

To: Finance, Resources and Customer Services Policy Board

On: 28 March 2018

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

**Heading: Measured Term Contract for Scaffolding and Associated Works
(RC/OC/361/18)**

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 Measured Term Contract for Scaffolding and Associated Works to Scaffold Contracts Ltd.
 - 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.
 - 1.3 A Contract Strategy was approved by the Director of Environment & Communities and the Strategic Procurement Manager on 24 January 2018.
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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 a Measured Term Contract for Scaffolding and Associated Works (RC/OC/361/18)

to Scaffold Contracts Ltd,

- 2.1.2 It is proposed that the Finance, Resources and Customer Services Policy Board approve the use of Scaffold Contracts Ltd for a maximum spend of £975,000 excluding VAT over a three year period which is anticipated to commence from 12 April 2018 to 11 April 2021. The exact dates will be confirmed in the Letter of Acceptance.
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3. **Background**

- 3.1 Building Services carry out repairs and maintenance to the Council's domestic properties and works of a minor nature to public buildings. In order to carry out these works, Building Services directly employ trades people for a variety of trades such as electricians, joiners, plumbers, gas engineers, painters etc.

Where works of a specialist nature are required (rot eradication works, bitumen felt roofing works, flexible floor covering works, scaffolding works etc), a specialist contractor is employed. Back-up and specialist contractors are employed on an ad-hoc basis through Measured Term Contracts.

The Council requires a back- up contractor for the hire of scaffold and aluminium towers to support the maintenance and repairs to 12,500 tenanted and operational properties within Renfrewshire.

The Contract has been tendered to allow flexibility for other Council Services to make Orders under this Measured Term Contract.

- 3.2 A Contract Notice was published on the Public Contract Scotland advertising portal on Friday 19 January 2018 with the tender documentation available for downloading from the Public Contract Scotland – Tender platform.

During the tendering period seventeen companies expressed an interest in the Contract. By the closing date (12 noon, 7 February 2018) set for return of electronic tender submissions, eight companies submitted a tender submission.

- 3.3 All eight tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from Environment & Communities, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.

- 3.4 Seven of the tender submissions complied with the minimum criteria of the ESPD and one of the tender submissions failed the Financial

Requirements of the ESPD. The seven tender submissions progressed to evaluation of Quality Criteria which was based on an overall weighting of 25% and the evaluation of Pricing which was based on an overall weighting of 75%. One of the seven tender submissions failed in the evaluation of Pricing as they provided a non compliant bid.

- 3.5 The scores relative to the award criteria of the remaining six tender submissions are noted below:

		Quality (25%)	Price (75%)	Total (100%)
1	Scaffold Contracts Ltd	16.40	75.00	91.40
2	J R Scaffold Services Ltd	18.85	70.60	89.45
3	Scaffrite Ltd	17.85	71.30	89.15
4	Turner Access Limited	10.00	65.20	75.20
5	Clyde Scaffolding Limited	14.65	59.60	74.25
6	F&S Scaffolding Management Ltd	17.55	35.44	52.99

- 3.6 The evaluation of tender submissions received identified that the submission by Scaffold Contracts Ltd was the most economically advantageous tender.

- 3.7 Community benefits were requested as part of the procurement process and Scaffold Contracts Ltd has committed to the delivery of the following community benefits:

Community Benefit Description	No of People / Activity
New Entrant	1
S/NVQ (or equivalent) for an existing employee	1
Supply Chain Briefings with SME's	1
Meet the Buyer Event	1

Implications of the Report

1. **Financial** –The costs under this Contract will be met by the Hard FM revenue repairs budget.

2. **HR & Organisational Development** – No TUPE implications have arisen or are anticipated.
 3. **Community/Council Planning** – Driving physical and economic regeneration – 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.
 5. **Property/Assets** - The Contract will facilitate the maintenance and repairs to 12,500 tenanted and operational properties within Renfrewshire.
 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** - Scaffold Contracts Ltd health and safety documentation 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** – Scaffold Contracts Ltd insurances have been assessed and evaluated to confirm that they have met the minimum requirements regarding insurable risk
 11. **Privacy Impact** - No Privacy Impact implications have been identified or are anticipated.
 12. **Cosla Policy Position** – Not applicable.
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