

Agenda



Tendering Committee

Date: Wednesday, 13 January 2021

Time: 09:15

Format: Zoom Video Conference

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

Dear Member

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

The Convener has directed that the powers contained in Section 43 of the Local Government in Scotland Act 2003 will be used and so Members will attend the meeting remotely.

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: 23 December 2020

TENDERING COMMITTEE
WEDNESDAY, 13 JANUARY 2021

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 2 December 2020.

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 – DESIGN AND 7 – 9
INSTALLATION OF 3G PITCHES AT OUR LADY OF LORETTO
PRIMARY SCHOOL AND ST MARY’S PRIMARY SCHOOL**

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval of the Tendering Committee to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Design and Installation of 3G Pitches at Our Lady of Loretto Primary School and St Mary’s Primary School.

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held by video conference on Wednesday, 2 December 2020 at 9.15 a.m.

Present: Provost William Hendrie and Councillors Ian Dickson, Diane Docherty, Jim Finn, Marie McNair, Lawrence O'Neill and Brian Walker.

Attending: Angela Wilson, Strategic Director – Transformation and Public Service Reform; Annabel Travers, Procurement Manager; David Aitken, Business Partner – Strategic Procurement; and Scott Kelly, Committee Officer.

Apology: An apology for absence was intimated on behalf of Councillor Gail Casey.

Councillor Jim Finn in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Tendering Committee held on 11 November 2020 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.

CONTRACT AUTHORISATION REPORT – APPOINTMENT OF AN EMPLOYER'S AGENT FOR THE NEW BUILD HOUSING PROGRAMME

A report was submitted 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 Appointment of an Employer's Agent for the New Build Housing Programme.

After discussion and having heard the Business Partner – Strategic Procurement and the Strategic Director in further explanation of the report and in answer to Members' questions, Councillor O'Neill, seconded by Councillor Dickson, moved:-

That the Committee agrees to continue consideration of this matter to a future meeting of the Committee in order that Members can be provided with details of the monetary estimated value of the contract.

ADJOURNMENT

Having heard Councillor Finn, Chair, the Committee agreed to adjourn for a short period. The meeting reconvened at 9.35 a.m. with all Members shown on the sederunt in attendance.

The Business Partner – Strategic Procurement then shared with the Committee the information referenced in Councillor O'Neill's motion. Councillor O'Neill then withdrew his motion and the Committee unanimously agreed the recommendations set out in the report, namely:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for the Appointment of an Employer's Agent for the New Build Housing Programme at Clydebank East to WSP UK Limited with the value at a percentage fee of the overall design and construction costs of £12.5m; and
- (2) to note that the contract shall be for a period of three years from 14 December 2020, with an option to extend for a further two 12 month periods until 13 December 2025.

The meeting closed at 9.40 a.m.

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 13 January 2021**

Subject: Contract Authorisation Report – Design and Installation of 3G Pitches at Our Lady of Loretto Primary School and St Mary’s 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 Design and Installation of 3G Pitches at Our Lady of Loretto Primary School and St Mary’s 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 for Design and Installation of 3G Pitches at Our Lady of Loretto Primary School and St Mary’s Primary School to Ecosse Sports Ltd.
 - b) Note that the contract shall be for a maximum period of 23 weeks and at a value of £224,066.00 ex VAT. The estimated commencement date of the contract is February 2021.

3. Background

- 3.1** The purpose of this tender exercise was to commission the upgrade of a red blaes pitch situated in the grounds of Our Lady of Loretto Primary School, Clydebank to a 3G Multisport synthetic turf facility and to construct a 3G Multisport synthetic turf facility within the grounds of St Mary’s Primary School, Alexandria.
- 3.2** The budget for Design and Installation of 3G Pitch at Our Lady of Loretto Primary School and St Mary’s Primary School was approved at Council / Building Upgrades committee on 6 February 2013 through the recurring Building Upgrades budget. 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 Works. A Contract Strategy document was also approved on 15 July 2019.

4. Main Issues

- 4.1** The four tender submissions were evaluated by representatives from Consultancy Services, Corporate Procurement Unit, Health & Safety Services and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience, and

capacity.

- 4.2** Four tender submissions were evaluated against a set of award criteria which was based on Price / Quality ratio of 30% / 70%. The scores relative to the award criteria of each tenderer are as follows:

	Weighting	Allsports Construction & Maintenance Ltd	Ecosse Sports Ltd	Hawthorn Heights Ltd	Hunter Construction (Aberdeen) Limited
Service Delivery/Methodology	13.5%	13.5%	6.8%	13.5%	13.5%
Contract Monitoring and Management	9%	6.8%	6.8%	9%	6.8%
Social Benefits	6.9%	5.2%	6.9%	6.9%	6.9%
e-Procurement	0.6%	0.5%	0.5%	0.5%	0.6%
Quality Sub-Total %:	30%	26%	21%	29.9%	27.8%
Price Sub Total £	-	£287,726.66	£224,066.00	£273,364.80	£291,525.55
Price Sub Total %	70%	54.0%	70%	55.3%	55.2%
Total Score	100%	80%	91%	85.2%	83%

- 4.3** It is recommended that the contract is awarded to Ecosse Sports Ltd, of Midlothian, who has provided the most economically advantageous tender. The contract shall be for a maximum period of 23 weeks at a value of £224,066.00, ex VAT. The value of the contract is below the value approved by Council / Building Upgrades committee on 6 February 2013.
- 4.4** Ecosse Sports Ltd has committed to paying all staff as a minimum, UK Minimum Wage (min. of £8.72 per hour).
- 4.5** Ecosse Sports Ltd has committed to delivery of social benefits which will be discussed at the implementation meeting and actions to take these forward will be agreed.

6. People Implications

- 6.1** There are no people implications as a result of this report.

7. Financial and Procurement Implications

- 7.1** Financial costs in respect of this contract will be met from the approved capital budgets of Regeneration, Environmental & Growth - Asset Management on behalf of Education and Learning Attainment.

7.2 The value of the contract is below the value approved by Council resulting in a estimated budget saving of £275,934.

8. Risk Analysis

8.1 The successful contractor has no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

8.2 Should the Tendering Committee decide not to proceed as recommended then this will delay the project, may have financial implications on the overall cost of the project and the forecasted savings.

9. Equalities Impact Assessment (EIA)

9.1 An equalities screening was undertaken and the results confirmed there are no equalities impact.

10. Consultation

10.1 Finance, Legal and Consultancy Services have been consulted in relation to the content of this report.

11. Strategic Assessment

11.1 This report contributes to the Council's Strategic Priorities and particular towards improving the life chances for children and young people.

Name: Angela Wilson

Designation: Strategic Director - Transformation & Public Service Reform

Date: December 2020

Person to Contact:	Victoria Wilson, Assistant Procurement Officer, Corporate Procurement Unit, 16 Church Street, Dumbarton, 01389 737395
Appendices:	None
Background Papers:	The Contract Strategy EIA Screening
Wards Affected:	Ward 2 – Leven Ward 6 – Clydebank Waterfront