

To: Procurement Sub Committee

On: 29 March 2016

Report by:

**Joint Report
by
The Chief Executive and Director of Finance and Resources**

Heading:

**Contract Authorisation Report For
RE-ROOFING WORKS AT LOCHWINNOCH AND INCHINNAN
PRIMARY SCHOOLS**

RC/OC/125/16

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Procurement Sub Committee to award two Standard Building Contracts with Quantities for use in Scotland (SBC/Q/Scot 2011) for re-roofing works at Lochwinnoch and Inchinnan Primary Schools.
- 1.2 This procurement exercise has been conducted in accordance with the below EU Threshold Open Procedure (Works) and the Council's Standing Orders Relating to Contracts.
- 1.3 A Contract Strategy was prepared by the Corporate Procurement Unit and approved by the Strategic Commercial and Procurement Manager and the Head of Property Services on the 18th January 2016.

2. Recommendations

- 2.1 It is recommended that the Procurement Sub Committee authorise the Head of Corporate Governance to award the individual Contracts for Re-roofing Works at Lochwinnoch Primary School (Lot 1) and the Re-roofing Works at Inchinnan Primary School (Lot 2), RC/OC/125/16, to Keepmoat Regeneration Ltd.
- 2.2 The Procurement Sub-Committee is asked to note that the value of the Contracts is as follows:
- Lot One: Lochwinnoch Primary School - £307,353.58 excluding VAT;
- Lot Two: Inchinnan Primary School - £365,188.73 excluding VAT.
- 2.3 The Date of Commencement of the Works at both sites is anticipated to be early May 2015. The Date for Completion of the Works is anticipated to be 18 weeks from the Date of Commencement for Lochwinnoch Primary School and 16 weeks for Inchinnan Primary School. Two separate Letters of Acceptance will be drafted and the exact Date of Commencement will be confirmed in these.

3. Background

- 3.1 A central requirement of Property Services is to ensure that Council properties, facilities and assets are properly maintained in a manner that complies with statutory legislation. Renfrewshire Council estate has a vast number of properties, including school buildings, which have been subject to a variety of maintenance regimes, upgrades and alterations etc.
- 3.2 Lochwinnoch and Inchinnan Primary Schools have been identified as requiring remedial roofing works due to the majority of their roof coverings being beyond their useful economic life. Where repairs have been carried out in the past, these have been undertaken on a reactive basis. It is the intention to standardise the condition of roofs to provide a maintenance free environment and, where possible, to upgrade the thermal properties to meet current regulatory standards.
- 3.3 The contracts were tendered in accordance with the below EU Threshold Open Procedure (Works) and the Council's Standing Orders Relating to Contracts.
- 3.4 A contract notice was published on the Public Contracts Scotland advertising portal on 22 January 2016. Eighteen suppliers expressed an interest in the tender, which included two separate and distinct lots, with three suppliers submitting a response by the deadline for submissions of 12 noon on 9 February 2016. All three suppliers bid for both lots.

- 3.5 The three tender submissions were evaluated against a pre-determined set of Bid Selection criteria by representatives from Corporate Procurement Unit, Corporate risk, Corporate Health & Safety and Finance and Resources Services.
- 3.6 All tenders met the Bid Selection Criteria and were evaluated against a set of award criteria which was based on a price / quality ratio / community benefits of 60% / 30% / 10%. Each Lot was evaluated separately.
- 3.7 For Lot One – Lochwinnoch Primary School, the scores relative to the award criteria of each tenderer are as follows:

Company	Price Score (60%)	Quality Score (30%)	Community Benefits (10%)	Total Score	Ranking
Keepmoat Regeneration Ltd	60.00	24.00	9.10	93.10	1st
Skyform (Scotland) Ltd	52.96	16.00	7.80	76.76	2nd
Avonside Roofing Ltd	53.68	10.50	7.50	71.68	3rd

- 3.8 For Lot One – Lochwinnoch Primary School, it is recommended that the contract is awarded to Keepmoat Regeneration Ltd who, based on the evaluation, have provided the most economically advantageous tender.
- 3.9 For Lot Two – Inchinnan Primary School, the scores relative to the award criteria of each tenderer are as follows:

Company	Price Score (60%)	Quality Score (30%)	Community Benefits (10%)	Total Score	Ranking
Keepmoat Regeneration Ltd	60.00	21.00	9.10	90.10	1st
Avonside Roofing Ltd	51.02	12.50	7.50	71.02	2nd
Skyform (Scotland) Ltd	43.47	19.50	7.80	70.77	3 rd

- 3.10 For Lot Two – Inchinnan Primary School, it is recommended that the contract is awarded Keepmoat Regeneration Ltd who, based on the evaluation, have provided the most economically advantageous tender.

- 3.11 The cost for both contracts is £672,542.31 excluding VAT which can be accommodated within the approved budget. The cost includes a 1% discount that was offered by Keepmoat Regeneration Ltd if successful on both lots.
- 3.12 Community benefits were sought as part of this procurement exercise and Keepmoat Regeneration Ltd has committed to the delivery of the following community benefits for each of the contracts:

Work Placements	
Work Experience Placements (16 + years of age)	1
Education Support Initiatives	
Workplace Visits	1
Industry Awareness Days	1
Supply Chain Development Activity	
Supply Chain Briefings with SME's	1

Implications of the Report

1. Financial

The financial stability of Keepmoat Regeneration Ltd has been assessed as part of the evaluation procedure and met with the Council's minimum requirements for this contract.

2. HR & Organisational Development

N/A

3. Community Planning

Keepmoat Regeneration Ltd has committed to deliver a number of community benefits for each of the contracts as detailed in section 3.12 of this report.

4. Legal

The tendering procedures for the establishment of this contract were in accordance with Renfrewshire Council's Standing Orders Relating to Contracts for below EU Threshold Works contracts.

5. Property Assets

In carrying out the work involved with the contracts, the roof coverings at the schools will be improved..

6. Information Technology

N/A

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

Keepmoat Regeneration 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 ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

10. Risk

Keepmoat Regeneration Ltd insurances have been assessed and evaluated to confirm that they have met the minimum requirements regarding risk.

11. Privacy Impact

N/A

List of background papers

(1) None

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