

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

**On:** 8 February 2024

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

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**Heading:** Contract Award: Housing Stock Condition Surveys (RC-CPU-22-331)

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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 Housing Stock Condition Surveys (RC-CPU-22-331) ("Contract") to The John Martin Partnership (Quantity Surveyors) Limited t/a JMP Construction & Property Consultants.
- 1.2 The recommendation to award the Contract follows a procurement exercise which was conducted in accordance with The Public Contracts (Scotland) Regulations 2015 and the Council's Standing Orders Relating to Contracts 22 June 2023 for an above Government Procurement (GPA) Threshold Open Procedure relating to a Services contract.
- 1.3 A Contract Strategy was approved by the Strategic Commercial and Procurement Manager on 1 September 2023 and the Head of Housing Services on 4 September 2023.

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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 Housing Stock Condition Surveys reference RC-CPU-22-331 to The John Martin Partnership (Quantity Surveyors) Limited t/a JMP Construction & Property Consultants (SC282319);
- 2.2 Authorise a Service Period of 3 years with the option to extend for a further period of 1 year on two separate occasions. The starting date is 15 April 2024. Any changes to these dates will be confirmed in the Council's Letter of Acceptance.
- 2.3 Authorise the maximum Contract value of up to £1,500,000.00 , excluding VAT for the Contract period, including use any extension periods, for all Task Orders made under this Contract.

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## 3. **Background**

- 3.1 The aim of the contract is to provide full Housing Stock Condition Surveys for all of Renfrewshire Council's housing stock. The Council requires to place a Contract with a Contractor that has architectural, energy efficiency, stock condition surveying, quantity surveying and structural engineering skills and experience to provide Housing Stock Condition Surveys. The Contract will provide full stock condition information to Scottish Housing and Quality Standard (SHQS).
- 3.2 To initiate this procurement process, a Contract Notice was published on Find a Tender Service via the Public Contracts Scotland advertising portal on 2 November 2023 with the Invitation tender documentation available for downloading from the Public Contracts Scotland – Tender portal from this date.
- 3.3 During the live tendering period 21 organisations expressed an interest in this tender. By the closing date set for the return of electronic tender submissions, 12 noon on Monday 4 December 2023, 2 organisations submitted a tender response, 4 organisations declined to respond and 15 organisations failed to respond. Various reasons were cited for this, including internal capacity to bid in time, scope not aligned to the business, or a lack of delivery partners.

3.4 Tenderers were required to complete a Single Procurement Document (Scotland) (SPD(Scotland)) to be submitted with their submission. The 2 tender submissions received were evaluated against a pre-determined set of criteria in the form of the SPD (Scotland) by representatives from the following Council services: Housing Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.

3.5 Both tender submissions complied with the minimum selection criteria of the SPD (Scotland). Both tender submissions were each evaluated against the published Award Criteria which was based on a weighting of 60% Technical (Quality) and 40% Commercial (Price).

3.6 The scores relative to the award criteria for the 2 tender submissions are noted below:

<b>Tenderer</b>	<b>Quality (60%)</b>	<b>Price (40%)</b>	<b>Total</b>
The John Martin Partnership (Quantity Surveyors) Ltd T/A JMP Construction & Property Consultants	40.00%	40.00%	80.00%
Thomas & Adamson LLP	42.25%	11.59%	53.84%

3.7 The evaluation of tender submissions received identified that the tender submission by The John Martin Partnership (Quantity Surveyors) Limited t/a JMP Construction & Property Consultants was the most economically advantageous tender submission.

3.8 The form of Contract is NEC3 Term Service Short Contract 2013 with Z Clauses.

3.9 The costs for this Contract will be met from the Housing Revenue Account Capital Programme budget.

3.10 Community Benefits were requested as part of this procurement process and The John Martin Partnership (Quantity Surveyors) Limited t/a JMP Construction & Property Consultants 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>
Work Experience Placement for an individual 16+ years of age	2
Work Experience Placement for an individual in full time education	1
Industry Awareness Events	2
Industry Skill Transfer to Schools	2
Business advice/support to a local SME /Social Enterprise/ Voluntary organisation	2
Commitment to ensure that supply chain opportunities are prioritised for Renfrewshire based businesses	2
Financial Support for a Social Enterprise or other approved community initiative	5
Non-financial support for a Social Enterprise or other approved community initiative	5

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## Implications of the Report

1. **Financial** - The service costs of up to £1,500,000 over five years excluding VAT (including extension periods) will be met through the Housing Revenue Account Capital Budget.
2. **HR & Organisational Development** – None directly arising from this report.
3. **Community/Council Planning** –
  - Our Renfrewshire is fair - Tenderers were assessed within this procurement process in regard to their approach to ensuring fair work first principles throughout their organisation i.e. payment of the Real Living Wage, Training and Development opportunities.
  - Reshaping our place, our economy and our future – Working together to enhance wellbeing across communities
  - Tackling inequality, ensuring opportunities for all – improving housing conditions for tenants
  - Working together to improve outcomes – in providing the surveys across the Council's housing estate this informs future plans for improvements, maintenance and repairs to take place and improve the living conditions of the people of Renfrewshire
4. **Legal** - The Procurement of this Contract was conducted in accordance with The Public Contracts (Scotland) Regulations 2015 and the Council's Standing Orders Relating to Contracts 22 June 2023.

5. **Property/Assets** – By awarding this contract, the Council will have the ability to understand, plan and determine the financial requirements around both planned investments and repairs & maintenance required in housing stock over the next ten years.
6. **Information Technology** - None directly arising from this report.
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** - The John Martin Partnership (Quantity Surveyors) Limited t/a JMP Construction & Property Consultants Health and Safety credentials were evaluated by Corporate Health and Safety and met the Council's requirements.
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** - The John Martin Partnership (Quantity Surveyors) Limited t/a JMP Construction & Property Consultants Insurances have been assessed and evaluated to confirm that they have met the requirements regarding insurable risk.
11. **Privacy Impact** - None directly arising from this report.
12. **Cosla Policy Position** – None directly arising from this report.
13. **Climate Risk** –The level of impact associated with provision of these services has been assessed using the Scottish Government Sustainability Test and is considered to be overall low risk.

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### List of Background Papers

- (a) None

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