

To: Finance, Resources and Customer Services Policy Board

On: 8th June 2023

Report by: The Director of Finance and Resources and the Director of Environment, Housing and Infrastructure

Heading: Contract Award: Measured Term Contract Rot Eradication, Timber Preservation and Dampness Control, (RC-CPU-21-004)

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 Measured Term Contract Rot Eradication, Timber Preservation and Dampness Control, (RC-CPU-21-004) ("Contract") to City Gate Construction (Scotland) Limited.
 - 1.2 The recommendation to award the Contract follows a procurement exercise conducted in accordance with The Procurement (Scotland) Regulations 2016 and the Council's Standing Orders Relating to Contracts 1 January 2022 for a Regulated (Works) contract using the Open Procedure.
 - 1.3 A Contract Strategy was approved by the Strategic Commercial and Procurement Manager on 30th January 2023 and the Director of Communities and Housing Services on 31st January 2023.
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2. **Recommendations**

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

- (a) Authorise the Head of Corporate Governance to award a Measured Term Contract Rot Eradication, Timber Preservation and Dampness Control, (RC-CPU-21-004) to City Gate Construction (Scotland) Limited;
- (b) Authorise a Contract value of up to £4,000,000.00 excluding VAT for this Contract; Orders to carry out works will be raised by the Council as required;
- (c) Authorise a Contract Period of 3 years with the Council having the sole option to extend for up to 12 months on two separate occasions to a Total Contract Period of 5 years. The proposed commencement date is 3rd August 2023, with the actual date confirmed in the Council's Letter of Acceptance.
- (d) Note the award of this Contract requires the provision of a Data Processor Agreement as indicated within the tender documentation.

3. **Background**

- 3.1 Renfrewshire Council's Housing Services is responsible for providing good quality housing to its residents. The management of these properties is within the remit of the Environment, Housing and Infrastructure directorate.
- 3.2 The works that are required under this contract require a specialist contractor and the Council has no in-house provision for this specialist area.
- 3.3 The Contractor will provide specialist services in surveying and treatment of timber rot, woodworm, infestation and control of dampness to both tenanted and void Council properties.
- 3.4 To initiate this procurement process a Contract Notice was published on the Public Contracts Scotland advertising portal on 22nd February 2023 with the tender documentation available for downloading from the Public Contracts Scotland – Tender portal from this date.

- 3.5 During the live tender period nine organisations expressed an interest in this tender. By the closing date set for the return of electronic tender submissions, 12 noon, 30th March 2023, two organisations submitted a tender response with one organisation declining to respond and six organisations providing no response.
- 3.6 In accordance with Standing Order relating to Contracts 11.5, the two tender submissions were evaluated against a pre-determined set of criteria in the form of the Single Procurement Document (SPD) by representatives from the following Council Services: Housing Services, the Corporate Procurement Unit and Corporate Health & Safety.
- 3.7 The two tender submissions received complied with the minimum selection criteria of the SPD. The two tender submissions were each evaluated against the Award Criteria which were based on a weighting of 65% Price and 35% Quality.
- 3.8 The scores relative to the Award Criteria for each of the two tender submissions are noted below:

		Price (65%)	Quality (35%)	Total (100%)
1	City Gate Construction (Scotland) Limited	65.00%	28.75%	93.75%
2	Cairn Building Solutions Ltd	47.90%	27.25%	75.15%

- 3.9 The evaluation of tender submissions received identified that the submission by City Gate Construction (Scotland) Limited was the most economically advantageous tender.
- 3.10 The Conditions of Contract governing this contract are the SBCC Measured Term Contract for use in Scotland (MTC/Scot) 2011 Edition incorporating the Employers Amendments.
- 3.11 Community Benefits were requested as part of the procurement process and City Gate Construction (Scotland) Limited confirmed that the following Community Benefits would be made available to the Council for this Contract:

Community Benefit Description	No of People / Activity
Job for a young person (age 16-24) from a recognised priority group e.g. from the councils' most deprived data zones	1
Job for an unemployed individual	2
Work Experience Placement for an individual 16+ years of age	4
Work Experience Placement for an individual in full time education	4
Industry Awareness Events	4
Industry Skill Transfer to Schools	1
Business advice/support to a local SME /Social Enterprise/ Voluntary organisation	2

Implications of the Report

1. **Financial** – The cost of this contract requirement will be met by the Housing Revenue Account (HRA) Capital Programme budget.
2. **HR & Organisational Development** – No TUPE implications.
3. **Community/Council Planning** –
 - **Our Renfrewshire is thriving** – maximising economic growth, which is inclusive and sustainable
 - **Our Renfrewshire is well** – supporting the wellness and resilience of our citizens and communities
 - **Our Renfrewshire is fair** – addressing the inequalities which limit life chances
 - **Our Renfrewshire is safe** – protecting vulnerable people, and working together to manage the risk of harm
 - **Place**
 - Working together to ensure our neighbourhoods are safe, vibrant and attractive places to live
 - Demonstrating that Renfrewshire is a great place to live, work and visit
 - Developing our relationship with and working alongside communities on the decisions that affect them
 - Developing our approach to locality working
 - **Economy**
 - Securing wellbeing through a stronger, inclusive, and sustainable economy

- Linking opportunities too enhance economic benefits for Renfrewshire
- Creating sustainable employment opportunities
- Ensuring that all people can benefit from the inclusive growth in Renfrewshire
- Supporting people into fair work
- Matching skills and opportunities across Renfrewshire
- **Fair**
 - Reducing inequalities
 - Supporting improved health and wellbeing for our citizens
 - Empowering people with lived experience to influence service delivery
 - Protecting vulnerable people
- **Green**
 - Working with partners and communities towards a net zero Renfrewshire
 - Ensuring a just transition towards net zero, with fairness at the heart
 - Empowering people and organisations to make informed green choices
 - Integrating climate impacts into our long term strategic and financial planning
 - Planning for future climate adaptations, particularly for our most vulnerable citizens
- **Living our Values**
 - Delivering Best Value for our citizens and customers
 - Recognising and valuing our people

4. **Legal** – The Procurement of this Regulated Works Contract has been conducted as an Open Procedure in accordance with The Procurement (Scotland) Regulations 2016 and Renfrewshire Council’s Standing Orders Relating to Contracts 1 January 2022.
5. **Property/Assets** – This Contract will ensure that the Council’s housing stock is free from rot, infestation, and dampness and to provide good quality housing to residents.
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** – City Gate Construction (Scotland) Limited 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 ensures that the Council meets its statutory requirements in respect of procurement procedures, efficiency, and modern Government.
10. **Risk** – City Gate Construction (Scotland) Limited insurances have been assessed and evaluated to confirm that they meet the minimum requirements regarding insurance risk.
11. **Privacy Impact** – A Data Processor Agreement will be in place between Renfrewshire Council and City Gate Construction (Scotland) Limited.
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 these works have been assessed using the Scottish Government Sustainability Test and is considered High Risk.

The Scottish Procurement Document (SPD) Environmental Management question 4C.7 was utilised as well as one information only question within the Technical Evaluation:

Disposal of Used Materials:

- Prior to works, operatives will complete a site survey on every property to identify any measures for minimising the quantity of waste and identify any materials that can be re-used.
- A Site Waste Management Plan for this project

- Hierarchy of control measures:
 - Reduce – lowering the amount of waste produced
 - Reuse – using materials repeatedly
 - Recycle – using materials to make new products
 - Recover – recovering energy from waste
 - Landfill – safe disposal of waste to landfill
- The Contractor encourages and incentivises their workforce on ideas to minimise waste throughout their business operations and for any works, their approach is deconstructing than demolishing. This allows the potential salvage of materials from site for future reuse, reducing waste going to landfill.
- Any reusable materials will be stored within their local storage facility and check the reusable before ordering new material.
- The Contractor ensures that their Waste Carriers operate fully integrated quality management systems.
- ISO14001:2015 and ISO9001:2015 accredited

List of Background Papers

(a) None

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