

Agenda



Tendering Committee

Date: Wednesday, 31 January 2018

Time: 09:15

Venue: Committee Room 3,
Council Offices, Garshake Road, Dumbarton

Contact: Scott Kelly, Committee Officer
Tel: 01389 737220 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: 18 January 2018

TENDERING COMMITTEE
WEDNESDAY, 31 JANUARY 2018

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the item of business on this agenda and the reasons for such declarations.

3 MINUTES OF PREVIOUS MEETING 5 – 7

Submit, for approval as a correct record, the Minutes of Meeting of the Tendering Committee held on 20 December 2017.

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 – DEMOLITION OF SURPLUS RESIDENTIAL PROPERTIES – ALEXANDRIA 9 – 12

Submit report by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the contract for 'Demolition of Surplus Properties - Alexandria'.

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in Committee Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 20 December 2017 at 9.15 a.m.

Present: Councillors Ian Dickson, Diane Docherty, Jim Finn, Lawrence O'Neill and Brian Walker.

Attending: Stephen West, Strategic Lead - Resources; Annabel Travers, Procurement Manager, David Aitken, Business Partner - Strategic Procurement; Alison Wood, Business Partner - Strategic Procurement; Andrea Brown, Senior Procurement Officer; Rebecca Hall, Senior Procurement Officer; Jenna McCrum, Senior Procurement Officer; and Scott Kelly, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Provost William Hendrie and Councillors Gail Casey and Marie McNair.

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 15 November 2017 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 – INSTALLATION OF FLOOR FINISHES

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 Installation of Floor Finishes.

After discussion and having heard Ms McCrum, Senior Procurement Officer, in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (the Council), the award of the contract for Installation of Floor Finishes to Firstpoint Contract Flooring Limited; and
- (2) to note that the contract shall be for a period of 24 months with the option to extend plus 12 months and at a value of £104,075, excluding VAT.

CONTRACT AUTHORISATION REPORT – RESIDENTIAL HOUSING SUPPORT SERVICES

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the direct award of contracts for Residential Housing Support Services.

Having heard the Procurement Manager and Ms Brown, Senior Procurement Officer, in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (the Council), the direct award of the contract for Residential Housing Support Services to Blue Triangle (Glasgow) Housing Association Limited;
- (2) to note that the contract shall be for a period of one year and at a value of £382,116, the service being considered a VAT exempt welfare service;
- (3) to authorise the Strategic Lead - Regulatory to conclude, on behalf of the Council, the direct award of the contract for Residential Housing Support Services for Young Persons to Action for Children Services Limited; and
- (4) to note that the contract shall be for a period of one year and at a value of £156,600, the service being considered a VAT exempt welfare service.

CONTRACT AUTHORISATION REPORT – MEASURED TERM CONTRACT FOR LIFT MAINTENANCE

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the Measured Term Contract for Lift Maintenance.

After discussion and having heard Ms Hall, Senior Procurement Officer, in further explanation of the report and in answer to a Member's question, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (the Council), the award of the Measured Term Contract for Lift Maintenance to Lift Maintenance Limited;
- (2) to note that the contract shall be for a period of three years with the option to extend for up to a further two 12 month periods;
- (3) to note that the three year value of the contract is £326,791, excluding VAT; and
- (4) to note that the estimated value of the contract over the five year term is £544,652, excluding VAT, and subject to fluctuations in the Building Controls Industry Association (BCIS) price indices in years four and five.

The meeting closed at 9.23 a.m.

WEST DUNBARTONSHIRE COUNCIL

Report by Strategic Lead – Resources

Tendering Committee: 31 Jan 2018

Subject: Contract Authorisation Report – Demolition of Surplus Residential Properties - Alexandria

1. Purpose

- 1.1** The purpose of this report is to seek the approval of Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for *Demolition of Surplus Properties – Alexandria*.

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), the award of the contract for *Demolition of Surplus Properties - Alexandria* to Reigart Contracts Limited who are based in Coatbridge, North Lanarkshire.
- Note that the anticipated start date is 7 February 2018 and shall be for a period of 15 Weeks and at a value of £125,070 ex VAT.

3. Background

- 3.1** The purpose of the tender was to identify and appoint a suitably qualified and experienced contractor to demolish surplus residential properties within the Alexandria area of West Dunbartonshire.
- 3.2** The demolition of these properties eliminates potential health and safety risks of having vacant derelict properties within 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.
- 3.3** The budget for Demolition of surplus properties – Alexandria is included in the HRA Capital Programme 2015-20 which was approved by Council on 4 February 2015, the housing Committee dated 5 November 2014 and 4 February 2015 have approved the demolition of the properties. 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 27 November 2017.

- 3.4** A mini-competition was run under the Scotland Excel framework agreement for Demolition Services via the Public Contracts Scotland - Tender portal, on 28 November 2017. 15 contractors expressed an interest, with eight contractors submitting a response by the deadline for the submissions of 12 noon on 8 December 2017.

4. Main Issues

- 4.1** No technical evaluations were required as the technical scores (30%) from the original Scotland Excel framework agreement for Demolition were added to the commercial 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 Ltd	27.10	64.30	91.40	£125,070.00
George Beattie & Sons Ltd	17.80	70.00	87.80	£114,877.00
Central Demolition Ltd	23.00	58.12	81.12	£138,357.00
Caskie Limited	23.40	52.34	75.74	£153,646.31
JCJ Group	29.00	45.57	74.57	£176,468.00
C.E.P Demolition Ltd	20.90	45.59	66.49	£176,378.00
MacWilliam Demolition Ltd	16.90	41.78	58.68	£192,455.00
Damada Group	18.60	22.13	40.73	£363,380.00

- 4.2** It is recommended that the contract is awarded to Reigart Contracts Limited who has provided the most economically advantageous tender. The contract shall be for a period of 15 weeks commencing 7 February 2018 at a value of £125,070 ex VAT. The value of the contract is below the value approved by the Council within the HRA Capital Programme 2015-20. 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 will continue to employ consultants from the WDC 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 approved Capital budgets of Regeneration, Environmental and Growth, generating a saving of £74,930 from a budget of £200,000.
- 6.2** The procurement procedures outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement.
- 6.3** Award of a Contract:

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 Contract Standing Orders, the Financial Codes and relevant procurement legislation.

The Demolition of surplus properties - Alexandria will contribute to delivery of the Council strategic priorities 2018 – 2022. Through the contract provisions, the following additional benefits will be achieved: In appointing Reigart Contracts Ltd, West Dunbartonshire Council will be awarding a contract to a supplier that pays its employees the living wage. Reigart Contracts Ltd also employs consultants from the West Dunbartonshire Council area, thus bringing employment to citizens of West Dunbartonshire Council.

7. Risk Analysis

- 7.1** The successful supplier 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** 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:

Person to Contact: Angus Cameron, Senior Procurement Officer, Corporate Procurement Unit, Garshake Road, 01389 776952,
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Alan Young, Housing Asset & Investment Manager, Regeneration, Environment & Growth, 01389 608950,
Alan.Young@west-dunbarton.gov.uk

Appendices: None

Background Papers: Report to 5 November 2014, Housing and Communities Committee titled "Housing Asset Management Plan (Surplus Stock And Demolitions)"

Report to 4 February 2015, Housing and Communities Committee titled "Surplus Stock – Demolition Of 186-198 O'Hare, Alexandria"

Wards Affected: Leven