

## Notice of Meeting and Agenda Procurement Sub-Committee

Date	Time	Venue
Monday, 19 October 2015	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM  
Head of Corporate Governance

### Membership

Councillor Derek Bibby: Councillor Audrey Doig: Councillor Christopher Gilmour: Councillor Jim Harte: Councillor Jacqueline Henry: Councillor Brian Lawson: Councillor Paul Mack: Councillor Kenny MacLaren: Councillor Mags MacLaren: Councillor Alexander Murrin: Councillor Allan Noon: Councillor Tommy Williams:

Councillor Michael Holmes (Convener): Councillor Eddie Grady (Depute Convener)

### Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

### Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.gov.uk/agendas](http://www.renfrewshire.gov.uk/agendas).

For further information, please either email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

## **Items of business**

### **Apologies**

Apologies from members.

### **Declarations of Interest**

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

1. **Contract Authorisation Report - Mini Competition for Street Lighting Maintenance and Repairs** **3 - 6**

Joint report by the Chief Executive and Director of Community Resources.



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**To: Procurement Sub Committee**

**On: 19<sup>th</sup> October 2015**

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**Report by:**

**Report  
By  
Chief Executive  
and  
Director of Community Resources**

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**Contract Authorisation Report**

**Mini Competition for Street Lighting Maintenance and Repairs**

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**1. Summary**

- 1.1 The purpose of this paper is to seek the approval of the Procurement Sub Committee to enter into a Contract for Street Lighting Maintenance and Repairs, reference RC1509\_4636(MC\_9698) under the terms of Renfrewshire Councils Framework for Street Lighting Maintenance, Repairs, Improvements & Developments, Lot 1 maintenance and repairs of streetlighting, reference R1111026690.
- 1.2 The procurement exercise has been conducted in accordance with the Council's Standing Orders Relating to Contracts and the Street Lighting Maintenance, Repairs, Improvements & Developments Framework Agreement, terms and conditions.
- 1.3 A contract strategy for the Framework Agreement was signed in January 2012, which included mini competitions to award contracts from the Framework Agreement.

## **2. Recommendations**

It is recommended that the Procurement Sub Committee authorise:

- 2.1 The Head of Corporate Governance to award the Contract for Street Lighting Maintenance and Repairs to Lightways Contractors Ltd under the terms of Renfrewshire Council's Framework for Street Lighting Maintenance, Repairs, Improvements & Developments, Lot 1 maintenance and repairs of streetlighting, reference R1111026690.
- 2.2 The Contract to commence on 2 November 2015 for a period of 17 months at a value of up to £562,672 excluding VAT, with an option to extend for up to a further 12 month period at an additional value of £397,180 excluding VAT.

## **3. Background**

- 3.1 Community Resources is responsible for the maintenance of all street lighting within the Council boundary area. This contract includes for planned and reactive maintenance and repairs of its street lighting infrastructure maintenance of all roads (excluding trunk roads) within the Renfrewshire Council boundary area.
- 3.2 The Council currently have a contract for the provision of street lighting maintenance; this contract is due to expire on 1<sup>st</sup> November 2015.
- 3.3 The procurement exercise for this new contract was conducted as a mini-competition under the Council's Framework Agreement for Street Lighting Maintenance, Repairs, Improvements & Developments, Lot 1 maintenance and repairs of streetlighting, reference R1111026690, which commenced on 1<sup>st</sup> August 2012 for a period of four years.
- 3.4 The mini competition was conducted in accordance with the Council's Standing Order Relating to Contracts, the EU Procurement Regulations and the Framework Agreement Terms and Conditions.
- 3.5 Three Suppliers were awarded places on Lot 1 (maintenance and repairs of streetlighting) on the framework and the Council invited all three suppliers to submit mini-competition bids via the Public Contracts Scotland Tender system with a closing date of ( date and time). Two Supplier responses were received by 12 noon on 29<sup>th</sup> September 2015. The responses were from CentreGreat Limited and Lightways Contractor Ltd.
- 3.6 These tender submissions were evaluated against a pre-determined set of Bid Selection Criteria by officers from the Corporate Procurement Unit, Corporate Insurance, Corporate Health & Safety and Community Resources. Neither tenderer failed to meet the Bid Selection Criteria.

- 3.7 Tender submissions were then evaluated against the award criteria set out in the Framework Agreement, which was 100% price. The scores relative to the award criteria for each Tenderers are noted as follows:

Supplier	Price Score	Total Score
CentreGreat	60.54%	60.64%
Lightways(Contractors) Ltd	100%	100%

- 3.8 Lightways Contractors Ltd confirmed they promote a working atmosphere that encourages and supports equality,

- they will encourage and support the training and recruitment of local labour/young people and those returning to the labour market.
- on short term projects the supplier will offer work experience placements to prospective school leavers looking to enter the employment market.

- 3.9 The current annual revenue budget for this contract for 2015/16 is approximately £735,000 per annum. Based on the recommended suppliers submission there would be cost reduction in the region of 54%. This reduction is due to the Street Lighting Investment project approved at Council on 26th June 2015, to replace all current street lights with new LED technology, resulting in lower maintenance costs due to the longevity of LEDs in comparison with existing lamps.

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## Implications of the Report

### 1. Financial

Financial costs in respect of this Contract will be met from the Service's revenue budget.

### 2. HR and Organisational Development

TUPE will not apply as the Supplier providing these services remains unchanged from the existing term service contract.

### 3. Community Planning

Safer and Stronger

Renfrewshire Council has a statutory obligation under the Roads (Scotland) Act 1984 for the provision and maintenance of roads and footways.

This type of improvement to the condition of the road network contributes to maintaining network availability

and public safety.

**4. Legal**

The procedures for mini-competition under the Renfrewshire Council's Standing Orders Relating to Contracts and the terms and conditions of the original framework agreement were applied

**5. Property**

None

**6. Information Technology**

None

**7. Equality & Human Rights**

All Suppliers appointed to Renfrewshire Council's Street Lighting Maintenance, Repairs, Improvements & Developments Framework confirmed their compliance with the statutory obligations in respect of Equal Opportunities.

**8. Health and Safety**

All Suppliers appointed to Renfrewshire Council's Street Lighting Maintenance, Repairs, Improvements & Developments Framework have been evaluated by Renfrewshire Council's Health and Safety section. During this procurement exercise a Tenderers were requested to re-submit updated information, which was evaluated by Renfrewshire Council's Health and Safety section.

**9. Procurement**

The procedures for mini-competition under the Renfrewshire Council's Standing Orders Relating to Contracts and the terms and conditions of the original framework agreement were applied.

**10. Risk**

None

**11. Privacy Impact**

N/A

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**Author: Laura Gillan, Assistant Category Manager 0141 618 7464.**