

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Housing, Environmental and Economic Development

Tendering Committee: 18 February 2009

Subject: Extension of contract to supply, erect and dismantle scaffold access equipment for the repair and maintenance of West Dunbartonshire Council property.

1. Purpose

- 1.1** This report seeks Committee approval to enter into negotiations with the Council's current service provider to extend the existing contract for the supply, erection and dismantling of scaffold access equipment to allow the continuation of the repair and planned maintenance of West Dunbartonshire Council's property.

2. Background

- 2.1** The Councils' current Measured Term Contract (MTC) for scaffold access equipment commenced on 1 March 2004. The contract was initially for a three year period and following an evaluation process the option to extend for one year plus one further year was utilised.

3. Main Issues

- 3.1** The current MTC contract expires on 28 February 2009.
- 3.2** At the Tendering Committee held on 6 August 2008 a request to initiate a tender process was approved.
- 3.3** Due to a protracted tender preparation period the tender has not yet been advertised and it is anticipated that a new contract will not commence until 1 June 2009 at the earliest.
- 3.4** The extension period if authorised will be from 1 March 2009 until the commencement of the new contract which would not be anticipated to extend beyond 30 June 2009. This will allow a reasonable amount of flexibility for unforeseen circumstances that may arise during the tender evaluation and lead-in period.
- 3.6** Housing, Environmental and Economic Development, through Housing Maintenance will predominately use the extended contract, however all Council departments will be able to draw on its use.

4. Personnel Issues

4.1 There are no personnel issues to consider.

5. Financial Implications

5.1 If approved negotiations with the current contractor will be conducted on the premise of extending current contract rates.

5.2 Housing Maintenance scaffold costs up to the end of June 2009 are anticipated to be in the region of £80,000. These costs will be met from the external services budget line in the Housing Maintenance Trading Account. The value of the extension will reduce if the new contract commences on 1 June 2009 as planned.

6. Risk Analysis

6.1 Failure to approve negotiations to extend the current contract will impact negatively on the Council's ability to deliver efficient and effective services.

7. Conclusions

7.1 The consequence of an extended contract with the current service provider will ensure the Council meets Health and Safety regulations in regard to Working at Heights, allow for certainty of costs and a continued delivery of an efficient service to the Council's residents.

8. Recommendations

8.1 **The Committee is invited approve relevant Officers entering negotiations to extend the existing contract for the supply, erection and dismantle of scaffolds access equipment with the current service provider.**

p.p. **Elaine Melrose**
Executive Director of Housing, Environmental and Economic Development
Date:

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Appendices: Nil

Background Papers: Tender Committee presented to 6 August 2008 meeting:
Tender to supply, erect and dismantle scaffold access
equipment for the Repair and Maintenance of West
Dunbartonshire Council property.

Wards Affected: All