

# Supplementary Agenda



## Tendering Committee

**Date:** Wednesday, 15 March 2023

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**Time:** 09:15

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**Venue:** 'The Bridge' Meeting Room,  
Council Offices, 16 Church Street, Dumbarton

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

Dear Member

### ITEM TO FOLLOW AND ADDITIONAL ITEM OF BUSINESS

I refer to the agenda for the above Meeting of the Tendering Committee which was issued on 2 March 2023 and now enclose for your attention a copy of the report relating to Item 6, which was not available for issue at that time, together with a report relating to Item 7 which Councillor Millar, Chair, has agreed will be considered as an additional item of business.

Yours faithfully

**PETER HESSETT**

Chief Executive

Note referred to:-/

Note referred to:-

**6 CONTRACT AUTHORISATION REPORT – CONNECTING DUMBARTON REGENERATION WORKS 15 – 18**

Submit report by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Chief Officer – Regulatory and Regeneration to conclude the award of the contract for Connecting Dumbarton Regeneration Works.

**7 CONTRACT AUTHORISATION REPORT – SUPPLY OF DOMESTIC FURNITURE AND FURNISHINGS 19 – 23**

Submit report by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Chief Officer – Regulatory and Regeneration to conclude the award of the contract for the Supply of Domestic Furniture and Furnishings.

**Distribution:**

Councillor John Millar (Chair)  
Councillor Karen Conaghan  
Councillor James McElhill  
Councillor June McKay (Vice Chair)  
Councillor Lawrence O’Neill  
Councillor Chris Pollock  
Councillor Hazel Sorrell  
Councillor Clare Steel

All other Councillors for information

Chief Officer – Supply, Distribution and Property  
Chief Officer – Regulatory and Regeneration

Date of Issue: 9 March 2023

**WEST DUNBARTONSHIRE COUNCIL****Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 15 March 2023**

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**Subject: Contract Authorisation Report – Connecting Dumbarton  
Regeneration Works****1. Purpose**

- 1.1** The purpose of this report is to seek the approval to conclude the award of the contract for Connecting Dumbarton Regeneration Works.

**2. Recommendations**

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council (the Council), the award of a contract under the Scape Procure Scotland Limited framework agreement for Civil Engineering Scotland for Connecting Dumbarton Regeneration Works to Balfour Beatty Civil Engineering Limited.
  - b) Note that the contract shall be for a period of 39 weeks and at a value of £2,694,987 exclusive of VAT. The estimated period of commencement of the contract is May 2023.

**3. Background**

- 3.1** The project seeks to appoint an experienced and capable contractor to deliver an enhanced public realm gateway, which will better connect Dumbarton town centre and the waterfront with the town's 'A' listed Dumbarton Central Railway Station (DCRS). The project will enhance the underpass below the A814 and the area in front of the DCRS by remodelling the Station Rd / College Street junction and making it more pedestrian and cyclist friendly.
- 3.2** The project would restore the historical link between DCRS and the town centre, providing a direct, clear and attractive route that people feel safe and comfortable using as part of their journey and create valuable public space. It would also improve people's first impression when they arrive at DCRS and make it easy to identify the route to the places they want to visit. Thus creating an enhanced sense of place that integrates with adjoining land uses and improves the setting of the adjacent land and buildings, some of which will be included within Dumbarton's new Town Centre Conservation Area. While additionally enhancing opportunities for active travel and encouraging a change in transportation from private vehicles to public transport, walking and cycling. As a result, improving the connection to other regeneration sites and unlocking their potential and that of DCRS.

**3.3** The overall budget for Connecting Dumbarton Regeneration Works is £3.175m and will be funded from the following budgets:

- Levelling Up Fund (£1.975m) which was approved at the IRED Committee on 22 Feb 2022. The period of budget was until the end of 2024/25.; and
- Regeneration Fund (£1.2m) which was approved at the IRED Committee on 22 Feb 2022.

Any surplus budget will be redirected to the other LUF projects. The Council's £1.2m contribution is part of the £2.2m match funding stated in the Council's LUF application and as such will have to drawn down in full.

**3.4** This procurement exercise has been conducted in accordance with the Council's Standing Orders, Financial Regulations, and the Public Procurement Regulations. A Contract Strategy document was also approved on 24 November 2022.

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

**4.1** This project was previously the subject of a mini-competition utilising another framework agreement however the contractors appointed to that framework agreement all declined to respond, sighting they could not take on the work within the timescales required. There was another framework agreement that could be utilised - the Scape Procure Scotland Limited framework agreement for Civil Engineering Scotland.

**4.2** The Scape Procure Scotland Limited framework agreement for Civil Engineering Scotland identified that Balfour Beatty Civil Engineering Ltd was the preferred contractor for this framework agreement:

<b>Contractor</b>	<b>Overall</b>	<b>Overall Rank</b>	<b>Quality</b>	<b>ITT Rank</b>	<b>Commercial Score</b>	<b>Commercial Rank</b>
Balfour Beatty Civil Engineering Ltd	75.4%	1	55.4%	1	20%	1

**4.3** It is recommended that the contract is awarded to Balfour Beatty Civil Engineering Limited, of Churchill Place, Canary Wharf, London, England, who has provided the most economically advantageous tender. The contract shall be for a period of 39 weeks and at a value of £2,694,987 inclusive of VAT.

**4.4** Balfour Beatty Civil Engineering Limited is a Scottish Business Pledge Partner committed to paying all staff as a minimum the real Living Wage of £10.90 and promotes Fair Working Practices across their organisation. Further, Balfour Beatty Civil Engineering Limited has committed to delivery of the following social benefits as a direct result of delivery of this contract:

- Recruitment of one member of staff from within the West Dunbartonshire geographical area;
- Use of West Dunbartonshire based organisations for sub-contracting opportunities;
- Deliver three quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment

The social benefits will be discussed at the implementation meeting with Balfour Beatty Civil Engineering Limited 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 Regeneration Budget and the Levelling Up Fund.

**6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Economic Development officers and the provisions of Contract Standing Orders, the Financial Regulations and Public Procurement Regulations.

## **7. Risk Analysis**

**7.1** Balfour Beatty Civil Engineering Limited 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 reputational ramifications. The Levelling Up funding will likely be withheld if the works are delayed, and may be withdrawn.

## **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 have identified a range of positive impacts for equality groups. There are also likely to be positive impacts in terms of health and socio-economic criteria.

## **9. Strategic Assessment**

**9.1** The Connecting Dumbarton Regeneration Works will support all three of the Council's strategic priorities:

- Our Communities - Resilient and Thriving;
- Our Environment - A Greener Future; and
- Our Economy - Strong and Flourishing.

**Name:** Angela Wilson

**Designation:** Chief Officer – Supply, Distribution and Property

**Date:** 8 March 2023

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**Person to Contact:** Daniel O'Donnell, Procurement Officer,  
Corporate Procurement, Church Street, Dumbarton  
Email: daniel.o'donnell@west-dunbarton.gov.uk

**Background Papers:** Contract Strategy  
EIA Screening No 154 – Dumbarton Connectivity Project

**Wards Affected:** Dumbarton

**WEST DUNBARTONSHIRE COUNCIL****Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 15 March 2023**

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**Subject: Contract Authorisation Report – Supply of Domestic Furniture and Furnishings****1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Chief Officer - Regulatory and Regeneration to conclude the award of the contract for Supply of Domestic Furniture and Furnishings.

**2. Recommendations**

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Supply of Domestic Furniture and Furnishings to New Two Ltd.
  - b) Note that the contract shall be for a period of two years with the option of a two x 12 month extension and at a value of £660,880.50 inclusive of VAT over two years and £1,321,761 inclusive of VAT should the contract be extended. The estimated commencement date of the contract is 27 March 2023.

**3. Background**

- 3.1** The Council has a requirement to renew the existing Supply of Domestic Furniture and Furnishings to allow continued use of supplying furniture, household items, window blinds and flooring to temporary accommodation, refugee resettlement and housing first services.
- 3.2** The overall budget for Supply of Domestic Furniture and Furnishings was approved at the West Dunbartonshire Council Committee at 9 March 2022 and Housing and Communities Committee on 24 August 2022. The period of budget was for four years. The budget for this specific contract which is Housing Revenue Account budget, was approved by the Housing and Communities Committee on 24 August 2022.
- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Procurement Regulations. A Contract Strategy document was also approved on 13 December 2022.

#### 4. Main Issues

4.1 The procurement route to market compared three framework agreements (FA). When carrying out the market analysis, the Scottish Procurement Alliance (SPA) and Crown Commercial Services (CCS) FA's did not cover off all the requirements for the furniture and furnishings specified. Following the market analysis it was agreed with the service area that a mini competition would be conducted utilising a Scotland Excel (SXL) FA. A mini competition was issued on 19 December 2022 to all three providers named on the FA who could meet the Council's requirements, with three providers expressing an interest and all three providers submitting a mini competition response by the tender deadline 16 January 2023

4.2 The three mini competition submissions were evaluated by representatives from Housing Services and the Corporate Procurement unit against the pre-determined award criteria which was based on Price / Quality ratio of 70% / 30%. The scores relative to the award criteria of each provider was as follows:

	Weighting	New Two Ltd	CF Services Ltd	The Furnishing Service Ltd
<b>Quality (30%)</b>				
Invoice Accuracy	<b>(2%)</b>	0.1%	0.1%	0.1%
Fit for purpose Goods / Services	<b>(10%)</b>	4.9%	4.9%	3.3%
Returns	<b>(5%)</b>	0.8%	0.8%	2.5%
Lead Time / On Time Delivery Against Objectives	<b>(10%)</b>	7.5%	2.5%	0.8%
Fair Work Practises	<b>(1%)</b>	0.2%	0.1%	0.2%
Environmental Sustainability	<b>(1%)</b>	0.2%	0.2%	0.2%
Social Benefits	<b>(1%)</b>	1%	1%	1%
<b>Quality Sub-Total %:</b>	<b>(40%)</b>	<b>14.7%</b>	<b>9.6%</b>	<b>8.1%</b>
<b>[Price / TCO] (70%)</b>				
<b>[Price / TCO] Sub Total £</b>	-	<b>£1,321,761</b>	<b>£1,289,193.35</b>	<b>£1,253,768.78</b>
<b>[Price / TCO] Sub Total %</b>	<b>(70%)</b>	<b>66.3%</b>	<b>68%</b>	<b>70%</b>
<b>Total Score</b>	<b>100%</b>	<b>81%</b>	<b>77.6%</b>	<b>78.1%</b>



**4.3** It is recommended that the contract is awarded to New Two Ltd of Glasgow, who has provided the most economically advantageous mini competition submission. The contract shall be for a period of two years with the option of a two x 12 month extension and at a value of £660,880.50 inclusive of VAT over four years and £1,321,761 inclusive of VAT should the contract be extended.

**4.4** New Two Ltd has committed to paying all staff as a minimum the real Living Wage £10.90 per hour and promotes Fair Working Practices across their organisation. Further, New Two Ltd has committed to delivery of the following social benefits as a direct result of delivery of this contract:

- Recruitment of four members of staff from within the West Dunbartonshire geographical area;
- One newly registered apprenticeship to a resident of the West Dunbartonshire geographical area;
- Deliver quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment;
- Facilitate one quarterly work experience opportunities covering a range of work based skills;
- Support for local small and medium sized enterprises as part of this contract;
- Support for local Third Sector organisation(s) as part of this contract;
- Donation of £3,000 to a community group or charity that supports health and wellbeing within the community;
- Donation of materials to support a local community project;
- Donation of hours of labour to support a local community project;
- Donation of £3,000 to support a local community project;
- Sponsorship of a local sports team

The social benefits will be discussed at the implementation meeting with New Two 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 Housing Revenue Account budget of Housing First, Refugee Resettlement and Emergency and Temporary Accommodation.

**6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Housing First, Refugee Resettlement and Emergency and Temporary Accommodation officers and the provisions of Contract Standing Orders, the Financial Regulations and Public Procurement Regulations.

## **7. Risk Analysis**

- 7.1** New Two Ltd 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 reputational ramifications.

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

- 8.1** An equalities screening was undertaken for this reports to determine if there is an equalities impact. It identified a range of positive impacts for equality groups.

## **9. Consultation**

- 9.1** Housing First, Refugee Resettlement and Emergency and Temporary Accommodation, Finance Services and Legal Services have been consulted on the contents of this report.

## **10. Strategic Assessment**

- 10.1** The Supply of Domestic Furniture and Furnishings will contribute to the delivery of the Council's strategic priorities:

- Our Council - Inclusive and Adaptable

**Name:** Angela Wilson

**Designation:** Chief Officer – Supply, Distribution and Property

**Date:** 22 February 2023

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### **Person to Contact:**

Ellie Street Strategic Procurement Officer, Corporate Procurement Unit, Council Offices, 16 Church Street, Dumbarton.

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Shari Law Senior Homeless Accommodation Worker

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**Background Papers:** Contract Strategy

**Wards Affected:** All Council Wards.