

To: Procurement Sub Committee

On: 3 June 2015

**Joint Report
By**

Director of Finance & Resources and the Director of Community Resources

**CONTRACT AUTHORISATION REPORT - CONTRACT FOR TREATMENT AND
DISPOSAL OF MECHANICAL STREET SWEEPINGS WASTE**

1. Summary

- 1.1 The purpose of this paper is to request authorisation from the Procurement Sub Committee to award a contract to William Tracey Limited for the treatment and disposal of mechanical street sweeping waste.

The contract will be commissioned under the following lot within the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste:

- Lot 3:- Treatment and Disposal of Mechanical Street Sweeping Waste

- 1.2 A contract strategy document for the Treatment and Disposal of Mechanical Street Sweeping Waste was agreed in March 2015 by the Procurement Manager and Director of Community Resources.
- 1.3 The current contract for the Treatment and Disposal of Mechanical Street Sweeping Waste is with William Tracey Limited.

2. Recommendations

- 2.1 It is recommended that the Procurement Sub-Committee:
- 2.2 Authorise the Head of Corporate Governance to award the following contract under the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste (Contract Schedule Number 14-13):
- Treatment and Disposal of Mechanical Street Sweeping Waste to William Tracey Limited for a two year and eleven month contract duration.
 - Spend on this contract is estimated at £720,000.
- 2.3 Note that the contract will commence on 15 June 2015 to 31 May 2018.
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3. Background

- 3.1 Scotland Excel established a framework agreement for the Treatment of Recyclable and Residual Waste in July 2014. All 32 Local Authorities in Scotland have the opportunity to participate in this framework agreement. The framework offers a suite of compliant treatment options for a host of waste materials commonly collected by councils via their existing individual collection services, including metals, cans, glass, paper, textiles, plastics and wood. Furthermore, options are included for the treatment and disposal of the material remaining when all other possible reusable or recyclable material has been removed, commonly referred to as “residual” waste.
- 3.2 Scotland Excel advertised the requirement for the framework in the Official Journal of the European Union and the Public Contracts Scotland portal. The tender process was conducted using the Public Contracts Scotland tender system (PCS-Tender).
- 3.3 The procurement process undertaken to establish the framework agreement was the open tender procedure and was conducted in compliance with the EU Procurement Legislation.
- 3.4 An evaluation of offers was undertaken by Scotland Excel and a User Intelligence Group, which included representation from the Council. Thirty five suppliers were awarded onto the framework agreement across the twenty three lots.
- 3.5 The Scotland Excel Framework for Treatment of Recyclable and Residual Waste provides the facility to make direct award of contract to a supplier where

best value can be demonstrated. The Council considered the framework rates, existing volumes and transportation costs to run a comparison exercise with suppliers on Lot 3 of the framework. This analysis demonstrated that William Tracey Limited provided best value for the Council for Treatment and Disposal of Mechanical Street Sweeping Waste.

- 3.6 The Council's anticipated spend under the framework until 31 May 2018 is estimated at £720,000 with spend being met from the Community Resource's revenue budget. The actual spend on this contract will vary depending on the actual tonnage of Mechanical Street Sweeping Waste collected.
- 3.7 William Tracey Limited has a number of contracts with Renfrewshire Council and will continue to offer the following community benefits as part of enhancing social, economic and environmental impacts within the Renfrewshire area
- William Tracey Limited are signed up to the Council's Invest in Renfrewshire Programme and aim to recruit a modern apprentice, following the Invest in Renfrewshire Modern Apprenticeship event scheduled to take place on 20 May 2015;
 - Provide financial support for various community groups throughout Renfrewshire;
 - Provision of work experience placements via the local job centre, one placement has already been secured to assist work with William Tracey Limited carbon and sustainability team for 8 weeks. Where possible, these placements will lead to a full time position.
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Implications of the Report

1. **Financial** - The financial status of William Tracey Limited was assessed, and satisfied the Council's requirements.
- 1.2 Financial costs in respect of this contract will be met from Community Resources waste disposal revenue budget for each financial year of the contract. No savings are anticipated from this contract.
2. **HR & Organisational Development** - Not applicable
3. **Community Planning** – William Tracey Limited have committed to delivery of community benefits as outlined in Section 3.7 of the report.
4. **Legal** - The procurement exercise has been carried out in compliance with Council Standing Orders and EU Procurement legislation requirements.
5. **Property Assets** - Not applicable
6. **Information Technology** - Not applicable

7. **Equality & Human Rights** – William Tracey Limited Equality & Human Rights has been assessed under the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste and confirmed their compliance with their statutory obligations in respect of Equality and Human Rights.
8. **Health & Safety** – William Tracey Limited Health & Safety has been assessed under the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste to ensure that they met the minimum requirements regarding Health & 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** – none
11. **Privacy Impact** – Not applicable

List of background papers

- (a) None

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