

WEST DUNBARTONSHIRE COUNCIL

Report by Executive Director of Housing, Environmental and Economic Development

Tendering Committee: 11 December 2012

**Subject: Measured Term Contract – Mechanical Installations at West
Dunbartonshire Non-Housing Properties**

1. Purpose

- 1.2** To advise the Committee of tenders received for the Measured Term Contract – Mechanical Installations at West Dunbartonshire Non Housing Properties and to seek approval to accept the most economically advantageous tender.

2. Recommendations

- 2.1** The Council has a duty to maintain, service and repair all mechanical installations within council owned non-domestic properties
- 2.2** The Committee is invited to approve the awarding of the contract to Skanska Facilities Services in the amount of £399,970.00.

3. Background

- 3.1** Following publication of the project on Public Contracts Scotland and under European Public Procurement practice rules, 14 interested parties were issued with a Pre-qualification Questionnaire and after scoring, six were selected and issued with tender documents. Of the six only two returned the documents by the due date of 23rd August 2012.
- 3.2** The two returned tenders were checked for both quality (30%) and price (70%).

4. Main Issues

- 4.1** The work comprises the maintenance, servicing and necessary repairs to all mechanical installations within council owned non-domestic properties

5. People Implications

- 5.1** Procurement services were carried out in-house by the Consultancy Services Section of Housing, Environmental and Economic Development. The contract will be managed by the Maintenance and Repairs Section of Housing, Environmental and Economic Development.

6. Financial Implications

- 6.1** Whilst only two tenders were returned complete and on time, both have been checked arithmetically and scored on quality and price and the tender submitted by Skanska Facilities Services is considered the most economically advantageous tender. Adjustments have been made where appropriate in accordance with the code of tendering procedure (see Appendix 1 - Statement of Tenders Received).
- 6.2** This contract will be funded from the Central Revenue Account.

7. Risk Analysis

- 7.1** Failure to carry out this work will result in mechanical systems failures which could have consequences in relation to the opening of Council buildings.
- 7.2** In relation to health and safety, appropriate measures will be incorporated in the construction phase health and safety plan for the project where this is required and will be in accordance with the CDM Regulations 2007.

8. Equalities Impact Assessment (EIA)

- 8.1** Construction contracts of this specific nature, do not require equalities impact screening.

9. Consultation

- 9.1** No consultations were necessary for this contract.

10. Strategic Assessment

- 10.1** This project is in accord with the Council's strategic priorities of improving economic growth and employability and improving the well-being of communities.

Elaine Melrose

Executive Director of Housing, Environmental and Economic Development

Date: 30 November 2012

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Appendices: 1. Form ST/1 - Statement of Tenders Received
2. Tender Assessment Matrix

Background Papers: None

Wards Affected: All