

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

**On: 11 November 2020**

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**Report by: The Chief Executive and the Director of Environment and Infrastructure**

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**Heading: Contract Award: Corporate Skip Hire (RC-CPU-20-015)**

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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 Corporate Skip Hire (RC-CPU-20-015) to Enva Scotland Limited.
  - 1.2 The recommendation to award this Contract follows a procurement process conducted via an Open procedure under the Public Contracts (Scotland) Regulations 2015 and the Council's Standing Orders Relating to Contracts for an above EU Threshold Services Contract.
  - 1.3 A Contract Strategy was approved by the Director of Environment and Infrastructure and the Strategic Commercial and Procurement Manager on 20 July 2020.
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**2. Recommendations**

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board:
  - 2.1.1 Authorise the Head of Corporate Governance to Award a Contract for Corporate Skip Hire (RC-CPU-20-015) to Enva Scotland Limited;

- 2.1.2 Note the initial contract term of two (2) years with the Council having the option to extend for up to 12 months on two (2) separate occasions, subject to contract performance. The anticipated commencement date is 7 December 2020. The actual commencement date will be confirmed in the Council's Letter of Acceptance to Enva Scotland Limited.
- 2.1.3 Authorise the maximum contract value of up to £500,000 excluding VAT. Due to the reactive nature of this service provision, a consistent workflow is not guaranteed therefore the estimated annual value of this Contract is undefined however the Contract shall remain in place for the length of the stated period or until the cumulative value of business under the Contract reaches £500,000 pounds sterling.

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### 3. **Background**

- 3.1 The Council requires a suitably qualified and experienced Service Provider for the Provision of a Skip Hire & Recycling Service when required and on an adhoc basis, for the storage of commercial / construction & demolition waste, subsequent removal, recycling and disposal across various services within the Renfrewshire Council area.
- 3.2 The Contract intends to supplement the Council's own waste management arrangements. The key aims of the service under this Contract include maximising recycling rates, ensure accurate waste data is collected and to provide a competitive, reliable and customer-focused service.
- 3.3 This procurement exercise has been tendered in accordance with Renfrewshire Council's Standing Orders Relating to Contracts for an above EU Threshold Services contract and in accordance with the Public Contracts (Scotland) Regulations 2015.
- 3.4 A contract notice for this tender was dispatched via the Public Contracts Scotland advertising portal to the Official Journal of the European Union (OJEU) with the contract notice published on OJEU on Friday 7 August 2020 and the tender documentation available for downloading from the Public Contracts Scotland – Tender platform on this date.
- 3.5 During the tendering period, seven (7) organisations expressed an interest in the Contract. By the closing date set for return of electronic tenders of 12 noon on Thursday, 17 September 2020, one (1) company submitted a response, three (3) declined to respond and three (3) failed to respond.

- 3.6 The one (1) tender submission received contained a completed European Single Procurement Document (ESPD) which was evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from the following Council services: Environment & Infrastructure, the Corporate Procurement Unit, Corporate Risk and Corporate Health and Safety.
- 3.7 The tender submission complied with the minimum selection criteria of the ESPD and progressed to evaluation of the Award Criteria which was based on a weighting of 30% Quality / 70% Price.
- 3.8 The scores relative to the Award Criteria for the organisation that provided a Tender Submission are noted below:

		<b>Quality (30%)</b>	<b>Price (70%)</b>	<b>Total (100%)</b>
<b>1</b>	Enva Scotland Limited	24.25	70%	<b>94.25</b>

- 3.9 Community Benefits were requested as part of the procurement process and Enva Scotland Limited have committed to the following Community Benefits.

<b>Community Benefit Description</b>	<b>No of People / Activity</b>
Industry Skill Transfer to Schools	2
Event to promote supply chain opportunities	2
Financial Support for a Community Project	2
Non financial support for a Community Project	2

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## Implications of the Report

### 1. Financial

Financial costs in respect of this Contract will be met from the various Council Services that use this Service.

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

### 2. HR & Organisational Development

None

3. **Community/Council Planning**

Creating a sustainable Renfrewshire for all to enjoy - the work proposed will support the delivery of this outcome.

4. **Legal**

The procurement of this Services Contract has been conducted as an above EU Threshold Open Procurement Procedure in accordance with the Public Contracts (Scotland) Regulations 2015 and Renfrewshire Council's Standing Orders Relating to Contracts.

5. **Property/Assets**

None

6. **Information Technology**

None

7. **Equality & Human Rights**

(a) 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**

Enva Scotland Limited' health and safety submission has been evaluated by Renfrewshire Council's Health and Safety section. Enva Scotland Limited has met the minimum requirements regarding health & safety.

9. **Procurement**

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

10. **Risk**

Enva Scotland Limited's insurances have been assessed and evaluated to confirm that they have met the minimum requirements regarding insurable risk.

11. **Privacy Impact**

No Privacy Impact implications have been identified or are anticipated.

12. **Cosla Policy Position**

No COSLA Policy implications have arisen or are anticipated.

13. **Climate Risk**

The level of impact associated with provision of this service has been assessed using the Scottish Government Sustainability Test and this contract will strive towards the Scottish Governments aims and objectives for a Zero Waste Scotland.

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**List of Background Papers**

None

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