

To: The Finance, Resources and Customer Services Policy Board.

On: Wednesday 8th November 2017

Report by: The Chief Executive and the Acting Director of Development and Housing Services

Heading: Contract Authorisation Report for a Measured Term Contract for a Timber Preservation and Dampness Control Contractor.

- 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 Contract to provide Timber Preservation and Dampness Control Works.
 - 1.2 This procurement exercise has been conducted in accordance with the Council's Standing Orders Relating to Contracts for a Regulated Works Contract.
 - 1.3 A Contract Strategy was prepared by the Corporate Procurement Unit and approved by the Head of Planning and Housing Services and the Corporate Procurement Manager in August 2017.
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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 enter into a Contract for a Timber Preservation and Dampness Control Contractor, RC/RC/265/17, with City Gate Construction (Scotland) Limited;
 - 2.1.2 Authorise a ceiling value of £3,000,000.00 excluding VAT for this Contract;
 - 2.1.3 Note that the Contract will be for a period of 3 years with the Council having options to extend for up to an additional 24 months dependent on contractor performance during the initial period of contract and where the spend threshold has not been reached.
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3. Background

- 3.1 The Council has a portfolio of domestic properties which it requires to maintain to an acceptable standard. The management of these properties is within the remit of the Development and Housing Services Directorate.
- 3.2 The works required by this contract are classified as specialist and require appropriately trained, experienced and qualified personnel to successfully undertake such works.
- 3.3 Although the Council employs its own in house trades people through the Facilities Management section of the Environment & Communities Directorate (formerly known as Community Resources) the Council has no suitably trained operatives within this resource to allow this work to be carried out in house.
- 3.4 The Contract was tendered as a Regulated works contract in accordance with the Council's Standing Orders Relating to Contracts.
- 3.5 A contract notice was published on the Public Contracts Scotland advertising portal on the 30th August 2017. During the tendering period 4 Suppliers expressed an interest in the tender. By the deadline set for the return of tenders, 12 noon on the 20th September 2017, 2 suppliers had submitted a response and 2 did not respond.
- 3.6 The 2 tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document

(ESPD). Both tenders passed all the mandatory requirements as set out within the ESPD.

- 3.7 The tenderers were then evaluated against a set of award criteria, which was based on a price / quality ratio of 65% / 35%, by the Corporate Procurement Unit and Development and Housing Services. The relative Scores awarded to the Tenderers are as set out below.

Tenderer	Price	Quality	Total
City Gate Construction (Scotland) Limited	65.00	28.50	93.50
Richardson and Starling (Northern) Limited	46.77	28.13	74.90

- 3.8 City Gate Construction (Scotland) Limited have committed to providing the following community benefits during the course of this contract:
- ~ 2 new apprenticeships.
 - ~ 1 new entrant employment for a minimum of 12 weeks.
 - ~ 6 work experience placements for 14-16 year olds.
 - ~ Manufacture, supply and installation of 2 public benches similar to those supplied on a previous contract.

Implications of the Report

1. **Financial**
The cost of all work issued under this Term Contract will be met from existing budgets held by the Council Services who will utilise this Contract
2. **HR & Organisational Development**
None.
3. **Community Planning –**
Children and Young People
City Gate Construction (Scotland) Limited are an accredited living wage employer. They have also committed to providing work experience placements for 14-16 year olds.

Community Care, Health & Well-being

This contract will allow the Council to eradicate dampness and infestation from its properties and provide healthy homes for its tenants.

Greener

City Gate Construction (Scotland) Limited have an Environmental Management Policy in place to reduce the environmental impact of their business on the environment. This Company is also committed to achieving environmental management accreditation through BS EN ISO14001.

Jobs and the Economy

City Gate Construction (Scotland) Limited have committed to taking on 2 new apprentices and providing a new entrant with employment for a minimum of 12 weeks.

Safer and Stronger

City Gate Construction (Scotland) Limited have appropriate policies and procedures in place to promote equality and diversity.

4. **Legal**

The tendering procedure used for the establishment of this Contract was in accordance with the Councils Standing Orders Relating to Contracts for a Regulated works contract.

5. **Property/Assets**

This contract will ensure that the Council has access to an appropriately experienced and qualified contractor to ensure that the Council held domestic properties are free from dampness and infestation.

6. **Information Technology**

Not applicable

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.

8. **Health & Safety**

City Gate Construction (Scotland) Limited have appropriate Health and Safety policies, procedures and accreditations in place relative to the works required through this contract.

9. **Procurement**
The procurement procedures outlined within this report ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.
10. **Risk**
City Gate Construction (Scotland) Limited have appropriate Insurance policies in place relative to the works required through this contract.
11. **Privacy Impact**
The contractor is required, under the terms of the contract, to comply with the provisions of the Data Protection Act 1998 and, upon completion of the contract, to return to the Council, or securely destroy, all information provided and obtained during the course of the contract.
12. **Cosla Policy Position**
Not applicable.

List of Background Papers

- (a) Background Papers
None

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