

**To:** Finance, Resources and Customer Services Policy Board

**On:** 27 March 2019

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**Report by:** Joint report by the Chief Executive and the Director of Finance and Resources

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**Heading:** Contract Award: Reroofing Contracts for Lot 2, Gallowhill Primary School, RC-CPU-18-159

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1. **Summary**

1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to award a works Contract for reroofing works at Gallowhill Primary School to Hugh LS McConnell Limited.

1.2 The recommendation to award this Contract follows a single procurement exercise which was conducted in accordance with the Council's Standing Orders relating to Contracts for a below Regulated threshold Works Contract using the Open procedure.

1.3 A Contract Strategy was approved by the Strategic Procurement Manager and the Head of Property Services on 16 January 2019.

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## 2. **Recommendations**

It is recommended that the Finance, Resources and Customer Services Policy Board:

- (a) authorise the Head of Corporate Governance to award Lot 2 Gallowhill Primary School only of the Reroofing Contract for St. Fillans Primary School (lot 1) and Gallowhill Primary School (lot 2), to Hugh LS McConnell Limited;
- (b) authorise the award of the Contract for the value of £579,873.61 excluding VAT;
- (c) note the total contract period is intended to be 25 weeks. The actual date for possession will be confirmed in the Council's Letter of Acceptance and the Date for completion of the Works will be 25 weeks from the actual Date of Possession of the Site; and
- (d) note the award of Lot 2 is subject to the provision of a Performance Bond as indicated within the tender documentation.

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## 3. **Background**

- 3.1 A central requirement of Property Services is to ensure that Council properties, facilities and assets are of a proper standard, are properly maintained in a manner that complies with statutory legislation and that the appropriate records are maintained. As part of the Council's continuing strategy to upgrade existing premises, it has been agreed to carry out the replacement of the existing roof at Gallowhill Primary School (Lot 2).
- 3.2 A single contract notice for both contracts (St. Fillans Primary School and Gallowhill Primary School) was published on the Public Contracts Scotland advertising portal on 17 January 2019 with the tender documentation available for downloading from the Public Contract Scotland – Tender platform.
- 3.3 During the tendering period, twenty-six (26) companies expressed an interest in these tendering opportunities. By the tender return date, 13 February 2019 at 12 noon, four (4) companies submitted a response, one (1) company submitted a response after the tender deadline therefore was withdrawn, seven (7) companies declined to respond and fourteen (14) failed to respond.

Of this number, two (2) companies submitted a response for Lot 1, and four (4) companies submitted a response for Lot 2. Tenderers had the option to bid for one or two lots.

3.5 Tenderers were required to complete the European Single Procurement Document (ESPD) which contained the same pre-determined set of criteria for both contracts and was evaluated by representatives from Property Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health and Safety. All tender submissions confirmed compliance with the minimum selection criteria set within the ESPD and progressed to the Award stage with Quality Criteria which was based on a weighting of 60% Quality and 40% Price for each individual Lot.

3.6 Of the tender submissions received in respect of each Lot, the two (2) tender submissions received for Lot 1 were both deemed non-compliant and two (2) of the four (4) tender submissions for Lot 2 were deemed non-compliant. As the two (2) companies that submitted a response for lot 1 were both deemed as non-compliant the Council has decided to remove lot 1 (St. Fillans Primary School) from this tendering process and only proceed with the evaluation of lot 2 (Gallowhill Primary School). The reroofing at St. Fillans Primary School will be require to be retendered.

3.7 The Award Criteria was then applied to the tender submission for each of the remaining two (2) tender submission for Lot 2 as noted below:

**Lot 2 - Gallowhill Primary School**

	<b>Quality (60%)</b>	<b>Price (40%)</b>	<b>Total (100%)</b>
<b>Hugh LS McConnell Limited</b>	35.50%	40.00%	<b>75.50%</b>
<b>SW Global Resourcing Ltd</b>	24.25%	26.61%	<b>50.86%</b>

3.8 The evaluation of tender submissions received identified that the tender submission by Hugh LS McConnell Limited was the most economically advantageous tender for Lot 2.

3.9 Community Benefits were sought as part of lot 2 Gallowhill Primary School and Hugh LS McConnell Limited have committed to deliver the following Community Benefits under this Contract:

<b>Community Benefit Description</b>	<b>No of People / Activity</b>
Job for an unemployed individual	1
Work Experience Placement for an individual 16+ years of age	1
S/NVQ (or equivalent) for <ul style="list-style-type: none"> <li>• New Employee</li> <li>• Existing Employee</li> <li>• Supply Chain Employee</li> </ul>	2
Business advice/support to an SME /Social Enterprise/ Voluntary organisation	1
Financial Support for a Community Project	1

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### **Implications of the Report**

1. **Financial** – The cost for reroofing at Gallowhill Primary School will be met through the Property Services Lifecycle Maintenance budget,
2. **HR & Organisational Development** – No TUPE implications.
3. **Community/Council Planning** –
  - Our Renfrewshire is fair - Tenderers were assessed within this procurement process in regards to their approach to ensuring fair working practices throughout their organisation and supply chain i.e. payment of the living wage, training and development opportunities.
  - Our Renfrewshire is safe – A central requirement of Property Services is to ensure that Council operated property, facilities and assets are properly maintained in a manner that complies with existing statutory legislation (Statutory Compliance) and that appropriate records are retained.
  - Creating a sustainable Renfrewshire for all to enjoy – Hugh LS McConnell Limited has committed to deliver a number of Community Benefits as detailed within section 3.9 of this report.
4. **Legal** – The procurement of this Contract was conducted in accordance with the Council's Standing Orders relating to Contracts as this was for a contract below the Regulated works threshold.

**Property/Assets** – The contract once completed will provide the replacement of the roof for Gallowhill Primary School. The replacement of the roof will ensure a weather-tight and safe environment for staff, pupils and members of the public.

5. **Information Technology** – No Information Technology implications are anticipated.

7. **Equality & Human Rights -**

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – Hugh LS McConnell Limited's health and safety credentials were evaluated by Corporate Health and Safety and met the Council's minimum requirements regarding health and safety.

9. **Procurement** – The procurement procedure outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

10. **Risk** – Hugh LS McConnell Limited's insurances were evaluated by Corporate Risk and met the Council's minimum requirements regarding insurable risk.

11. **Privacy Impact** – No Privacy Impact implications have been identified or are anticipated.

12. **Cosla Policy Position** – No Cosla Policy Position implications have arisen or are anticipated.
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## List of Background Papers

(a) Not Applicable

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