

Supplementary Agenda



Tendering Committee

Date: Wednesday, 11 November 2020

Time: 09:15

Format: Zoom Video Conference

Contact: Scott Kelly, Committee Officer
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Dear Member

ITEM TO FOLLOW AND ADDITIONAL ITEM OF BUSINESS

I refer to the agenda for the above Meeting of the Tendering Committee which was issued on 29 October 2020 and now attach for your attention a copy of the report relating to Item 5, which was not available for issue at that time, together with a report relating to Item 6 which Councillor Finn, Chair, has agreed will be considered as an additional item of business.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:-/

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5 CONTRACT AUTHORISATION REPORT – PROVISION OF 9 – 11
BANKING SERVICES

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Provision of Banking Services.

6 CONTRACT AUTHORISATION REPORT – 13 – 17
SUBCONTRACTORS FOR BUILDING SERVICES

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contracts for the Installation of Kitchens, Bathrooms and Showers and Supply and Installation of UPVC Windows and Doors.

Distribution:

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

All other Councillors for information

Strategic Director - Transformation & Public Service Reform
Strategic Lead - Regulatory

Date of Issue: 5 November 2020

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 11 November 2020**

Subject: Contract Authorisation Report: Provision of Banking Services**1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Provision of Banking Services.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for The Provision of Banking Services for the Council & West Dunbartonshire Leisure Trust to Clydesdale Bank PLC.
 - b) Note that the contract shall be for a maximum period of three years with the option to extend for a further two x 12 month extensions and at a value of £62,915 ex VAT over three years and a value of £104,859 ex VAT over five years. The estimated commencement date of the contract is 1st April 2021.

3. Background

- 3.1** The purpose of the requirement is to outline the Council's and Leisure Trust's core and auxiliary financial banking transactional services which are necessary to carry through the Council's and Leisure Trust's statutory, corporate and service objectives.
- 3.2** The budget for the Provision of Banking Services was approved at the Corporate Services Committee on 13 November 2019. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2016* (below the EU threshold) for Services. A Contract Strategy was agreed by on 19 December 2019.

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal on 20 January 2020. Six bidders expressed an interest with three bidders submitting a response by the deadline for the submissions on 21 February 2020.
- 4.2** The three submissions were evaluated by representatives from Resources,

West Dunbartonshire Leisure Trust, and the Corporate Procurement Unit, against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience and capacity. All three submissions passed the selection criteria.

- 4.3** The three submissions were evaluated against a set of award criteria based on price / quality ratio of 40% / 60%. The scores relative to the award criteria of each tenderer are as follows:

Rank	Bidder	Technical Score Weighted (40%)	Price Score Weighted (60%)	Combined Score (100%)
1	Clydesdale Bank Plc	33.8%	60.00%	93.8.0%
2	Royal Bank of Scotland	32.0%	54.61%	86.61%
3	Lloyds Bank (Bank of Scotland)	31.2%	55.01%	86.21%

- 4.4** It is recommended that the contract is awarded to Clydesdale Bank PLC, of Clydesdale Bank Exchange, 5th Floor, 20 Waterloo Street, Glasgow, G2 6DB who has provided the most economically advantageous tender. The contract shall be for a maximum period of five years at a value of £104,859 ex VAT measured against an estimated cost of £115,000 ex VAT over a period of five years.
- 4.5** Clydesdale Bank Plc has committed to paying the National Living Wage of £9.30 per hour across all staff contracts. Clydesdale Bank Plc has also committed to a minimum of two persons for 1 day or one person for 2 days, per £100,000 annual contract value for each year for the duration of the contract, providing volunteers to support a local community project as a social benefit. Clydesdale Bank also submitted within their tender the offer to further work with the Council to increase the social benefits during the contract. The social benefits will be discussed at the implementation meeting with Clydesdale Bank Plc 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 Revenue budgets of Resources.

7. Risk Analysis

- 7.1** Clydesdale Bank Plc is assessed for a Bank Credit rating across Moodys, Standard & Poor, and Fitch, and has an outlook of “Stable” or better across each rating.
- 7.2** The successful provider 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 confirmed that there are no equalities impacts to be considered.
- 9. Consultation**
- 9.1** This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit IN consultation with Resources and Legal services.
- 10. Strategic Assessment**
- 10.1** The contract will contribute to the delivery of the Council's strategic priorities by;
- A Strong local economy and improved employment opportunities.

Name: Angela Wilson

Designation: Strategic Director - Transformation & Public Service Reform

Date:

Person to Contact: Derek McLean: Business Partner – Strategic Procurement
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Email: derek.mclean@west-dunbarton.gov.uk

Karen Shannon: Section Head-Financial, Administration & Control
Email: Karen.shannon@west-dunbarton.gov.uk

Appendices: N/A

Background Papers: The Contract Strategy
EIA Screening

Wards Affected: All

WEST DUNBARTONSHIRE COUNCIL

Report by Strategic Director – Transformation & Public Service Reform

Tendering Committee: 11 November 2020

Subject: Contract Authorisation Report – Subcontractors for Building Services

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contracts for the Installation of Kitchens, Bathrooms and Showers and Supply and Installation of UPVC Windows and Doors.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council):
- a) The award of the contract for the Installation of Kitchens, Bathrooms and Showers to Everwarm Ltd. The contract shall be for a period of up to eight months to 31 July 2021, with the option to extend further for a period of up to eight months to 31 March 2022. The total estimated value of this contract over 16 months is £1,380,000 ex VAT. The estimated commencement date of the contract is 1 December 2020.
 - b) The award of the contract for the Supply and Installation of UPVC Windows and Doors to Sidey Solutions Ltd. The contract shall be for a period of up to eight months to 31 July 2021, with the option to extend further for a period of up to eight months to 31 March 2022. The total estimated value of this contract over 16 months is £1,500,000 ex VAT. The estimated commencement date of the contract is 1 December 2020.

3. Background

- 3.1** The Council is committed to delivering a high quality repairs and maintenance service, which ensures that all of its 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, maximising the long-term life of the property.
- 3.2** Building Services is a customer and client focussed service delivering the objectives of reactive repairs, planned maintenance and capital funded improvement works ensuring the Council meets all of its statutory duties. Building Services carry out as much of the assigned work as possible using Council employees, however there is a requirement for the service to be supported by back-up and specialist contractors.

- 3.3** Due to the COVID-19 pandemic which resulted in around five months of significant delays, Building Services was not able, due to government restrictions, to deliver the Council's programmes for the renewal of Kitchens, Bathrooms, Showers and Windows. Following the restart of internal works, Special Needs adaptations were prioritised and continued staff holidays and sickness / isolation in the internal works team limited the ability to deliver other programmes.
- 3.4** In order to catch-up with the delayed works to upgrade tenants houses as planned, it is recommended the Council award contracts for subcontractors to assist with delivering the programme and improve the projected underspend position.
- 3.5** Approval to conduct a procurement exercise for subcontractors was approved at the Housing & Communities Committee on 4 November 2020.
- 3.6** These procurement exercises have been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts Regulations 2015*. A Contract Strategy was approved on 4 November 2020. The Contract Strategy identified the Scottish Procurement Alliance (SPA) Framework Agreements (FAs) for Whole House Refurbishment & Associated Services (WH2) and Windows, Doorsets and Associated Products (WD1) as the recommended procurement routes.

4. Main Issues

- 4.1** The SPA FAs for Whole House Refurbishment & Associated Services (WH2) and Windows, Doorsets and Associated Products (WD1) are multi-lotted based on region and type of requirements, with multiple contractors appointed to each Lot.
- 4.2** For Whole House Refurbishment & Associated Services (WH2) Lot 126 - West Central Scotland Kitchens and Bathrooms, six contractors were appointed to the Lot. A breakdown of the outcome and scores in relation to the award and appointment onto the FA are:

Contractor	FA Technical Score	FA Commercial Score	FA Total Score
Everwarm Ltd	52.8%	28.7%	81.5%
CCG (Scotland) Ltd	50%	26.7%	76.7%
Novus Property Solutions Ltd	52.6%	24.1%	76.7%
First Call Trade Services	52%	22.5%	74.5%
Lochlie Construction	48.6%	24.9%	73.5%

- 4.3** For Windows, Doorsets and Associated Products (WD1) Lot 8 - Western Scotland UPVC Windows/ Doorsets, five contractors were appointed to the Lot. A breakdown of the outcome and scores in relation to the award and

appointment onto the FA are:

Contractor	FA Technical Score	FA Commercial Score	FA Total Score
Sidey Solutions Ltd	60%	29.7%	89.7%
Anglian Building Products	55.3%	33.4%	88.7%
Walker Profiles Ltd	55.9%	28.6%	84.5%
CMS Enviro Systems Ltd	53.6%	29.4%	83%
CR Smith Manufacturing Ltd	55.2%	25.6%	80.8%

- 4.4** The SPA FAs allows for the Council to call off without re-opening competition by conducting a Direct Award procedure, or re-opening competition with the appointed Contractors. There is no procedure to undertake electronic auctions (eAuctions) on the FAs. The Contract Strategy identified the Direct Award procedure to call off from the SPA FAs, as it represents best value in terms of delivering the programme and the FA scoring of the recommendations.
- 4.5** It is recommended that the contract for the Installation of Kitchens, Bathrooms and Showers is awarded to Everwarm Ltd. The contract shall be for a period of up to eight months to 31 July 2021, with the option to extend further for a period of up to eight months to 31 March 2022. The total estimated value of this contract over 16 months is £1,380,000 ex VAT. The estimated commencement date of the contract is 1 December 2020.
- 4.6** It is recommended that the contract for the Supply and Installation of UPVC Windows and Doors is awarded to Sidey Solutions Ltd. The contract shall be for a period of up to eight months to 31 July 2021, with the option to extend further for a period of up to eight months to 31 March 2022. The total estimated value of this contract over 16 months is £1,500,000 ex VAT. The estimated commencement date of the contract is 1 December 2020.
- 4.7** Everwarm Ltd and Sidey Solutions Ltd have committed to follow the Fair Working Practices identified within SPA FA and both pay all staff above the real Living Wage (minimum of £9.30 per hour) across all staff contracts.
- 4.8** Everwarm Ltd and Sidey Solutions Ltd have offered a range of Social Benefits at FA level, including:
- Employment/Work Placement/Training Opportunities;
 - Employment seminars for high schools and colleges; and
 - Donations and sponsorships

Social Benefits will be discussed with Everwarm Ltd and Sidey Solutions Ltd at the pre-start meetings 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 capital budgets of Housing Revenue Account (HRA) Housing Capital Programme for 2020/2025.

6.2 The estimated value of the recommended contracts, broken down by workstream requirement are:

Contract	Workstream Requirement	FY2020/21	FY 2021/22	Total
Kitchen, Bathroom and Shower Works	Kitchens	£200,000	£200,000	£400,000
	Bathrooms	£190,000	£190,000	£380,000
	Showers	£300,000	£300,000	£600,000
Sub Total		£690,000	£690,000	£1,380,000
UPVC Windows and Doors (Supply and Installation)		£500,000	£1,000,000	£1,500,000
Sub Total		£500,000	£1,000,000	£1,500,000
Total		£1,190,000	£1,690,000	£2,880,000

6.3 The recommended contracts are estimated to improve the projected underspend position for this requirement by up to £1.19m in FY2020/21. Additional estimated spend of up to £1.69m in FY2021/22, will help to deliver more of the programme and improve the projected underspend position. This requirement is not expected to generate savings due to the nature of the contracts.

6.4 This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with the Capital Investment Team and Building Services and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

7.1 The successful contractors have 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 Following an initial screening there are no potential negative impacts identified in terms of equality.

9. Consultation

9.1 Consultation has taken place with the Capital Investment Team, Building Services, Legal Services and Finance Services.

10. Strategic Assessment

10.1 The Sub Contractors for Building Services will contribute to the delivery of the Council's main strategic priorities for 2017-2022, by:

- Supported individuals, families and carers living independently and with dignity.
- Efficient and effective frontline services that improve the everyday lives of residents.

Angela Wilson

Strategic Director - Transformation & Public Service Reform

5 November 2020

Person to Contact:	Andrew Duncan, Interim Senior Procurement Officer, Corporate Procurement Unit, Andrew.Duncan@west-dunbarton.gov.uk
Appendices:	Not Applicable
Background Papers:	Contract Strategy EIA Screening
Wards Affected:	All