

To: Finance, Resources and Customer Services Policy Board

On: 28 March 2018

Report by: The Chief Executive and the Director of Environment & Communities

Heading: Watercourse Maintenance

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to enter into a Measured Term Contract (MTC) for the provision of Watercourse Maintenance.
 - 1.2 The MTC has been tendered in accordance with the Council's Contract Standing Order procedure for an above EU Threshold Service Contracts and the Public Contracts (Scotland) Regulations 2015.
 - 1.3 A Contract Strategy was prepared by the Corporate Procurement Unit for Watercourse Maintenance and approved by the Director of Environment & Communities and the Strategic Procurement Manager.
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2. Recommendations

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise:-
 - 2.1.1 The Head of Corporate Governance to award the Measured Term Contract for the provision of Watercourse Maintenance to WI & A Gilbert Ltd for the Contract period from 1 May 2018 until 30 April 2020 with the Council reserving the sole option to extend this Measured Term Contract on an annual basis until 30 April 2022.
 - 2.1.2 The spend on this Measured Term Contract of up to £200,000 excluding VAT for the Contract period 1 May 2018 until 30 April 2020 with an additional £100,000 per annum where the option to extend each year until 30 April 2022 is utilised.
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3. Background

- 3.1 Renfrewshire Council has a statutory obligation to maintain watercourses and reservoirs and flood prevention schemes within the Renfrewshire Council boundary including drainage works; cleaning and minor repair works to grids, culverts, drains & flood prevention schemes; and emergency works. This Measured Term Contract will allow all Renfrewshire Council watercourse maintenance to be procured from one source.
- 3.2 A contract notice was dispatched via the Public Contract Scotland advertising portal on 11th January 2018 to the Official Journal of the European Union ("OJEU") with the notice published on OJEU on 13th January 2018 and the tender documentation available for downloading from the Public Contract Scotland – Tender platform.
- 3.3 Thirty (30) organisations expressed an interest in participating in the tender process. By the closing date of 12 noon on 19th February 2018, seven (7) companies submitted a response, twenty one (21) did not reply and two (2) declined to tender.
- 3.4 All seven (7) tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives of the following Council Services: Environment & Communities, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.

Four (4) of the tender submissions complied with the minimum criteria of the ESPD and three (3) of the tender submissions failed to satisfy the requirements of the ESPD and those three (3) tender submissions were excluded from the Award stage. The four (4) tender submissions progressed to evaluation under

the published Award Criteria with Quality Criteria weighting of 30% and Pricing weighting of 70%.

- 3.5 The scores relative to the Award Criteria for each of the four tenderers are noted below:

Tenderers	Quality Score (30%)	Price Score (70%)	Total Score
WI & A Gilbert Ltd	27.50	70.00	97.50
John McGeady Ltd	20.00	34.34	54.34
Enviro-Clean (Scotland) Ltd	13.75	40.48	54.23
George Leslie Limited	22.50	24.16	46.66

- 3.6 It is recommended that this Measured Term Contract is awarded to WI & A Gilbert Ltd who represented the most economically advantageous tender.
- 3.7 Community Benefits were sought as part of this Measured Term Contract. The community benefits submitted by WI & A Gilbert Ltd are detailed below;

Outcomes/Activity	No of People/ Activity
Work Experience Placements (16 + years of age)	1
Further Education Visits	1
Work Experience Placements (14-16 years of age)	2

Implications of the Report

1. Financial

The costs under this Contract will be met by the watercourse maintenance budget.

2. HR & Organisational Development

No TUPE implications have arisen or are anticipated.

3. Community Planning

- Building strong, safe and resilient communities – This contract will mitigate against flood risk within Renfrewshire Council area.

- Creating a sustainable Renfrewshire for all to enjoy - the work proposed will support the delivery of this outcome.
4. **Legal** - The procurement of this Contract has been conducted in accordance with the Council's Standing Orders relating to Contracts and the Public Contracts (Scotland) Regulations 2015.
 5. **Property/Assets**

None
 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**

WI & A Gilbert Ltd Health and Safety submission was evaluated by the Council's Corporate Health and Safety and meet the minimum requirements regarding health and 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**

WI & A Gilbert Ltd insurances have been assessed and evaluated to confirm they meet the minimum requirements regarding insurable risk.
 11. **Privacy Impact**

No Privacy Impact Assessment requirements were identified within this procurement.
 12. **Cosla Policy Position**

No Cosla Policy Position implications have arisen or are anticipated

List of Background Papers

(a) None

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