

To: Procurement Sub Committee

On: 13th May 2015

**Joint Report
By
Director of Finance and Resources and Director of
Community Resources**

**Contract Authorisation Report
Measured Term Contract for CCTV / Intruder Fire Alarm /VESDA and Warden
Aid Call Maintenance within Renfrewshire Council Public Buildings**

1. Summary

- 1.1 The purpose of this contract authorisation report is to seek the approval of the Procurement Sub Committee to award a Measured Term Contract (MTC) for CCTV / Intruder Fire Alarm /VESDA and Warden Aid Call Maintenance within Renfrewshire Council Public Buildings.
 - 1.2 This procurement exercise has been conducted in accordance with the above EU Threshold Open Procedure (Services) and the Council's Standing Orders Relating to Contracts. A Contract Strategy was prepared by the Corporate Procurement Unit and agreed by the Procurement Manager and Head of Property Services in February 2015.
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2. Recommendations

- 2.1 It is recommended that the Procurement Sub Committee:

- a) Authorise that the initial term of the MTC shall be three years from the date of commencement, which is anticipated to be 6th July 2015, with an option to extend for a further 1+1 years.
 - b) Authorise the Head of Corporate Governance to award the contract for a MTC for, RC1502_3433(ITT7062), to SPIE Scotshield Limited. The value of the contract over the 3 year period will not exceed £630,000 and over 5 years will not exceed £1,050,000.
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3. Background

- 3.1 The Council has a requirement for a Contractor to carry out Planned/ /Reactive Maintenance/Statutory Compliance to the following systems CCTV/Intruder/Fire Alarm/VESDA and Warden Aid Call within Renfrewshire Council Public Buildings. Works will include planned maintenance carried out in accordance with an agreed programme of all identified systems and 24/7 365 day reactive call out and repairs to ensure all systems are fully serviced.
- 3.2 This contract was tendered in accordance with the above EU Threshold Open Procedure (Services) and the Council's Standing Orders Relating to Contracts.
- 3.3 A contract notice was published on the Public Contracts Scotland advertising portal on 13th February 2015 with the tender documentation available to download from the Public Contracts Scotland – Tender website. The contract has been tendered under the Public Contracts (Scotland) Regulations 2012, as amended.
- 3.4 During the tendering period thirteen companies expressed an interest in the contract. By the closing date set for the return of electronic tenders, 12 noon on 30th March 2015, eight companies' submitted a response, one company declined to tender and four did not respond.
- 3.5 The eight electronic tender submissions received were evaluated by representatives from the Corporate Procurement Unit, Corporate Insurance, Health & Safety and Development & Housing against pre-determined Bid Selection Criteria which assessed their capacity, experience & track record and their technical and financial capabilities.
- 3.6 All Eight companies met the Bid Selection Criteria and were evaluated against a set of Award Criteria. The Award Criteria was based on a Price /Quality/Community Benefits ratio of 70%/20%/10%. The scores relative to the Award Criteria of each tenderer are as follows:

	Price (70%)	Methodology and Approach (20%)	Community Benefits (10%)	Total
SPIE Scotshield Limited	69.46%	15.00%	6.25%	90.71%
Chubb Fire & Security Ltd	49.60%	13.40%	3.50%	66.50%
Rapid Fire Services Ltd	49.39%	8.00%	3.95%	61.34%
ADT Fire & Security PLC	38.81%	14.40%	5.20%	58.41%
Boston Networks Ltd	32.67%	16.00%	8.60%	57.27%
FES Support Services Limited	37.11%	12.40%	7.20%	56.71%
Securus Group T/A Rodgers Goldshield Securus	24.92%	18.00%	8.80%	51.72%
Alarmfast Supervision Security Systems Ltd	29.45%	10.00%	3.75%	43.20%

- 3.7 It is recommended that the contract is awarded to SPIE Scotshield Limited, who is the most economically advantageous tenderer after evaluation.
- 3.8 The contract value for the service is within the Council's agreed budget at £210,000 per annum for both Planned and Reactive maintenance.
- 3.9 SPIE Scotshield Limited have committed to delivery of the following community benefits:

Outcomes/Activity	No of People/Activity
Modern Apprenticeships	1
Work Experience Placements (16+years)	1
Industry Awareness Days	1
School Mentoring	1
Supply Chain Briefings with SME's	1
Business Support Social Enterprises, Supported Businesses, Third Sector Organisations	1
S/NVQ's or equivalent for existing Employees	1

Implications of the Report

1. Financial

The financial status of SPIE Scotshield Limited has been assessed by undertaking a Dun and Bradstreet evaluation and it is confirmed that the company have satisfied the Council's requirements in relation to financial stability.

2. HR & Organisational Development

N/A

3. Community Planning

SPIE Scotshield Limited has a commitment to deliver a number of Community benefits under this contract as detailed in section 3.10 of this report.

4. Legal

The tendering procedures for the establishment of this contract were in accordance with Renfrewshire Council's Standing Orders Relating to Contracts for Above EU Threshold Services contracts and the Public Contracts (Scotland) Regulations 2012, as amended.

5. Property/Assets

N/A.

6. Information Technology

N/A

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. 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

SPIE Scotshield Limited's health and safety submission has been evaluated by Corporate Health & Safety and have met the minimum requirements regarding health and safety.

9. Procurement

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

10. Risk

SPIE Scotshield Limited's insurances have been assessed and evaluated to confirm that they have met the minimum requirement regarding risk.

11 Privacy Impact

A full Privacy Impact Assessment was carried out by the Council's Solicitor (Information Governance) in line with Information Commissioner's Office guidance. No significant privacy risks were identified; the privacy risks are managed and minimised via the data protection and information security provisions in the contract. A copy of the Privacy Impact Assessment is available on request.

List of Background Papers

None

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