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

**On: 28 January 2018**

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

**Heading: Sheltered Housing Heating Systems Upgrade (RC/OC/449/17)**

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**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 upgrade of heating systems at various Renfrewshire Council operated Sheltered Housing Complexes to Truedeal Building Services 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 Head of Property Services and the Strategic Commercial and Category on 27 October 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 a Contract for the Sheltered Housing Heating Systems Upgrade (RC/OC/449/17) to Truedeal Building Services Ltd;
  - (b) the Contract Sum of £298,127.50 excluding VAT; and

- (b) the total contract period of five (5) weeks with Date of Commencement scheduled to be on Thursday 22 February 2018 with the estimated Date of Completion being Friday 30 March 2018. Confirmation of the actual timescales will be confirmed in the Council's letter of Acceptance.
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### 3. **Background**

- 3.1 A central requirement of the Councils Property Services is to ensure that Council operated properties, facilities and assets are maintained in a manner that complies with statutory legislation. Renfrewshire Council estate has a large number of properties, including sheltered housing complexes, which have been subject to a variety of maintenance regimes, upgrades, alterations etc.

A requirement to upgrade the existing heating systems (including boiler replacement) was identified at four sheltered housing complexes:

- Altpatrick Gardens Sheltered Housing Complex
- Gallacher Court Sheltered Housing Complex
- Monkdyke House Sheltered Housing Complex
- Spingbank Road Sheltered Housing Complex

The resulting contract will be awarded in the form of an SBCC Minor Works Building Contract for use in Scotland (MW/Scot), 2011 edition.

- 3.2 A contract notice was published on the Public Contract Scotland advertising portal on 01 November 2017 with the tender documentation available for downloading from the Public Contract Scotland – Tender platform. During the tendering period twenty-one (21) companies expressed an interest in the Contract. By the closing date set (12 noon, Thursday 23 November 2017) for return of electronic tender submissions, six (6) companies submitted a tender response.
- 3.3 Tender submissions received were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from Property Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.
- 3.4 All six (6) tender submissions confirmed compliance with the minimum criteria of the ESPD and progressed to evaluation of Award Criteria which was based on overall weightings of 30% Quality and 70% Price.
- 3.5 Whilst undertaking the evaluation of the Price submissions, it became apparent that one tenderer submitted an incomplete bid as per the criteria stated within the tender documentation.
- 3.6 The scores relative to the award criteria of the remaining five tenderers are noted below:

		<b>Quality (30%)</b>	<b>Price (70%)</b>	<b>Total (100%)</b>
<b>1</b>	<b>Truedeal Building Services Ltd</b>	18.50	70.00	<b>88.50</b>
<b>2</b>	<b>ECG Building Maintenance Ltd</b>	22.25	63.98	<b>86.23</b>
<b>3</b>	<b>Soron Ltd</b>	12.75	68.38	<b>81.13</b>
<b>4</b>	<b>Turner Property Services Ltd</b>	21.75	51.50	<b>73.25</b>
<b>5</b>	<b>Alternative Heat Ltd</b>	20.25	46.38	<b>66.63</b>

- 3.7 The evaluation of tender submissions received identified that the submission by Truedeal Building Services Ltd was the most economically advantageous tender.
- 3.8 Given the low value and extremely short timescales to complete works required within this contract, the delivery of Community Benefits was not requested as part of this procurement procedure.

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## Implications of the Report

### 1. Financial

The financial status of Truedeal Building Services Ltd was assessed 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 –

By upgrading heating systems within the aforementioned sheltered housing complexes, it will provide residents with a modern heated environment safeguarding their health and wellbeing.

### 4. Legal

The procurement of this Contract has been conducted in accordance with the Council's Standing Orders relating to Contracts.

### 5. Property / Assets

Although there may be a short interruption of heating on the first and the last day of the works at each site to allow temporary plant to be safely connected / removed, no adverse implications are envisaged to any of the properties by undertaking required works beyond the contract term.

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**

Truedeal Building Services Ltd'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**

Truedeal Building Services Ltd's 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**

No Cosla Policy Position implications have arisen or are anticipated

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