

Renfrewshire Council



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

On: *11th November 2020*

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

Heading: Contract Authorisation Report for a Term Contract for the Statutory Maintenance and Reactive Repairs of CCTV, Fire Alarm and Intruder Alarm Systems (including the Provision of an Alarm Monitoring Service)

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 contract for the Statutory Maintenance and Reactive Repairs of CCTV, Fire Alarm and Intruder Alarm Systems (including the Provision of an Alarm Monitoring Service) (RC-CPU-17-135) to Boston Networks Limited.
 - 1.2 The procurement exercise was conducted in accordance with the Council's Standing Orders Relating to Contracts and the above EU Threshold Open Procedure for a Services Contract.
 - 1.3 A Contract Strategy was approved by the Head of Facilities Management (Hard and Soft Services) and the Strategic Procurement Manager in February 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 the Statutory Maintenance and Reactive Repairs of CCTV, Fire Alarm and Intruder Alarm Systems (including the Provision of an Alarm Monitoring Service) (RC-CPU-17-135) to Boston Networks Limited.
 - 2.1.2 authorise a spend under the contract of up to £1,000,000.00 excluding VAT.
 - 2.1.3 note that the Contract will be formed under the SBCC Measured Term Contract for use in Scotland, MTC/Scot (2011 Edition) terms and conditions incorporating the Councils amendments (Employers Amendments).
 - 2.1.4 note that the Contract will be for a period of 3 years commencing on or around the 6th January 2021. The Council will have, at its sole discretion, the option to extend the Contract for further periods. The length of any extension periods awarded will be determined by the Council but the total of any extension periods awarded will not exceed 24 months.
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3. Background

- 3.1 Within the Councils property portfolio, there is installed various types of Closed Circuit Television (CCTV) systems, fire alarm systems and intruder alarm systems. The regular maintenance of these systems ensure that they remain serviceable to assist in the protection of the Councils property assets. This Contract also includes for reactive repairs and emergency call outs.
- 3.2 A number of these systems are also monitored remotely by an alarm receiving centre. This ensures that the Council is made aware of an alarm activation at the earliest possible time and the appropriate steps are taken to minimise any potential property damage. The provision of this alarm monitoring service also forms part of this Contract.
- 3.3 The Contract was tendered as an above EU threshold Services Contract using the Open Procedure. The Contract notice was dispatched via the Public Contracts Scotland portal on the 9th March 2020 and advertised in the Official Journal of the European Union (OJEU) on the 11th March 2020. The tender

documents were available for download through the Public Contracts Scotland – Tender portal.

- 3.4 The published tender had an original return date of 12 noon on the 8th April 2020. Due to the Government coronavirus lockdown restrictions that came into force towards the end of March 2020, the tender return date was extended. This was to ensure that companies who had to furlough staff, or had staff that were self isolating, would not be disadvantaged by not being able to submit a bid within the original timelines. The tender return date was extended on five occasions in line with the extensions to the lockdown period. The tender submission deadline was finally extended to returns by 12 noon on Friday, 28th August 2020.
- 3.5 During the tendering period, forty two (42) companies expressed an interest in the Contract. By the closing date set for return of electronic tenders, 12 noon on Friday, 28th August 2020, eleven (11) companies submitted a response, one (1) declined to respond and thirty (30) failed to respond. The bids received were evaluated by a panel comprising representatives from Facilities Management (Support Services) and the Corporate Procurement Unit.
- 3.6 The bidders were initially evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD). All eleven (11) bidders satisfied the Council's requirements in respect of their responses to the ESPD.
- 3.7 The technical and commercial responses of the bidders were scored against Award Criteria of 40% technical and 60% commercial. The scores achieved by the bidders are detailed in the table below.

| | | Technical (40%) | Commercial (60%) | Total |
|----------|---|----------------------------|-----------------------------|--------------|
| 1 | Boston Networks Limited | 35.25 | 60.00 | 95.25 |
| 2 | Fortress Security Alarms Limited | 39.00 | 45.35 | 84.35 |
| 3 | FES Support Services Limited | 40.00 | 40.68 | 80.68 |
| 4 | SPIE Scotshield Limited | 39.00 | 40.85 | 79.85 |
| 5 | ADT Fire and Security plc | 35.25 | 40.34 | 75.59 |
| 6 | Rapid Fire Services Limited | 28.25 | 42.48 | 70.73 |
| 7 | V.W.S. Limited | 36.25 | 33.56 | 69.81 |

| | | | | |
|-----------|--|-------|-------|-------|
| 8 | DM Integrated Limited | 31.75 | 37.58 | 69.33 |
| 9 | Dante FS Group Limited | 27.25 | 41.03 | 68.28 |
| 10 | Openview Security Solutions Limited | 36.25 | 31.74 | 67.99 |
| 11 | Bell Fire and Security Limited | 14.50 | 33.97 | 48.47 |

- 3.8 The evaluation of tender submissions received identified Boston Networks Limited as the most economically advantageous tenderer.
- 3.9 Community Benefits were sought as part of this Contract. Boston Networks Limited have committed to providing the following community benefits over the initial 3 year contract period;

| Community Benefit Description | No of People / Activity |
|--|--------------------------------|
| Job for an unemployed individual. | 2 |
| Work Experience Placement for an individual 16+ years of age. | 2 |
| S/NVQ (or equivalent) for a New Employee, an Existing Employee or Supply Chain Employee. | 2 |
| Industry Awareness Events (Schools / Invest in Renfrewshire – Employability / Further Education) | 2 |

- 3.10 Boston Networks Limited have also committed to providing community benefits to the value of 20 Community Benefit Points for each and every 12 month contract extension period awarded.

Implications of the Report

1. Financial

The costs associated with this contract will be financed through the property repairs budget managed by Facilities Management (Support Services).

2. HR & Organisational Development

None.

3. Community/Council Planning

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The properties included in this contract range from schools to community centres, town halls and offices. These properties need to be accessible to the

public along with Council staff therefore, these properties need to be safe to use. The maintenance of the CCTV, Fire alarm and Intruder Alarm Systems within these properties ensure that the properties are safe for all to access and this contract will also ensure that these systems continue to operate reliably and, should an issue occur, that it is dealt with in the shortest possible timescale with minimum inconvenience to property users.

4. Legal

The tendering procedure for this Services Contract was conducted in accordance with the Public Contracts (Scotland) Regulations 2015 under the Open Procedure and Renfrewshire Council's Standing Orders Relating to Contracts for over EU Threshold Services contracts.

5. Property/Assets

This contract will assist the Council in its legal obligation to ensure that properties under its control are safe to use.

6. Information Technology

None.

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

Boston Networks Limited's 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 shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

10. Risk

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

11. Privacy Impact

None.

12. Cosla Policy Position

None.

13. Climate Risk

No climate risk implications have arisen or are anticipated.

List of Background Papers

None

Author: Douglas McEwan
douglas.mcewan@renfrewshire.gov.uk
0141 618 7033