

# Supplementary Agenda



## Tendering Committee

**Date:** Wednesday, 20 April 2022

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**Time:** 09:15

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**Format:** Hybrid Meeting

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**Contact:** Scott Kelly, Committee Officer  
Email: [scott.kelly@west-dunbarton.gov.uk](mailto:scott.kelly@west-dunbarton.gov.uk)

Dear Member

### ITEM TO FOLLOW

I refer to the agenda for the above Meeting of the Tendering Committee which was issued on 4 April and now enclose a copy of the undernoted report which was not available for issue at that time.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Note referred to:-

<b>7</b>	<b>CONTRACT AUTHORISATION REPORT – PROVISION OF SCAFFOLDING</b>	<b>15 – 17</b>
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Submit report by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Chief Officer – Regulatory and Regeneration to conclude the award of the contract for the Provision of Scaffolding.

**Distribution:**

Councillor I. Dickson (Chair)  
Councillor G. Casey  
Councillor D. Docherty  
Councillor J. Finn (Vice Chair)  
Provost W. Hendrie  
Councillor J. McColl  
Councillor L. O'Neill  
Councillor B. Walker

All other Councillors for information

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

Date of Issue: 12 April 2022

**WEST DUNBARTONSHIRE COUNCIL****Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 20 April 2022**

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**Subject: Contract Authorisation Report – Provision of Scaffolding****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 contract for the Provision of Scaffolding.

**2. Recommendations**

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Scaffolding to Clyde Scaffolding Limited.
  - b) Note that the contract shall be for a period of approximately four months at an estimated value of £250,000 ex VAT. The estimated commencement date of the contract is 29 April 2022.

**3. Background**

- 3.1** Building Services are the Council's in-house repair and maintenance provider, responsible for the delivery of maintenance and improvement works to ensure the Council's housing and non-housing properties are well maintained at a reasonable cost, providing value for money, and are kept in a good and safe state of repair. This also ensures that the Council is extending the useful life of assets and is increasing the market value of the Council's assets.
- 3.2** Where works of a specialist nature are required (including scaffolding works), a specialist contractor is employed. The Council's Building Services, require the services of a competent contractor to design, supply, erect and dismantle scaffold access equipment to allow the Building Services to meet its requirements as an interim measure whilst the longer term scaffolding contract is being tendered.
- 3.3** A report was presented at the Infrastructure Regeneration and Economic Development Committee (IRED) on the 12 May 2021 and on the 17 November 2021 seeking approval to authorise the commencement of a programme of Subcontractor Procurements for the Council. The Committee authorised these reports. The budget for Subcontractor Procurements for the Council was included in the wider budget approved at the West Dunbartonshire Council Meeting on 03 March 2021, as part of the Housing Revenue Account (HRA) Capital Plan for 2021/25.

- 3.4** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Procurement Regulation. A Contract Strategy document was also approved on 28 March 2022.

#### **4. Main Issues**

- 4.1** Due to the tight time constraints to ensure the procurement spend was compliant with the Financial Regulations, a formal quotation exercise utilising the Quick Quote facility for the provision of scaffolding was deemed to be the most appropriate procurement route. Out of three contractors invited to quote, only the incumbent contractor submitted a quote by the deadline:

<b>Tenderer Name</b>	<b>Quality Score (30%)</b>	<b>Price Score (70%)</b>	<b>Total Score (100%)</b>	<b>Total Tender Sum (excl. VAT)</b>
Clyde Scaffolding Ltd	22.50	70.00	92.50	250,000

- 4.2** It is recommended that the contract is awarded to Clyde Scaffolding Limited, of 20/A Garrell Rd, Kilsyth, Glasgow, G65 9JX. The contract shall be for a period of four months at an estimated value of £250,000 ex VAT. The estimated commencement date of the contract is 29 April 2022.
- 4.3** Clyde Scaffolding Limited has committed to paying all staff as a minimum the real Living Wage £9.90 per hour and promotes Fair Working Practices across their organisation.

#### **5. People Implications**

- 5.1** There are no people implications.

#### **6. Financial and Procurement Implications**

- 6.1** Financial costs in respect of this contract will be met from the approved Capital budget of IRED Committees.
- 6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Building Services and the provisions of Contract Standing Orders, the Financial Regulations and relevant Public Procurement Regulation.

#### **7. Risk Analysis**

- 7.1** Clyde Scaffolding Limited has no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

#### **8. Equalities Impact Assessment (EIA)**

- 8.1** An equalities impact screening was undertaken and identified that an Equalities Impact Assessment was required

## **9. Consultation**

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

## **10. Strategic Assessment**

- 10.1** The Council has responsibility for the Housing Capital Programme until 2025. As part of that responsibility the Council must meet the demand for roofing including; domestic properties, commercial properties, maintenance and repairs.

**Name:** Angela Wilson

**Designation:** Chief Officer – Supply, Distribution and Property

**Date:**

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**Person to Contact:** Susan Todd – Senior Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton. Telephone: N/A  
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Martin Feeney – Building Services Manager  
Email: [Martin.Feeney@west-dunbarton.gov.uk](mailto:Martin.Feeney@west-dunbarton.gov.uk)

**Appendices:** None

**Background Papers:** Contract Strategy  
Equalities Impact Assessment

**Wards Affected:** West Dunbartonshire