

To: Finance, Resources and Customer Services Policy Board

On: 30 August 2017

Report by: Chief Executive and the Director of Finance and Resources

Heading: Contract Authorisation Report: 2017 Door Replacement Programme – Phase 2

1. Summary

- 1.1 The purpose of this report is to seek the approval of Finance, Resources and Customer Services Policy Board to award the Contract for the 2017 Door Replacement Programme – Phase 2 in the form of an SBCC Standard Building Contract with Quantities for Use in Scotland (MTC/Scot), 2011 Edition.
 - 1.2 The recommendation to award the Contract follows a procurement exercise which was conducted in accordance with the Council's Standing Orders Relating to Contracts and the below EU Threshold Open Procedure for Works.
 - 1.3 A contract strategy was approved by the Head of Property Services and the Strategic Commercial and Procurement Manager on Tuesday 13 June 2017.
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2. Recommendations

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise:
 - (a) the Head of Corporate Governance to award the Contract for 2017 Door Replacement Programme – Phase 2 to Sidey Solutions Ltd.
 - (b) at the Contract Sum of £723,030.20 excluding VAT; and.
 - (c) for a total period of twenty (20) weeks with the initial proposed date of possession scheduled to be on Monday 09 October 2017 and the estimated completion date being Friday 23 February 2018. Confirmation of the actual timescales and dates will be confirmed in the Council's letter of Acceptance.

3. Background

- 3.1 The Council's Property Services is responsible for providing effective and best practice estate management services which ensure that the Employer's landlord obligations are met and the needs of the tenants are also met.

As part of the programme to bring Renfrewshire Council properties up to Scottish Housing Quality Standard compliance, the Council requires a contractor to execute the replacement of 758 existing flat entrance doors to tenement blocks with new doors, frames and facings, together with any required ancillary works or surveys in connection to these replacements.

- 3.2 The Council's 2017 Door Replacement Programme is to be completed in multiple phases. The Contract to be awarded following this procurement process is for Works Phase 2. Phase 1 of the programme was approved at the Finance, Resources and Customer Services Policy Board on 21 June 2017 with works currently ongoing. A subsequent report for any future phases of the programme will be presented to Finance, Resources and Customer Services Policy Board where required.
- 3.3 A contract notice was published on the Public Contract Scotland advertising portal on Tuesday 13 June 2017 with the tender documentation available for downloading from the Public Contract Scotland – Tender website. During the tendering period twenty-one (21) companies expressed an interest in the Contract. By the closing date set for return of electronic tenders, 12 noon on Tuesday 11 July 2017, seven (7) companies submitted a response.
- 3.4 All seven tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.
- 3.5 All seven submissions confirmed compliance with the minimum criteria of the ESPD and were evaluated against a set of award criteria which were based on 30% Technical (Quality) and 70% Commercial (Price).
- 3.6 The scores relative to the award criteria of the tenderers are noted below:

		Technical (30%)	Commercial (70%)	Total (100%)
1	Sidey Solutions Ltd	25.75	70.00	95.75
2	Keepmoat Regeneration Ltd	25.76	68.88	94.64
3	Anglian Building Products a division of Anglian Windows Ltd	26.28	66.37	92.65
4	Sovereign Group Ltd	22.95	68.42	91.37

5	CCG (Scotland) Ltd	24.56	59.18	91.37
6	Mears Ltd	18.28	58.68	76.96
7	City Gate Construction Ltd	18.45	55.85	74.30

- 3.7 The evaluation of tender submissions received identified that the submission by Sidey Solutions Ltd was the most economically advantageous tender.
- 3.8 A capital budget of £990,000 was made available for this contract. Based on the costs submitted by Sidey Solutions Ltd this represents a non-cashable saving of approximately £270,000 for the contract.
- 3.9 Community Benefits were requested as part of the procurement process and Sidey Solutions Ltd advised within their tender submission that the following Community Benefits would be available:

Community Benefit Description	No of People / Activity
New Entrant - minimum of 12 weeks with no relevant experience prior to employment	2
School Visits	5

Implications of the Report

1. Financial

The financial status of Sidey Solutions Ltd was assessed on Tuesday 11 July 2017 by undertaking a Dun and Bradstreet evaluation and it confirmed that the company satisfied the Council's requirements in relation to financial stability.

2. HR & Organisational Development

No TUPE implications have arisen or are anticipated.

3. Community Planning

Sidey Solutions Ltd has committed to deliver a number of Community Benefits as detailed within section 3.9 of this report.

4. Legal

The procurement of this Contract has been conducted as an open tender procedure in accordance with the Council's Standing Orders relating to Contracts for a contract below the EU threshold for Works Contracts

5. Property Assets

In carrying out the replacement of 758 doors across the council's Council House Estate it fulfils the Council's requirement to bring properties up to Scottish Housing Quality Standard and ensures the Council's landlord obligations are met.

6. Information Technology

No Information Technology implications have arisen or are anticipated.

7. Equality and 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

Sidey Solutions Ltd health and safety submission was 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 shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

10. Risk

Sidey Solutions Ltd insurances have been assessed and evaluated to confirm that they have met the minimum requirements regarding insurable risk.

11. Privacy Impact

A full Privacy Impact Assessment has been completed by Legal Services (Information Governance). As some Personal Data will be transferred for the purposes of the contract, a Data Processor Agreement will be put in place with Sidey Solutions Ltd prior to the commencement of the Contract.

12. Cosla Policy Position

No Cosla Policy Position implications have arisen or are anticipated.

List of background papers

- (a) Contract Authorisation Report - Door Replacement Programme 2017 Phase 1 (Dated 21 June 2014)
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