

WEST DUNBARTONSHIRE COUNCIL

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

Tendering Committee: 15 June 2010

**Subject: Tenders for the provision of sub contractors for Housing
Maintenance Trading Operation**

1. Purpose

1.1 To advise the Committee of tenders received for backup sub contractor provision for Housing Maintenance Trading Operations (HMTO) to carry out repairs and planned maintenance of West Dunbartonshire Council's housing stock; and to seek approval to accept the recommended tenders for each trade discipline.

2. Background

2.1 The Tendering Committee held on 23 January 2008, considered a report and approved the initiation of a tendering exercise for sub contractors for HMTO.

2.2 Following approval, adverts were placed in the Public Contracts Scotland portal (PCS) and local press publications for interested companies to complete the Pre Qualifying Questionnaire (PQQ) which was available on the PCS website.

3. Main Issues

3.1 Forty five tenders packs were issued to fifteen contractors covering nine trade disciplines that qualified after successfully completing the PQQ.

3.2 Twenty two tenders spread across twelve contractors covering nine trade disciplines were returned. These were received on or before 12 noon on the 22 February 2010.

3.3 The trade disciplines as follows:

- | | |
|-------------------------|---------------|
| 1. Masonry and Concrete | 6. Electrical |
| 2. Glazing | 7. Joinery |
| 3. Decoration | 8. Plumbing |
| 4. Render and Plaster | 9. Roofing |
| 5. General Clear Out | |

3.4 It is proposed to let the contract from date of letter of acceptance until 17 June 2012 with an option to extend for a further 12 month period subject to committee approval.

- 3.5 The successful framework contractors will carry out works, as directed by the Council, in line with the National Schedule of Rates that underpin the Measured Term Contract awarded to the HMTTO.
- 3.6 Contractors will meet the appropriate level of service required and as set out in the contract including quality assurance, response times, information, health and safety, equality and diversity; liability and indemnity.
- 3.7 Contracts are to be awarded on the basis of the Most Economically Advantageous for the Council, having regard to previously determined criteria.
- 3.8 Appendices 1(a) – 1(i) comprise the Statement of Tenders received.

4. People Implications

- 4.1 The use of back up contractors will not impact on the Housing Maintenance Trading Operations core workforce and will enable flexibility in available resources to meet demand and ensure service provision is maintained.
- 4.2 Quantity Surveying Services were provided by D+M Consultancy in the letting of this contract.

5. Financial Implications

- 5.1 The anticipated annual expenditure will be in the region of £250,000 with the cumulative spend by contract end £500,000 (£750,000 if extended for an additional 12 months); costs will be met from the “work by contractors” budget line in the Housing Maintenance Trading Account.
- 5.2 The tenders for the nine trade disciplines have been assessed against award criteria, checked arithmetically with only minor necessary adjustments and represent good value.

6. Risk Analysis

- 6.1 Failure to award this framework contract may impact negatively on HMTTO’s ability to deliver an efficient and effective service.

7. Equalities Impact

- 7.1 No significant issues were identified in a screening for potential equality impact of this report.

8. Conclusions and Recommendations

- 8.1 The Committee is invited to approve the award of this framework contract for each trade discipline subject to confirmation of insurance requirements being met.
- 8.2 If approved the backup sub contractors framework contract will assist the HMTO to deliver a flexible, efficient and effective service.

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Date: 9 June 2010

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Appendices: 1(a) – 1(i)

Background Papers: None

Wards Affected: All