

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

**On:** 29 January 2020

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

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**Heading:** Contract Award: CIP External Sports (On-X) – Lead Designer Appointment (RC-CPU-19-226)

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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 Services contract for CIP External Sports (On-X) – Lead Designer Appointment (RC-CPU-19-226) to Blyth & Blyth Consulting Engineers Limited.
- 1.2 The recommendation to award the Contract follows a procurement exercise which was conducted in accordance with the above EU Threshold Open Tender Procedure for Services and the Council's Standing Orders Relating to Contracts.
- 1.3 A Contract Strategy was approved by the Head of Regeneration and the Strategic Commercial and Procurement Manager on Friday 29<sup>th</sup> November 2019.

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## 2. **Recommendations**

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

- 2.1 authorise the Head of Corporate Governance to award a contract for CIP External Sports (On-X) – Lead Designer Appointment (RC-CPU-19-226) to Blyth & Blyth Consulting Engineers Limited;
- 2.2 authorise the award of this Contract up to the value of £198,500 excluding VAT;
- 2.3 note the anticipated starting date of 21<sup>st</sup> February 2020 and anticipated completion date of November 2021. The actual starting date will be confirmed in the Council's Letter of Acceptance.

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## 3. **Background**

- 3.1 The Council's Leadership Board approved an external sports project which forms part of the Council's Cultural Infrastructure Programme. The external sports project seeks to align with both local and national strategies in relation to sports.
- 3.2 The Council requires a suitably qualified and experienced Lead Designer for the development of a Closed-Circuit Cycle Track, upgrading of a sand-based hockey pitch to a water-based hockey pitch and the re-design of an existing car park.
- 3.3 For the procurement of the Contract, an above EU Threshold Open Tender Procedure for Services was undertaken in accordance with the Public Contracts (Scotland) Regulations 2015 and Council's Standing Orders Relating to Contracts. The contract notice was dispatched on Public Contracts Scotland advertising portal on Thursday 28<sup>th</sup> November 2019 and published on OJEU on Monday 2<sup>nd</sup> December 2019 with the Invitation tender documentation available for downloading from the Public Contracts Scotland – Tender portal.  
  
During the tendering period fifteen (15) organisations expressed an interest in the tender. By the tender return date, Friday 10<sup>th</sup> January 2020 at 12 noon, two (2) companies submitted a tender response, one (1) declined and twelve (12) failed to respond.
- 3.4 Tenderers were required to complete the European Single Procurement Document (ESPD) which contained pre-determined set

criteria and was evaluated by representatives from Property Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health and Safety.

3.5 Both tender submissions complied with the minimum selection criteria of the ESPD and progressed to the Award Stage which was based on an Award Criteria weighting of 60% Quality and 40% Price.

3.6 The scores relative to the Award Criteria for each tender submission are noted below:

		<b>Price (40%)</b>	<b>Quality (60%)</b>	<b>Total (100%)</b>
<b>1</b>	Blyth & Blyth Consulting Engineers Limited	40.00%	52.25%	<b>92.25%</b>
<b>2</b>	Sports Lab Limited	39.86%	33.75%	<b>73.61%</b>

3.7 The evaluation of tender submissions received identified that the tender submission by Blyth & Blyth Consulting Engineers Limited was the most economically advantageous tender submission.

3.8 The costs for this Contract will be met from existing approved resources.

3.9 Community Benefits were requested as part of this procurement process and Blyth & Blyth Consulting Engineers Limited confirmed that the following Community Benefits would be made available to the Council for this Contract:

<b>Community Benefit Description</b>	<b>No of People / Activity</b>
Graduate	1
Work Experience Placement 16+	2
Industry Awareness Events	2
Industry Skill Transfer to Schools	1

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## Implications of the Report

1. **Financial** - The cost for these Services will be met from existing approved resources.

2. **HR & Organisational Development** - No TUPE implications
3. **Community/Council Planning –**
  - Our Renfrewshire is fair - Tenderers were assessed within this procurement process in regard 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.
  - Reshaping our place, our economy and our future – The CIP External Sports (On-X) Lead Designer will design a closed circuit cycle track, design the upgrading of a sand based hockey pitch to a wider based hockey pitch and re-design the existing car park.
  - Creating a sustainable Renfrewshire for all to enjoy – The awarded supplier has committed to deliver numerous Community Benefits as detailed within section 3.9 of this report.
4. **Legal** - The procurement of this services contract has been conducted as an above EU Threshold Open Procurement Procedure in accordance with the Councils Standing Orders Relating to Contracts and the Public Contracts (Scotland) Regulations 2015.
5. **Property/Assets** – The CIP External Sports (On-X) Lead Designer will align with both local and national strategies in relation to sports.
6. **Information Technology** - No Information Technology implications have arisen or are anticipated.
7. **Equality & Human Rights** - 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** – Blyth & Blyth Consulting Engineers 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 procedures outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.
10. **Risk** – Blyth & Blyth Consulting Engineers Limited's insurances are being assessed by corporate risk.
11. **Privacy Impact** – No privacy implications have arisen or are anticipated.-.
12. **Cosla Policy Position** - No COSLA Policy Position implications have arisen or are anticipated.
13. **Climate Risk** – The level of impact associated with provision of this service has been assessed using the Scottish Government Sustainability Test and is considered to be low risk.

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#### **List of Background Papers**

- (a) Report to Leadership Board 18 September 2019. Heading: Cultural Infrastructure Programme Update

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