

# Agenda



## Tendering Committee

**Date:** Wednesday, 10 October 2018

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**Time:** 09:15

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**Venue:** Council Chamber, Clydebank Town Hall,  
Dumbarton Road, Clydebank

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**Contact:** Scott Kelly, Committee Officer  
Tel: 01389 737220 [scott.kelly@west-dunbarton.gov.uk](mailto: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

**JOYCE WHITE**

Chief Executive

**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: 27 September 2018

**TENDERING COMMITTEE**  
**WEDNESDAY, 10 OCTOBER 2018**

**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 5 – 6**

Submit, for approval as a correct record, the Minutes of Meeting of the Tendering Committee held on 19 September 2018.

**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: THE REDEVELOPMENT AND UPGRADE OF THREE 3G PITCHES 7 – 11**

Submit report by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the redevelopment and upgrade of 3G pitches at Carleith Primary School, Clydebank; St Patrick's Primary School, Dumbarton; and Levenvale Primary School, Alexandria.

**6 CONTRACT AUTHORISATION REPORT: DEMOLITION OF HALDANE PRIMARY SCHOOL 13 – 16**

Submit report by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Demolition of Haldane Primary School.



**TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 19 September 2018 at 9.15 a.m.

**Present:** Councillors Gail Casey, Ian Dickson, Diane Docherty, Jim Finn and Marie McNair.

**Attending:** Stephen West, Strategic Lead - Resources; Annabel Travers, Procurement Manager; David Aitken, Business Partner - Strategic Procurement; Claire McGlynn, Procurement Officer; and Scott Kelly, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Provost William Hendrie and Councillors Lawrence O'Neill and Brian Walker.

**Councillor Jim Finn in the Chair**

**DECLARATION OF INTEREST**

Councillors Dickson declared a non-pecuniary interest in the item under the heading 'Contract Authorisation Report: Construction of Dalmonach Community Centre & Early Learning Centre' and advised that he would leave the meeting when consideration was given to that item.

**MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Tendering Committee held on 29 August 2018 were submitted and approved as a correct record.

**OPEN FORUM**

The Committee noted that no open forum questions had been submitted by members of the public.

Note: Councillor Dickson, having earlier declared an interest in the following item, left the meeting at this point.

## **CONTRACT AUTHORISATION REPORT: CONSTRUCTION OF DALMONACH COMMUNITY CENTRE & EARLY LEARNING CENTRE**

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Construction of Dalmonach Community Centre & Early Learning Centre.

After discussion and having heard the Procurement Officer and the Business Partner - Strategic Procurement in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the clarification, in relation to paragraphs 3.3 and 4.2 of the report, that the Early Years capital budget would contribute to this project;
- (2) to note the clarification that the award criteria for this contract had been based on the price of delivery and not, as stated in paragraph 4.1 of the report, the total cost of ownership;
- (3) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council, the award of the contract for the Construction of Dalmonach Community Centre & Early Learning Centre to Project Management & Construction Ltd; and
- (4) to note that the contract shall be for a period of 28 weeks and at a value of £1,622,457.62, excluding VAT.

The meeting closed at 9.20 a.m.

**WEST DUNBARTONSHIRE COUNCIL**

**Report by Strategic Lead – Resources**

**Tendering Committee: 10 October 2018**

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**Subject: Contract Authorisation Report – The Redevelopment and Upgrade of Three 3G Pitches**

**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 redevelopment and upgrade of 3G pitches at Carleith Primary School, Clydebank; St Patrick's Primary School, Dumbarton; and Levensale Primary School, Alexandria.

**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 under the Scotland Excel Framework Agreement (FA) for Outdoor Play Equipment and Artificial Surfaces (0215) for the redevelopment and upgrade of all three 3G pitches to Allsports Construction and Maintenance Ltd.; and
  - b) Note that the contract shall be for a period of 26 weeks and at a value of £734,214 ex VAT.

**3. Background**

- 3.1** The purpose of the tender was to appoint a suitably experienced and qualified contractor to supply and build 3G pitches at Carleith Primary School, St Patrick's Primary School and Levensale Primary School.
- 3.2** The budget of £450,000 for the redevelopment and upgrade of the 3G pitches at Levensale Primary School and St Patricks Primary School was approved at the full Council meeting on 22 February 2017. The budget of £200,000 for the 3G Pitch at Carleith Primary School is from the recurring Building Upgrades budget, which is delegated to officers to prioritise. Projects within this recurring budget are prioritised over a rolling three-year period, and funding for the pitch at Carleith Primary School was allocated in 2017/18.
- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Contracts

(Scotland) Regulations 2016 for Works. A Contract Strategy document was also approved by the Procurement Manager on 6 April 2018.

- 3.4** The Contract Strategy identified that the preferred procurement route was a mini competition call-off from the Scotland Excel FA for Outdoor Play Equipment and Artificial Surfaces. All seven contractors were invited to bid for the Council's requirement through the Public Contracts Scotland Tender portal. One contractor submitted a response by the deadline date of the 6 July 2018, at 12:00 noon.

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

- 4.1** One tender submission was evaluated by representatives from Asset Management, Consultancy Services and Corporate Procurement Unit against set award criteria which was based on Price of delivery (bid cost) / Quality ratio of 70% / 30 %. The scores relative to the award criteria for the tenderer, are as follows:

	<b>Weighting</b>	<b>Allsports Construction and Maintenance</b>
<b>Quality (30%)</b>		
Service Delivery/Methodology	<b>(12%)</b>	7.80%
Contract Monitoring and Management	<b>(7.5%)</b>	5.63%
Community Benefits	<b>(4.5%)</b>	2.25%
Environmental and Sustainable Procurement	<b>(3%)</b>	1.50%
Fair Working Practices	<b>(3%)</b>	1.50%
<b>Quality Sub-Total %:</b>	<b>(30%)</b>	<b>18.68%</b>
<b>Price (70%)</b>		
Price Sub Total £	-	<b>£734,214</b>
<b>Price Sub Total %</b>	<b>(70%)</b>	<b>70%</b>
<b>Total Score</b>	<b>100%</b>	<b>88.68%</b>

- 4.2** It is recommended that the contract is awarded to Allsports Construction and Maintenance Ltd, of Dalkeith, who has provided the only economically advantageous tender. The contract shall be for a period of 26 weeks at a value of £734,214, ex VAT. The value of the contract is £84,214 above the value approved by West Dunbartonshire Council. £48,844 of the additional funding required will be provided by the Schools Estate Refurbishment Plan funding



and £35,370 will be provided by the Building Upgrades funding. Please note; all values in the report are rounded to the nearest pound (GBP).

**4.3** Allsports Construction and Maintenance Ltd has committed to follow Fair Working Practices and have provided examples of initiatives which enhance diversity, improve staff development and communication and avoid exploitative practices. Allsports Construction and Maintenance Ltd are a Living Wage accredited employer and all staff are paid at least the Living Wage.

**4.4** Allsports Construction and Maintenance Ltd have committed to delivery of the following social benefits:

- Developing a programme within the local area for young people to understand pitch construction, targeting football groups from disadvantaged areas;
- Working with groups from each school, explain the engineering behind construction, or for PE classes the science behind the specification for a particular sport and how that comes about through testing procedures;
- Work with local groups to explain the opportunities within the industry, this will also include sponsorship to provide equipment relevant to their need at the time; and
- Opening ceremony for each pitch.

## **5. People Implications**

**5.1** There are no people implications.

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

**6.1** Financial costs in respect of this call off contract will be met from the capital budgets identified at 3.2 (above) totaling £650,000. The additional funding required of £84,214 will be funded as follows: £48,844 for works to St Patricks Primary School funded from Schools Estate Refurbishment Plan (Education, Learning and Attainment) and £35,370 for works to Carleith Primary School funded from Building Upgrades (Asset Management). Both of these budgets have capacity to absorb these additional sums.

**6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Asset Management and Consultancy Services officers and the provisions of Standing Orders, the Financial Regulations and relevant procurement legislation.

**6.3** The redevelopment and upgrade of the three 3G pitches will contribute to delivery of the Council strategic priorities through providing efficient and effective frontline services that improve the everyday lives of residents by improving the fitness and wellbeing of the pupils and promoting exercise and healthy living within the schools.

## **7. Risk Analysis**

- 7.1** The successful contractor has 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 the project, may have financial implications and may result in legal challenge.

## **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** Asset Management and Consultancy Services have been consulted regarding the contents of this report.

## **10. Strategic Assessment**

- 10.1** The redevelopment and upgrade of the three 3G pitches will contribute to the delivery of the Council strategic priorities by:
- Efficient and effective frontline services that improve the everyday lives of residents.

**Name:** Stephen West

**Designation:** Strategic Lead - Resources

**Date:** 17 August 2018

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**Person to Contact:** Claire McGlynn, Procurement Officer, Corporate Procurement Unit, 16 Church Street, Dumbarton, 01389 737830, [Claire.mcglynn@west-dunbarton.gov.uk](mailto:Claire.mcglynn@west-dunbarton.gov.uk).

Marie Haworth, Capital Programme Officer, Asset Management, Bridge Street, Dumbarton, 01389 737229, [marie.haworth@west-dunbarton.gov.uk](mailto:marie.haworth@west-dunbarton.gov.uk)

**Appendices:** None.

**Background Papers:** The Contract Strategy  
EIA Screening  
West Dunbartonshire Council Meeting Minutes - 22 February 2017

**Wards Affected:**

Lomond  
Kilpatrick  
Dumbarton



### WEST DUNBARTONSHIRE COUNCIL

#### Report by Strategic Lead – Resources

Tendering Committee: 10 October 2018

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**Subject: Contract Authorisation Report – Demolition of Haldane Primary School**

#### **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 Demolition of Haldane Primary School.

#### **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 under the Scotland Excel Framework Agreement (FA) for Demolition Services for the Demolition of Haldane Primary School to Reigart Contracts Limited.
  - b)** Note that the contract shall be for a period of fourteen weeks and at a value of £143,498.00 ex VAT.

#### **3. Background**

- 3.1** The purpose of the tender was to identify and appoint a suitably qualified and experienced contractor to demolish Haldane Primary School.
- 3.2** The budget for Demolition of Haldane Primary School was approved in the Infrastructure, Regeneration and Economic Development Committee on 14 December 2016.
- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Contracts (Scotland) Regulations 2016 for Works. A Contract Strategy document was also approved by the Business Partner, Strategic Procurement, Place, on 21 August 2018.
- 3.4** The Contract Strategy identified that the preferred procurement route was a mini competition call-off from the Scotland Excel FA for Demolition Services. All twenty-three contractors on the lot were invited to bid for the Council's requirement through the Public Contracts Scotland Tender portal on 28 August 2018. Seven contractors submitted a response by the deadline for the submissions of 2:00pm on 10 September 2018.

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

- 4.1** No technical evaluations were required as the Quality scores (30%) from the original Scotland Excel FA for Demolition were added to the Price scores (70%) which was evaluated by the Council, to give a total tender score out of 100%. The scores, relative to the award criteria of each tenderer, are as follows:

Tenderer Name	Quality Score (30%)	Price Score (70%)	Total Score (100%)	Total Tender Sum
Reigart Contracts Limited	27.06%	70%	97.06%	£143,498
JCJ Group	29.01%	54.80%	83.81%	£183,300
Central Demolition Ltd	23.01%	59.58%	82.59%	£168,600
George Beattie & Sons Ltd	17.76%	62.20%	79.96%	£161,500
Damada Group	18.63%	59.67%	78.30%	£168,354
MacWilliam Demolition Ltd	16.92%	57.33%	74.25%	£175,200
Daltons Demolitions Ltd	19.29%	50.91%	70.20%	£197,321

- 4.2** It is recommended that the contract is awarded to Reigart Contracts Limited, Coatbridge, who has provided the most economically advantageous tender. The contract shall be for a period of fourteen weeks at a value of £143,498 ex VAT. The value of the contract is £56,502 below the value approved by the Council within the Balloch Campus Programme. Please note; all values in the report are rounded to the nearest pound (GBP).
- 4.3** Reigart Contracts Limited has committed to follow Fair Working Practices by paying the Living Wage. Reigart Contracts Limited will continue to employ consultants from the local area for the duration of this contract.

#### **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 New Balloch Campus budget, generating a saving of £56,502 from a budget of £200,000.

- 6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Regeneration, Environmental and Growth officers and the provisions of Standing Orders, the Financial Regulations and relevant procurement legislation.
- 6.3** The Demolition of Haldane Primary School will contribute to delivery of the Council strategic priorities 2018 – 2022. The demolition of this building eliminates potential health and safety risks of having a vacant derelict building in close proximity to a residential environment. A timeous demolition of the building will allow the land to be marketed and reduce additional cost for security, vandalism and risk to the public. Again, Reigart Contracts Limited will also provide the Living Wage and employing consultants from the local area.

## **7. Risk Analysis**

- 7.1** Appointment of an experienced contractor with a good reputation in demolition will limit the risk of hazardous substances contaminating a residential area.
- 7.2** Demolition of Haldane Primary School will eliminate the ongoing risk of fire in a residential area.

The successful contractor has 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 the project and may have financial implications.

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

- 8.1** Following an equalities screening, it was determined that a full Equalities Impact Assessment was not required.

## **9. Consultation**

- 9.1** Finance, Legal and Asset Management have been consulted in relation to the content of this report.

## **10. Strategic Assessment**

- 10.1** This report contributes to the Council's Strategic Priorities and particular towards:

- Improve local housing and environmentally sustainable infrastructure
- Improve the well-being of communities and protect the welfare of vulnerable people.

**10.2** Delivery of this contract is part of the wider Demolition and Regeneration Programme for the Council.

**Name:** Stephen West

**Designation:** Strategic Lead - Resources

**Date:** 11 September 2018

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**Person to Contact:** Angus Cameron, Senior Procurement Officer, Corporate Procurement Unit, Garshake Road, 01389 776952, [angus.cameron@west-dunbarton.gov.uk](mailto:angus.cameron@west-dunbarton.gov.uk)

Michelle Lynn, Asset Co-ordinator, Regeneration, Environment & Growth, 01389 736992, [michelle.lynn@west-dunbarton.gov.uk](mailto:michelle.lynn@west-dunbarton.gov.uk)

**Appendices:** None

**Background Papers:** The Contract Strategy  
Infrastructure, Regeneration and Economic Development  
Committee Minutes - 14 December 2016  
EIA Screening

**Wards Affected:** Leven