

Agenda

Tendering Committee

Date: Wednesday, 11 October 2023

Time: 09:15

Venue: Clyde Room, Clydebank Town Hall, 5 Hall Street, Clydebank

Contact: Scott Kelly, Committee Officer
Tel: 01389 737220. Email: scott.kelly@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of the **Tendering Committee** as detailed above.

The business is shown on the attached agenda.

Yours faithfully

PETER HESSETT

Chief Executive

Distribution:

Councillor John Millar (Chair)
Councillor Karen Murray Conaghan
Councillor James McElhill
Councillor June McKay (Vice Chair)
Councillor Lawrence O'Neill
Councillor Chris Pollock
Councillor Hazel Sorrell
Councillor Clare Steel

All other Councillors for information

Chief Officer – Regulatory and Regeneration

Date of Issue: 28 September 2023

TENDERING COMMITTEE
WEDNESDAY, 11 OCTOBER 2023

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

3 MINUTES OF PREVIOUS MEETING To Follow

Submit, for approval as a correct record, the Minutes of Meeting of the Tendering Committee held on 20 September 2023.

4 OPEN FORUM

The Committee is asked to note that no open forum questions have been submitted by members of the public.

5 CONTRACT AUTHORISATION REPORT – SUPPLY AND FIT OF ENVIRONMENTAL SENSORS 5 – 8

Submit report by the Chief Officer – Regulatory and Regeneration seeking approval to conclude the award of the contract for the Supply and Fit of Environmental Sensors.

6 CONTRACT AUTHORISATION REPORT – FAIFLEY CAMPUS PROJECT To Follow

Submit report by the Chief Officer – Regulatory and Regeneration seeking approval to conclude the award of the construction contract for the Faifley Campus Project.

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Officer – Regulatory and Regeneration

Tendering Committee: 11 October 2023

Subject: Contract Authorisation Report – Supply and Fit of Environmental Sensors

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to conclude the award of the contract for Supply and Fit of Environmental Sensors.

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 Supply and Fit of Environmental Sensors to GD Chalmers.
 - b) Note that the contract shall be for a period of two years with the option of a 12 month extension and at a budget value of £4 million inclusive of VAT, over two years and £6 million inclusive of VAT should the contract be extended. The estimated commencement date of the contract is November 2023.

3. Background

- 3.1** The Council requires to install environmental sensors in homes to provide the Council and crucially with tenants, with real time information on humidity and air quality in our properties. High levels of humidity is a risk factor for mould and can signify damp meanwhile poor air quality has consequences for health and wellbeing. These sensors will allow the Council to identify problematic properties where we need to take action for example investigating damp or providing tenants with advice. This will enhance the Council's asset management approach.
- 3.2** The overall Housing Capital budget for Supply and Fit of Environmental Sensors for five years was approved at the Housing and Communities Committee on 3 May 2023.
- 3.3** This procurement exercise has 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 20 July 2023.

4. Main Issues

- 4.1** The recommended route to market is to conduct an open tender and the reasons for this approach are, there are currently no live framework agreements or dynamic purchasing systems available that fully cover off the scope of works due to this type of requirement being relatively new. By conducting an open tender allows the Council to open up the requirement to potentially wider pool of contractors who could meet the Council's needs and deliver the services required.
- 4.2** A contract notice was published on the Public Contracts Scotland advertising portal on 17 August 2023. 41 potential bidders expressed an interest, with five bidders submitting a response by the deadline on 18 September 2023.
- 4.3** The five tender submissions were evaluated by representatives from Housing and Employability Services, Building Services and Corporate Procurement Unit, against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience, and capacity. Four tender submissions passed the selection criteria.
- 4.4** Four tender submissions were evaluated against a set of award criteria which was based on Price / Quality ratio of 70% / 30%. The scores relative to the award criteria of each tenderer are as follows:

	Weighting	Alger Electrics and Alarms Limited	Ambisense	GD Chalmers	Magnus Electrical Services
Quality (30%)					
Invoice Accuracy	(5%)	2.5%	3.75%	3.75%	3.75%
Fit for Purpose	(7.5%)	3.75%	3.75%	5.62%	7.5%
Change Management	(7.5%)	3.75%	1.87%	7.5%	7.5%
Management Information	(2.5%)	1.87%	1.25%	1.87%	2.5%
Sustainability	(2.5%)	1.87%	0.63%	2.5%	1.87%
Fair Work First	(2.5%)	2.5%	1.25%	2.5%	2.5%
Social Benefits	(2.5%)	2.5%	2.5%	1.25%	2.5%
Quality Sub-Total %:	(30%)	18.74%	15%	26%	28.12%
Price (70%)					
Price Sub Total £	-	£66,308	£124,525	£52,076	£61,082

Price Sub Total %	(70%)	54.97%	29.27%	70%	59.67%
Total Score	100%	73.71%	44.27%	96%	87.79%

4.5 It is recommended that the contract is awarded to GD Chalmers, of Paisley, who has provided the most economically advantageous tender. The contract shall be for a period of two years with the option of a 12 month extension and at a budget value of £4 million inclusive of VAT over two years and £6 million inclusive of VAT should the contract be extended.

4.6 GD Chalmers has committed to paying all staff as a minimum the real Living Wage (£10.90 per hour) and promotes Fair Working Practices across their organisation. Further, GD Chalmers has committed to delivery of the following social benefits as a direct result of delivery of this contract:

- Recruitment of members of staff from within the West Dunbartonshire geographical area;
- Offer new registered apprenticeships to residents of the West Dunbartonshire geographical area;
- Deliver quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment;
- Facilitate quarterly work experience opportunities covering a range of work based skills;
- Sponsorship of a local sports team;
- Support of environmental educational projects in schools;
- Support of the reduction of non-recyclable materials throughout the West Dunbartonshire area.

The social benefits will be discussed at the implementation meeting with GD Chalmers and actions to take these forward will be agreed.

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 Housing Capital budget of Housing and Employability and Building Services.

6.2 This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Housing and Employability Services and Building Services officers and the provisions of Contract Standing Orders, the Financial Regulations and Public Procurement Regulations.

6.3 The figures in the recommendations have been provided as inclusive of VAT in line with Scottish Government guidance. As the Council is able to recover VAT

it may be of interest to note that the prices referred to in Paragraph 2.1(b) exclusive of VAT will be £3,333,33 over two years and £5M if extended.

7. Risk Analysis

7.1 GD Chalmers 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 for this report to determine if there is an equalities impact. The results where there was no impact.

9. Consultation

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

10. Strategic Assessment

10.1 The Supply and Fit of Environmental Sensors will contribute to the delivery of the Council's strategic priorities:

- Our communities are resilient and thriving; and
- Our environment promotes a greener future

Name: Alan Douglas

Designation: Chief Officer – Regulatory and Regeneration

Date: 26 September 2023

Person to Contact: Ellie Street
Procurement Officer
Ellie.Street@west-dunbarton.gov.uk

Appendices: This section should list all appendices attached to the report.

Background Papers: Contract Strategy

Wards Affected: All Council Wards.