house resources. Where this is not possible sub-contractors and specialist contractors are utilised as appropriate.
- 3.2** The period of the budget is for four years. The budget was set and approved by Council at its meetings on March 2021 and March 2022. Elected Members approved the request to undertake procurement and tendering activities at the IRED committee meeting on 17 November 2021.
- 3.3** These procurement exercises have been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Procurement Regulations. A Contract Strategy document was also approved on 25 February 2022.

4. Main Issues

- 4.1** The Corporate Procurement Unit (CPU) published a Prior Information Notice containing a market research questionnaire looking to understand the supply base to inform the Council's lotting structure, with a particular focus to engage with as many local small and medium-sized enterprises (SME) as possible. The CPU advertised the market research questionnaire on the Council's Social Media pages, informed the local Chamber of Commerce to highlight the opportunities locally; provided information about the Supplier Development Programme (SDP), which helps businesses that have little or no experience of tendering and are often too small to have dedicated bid / tender resources to contemplate bidding for public sector contracts.

4.2 Due to the range of different requirements of this procurement activity there were a number of procurement routes that could be utilised that could offer best value for the Council, however these are time-bound. The contracts need to be in place for August 2022 due to the current contracts coming to an end:

- There was no Dynamic Purchasing System (DPS) to use - setting-up a DPS was discounted due to the increased resource required to do this; and
- Implementing individual contracts was discounted because the service requires the flexibility to adapt to matters arising which may include having immediate access to additional contractors (in accordance with the Public Procurement Regulations).

4.3 The Contract Strategy determined that the best procurement route was a blended approach with a mixture of collaborative FAs being utilised where available and setting up a Council FA for the rest of the requirements. When FA is identified as the best procurement route, a mini competition is one of the procedures for awarding contracts. A mini competition is a process where the FA has not identified the best value contractor. Thus a further competition based on refined requirements is conducted with all suitable contractors to determine which contractor is the most economically advantageous contractor.

4.5.1 The contract for Asbestos Surveys utilising the SXL FA for Asbestos Related Works and Services: A mini competition was issued on 11 March 2022 to all 23 contractors who could meet the Council's requirements, with four contractors expressing an interest and with four contractors submitting a response by 1 April 2022. The submission was evaluated by representatives from Building Services, Corporate Asset Services and the CPU against a set of award criteria which was based on a Commercial / Quality ratio of 70% / 30%. Appendix 1 provides the scores relative to the award criteria.

4.5.2 It is recommended that the contract is awarded to Environtec Ltd, Hamilton, who has provided the most economically advantageous mini competition. The contract shall be for a period of two years at a budget of £192,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £384,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.

4.5.3 Environtec Ltd promotes Fair Working Practices across their organisation. Further, Appendix 7a details the additional social benefits that Environtec Ltd has committed to deliver as part of this contract. The social benefits will be discussed at the implementation meeting with Environtec Ltd and actions to take these forward will be agreed.

4.6.1 The contract for Modern Facilities Installations and Improvements utilising the SPA FA for Whole House Refurbishment and Associated Works: A mini competition was issued on 11 March 2022 to all five contractors who could meet the Council's requirements, with five contractors expressing an interest and with two contractors submitting a response by 8 April 2022. The submission was evaluated by representatives from Building Services, Corporate Asset Services and the CPU against a set of award criteria which was based on a Commercial / Quality ratio of 40% / 60%. Appendix 2 provides the scores relative to the award criteria.

4.6.2 It is recommended that the contract is awarded to Everwarm Ltd, Bathgate, who has provided the most economically advantageous mini competition. The contract shall be for a period of two years at a budget of £1,525,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £3,050,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.

4.6.3 Everwarm Ltd Fair Working Practices across their organisation. Further, Appendix 7a details the additional social benefits that Everwarm Ltd has committed to deliver as part of this contract. The social benefits will be discussed at the implementation meeting with Everwarm Ltd and actions to take these forward will be agreed.

4.7.1 The contract for Internal Window Finishes utilising the SXL FA for Domestic Furniture and Furnishings: A mini competition was issued on 11 March 2022 to all four contractors who could meet the Council's requirements, with one contractor expressing an interest and with one contractor submitting a response by 1 April 2022. The submission was evaluated by representatives from Building Services, Corporate Asset Services and the CPU against a set of award criteria which was based on a Commercial / Quality ratio of 30% / 70%. Appendix 3 provides the scores relative to the award criteria.

4.7.2 It is recommended that the contract is awarded to GavHas Services, East Kilbride, who has provided the most economically advantageous mini competition. The contract shall be for a period of two years at a budget of £77,500 ex VAT with the option to extend the period by another two x one year with the four year budget being £155,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.

4.7.3 Gav Has Ltd promotes Fair Working Practices across their organisation. Further, Appendix 7a details the additional social benefits that Gav Has Ltd has committed to deliver as part of this contract. The social benefits will be discussed at the implementation meeting with Gav Has Ltd and actions to take these forward will be agreed.

- 4.8.1** The contract for UPVC Windows & Doors and Improvements utilising the SPA FA for Whole House Refurbishment and Associated Works: A mini competition was issued on 11 March 2022 to all three contractors who could meet the Council's requirements, with three contractors expressing an interest and with two contractors submitting a response by 8 April 2022. The submission was evaluated by representatives from Building Services, Corporate Asset Services and the CPU against a set of award criteria which was based on a Commercial / Quality ratio of 40% / 60%. Appendix 4 provides the scores relative to the award criteria.
- 4.8.2** It is recommended that the contract is awarded to Sidey Ltd, Perth, who has provided the most economically advantageous mini competition. The contract shall be for a period of two years at a budget of £1,400,000 ex VAT with the option to extend the period by another two x one year with the four year budget being £2,800,000 ex VAT. The estimated commencement date of the contract is 9 August 2022.
- 4.8.3** Sidey Ltd promotes Fair Working Practices across their organisation. Further, Appendix 7a details the additional social benefits that Sidey Ltd has committed to deliver as part of this contract. The social benefits will be discussed at the implementation meeting with Sidey Ltd and actions to take these forward will be agreed.
- 4.9.1** The FA for Subcontractors and Specialist Contractors: A contract notice was published on the Public Contracts Scotland advertising portal on 3 March 2022. 102 potential bidders expressed an interest, with 18 bidders submitting a response by the deadline on 6 April 2022. The submissions were evaluated by representatives from Building Services, Corporate Asset Services and the CPU and against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity.
- 4.9.2** For Lot 5 - Electrical Specialist Including Entry Systems and Alarms, due to certain ambiguity within the specification, the evaluation panel deemed that they could not evaluate bids on a like for like basis and so opted to remove this Lot. There was no bids received by the deadline for Lot 6 - Commercial HVAC Including General Mechanical Specialists and for Lot 7 - Laundry Equipment. Feedback from the market indicated that this was due to time constraints, ongoing challenges with other tender activity and the specifications did not fully align with some bidders core business. These contracts will progress separately and will be presented to the Tendering Committee at a later date.
- 4.9.3** 18 submissions passed the selection criteria and these were then evaluated against a set of award criteria which was based on a Price / Quality ratio of 60% / 40%. Appendix 5a to 5h provides the scores relative to the award criteria.

4.9.4 It is recommended that the FA is awarded to the Contractors outlined in paragraph 2.1.e). The FA for Subcontractors and Specialist Contractors shall be for a period of two years at a budget of £10,146,500 ex VAT with the option to extend the period by another two x one year with the four year budget being £20,293,000 ex VAT. The estimated commencement date of the FA is 9 August 2022.

4.10.1 Contracts utilising the FA for Subcontractors and Specialist Contractors

Each Lot of the FA for Subcontractors and Specialist Contractors will be on a ranked basis. Subject to the FA for Subcontractors and Specialist Contractors being approved, each Lot will have a contract awarded to the 1st ranked contractor on every Lot. However, if the 1st ranked contractor wasn't able to contract due to capacity or capability, the 2nd ranked contractor will be awarded the contract; and so on. The estimated commencement date of the contracts is from 10 August 2022. Appendix 6 provides detail on the contracts.

4.10.2 Appendix 7b details the additional social benefits that the contractors have committed to deliver as part of these contracts. The social benefits will be discussed at the implementation meetings with the contractors and actions to take these forward will be agreed.

5. People Implications

There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs will be met from the approved Housing Revenue and Capital accounts / Central Revenue and Capital accounts.

6.2 These procurement exercises were conducted in accordance with the agreed Contract Strategy produced by the CPU in close consultation with Building Services and Corporate Asset Services and the provisions of Contract Standing Orders, the Financial Regulations and Public Procurement Regulations.

7. Risk Analysis

7.1 These Contractors have no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

7.2 Should the Tendering Committee decide not to proceed as recommended then this will delay works and projects, may have financial implications and reputational ramifications.

8. Equalities Impact Assessment (EIA)

8.1 An equalities impact screening was undertaken and identified that an Equalities Impact Assessment was not required.

9. Consultation

9.1 Building Services, Corporate Asset Services, Finance Services and Legal Services have been consulted on the contents of this report.

10. Environmental Sustainability

10.1 Public bodies have a duty under the Climate Change (Scotland) Act 2009 to carry out all of their functions in a way that is best calculated to deliver on Scotland's carbon reduction targets and Climate Change Adaptation plans.

10.2 These specifications include mandated social, environmental and economic wellbeing considerations including materials, waste and equality.

11. Strategic Assessment

11.1 The Subcontractors and Specialist Contractors for Building Services will contribute to the delivery of the Council's strategic priorities:

- A Strong local economy and improved employment opportunities;
- Open, accountable and accessible local government; and
- Efficient and effective frontline services that improve the everyday lives of residents.

Name: Angela Wilson

Designation: Chief Officer – Supply, Distribution and Property

Date: 1 June 2022

Person to Contact:	Laura Adams – Business Partner, Strategic Procurement Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton Email: Laura.Adams@west-dunbarton.gov.uk Alistair Norris - Capital Projects Manager 16 Church Street, Dumbarton Email: Alistair.Norris@west-dunbarton.gov.uk
Appendices:	1-7
Background Papers:	Contract Strategy EIA Screening
Wards Affected:	All Council Wards

Appendix 1 - Asbestos Surveys:

	Weighting	Enviraz Surveys Limited	Environmental Essentials Limited	Environtec Ltd	Lucion Services Limited
Quality (30%)					
Quality	13.5%	9.18%	10.12%	13.5%	12.62%
Specification	7.5%	5.62%	4.63%	6.75%	7.5%
Cost	3.75%	1.87%	2.81%	2.81%	2.81%
Business Continuity	2.25%	1.68%	1.68%	1.68%	1.68%
Social benefits	1.5 %	1.5%	1.5%	1.5%	1.5%
Sustainability	0.75%	0.56%	0.56%	0.56%	0.56%
Fairwork First	0.75%	0.56%	0.56%	0.56%	0.75%
Quality Sub-Total %:	(30%)	20.97%	21.86%	27.36%	27.23%
Price (70%)					
Price	-	£250,390	£170,210	£166,565	£205,637
Price Sub-Total %:	(70%)	46.56%	68.50%	70%	56.49%
Total Score	100%	67.53%	90.36%	97.36%	83.72%

Appendix 2 - Modern Facilities Installations and Improvements:

	Weighting	Everwarm LTD	Procast Property Services Ltd
Quality (40%)			
Quality	18%	13.5%	9%
Specification	10%	7.5%	4.8%
Cost	5%	3.75%	2.5%
Business Continuity	3%	2.25%	1.5%
Social benefits	2%	1%	0%
Sustainability	1%	0.75%	0.75%
Fairwork First	1%	0.75%	0.75%
Quality Sub-Total %:	(40%)	29.5%	19.3%
Price (60%)			
Price	-	£374,296	£370,023
Price Sub-Total %:	(60%)	56.6%	60%
Total Score	100%	86.1%	79.3%

Appendix 3 - Internal Window Finishes:

	Weighting	GAV HAS LTD
Quality (30%)		
Quality	13.5%	3.38%
Specification	7.5%	5.01%
Cost	3.75%	0.94%
Business Continuity	2.25%	1.15%
Social benefits	1.5 %	1.5%
Sustainability	0.75%	0.56%
Fairwork First	0.75%	0.56%
Quality Sub-Total %:	(30%)	13.1%
Price (70%)		
Price	-	£37,146
Price Sub-Total %:	(70%)	70%
Total Score	100%	83.1%

Appendix 4 - UPVC Windows & Doors and Improvements:

	Weighting	CR Smith Manufacturing Ltd	Sidey Ltd
Quality (40%)			
Quality	18%	12.25%	15.5%
Specification	10%	8.25%	7.5%
Cost	5%	1.25%	3.75%
Business Continuity	3%	2.25%	2.25%
Social benefits	2%	2%	2%
Sustainability	1%	1%	1%
Fairwork First	1%	0.75%	0.75%
Quality Sub-Total %:	(40%)	27.75%	32.75%
Price (60%)			
Price	-	£3,470,008	£3,260,257
Price Sub-Total %:	(60%)	56.38	60%
Total Score	100%	84.13%	92.75%

Appendix 5a - Landscaping Including the Provision of Resin Paths (Lot 1):

	Weighting	Complete Paving Requirement (Scotland)	DAS Contracts
Quality (40%)			
Quality	18%	9%	10.25%
Specification	10%	7.5%	7.5%
Cost	5%	1.25%	1.25%
Business Continuity	3%	0.75%	2.25%
Social benefits	2%	2%	2%
Sustainability	1%	0.75%	1%
Fairwork First	1%	0.75%	1%
Quality Sub-Total %:	(40%)	22%	25.25%
Price (60%)			
Price	-	£796,575	£868,723
Price Sub-Total %:	(60%)	60%	55.014
Total Score	100%	82%	80.26%

Appendix 5b – Flooring (Lot 2):

	Weighting	FirstPoint Contract Flooring Ltd	Kirkton Flooring Limited
Quality (40%) To be confirmed by QS			
Quality	18%	15.5%	16.75%
Specification	10%	7.5%	9.25%
Cost	5%	3.75%	3.75%
Business Continuity	3%	2.25%	3%
Social benefits	2%	2%	2%
Sustainability	1%	0.50%	1%
Fairwork First	1%	0.75%	1%
Quality Sub-Total %:	(40%)	32.25%	36.74%
Price (60%)			
Price	-	£258,752	£277,204
Price Sub-Total %:	(60%)	60%	56%
Total Score	100%	92.25%	92.74%

Appendix 5c - Metal Fabrications (Lot 3):

	Weighting	City Gate Construction (Scotland) Limited
Quality	18%	13.5%
Specification	10%	6.67%
Cost	5%	3.75%
Business Continuity	3%	2.25%
Social benefits	2%	2%
Sustainability	1%	0.75%
Fairwork First	1%	0.75%
Quality Sub-Total %:	(40%)	29.67%
Price	-	£483,817
Price Sub-Total %:	(60%)	60%
Total Score	100%	89.67%

Appendix 5d – Scaffolding (Lot 4):

	Weighting	Clyde Scaffolding Ltd
Quality (40%)		
Quality	18%	9%
Specification	10%	5%
Cost	5%	1.25%
Business Continuity	3%	2.25%
Social benefits	2%	2%
Sustainability	1%	0.5%
Fairwork First	1%	0.75%
Quality Sub-Total %:	(40%)	20.75%
Price (60%)		
Price	-	£6,559.93
Price Sub-Total %:	(60%)	60%
Total Score	100%	80.75%

Appendix 5e – Plumbing (Lot 8):

	Weighting	John Doherty & Co Ltd
Quality (40%)		
Quality	18%	12.24%
Specification	10%	6.5%
Cost	5%	2.5%
Business Continuity	3%	1.5%
Social benefits	2%	2%
Sustainability	1%	0.5%
Fairwork First	1%	0.75%
Quality Sub-Total %:	(40%)	26%
Price (60%)		
Price	-	£264,699
Price Sub-Total %:	(60%)	60%
Total Score	100%	86%

Appendix 5f – Small Jobs (Lot 9):

	Weighting	City Gate Construction (Scotland) Limited	CRD Property Renovations and Reinstatements Ltd	John Doherty & Co Ltd	MP Group UK Ltd
Quality (40%)					
Quality	20%	15%	15%	15%	15%
Specification	14%	10.5%	10.5%	10.5%	10.5%
Social benefits	2%	1%	2%	1%	2%
Sustainability	2%	1.5%	1.5%	1.5%	1.5%
Fairwork First	2%	1.5%	1.5%	1.5%	1.5%
Quality Sub-Total %:	(40%)	29.5%	30.5%	29.5%	30.52%
Price (60%)					
Price	-	Hourly rates	Hourly rates	Hourly rates	Hourly rates
Price Sub-Total %:	(60%)	60%	60%	60%	60%
Total Score	100%	89.5%	90.5%	89.5%	90.52%

Appendix 5g - Asbestos Removal (Lot 10):

	Weighting	Enviraz (Scotland) Ltd	Erith Contractors Limited
Quality (40%)			
Quality	18%	14.75%	18%
Specification	10%	9.25%	10%
Cost	5%	3.75%	5%
Business Continuity	3%	1.5%	3%
Social benefits	2%	0%	2%
Sustainability	1%	0.75%	1%
Fairwork First	1%	0.75%	1%
Quality Sub-Total %:	(40%)	30.75%	40%
Price (60%)			
Price	-	£587,259	£715,884
Price Sub-Total %:	(60%)	60%	49.2%
Total Score	100%	90.75%	89.2%

Appendix 5h - External Building Fabric Upgrade Works (Lot 11):

	Weighting	Ailsa Building Contractors Ltd	Hugh LS McConnell Ltd	MP Group UK Ltd	Procast Building Contractors Limited
Quality (40%)					
Quality	18%	12.24%	13.5%	13.5%	7.75%
Specification	10%	6%	7.5%	5.75%	2.4%
Cost	5%	2.5%	3.75%	2.5%	2.5%
Business Continuity	3%	1.5%	2.25%	2.25%	0.75%
Social benefits	2%	2%	1%	2%	1%
Sustainability	1%	0.5%	0.75%	0.5%	0.5%
Fairwork First	1%	0.75%	0.75%	0.5%	0.5%
Quality Sub-Total %:	(40%)	25.49%	29.5%	27%	15.4%
Price (60%)					
Price	-	£1,399,753	£1,688,339	£1,935,623	£1,558,218
Price Sub-Total %:	(60%)	60%	49.7%	43.4%	53%
Total Score	100%	85.49%	79.2%	70.4%	68.4%

Appendix 6: Contracts from £50K utilising the FA Subcontractors and Specialist Contractors:

Lot	Lot Description	Estimated Two Year Value	Option to Extend: Two x One Year - Estimated Four Year Value	Contractors
1	Landscaping Including the Provision of Resin Paths	£1,550,000	£3,100,000	<ul style="list-style-type: none"> • Complete Paving Requirement (Scotland), 1st Ranked, Renton
2	Flooring	£165,000	£330,000	<ul style="list-style-type: none"> • Kirkton Flooring Limited, 1st Ranked, Livingston
3	Metal Fabrications	£97,500	£195,000	<ul style="list-style-type: none"> • City Gate Construction (Scotland) Ltd, 1st Ranked, Paisley
4	Scaffolding	£1,150,000	£2,300,000	<ul style="list-style-type: none"> • Clyde Scaffolding Ltd, 1st Ranked , Kilsyth,
8	Plumbing	£150,000	£300,000	<ul style="list-style-type: none"> • John Doherty, 1st Ranked, Old Kilpatrick
9	Small Jobs	£650,000	£1,300,000	Multi Trades <ul style="list-style-type: none"> • MP Group UK Ltd, Glasgow • CRD Property Renovations and Reinstatements Ltd, Glasgow • City Gate Construction (Scotland) Ltd, Paisley John Doherty & co Ltd, Old Kilpatrick
10	Asbestos Removal	£384,000	£768,000	<ul style="list-style-type: none"> • Enviraz (Scotland) Ltd, 1st Ranked, Hillington
11	External Building Fabric Upgrade Works	£6,000,000	£12,000,000	<ul style="list-style-type: none"> • Ailsa Building Contractors Ltd, 1st Ranked, Coatbridge

Appendix 7a: Additional Social Benefits from Contracts Utilising the Collaborative FA

Additional Social Benefits	Asbestos Surveys	Modern Facilities Installations and Improvements	Internal Window Finishes	UPVC Windows & Doors
Recruitment of members of staff from within the local area	1	1	-	
Locally based organisations for sub-contracting opportunities		-	1	1
Newly registered apprenticeships to residents of the local area		1	-	
Local quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment	2	3	1	2
Local quarterly work experience opportunities covering a range of work based skills		-	1	
Support for local small and medium sized enterprises		-	1	
Support for local community benefits		-	1	
Donation of goods to local food-share scheme		-	1	
Financial donation to a local community group or charity that supports health and wellbeing		-	1	1

Donation of materials that support a local community project		-	1	
Donation of hours of labour / volunteers to support a local community project	2	2	2	
Sponsorship of a local sports team	1	-	1	
Quarterly mentoring sessions to local residents to remove barriers to work of those most likely to reoffend		-	1	
Supporting environmental regeneration in the local area		-	10	1

Appendix 7b: Additional Social Benefits from Contracts Utilising the FA for Subcontractors and Specialist Contractors

Additional Social Benefits	Landscaping	Flooring	Metal Fabrications	Scaffolding	Plumbing	Asbestos Removal	External Building Fabric Upgrade Works
Recruitment of members of staff from within the local area	3	1	-	1	2	To be discussed during the implementation meeting	2
Locally based organisations for sub-contracting opportunities	1		-	1	2		2
Newly registered apprenticeships to residents of the local area			-	1	2		
Local quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment			1	1	4		1
Local quarterly work experience opportunities covering a range of work based skills			1	1	4		1
Support for local small and medium sized enterprises			-	1	1		

Support for local Third Sector organisation(s)			-	1	5		
Support for local Supported Businesses			-	1	4		
Support for local community benefits			-	1	-		
Donation of goods to local food-share scheme		1	-	1	2		6
Financial donation to a local community group or charity that supports health and wellbeing			-	1	2		6
Donation of materials that support a local community project			-	1	-		1
Donation of hours of labour / volunteers to support a local community project			-	1	1		
Financial donation to support a local community project			1	1	1		

Sponsorship of a local sports team			1	1	-		
Quarterly mentoring sessions to local residents to remove barriers to work of those most likely to reoffend			-	1	-		
Supporting environmental regeneration in the local area			-	1	1		1

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Officer – Supply, Distribution and Property

Tendering Committee: 8 June 2022

Subject: Delegated Authority to Approve Contract Awards during Summer Recess – Provision of Insurance Services (including Claims Handling) for West Dunbartonshire Council and West Dunbartonshire Leisure Trust.

1. Purpose

- 1.1** The purpose of this report is to advise the Tendering Committee of proposals to approve the award of the contracts for the Provision of Insurance Services (including Claims Handling) for the Council and the Leisure Trust as detailed during the summer recess.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Grants delegated authority to the Chief Officer – Resources, to approve the award of the contracts detailed in Appendix A during the summer recess; and
 - b) Authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of the Council and the Leisure Trust, the award of the contracts detailed in the Appendix A; and
 - c) Notes that a report detailing the outcome will be submitted to the next appropriate Tendering Committee for noting, in accordance with Standing Orders 35(b) iv.

3. Background

- 3.1** The Council and the Leisure Trust require a number of insurance policies to ensure sound business practice as well as meeting any statutory requirements where necessary.
- 3.2** The procurement exercise for the insurance requirements are being conducted in accordance with Public Procurement Regulations, the Council's Standing Orders and Financial Regulations. A Contract Strategy document was also approved on 10 March 2022.

4. Main Issues

- 4.1** Two procurement routes were considered, an open tender or a mini competition utilising a Crown Commercial Services collaborative dynamic purchasing system. Due to the time constraints the only viable option was to procure through a mini competition.
- 4.2** A mini competition invite was issued to the 22 insurance providers on the

dynamic purchasing system on 3 May 2022 with a response by 31 May 2022. The submissions are being evaluated by representatives from the Insurance Team, the Leisure Trust, Arthur J Gallagher Insurance Brokers and the Corporate Procurement Unit against a set of award criteria which is based on Commercial / Quality ratio of 60% / 40% for each of the 13 Insurance lots.

4.3 The report detailing the outcome that shall be submitted to the next appropriate Tendering Committee, will also detail:

- Provider for each lot;
- Contract Value (Pre Extension);
- Contract Value (Including Extension);
- Commitment to the real Living Wage; and
- Commitment to Social Benefits

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs in respect of these contracts will be met from the approved budget of Resources.

6.2 The procurement exercise will be conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with the Insurance Team, the Leisure Trust, and Arthur J Gallagher Insurance Brokers officers and the provisions of Contract Standing Orders, the Financial Regulations and Public Procurement Regulations.

7. Risk Analysis

7.1 The implications of holding these contract awards until the Tendering Committee reconvenes, will delay the Council from having the appropriate insurance provision in place and could leave the Council to significant financial implications and reputational ramifications.

7.2 The Corporate Procurement Unit will ensure that the successful providers have no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

7.3 Should the Tendering Committee decide not to proceed as recommended then this will delay the provision of insurance cover which may have financial implications and reputational ramifications.

8. Equalities Impact Assessment (EIA)

8.1 An equalities screening was undertaken for this report to determine if there is an equalities impact. The results where there is no equalities impact.

9. Consultation

9.1 The Resources Insurance Team, the Leisure Trust, Finance Services and Legal Services along with the Council's insurance broker have been consulted on the contents of this report

10. Strategic Assessment

10.1 The Provision of Insurance Services (including Claims Handling) for the Council and the Leisure Trust will contribute to the delivery of the Council's strategic priorities.

Name: Angela Wilson

Designation: Chief Officer – Supply, Distribution and Property

Date: 16 May 2022

Person to Contact:	Alex Grace, Senior Procurement Officer, Corporate Procurement Unit Telephone 01389 737828 Email: alex.grace@west-dunbarton.gov.uk
Appendices:	Appendix 1 - Delegated Authority to Approve Insurance Contract Awards during Summer Recess.
Background Papers:	Contract Strategy EIA Screening
Wards Affected:	All Council Wards.

Appendix 1: Delegated Authority to Approve Insurance Contract Awards during Summer Recess

Service	Contract Title / Lot	Estimated Contract Value (Pre Extension)	Estimated Contract Value (Including Extension)	Contract Period (Pre Extension)	Contract Period (Including Extension)
Resources – Insurance Services	Lot 1: Property Damage & Business Interruption, including Money and Special All Risks Property Insured	£2,047,369.86	£3,412,283.10	3	5
Resources – Insurance Services	Lot 2: Casualty, including Employer's Liability, Public & Products Liability, Officials' Indemnity, Libel & Slander	£928,314.24	£1,547,190.40	3	5
Resources – Insurance Services	Lot 3: Motor Fleet	£795,896.64	£1,326,494.40	3	5
Resources – Insurance Services	Lot 4: Contractor's All Risks/Own Plant/Hired-in-Plant	£115,559.52	£192,599.20	3	5
Resources – Insurance Services	Lot 5: Computer	£36,811.05	£61,351.75	3	5
Resources – Insurance Services	Lot 6: Fidelity Guarantee	£57,301.44	£95,502.40	3	5
Resources – Insurance Services	Lot 7: Group Personal Accident/Travel – Corporate and Off Site Visits	£45,350.37	£75,583.95	3	5
Resources – Insurance Services	Lot 8: Engineering Inspection and Insurance	£129,449.37	£215,748.95	3	5
Resources – Insurance	Lot 9: Fine Art including Exhibitions	£7,326.30	£12,210.50	3	5

Services					
Resources – Insurance Services	Lot 10: Medical Malpractice	£32,696.16	£54,493.60	3	5
West Dunbartonshire Leisure Trust	Lot 11: Combined Insurance, including Property Damage & Business Interruption, Computer, Money, Employer's Liability, Public & Products Liability, Libel & Slander, Management Liability, Motor, Fidelity Guarantee, Group Personal Accident/Travel	£261,837.54	£436,395.90	3	5
Resources – Insurance Services	Lot 12: Package Lot: Property Damage & Business Interruption, including Money and Special 'All Risks' Property Insured (Lot 1), Casualty, including Employer's Liability, Public & Products Liability, Officials' Indemnity, Libel & Slander (Lot 2) and Motor Fleet (Lot 3) (Lots 1, 2 and 3)	£3,771,580.74	£6,285,967.90	3	5
Resources – Insurance Services	Lot 13: Package Lot: Casualty, including Employer's Liability, Public & Products Liability, Officials' Indemnity, Libel & Slander (Lot 2) and Motor Fleet (Lot 3) (Lots 2 and 3)	£1,724,210.88	£2,873,684.80	3	5
	Total estimate for lots 1 to 11 (excluding package lots)	£4,457,912.49	£7,429,854.15		