

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

---

**Subject: Contract Authorisation Report - Asbestos Surveys for External Wall Insulation and Renewal of Roofs Programme**

**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 Asbestos Surveys for the External Wall Insulation (EWI) and renewal of roofs to Council Housing Stock programme.

**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 Asbestos Surveys for EWI and Renewal of Roofs Programme to Franks Portlock Consulting Ltd.
- b) Note that the contract shall be for a period of two years with the option to extend for two x 12 month periods. The overall value of the contract over two years is £81,500 ex VAT; and over four years is £163,000 ex VAT. The estimated contract start date will be 1 April 2020.

**3. Background**

- 3.1** The asbestos surveys for the EWI and roofing works support Housing Capital Investment to ensure compliance with the Scottish Housing Quality Standard (SHQS); the Energy Efficiency Standard for Social Housing (EESH) and for the Council to meet its landlord obligations and health and safety requirements, these works will help with increased EESH compliance.
- 3.2** The asbestos surveys are a health & safety requirement to enable the EWI and renewal of roofs programme to be delivered. The EWI and renewal of roofs programme itself is to ensure the Council homes comply with the Scottish Government targets for energy efficiency for social housing.
- 3.3** The asbestos surveys scope will be expanded from previous exterior surveys that included attic and flue locations to cover the whole property surveys to expand the information held in the Asbestos Register. This will reduce the need

for repetitive asbestos surveys at the same address and reduce long term costs for asbestos surveys over time.

- 3.4** The budget for the EWI and renewal of roofs to Council Housing Stock programme was part of the refreshed HRA Capital Programme for period 2019/23; approved at Council on 14 February 2019; and included in the HRA estimates.
- 3.5** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2015* (above the EU threshold) for Services. A Contract Strategy document was also approved by the Procurement Business Partner – Strategic Procurement (Place) on 17 January 2020.

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

- 4.1** The Council has used the Scotland Excel framework agreement (FA) for Asbestos Related Works and Services in the past and the Contract Strategy identified that this is the best route to market for Asbestos Surveys for EWI and Renewal of Roofs Programme. A mini-competition notice was published to each of the providers allocated to the FA for Region 1 which covers West Dunbartonshire, within Lot 1 for asbestos surveys.
- 4.2** Eight of the Twenty FA providers invited to the mini competition submitted a response by the deadline for submission on 14th February 2020.
- 4.3** Eight tender submissions were evaluated against a set of award criteria which was based on Price / Quality ratio of 70% / 30%. However no technical evaluations were required as the Quality scores (30%) from the Scotland Excel FA were added to the Price scores (70%). All Price submissions were evaluated by representatives from Consultancy Services, Corporate Procurement Unit and Capital Investment Services.
- 4.4** The scores relative to the award criteria of each tenderer are as follows:

<b>Rank</b>	<b>Provider</b>	<b>Technical Score Weighted (30%)</b>	<b>Price Score Weighted (70%)</b>	<b>Combined Score (100%)</b>	<b>Bid Submitted</b>
1	Franks Portlock Consulting	27.4%	70%	97.4%	£81,500
2	Environtec Ltd	26.4%	67.1%	93.5%	£85,000
3	Asbestos Building Surveys Ltd (ABS Ltd)	27.4%	60.4%	87.8%	£94,500
4	Vega Environmental Consultants Ltd.	27.9%	57.1%	85.0%	£99,980
5	Enviraz Surveys Limited	23.8%	47.5%	71.3%	£120,000
6	A&C Asbestos Consultants inc Ltd	24.1%	45.6%	69.7%	£125,000
7	Life Environmental Services	29.6%	39.3%	68.9%	£145,000
8	E.D.P Health, Safety and	25.9%	38%	63.9%	£150,000

- 4.5** It is recommended that the contract is awarded to Franks Portlock Consulting Ltd, Hylton Park, Sunderland, who has provided the most economically advantageous tender. The contract shall be for a period of two years with the option to extend for two x 12 month periods. The overall value of the contract over two years is £81,500 ex VAT; and over four years is £163,000 ex VAT. The estimated contract start date will be 1 April 2020.
- 4.6** Franks Portlock Consulting Ltd has committed to the following fair working practices by paying all staff as a minimum, the UK Living Wage across all staff involved in the delivery of this contract.
- 4.7** Franks Portlock Consulting Ltd has committed to delivery of the following social benefits as a direct result of delivery of this contract:
- £300 of sponsoring a charity that promotes physical or mental health or wellbeing;
  - Donation of £300 of materials to support a local community project;
  - Donation of 16 hours of labour to support a local community project; and
  - Supporting environmental educational projects in schools such as tree or woodland planting or educational packs.

The social benefits will be discussed at the implementation meeting with Franks Portlock Consulting Ltd 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 the Housing Revenue Account capital programme for EWI and renewal of roofs works
- 6.2** This procurement exercise was conducted in accordance with the agreed contract strategy produced by the Corporate Procurement Unit in close consultation with Capital Investment, Energy & Compliance, and Consultancy Services officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

## **7. Risk Analysis**

- 7.1** The successful provider 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 reports to determine if there is an equalities impact. The results where there is no equalities impact.

## **9. Consultation**

**9.1** Capital Investment Team, Energy & Compliance, Consultancy Services, Finance Services and Legal Services have been consulted regarding the contents of this report.

## **Strategic Assessment**

**10.1** The Asbestos Surveys for EWI and renewal of roofs programme will contribute to the delivery of the Council's strategic priorities by supporting

- Efficient and effective frontline services that improve the everyday lives of residents

**Name:** Angela Wilson

**Designation:** Strategic Director - Transformation & Public Service Reform

**Date:**

---

**Person to Contact:** Alex Grace - Senior Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton. Telephone: 01389 737828.  
Email: [Alex.Grace@west-dunbarton.gov.uk](mailto:Alex.Grace@west-dunbarton.gov.uk)

Alistair Norris – Capital Projects Manager  
Capital Investment Team, Council Offices, Bridge Street, Dumbarton. Telephone: 07557603507  
Email: [Alistair.Norris@west-dunbarton.gov.uk](mailto:Alistair.Norris@west-dunbarton.gov.uk)

**Appendices:** None.

**Background Papers:** The Contract Strategy ref: 1920-71

**Wards Affected:** All