

Notice of Meeting and Agenda Scotland Excel Executive Sub-Committee

Date	Time	Venue
Friday, 31 March 2017	10:45	Scotland Excel Meeting Room 1, Renfrewshire House, Cotton Street, Paisley

KENNETH GRAHAM
Clerk

Membership

Councillor Cryle Shand (Aberdeenshire Council); Councillor Paul Valentine (Angus Council); Councillor Iain Whyte (City of Edinburgh Council); Councillor Norman Macdonald (Comhairle Nan Eilean Siar); Councillor Gill Dykes (Dumfries and Galloway Council); Councillor Altany Craik (Fife Council); Councillor Martin McElroy (Glasgow City Council); Councillor Bill Fernie (Highland Council); Councillor Grace McLean (North Ayrshire Council); Councillor Michael Holmes (Renfrewshire Council); Councillor Amanda Westlake (Shetland Islands Council) and Provost Eileen Logan (South Lanarkshire Council).

Councillor Michael Holmes – Convener.

Video Conferencing

Should any member wish to participate using video conference, please contact Lesley Jones on 0141 618 7444.

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

- | | | |
|-------------|--|----------------|
| 1 | Revenue Budget Monitoring Report | 5 - 8 |
| | Joint report by the Treasurer and the Director of Scotland Excel. | |
| 2 | Contract for Approval: Supply and Delivery of Education and Office Furniture | 9 - 24 |
| | Report by the Director of Scotland Excel. Please see note in meeting documents section below. | |
| 3 | Contract for Approval: Energy Efficiency Contractors | 25 - 50 |
| | Report by the Director of Scotland Excel. | |
| 4 | Contract for Approval: Outdoor Play Equipment and Artificial Surfaces | 51 - 64 |
| | Report by the Director of Scotland Excel. | |
| 5 | Contract for Approval: Supply and Delivery of Personal Protective Equipment | 65 - 76 |
| | Report by the Director of Scotland Excel. Please see note in meeting documents section below. | |
| 6 | Requests for Associate Membership of Scotland Excel | |
| 6(a) | Blue Triangle Housing Association | 77 - 78 |
| | Report by the Director of Scotland Excel. | |
| 6(b) | City Property Glasgow (Investments) LLP | 79 - 80 |
| | Report by the Director of Scotland Excel. | |
| 7 | Employee Absence Management Report | 81 - 84 |
| | Report by the Director of Scotland Excel. | |
| 8 | Date of Next Meeting | |
| | Note that the next meeting of the Executive Sub-committee will be held at 9.45 am on Friday 30 June 2017 in Glasgow City Chambers, George Square, Glasgow. | |

Scotland Excel

To: Executive Sub Committee

On: 31 March 2017

Report by Joint Report by the Treasurer and the Director

Revenue Budget Monitoring Report to 3 March 2017

1. Summary

- 1.1 Gross expenditure is £10,000 over budget and income is currently £83,000 over recovered which results in a net underspend of £73,000 for Scotland Excel. This is summarised in point 4:

2 Recommendations

- 2.1 It is recommended that members consider the report.

3 Budget Adjustments Since Last Report

- 3.1 There have been no budget adjustments since the last report.

4 Budget Performance

- | | |
|-----------------------------|-------------------------------|
| 4.1 Current Position | Net Underspend £73,000 |
| <i>Previously Reported</i> | <i>Net Underspend £60,000</i> |

The variance is due to an underspend in Supplies and Services and over recovery of Other Income, offset by an overspend in Employee Costs, Administration Costs and Payment to Other Bodies.

The overspend in Employee Costs is due to a low turnover of staff, resulting in budget assumptions not being achieved.

The underspend within Supplies and Services relates to the IT budget. The Scotland Excel planned IT migration plan has, following discussion with Renfrewshire IT staff, been revised. As a result of changes planned by Renfrewshire to their infrastructure it would have been inappropriate to proceed on the basis that had been planned when, working in conjunction with Renfrewshire Council, there is the opportunity to be part of their migration to a cloud environment. There will now be a requirement to defer the previously agreed draw down of reserves to 2017 / 18 for the changes in the IT infrastructure.

The overspend within Administration Costs relates to the legal costs associated with a challenge to a framework award. At present there is no

indication of the settlement that will be recovered in relation to the expenses incurred.

Training courses delivered by Scotland Excel have resulted in the overspend within Payments to Other Bodies. These are fully recharged back to delegates and offset by additional income.

The over recovery of Other Income relates to the Training Costs discussed above, unbudgeted Consultancy Income and additional full year Associate Member Fees from the Wheatley Group.

4.2 Projected Year End Position

The projected year end position shows a draw down from the general reserve of £115,603 which is £83,907 less than the approved draw down. The draw down from the National Care Home ring fenced reserve is £1,806.

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2016/17
1st April 2016 to 3rd March 2017

JOINT COMMITTEE : SCOTLAND EXCEL

Description	(1)	Agreed Annual Budget (2)	Year to Date Budget (3)	Year to Date Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance £000's (7)	%	
Employee Costs		2,927	2,619	2,629	13	2,642	(23)	-0.9%	overspend
Property Costs		176	176	176	0	176	0	0.0%	breakeven
Supplies & Services		211	167	90	0	90	77	46.1%	underspend
Contractors and Others		65	115	115	0	115	0	0.0%	breakeven
Administration Costs		316	104	130	0	130	(26)	-25.0%	overspend
Payments to Other Bodies		19	7	45	0	45	(38)	-542.9%	overspend
GROSS EXPENDITURE		3,714	3,188	3,185	13	3,198	(10)	-0.3%	overspend
Contributions from Local Authorities		(3,484)	(3,484)	(3,484)	0	(3,484)	0	0.0%	breakeven
Other Income		(30)	(196)	(319)	40	(279)	83	42.3%	Over-recovery
INCOME		(3,514)	(3,680)	(3,803)	40	(3,763)	83	2.3%	over-recovery
TRANSFER (TO)/FROM RESERVES		200	(492)	(618)	53	(565)	73	14.8%	underspend

CORE OPERATIONS EXPENDITURE	Agreed Annual Budget	Year to Date Budget	Year to Date Actual	Adjustments	Revised Actual
	3,714	3,023	3,030	13	3,043
NATIONAL CARE HOME EXPENDITURE	0	165	155	0	155
TOTAL GROSS EXPENDITURE	3,714	3,188	3,185	13	3,198

Opening Reserves	General Reserve	National Care Home Reserve	Total
	£000's	£000's	£000's
Budgeted Draw on Reserves	(465)	(18)	(483)
Projected Year End Overspend / (Underspend)	200	2	200
Anticipated Closing Reserves	(84)	(16)	(82)
	(348)		(365)

Scotland Excel

To: Executive Sub Committee

On: 31 March 2017

**Report
by
Director Scotland Excel**

Tender: Supply and Delivery of Education and Office Furniture

Schedule: 02/16

Period: 1 March 2017 until 29 February 2020 with an option to extend until 28 February 2021. (Effective from 1 May 2017).

1. Introduction and Background

This recommendation is for the award of a second generation framework agreement for the combined provision of education and office furniture. The agreement will be effective from 1 May 2017 until 29 February 2020 with an option to extend for up to a further period of 1 year until 28th February 2021.

The framework will provide councils and other participating bodies with a mechanism to procure a wide range of furniture suitable for classrooms, pre-5 environments, dining rooms and flexible learning spaces. Furniture for use in a variety of office environments is also available along with furniture suitable for meeting rooms, reception areas and flexible work spaces.

2. Scope, Participation and Spend

The framework is divided into the 11 Lots detailed in Table 1 which were approved by council representatives at strategy development stage of the tender process. Products within each Lot will be available at market entry, mid-range and premium quality levels to ensure scope of provision suited to all budgets and environments.

Lot 6 for Pre-5 furniture has been introduced as a new Lot in this framework to support the Scottish Government's continued investment in early years education while Lots 5 and 11 offer options for kit-out of larger projects, often with a requirement for project management and frequently awarded through mini-competition processes to derive maximum value for councils.

Table 1: Lotting Structure

Lot Number	Lot Description	Estimated % of Expenditure per Lot
1	Educational Seating	15%
2	Educational Desks and Tables	11%
3	Educational Storage	15%
4	Educational Dining Furniture	12%
5	Education Full Kit-Out	6%
6	Pre-5 Furniture	New Requirement
7	Office Seating	13%
8	Office Desks and Tables	10%
9	Office Meeting Room and Reception Furniture	6%
10	Office Storage Furniture	7%
11	Office Full Kit-Out	5%

31 councils in Scotland will be participating in the framework along with Tayside Contracts and Associate Members of Scotland Excel. (Glasgow City Council will not be participating in the framework as it utilises its own in-house facility to manufacture its furniture requirements).

The Scottish Prison Service and Strathclyde Partnership for Transport have both confirmed their participation, exemplifying cross sector collaboration, and along with Tayside Contracts and Associate Members, were included in the Contract Notice for this framework.

The forecast spend for the framework has increased to £9 million per annum and £36 million over the 4 years of the framework, including any extension period. This will allow for growth through the framework and provision of requirements for school estate, ongoing council office rationalisation programmes and for the Scottish Government's investment in Early Years Education programmes.

3. Procurement Process

A User Intelligence Group (UIG) consisting of procurement and technical representatives from participating councils was established to support the development of the procurement strategy and specification.

The market for furniture demonstrates a mature and highly competitive supply base with a mix of manufacturers and resellers. The UIG endorsed the use of an open tender process to ensure maximum interest, competition and flexibility of provision within the new framework. It was also agreed that the procurement process should follow a two stage tendering procedure. Stage one, Qualification, was conducted using the European Single Procurement Document (ESPD). The ESPD requires bidders to answer a number of qualification questions along with questions relating to insurance, financial standing, quality management, health and safety and environmental management.

Bidders were invited to offer on a lot by lot basis and provide contract prices against a defined basket of furniture product types commonly purchased by councils, and these prices were used in the commercial evaluation of offers.

Bidders were invited to offer against each item on up to three market quality levels, an entry level; a mid-level and a premium offering. Offers were evaluated on a “like for like basis” within their designated range to establish the overall commercial scoring.

Bidders were requested to provide set percentage discount structures against Recommended Retail Prices (RRP) and/or product catalogue contract prices for specific products or product ranges relating to each lot as well as confirming which councils they were prepared to service.

A condition of the tender is that all furniture ranges offered under this framework must be certified by recognised furniture testing institutes such as FIRA (Furniture Industry Research Association) or SATRA Laboratories in relation to safety and product integrity etc. and that any wood based products must evidence that The Forest Stewardship Council (FSC)/Programme for the Endorsement of Forest Certification (PEFC) is in place.

At the second stage of the tender process, offers were evaluated on a basket of commonly purchased products per Lot using the following criteria and weightings.

Table 2: Tender Weightings

Lot Number	Lot Description	Technical Weighting	Commercial Weighting
1	Educational Seating	15%	85%
2	Educational Desks and Tables	15%	85%
3	Educational Storage	15%	85%
4	Educational Dining Furniture	15%	85%
5	Education Full Kit-Out	Not Applicable	
6	Pre-5 Furniture	15%	85%
7	Office Seating	15%	85%
8	Office Desks and Tables	15%	85%
9	Office Meeting Room and Reception Furniture	15%	85%
10	Office Storage Furniture	15%	85%
11	Office Full Kit-Out	Not Applicable	

The majority of Kit-Outs (Lots 5 and 11) are likely to be determined via mini-competitions and can vary significantly in scope and product volume therefore Scotland Excel did not request commercial submissions for these two Lots.

Instead, bidders were requested to confirm their ability and willingness to provide a Kit-Out service and only successful suppliers for Education Lots 1 – 4 and Office Lots 7 – 10 who met this criterion have been put forward for inclusion in the relevant Lot.

Lot 6 (Pre-5 Furniture) has not been included within full Kit-Out of Education Furniture to generate maximum interest in the market for this new provision and to encourage maximum council spend through the framework.

During the development of the procurement strategy, Scotland Excel consulted with a wide range of stakeholders to inform the strategy including the Furniture Industry Research Association (FIRA). Following publication of a Prior Information Notice a number of supplier meetings were held to share information on market trends and developments.

As a result of this engagement, the latest British Standards for furniture were incorporated into product specifications and a requirement to promote Supported Businesses through framework suppliers was included.

4. Report on Offers Received

In total 65 organisations accessed the tender documents, with 26 tender offers received by the closing date and time.

One supplier withdrew their bid and a second supplier was unable to provide all the required supporting documents rendering their offer non-compliant.

Based on the criteria and scoring methodology set out in the tender document, a full evaluation of the remaining 24 compliant offers was carried out. The overall scores per Lot are detailed in Appendix 3.

5. Recommendations

Based on the evaluation conducted by Scotland Excel with the support of a technical panel, it is recommended that the framework is awarded to 21 suppliers across the 11 Lots as outlined in Appendix 3. This approach will secure best value, offers sufficient capacity either for small scale product refresh or for large scale new and refurbishment projects and provide full geographic and service coverage.

These 21 suppliers represent a mix of small, medium and large manufacturers and resellers, with 8 being classed as micro (less than 10 personnel) or small enterprises and 1 supplier is a supported business.

6. Benefits

Savings

A benchmarking exercise was conducted across the tendered core list of items (basket of products) against current supplier framework delivered prices to ensure true comparison of products, thereby providing an accurate reflection of price differential and an estimate of potential savings available to the customer base. The savings figures for each Lot was totalled to establish the average saving across the whole framework.

This equates to an overall weighted average saving of 4.4% across the framework or £396K per annum based on annual forecast spend of £9 million. While market entry level product pricing has increased, limited savings can be derived on mid-quality furniture ranges with substantial savings on premium quality furniture ranges.

Given that much of the furniture purchased will be for larger scale new build or refurbishment projects or for rolling programmes, it is likely that councils will utilise the mini-competition process to derive additional savings and produce best value.

Price Stability

It is a condition of the framework that pricing will remain stable for the first 12 months of the framework period following which, any application for a price increase can only be submitted for consideration at least 60 days before the anniversary of the framework commencement date along with independent supporting documentary evidence which will be assessed against the appropriate market indices for furniture.

Sustainable Procurement Benefits

Scotland Excel sought external guidance during the strategy development phase to establish the most relevant sustainable factors for inclusion in the framework and to ensure that the framework would deliver pertinent economic, social and environmental value to councils procuring through it. The framework provides opportunities relating to Supported Businesses, the Circular Economy (looks beyond make, take, dispose to recover, restore, regenerate), the inclusion of training and development of skills and the further expansion of the supply base through inclusion of several new Small to Medium Enterprises (SME's).

Sustainability considerations featured heavily in the technical product specifications derived from advice from FIRA (Furniture Industry Research Association), Government Buying Standards and EU-Green Public Procurement, and this guidance and direction had a direct influence on developing the sustainability elements for this procurement.

Environmental Benefits

In order to provide assurances that wood and wood-based products originate from sustainably managed forests, it is a requirement of this framework that all timber used in manufacture comes from a sustainable source and must have Chain of Custody tracking documents to meet the requirements of UK and EU timber regulations.

Six of the recommended suppliers, whether manufacturers or resellers of furniture, are members of the Furniture Industry Sustainability Programme (FISP) which demonstrates their sustainable and corporate social responsibility credentials. Several more manufacturers involved in the supply chain of recommended resellers are also members of FISP.

Other environmental components of the framework which contribute towards achievement of Scotland's National Outcomes are:

- promotion of furniture Take-Back schemes by suppliers, to encourage reuse or remanufacture
- use of re-cycled content in final product
- reuse of packaging materials for original purpose
- reduction of waste materials
- innovation for delivery planning and logistics such as use of vehicle trackers and on-site furniture assembly

In addition to the above, many of the suppliers are ISO14001 accredited to ensure they utilise effective environmental management systems along with operating robust transport strategies, using Euro V and V1 compliant vehicles for delivery to sites.

Community Benefits

Bidders were asked to provide community benefits commitments for the duration of the framework. The following list details some examples of the community benefits commitments from the recommended suppliers which will be monitored throughout the lifetime of the framework:-

- establishment of a learning zone, available to local schools and enterprises - subject to successful participation in the framework
- apprenticeships and several summer placements in CAD and Design services for university students, for each year of the framework
- summer work experience placements for 5th/6th year pupils
- engagement of modern apprentice trainees
- engagement with local authorities and local employment programmes to determine employment proposals
- industry related training in corporate social responsibility
- work placements with area sales manager for mentoring purposes
- visits to furniture manufacturers for school pupils
- donations of furniture during each year of the framework to local community groups
- charitable donations during each year of the framework

Community Benefits – Supported Businesses

To further support Scotland's National Outcomes on Sustainability, Scotland Excel incorporated a second Community Benefits requirement into this framework specifically relating to Supported Businesses.

The requirement asked successful suppliers to commit to involving Supported Businesses in contract delivery by eg sub-contracting a proportion of any business derived through the framework or by developing its Supported Business supply chain.

Several recommended suppliers already have established working relationships with Supported Businesses including Royal Strathclyde Blindcraft Industries (RSBi) in Glasgow, Matrix in Fife, Dovetail Enterprises in Dundee and North Lanarkshire Industries. Additional proposals to work with this group of Supported Businesses have been generated through the framework and these will be monitored on an ongoing basis. Some examples of these are:-

- subcontracting to North Lanarkshire Industries 10% of soft furnishing and re-upholstery requirements in year 1 of the framework, increasing on an escalation scale to 25% in year 4
- working with Matrix (Fife) and North Lanarkshire Industries in year 1 to expand on product range that can be provided through the framework and to other public sector and private organisations. In year 2 to year 4 collaboration for joint product branding and introductions to suitable new clients
- discuss expansion of existing relationship with Dovetail Enterprises to incorporate manufacture of tables and bespoke product requirements for provision through the framework
- explore opportunities for joint working with Royal Strathclyde Blindcraft Industries (RSBi), Dovetail Enterprises and North Lanarkshire Industries in year 1, along with opportunities for developing furniture take-back schemes; plans would be implemented in years 2-4 of the framework
- establish 3 sub-contracting opportunities with 3 supported businesses in year 1 and escalate to 6 opportunities in years 2,3 and 4
- collaborate with established social enterprise COPE to facilitate take-back and recycling of furniture
- proposals to explore opportunities for joint working with Royal Strathclyde Blindcraft Industries (RSBi) and Matrix

Workforce Matters

Bidders were asked to confirm their approach to workforce matters and the payment of the Scottish Living wage to their workforce. Of the 21 recommended suppliers, 19 pay above the Scottish Living Wage and Scotland Excel will work with the other 2 suppliers during the lifetime of the new framework to encourage their commitment to pay all staff the Scottish Living Wage.

Scotland Excel includes monitoring Fair Working Practices, including the Scottish Living Wage, within its contract and supplier management programme.

Other Benefits

Suppliers who derive annual spend in excess of £500K will be required to return a rebate of 1%, to councils who have provided business through the framework.

To ensure a complete furniture service is available to councils, it is a condition of the framework that a design service along with project management support

must be available to councils if required and this service provision is included in the cost of the furniture.

7. Contract Mobilisation and Management

Scotland Excel will arrange mobilisation meetings to ensure that awarded suppliers are familiar with the requirements of the framework.

In accordance with Scotland Excel's established Contract Supplier Management (CSM) programme, this framework is classed as category 2 in terms of risk and spend therefore will require bi-annual review meetings with suppliers to review the operation of the framework and to facilitate potential opportunities for development. Council UIG representatives will be consulted at least on an annual basis to ensure service levels are maintained and to gather pertinent feedback to facilitate framework improvements.

Scotland Excel will collect, analyse and review detailed supplier management information on a quarterly basis along with monitoring and reporting on framework KPI's on a regular basis, including sustainability initiatives and matters.

8. Summary

The Executive Sub Committee is requested to approve the recommendation to award this framework agreement as set out in Section 5 of this Report.

Appendix 1 – Participation, Spend and Savings Summary Education and Office Furniture 02-16

Member Name	Participation in Contract	Participation Entry Date	Estimated Annual Spend (£)	Source of Spend Data	% Estimated Forecast Savings	Estimated Annual Savings (£)	Basis of Savings Calculation
Aberdeen City Council	Yes	01 May 2017	£359,985	Supplier MI	4.4%	£15,839	Benchmarked Current Contract
Aberdeenshire Council	Yes	01 May 2017	£222,859	Suppliers MI	4.4%	£9,806	Benchmarked Current Contract
Angus Council	Yes	01 May 2017	£221,024	Supplier MI	4.4%	£9,725	Benchmarked Current Contract
Argyll & Bute Council	Yes	01 May 2017	£48,155	Council Confirmed	4.4%	£2,119	Benchmarked Current Contract
City of Edinburgh Council	Yes	01 May 2017	£474,534	Supplier MI	4.4%	£20,879	Benchmarked Current Contract
Clackmannanshire Council	Yes	01 May 2017	£37,242	Suppliers MI	4.4%	£1,639	Benchmarked Current Contract
Comhairle nan Eilean Siar	Yes	01 May 2017	£9,525	Council Confirmed	4.4%	£419	Benchmarked Current Contract
Dumfries & Galloway Council	Yes	01 May 2017	£211,405	Suppliers MI	4.4%	£9,302	Benchmarked Current Contract
Dumfries City Council	Yes	01 May 2017	£83,573	Supplier MI	4.4%	£3,677	Benchmarked Current Contract
East Ayrshire Council	Yes	01 May 2017	£9,336	Suppliers MI	4.4%	£411	Benchmarked Current Contract
East Dunbartonshire Council	Yes	01 May 2017	£45,128	Supplier MI	4.4%	£1,986	Benchmarked Current Contract
East Lothian Council	Yes	01 May 2017	£198,042	Suppliers MI	4.4%	£8,714	Benchmarked Current Contract
East Renfrewshire Council	Yes	01 May 2017	£112,746	Supplier MI	4.4%	£4,961	Benchmarked Current Contract
Falkirk Council	Yes	01 May 2017	£136,610	Suppliers MI	4.4%	£6,011	Benchmarked Current Contract
Fife Council	Yes	01 May 2017	£411,845	Council Confirmed	4.4%	£18,121	Benchmarked Current Contract
Glasgow City Council	No	01 May 2017	Not Participating				
Highland Council	Yes	01 May 2017	£175,387	Supplier MI	4.4%	£7,717	Benchmarked Current Contract
Inverclyde Council	Yes	01 May 2017	£139,916	Suppliers MI	4.4%	£6,156	Benchmarked Current Contract
Midlothian Council	Yes	01 May 2017	£118,293	Supplier MI	4.4%	£5,205	Benchmarked Current Contract
North Ayrshire Council	Yes	01 May 2017	£43,473	Suppliers MI	4.4%	£1,913	Benchmarked Current Contract
North Lanarkshire Council	Yes	01 May 2017	£469,681	Council Confirmed	4.4%	£20,666	Benchmarked Current Contract
Orkney Islands Council	Yes	01 May 2017	£42,528	Suppliers MI	4.4%	£1,871	Benchmarked Current Contract
Perth & Kinross Council	Yes	01 May 2017	£313,491	Supplier MI	4.4%	£13,794	Benchmarked Current Contract
Renfrewshire Council	Yes	01 May 2017	£234,543	Suppliers MI	4.4%	£10,320	Benchmarked Current Contract
Scottish Borders Council	Yes	01 May 2017	£74,732	Supplier MI	4.4%	£3,288	Benchmarked Current Contract
Shetland Islands Council	Yes	01 May 2017	£399	Suppliers MI	4.4%	£18	Benchmarked Current Contract
South Ayrshire Council	Yes	01 May 2017	£222,228	Supplier MI	4.4%	£9,778	Benchmarked Current Contract
South Lanarkshire Council	Yes	01 May 2017	£285,794	Suppliers MI	4.4%	£12,575	Benchmarked Current Contract
Stirling Council	Yes	01 May 2017	£110,322	Supplier MI	4.4%	£4,854	Benchmarked Current Contract
Tayside Council	Yes	01 May 2017	£301	Suppliers MI	4.4%	£13	Benchmarked Current Contract
The Moray Council	Yes	01 May 2017	£73,441	Council Confirmed	4.4%	£3,231	Benchmarked Current Contract
West Dunbartonshire Council	Yes	01 May 2017	£31,795	Suppliers MI	4.4%	£1,399	Benchmarked Current Contract
West Lothian Council	Yes	01 May 2017	£547,198	Council Confirmed	4.4%	£24,077	Benchmarked Current Contract
Associate Members	Yes	01 May 2017	£132,966	Suppliers MI	4.4%	£5,851	Benchmarked Current Contract
Scottish Prison Service	Yes	01 May 2017	£86,760	Suppliers MI	4.4%	£3,817	Benchmarked Current Contract
Strathclyde Partnership for Transport	Yes	01 May 2017	£77,235	Suppliers MI	4.4%	£3,398	Benchmarked Current Contract
Totals			£5,762,492		4.4%	£253,550	

Appendix 2 - SME Status

Tenderers	SME Status	Location	Lots Tendered
Atlas Business Interiors Ltd	Small	Carlisle	7, 8, 9 & 10
Azzurro Ltd	Small	Airdrie	7, 8, 9 & 10
Bilfinger Europa Facility Management Limited	Medium	London	7, 8, 9 & 10
British Thornton ESF Limited	Medium	Keighley	1, 2, 3, 4 & 6
Caledonian Furniture Manufacturing Ltd	Micro	Cumbernauld	1, 2, 3 & 6
City Building (Contracts) LLP	Large	Glasgow	1, 2, 3, 8, 9 & 10
Claremont Office Furniture Ltd	Small	Glasgow	1, 2, 3, 4, 6, 7, 8, 9 & 10
Community Products (UK) Limited	Medium	Robertsbridge	6
Demco Europe Limited	Small	Rushden	6
EFG European Furniture Group Ltd	Large	Warrington	7, 8, 9 & 10
Educational and Municipal Equipment Ltd t/a EME Furniture	Small	Keighley	1, 2, 3, 4 & 6
EQUIP4WORK Ltd t/a Office Furniture Online	Small	Carlisle	1, 2, 3, 4, 6, 7, 8, 9 & 10
Findel Education Supplies Limited	Large	Hyde	1, 2, 3, 4 & 6
Furniture @ work Ltd	Medium	Glasgow	1, 2, 3, 4, 7, 8, 9 & 10
Godfrey Syrett Limited	Medium	Killingworth	1, 2, 3, 4, 6, 7, 8, 9 & 10
Gopak Ltd	Small	Hythe	4
GTS Trade Ltd	Small	Lerwick	1, 2, 4, 7, 8, 9 & 10
Sharp Business Systems UK plc	Medium	Wakefield	1, 2, 3, 4, 6, 7, 8, 9 & 10
Langstane Press Limited	Medium	Aberdeen	1, 2, 3, 4, 6, 7, 8, 9 & 10
Saxen Ltd	Micro	Newmilns	7, 8 & 9
SICO Europe Limited	Medium	Hythe	4
Spaceright Europe Limited	Medium	Cumbernauld	3, 4, 6 & 10
The Consortium Limited	Large	Trowbridge	1, 2, 3, 4, 6, 7, 8, 9 & 10
Wagstaff Bros., Limited	Medium	London	7, 8, 9 & 10
Wagstaff School Furniture Limited	Micro	Clydebank	4
YPO Procurement Holdings Limited	Large	Wakefield	1, 2, 3, 4, 6, 7, 8, 9 & 10

Appendix 3 - Scoring and Recommendations

(*) Denotes Recommended Supplier

Lot 1 - Educational Seating	
Tenderer	Score
Sharp Business Systems UK plc*	96.75
Langstane Press Limited*	96.71
Claremont Office Furniture Ltd*	92.60
Godfrey Syrett Limited*	90.86
Furniture @Work Ltd*	88.66
City Building (Contracts) LLP*	80.04
YPO Procurement Holdings Limited	66.46
The Consortium Limited	65.47
EQUIP4WORK Ltd t/a Office Furniture Online	63.32
British Thornton ESF Limited	58.82
Educational and Municipal Equipment Ltd t/a EME Furniture	58.82
GTS Trade Ltd	52.43
Findel Education Supplies Limited	52.31

Lot 2 - Education Desks and Tables	
Tenderer	Score
Sharp Business Systems UK plc*	96.75
British Thornton ESF Limited*	92.62
Educational and Municipal Equipment Ltd t/a EME Furniture*	92.62
Claremont Office Furniture Ltd*	91.24
Godfrey Syrett Limited*	87.61
Langstane Press Limited*	78.14
YPO Procurement Holdings Limited*	72.77
Furniture @Work Ltd	63.31
The Consortium Limited	60.48
EQUIP4WORK Ltd t/a Office Furniture Online	58.51
Findel Education Supplies Limited	55.06
City Building (Contracts) LLP	51.95
GTS Trade Ltd	44.36

Lot 3 - Educational Storage Furniture	
Tenderer	Score
Sharp Business Systems UK plc*	96.75
Langstane Press Limited*	96.47
British Thornton ESF Limited*	90.04
Educational and Municipal Equipment Ltd t/a EME Furniture*	90.04
City Building (Contracts) LLP*	87.41
Godfrey Syrett Limited*	79.44
Furniture @Work Ltd*	76.66
YPO Procurement Holdings Limited*	75.81
The Consortium Limited	61.36
Claremont Office Furniture Ltd	43.85
EQUIP4WORK Ltd t/a Office Furniture Online	43.58
Spaceright Europe Limited	43.52
Findel Education Supplies Limited	40.10

Lot 4 - Educational Dining Furniture	
Tenderer	Score
Spaceright Europe Limited*	93.50
YPO Procurement Holdings Limited*	92.94
Furniture @Work Ltd*	92.60
Langstane Press Limited*	90.12
Sico Europe Limited*	89.58
Claremont Office Furniture Ltd*	88.32
EQUIP4WORK Ltd t/a Office Furniture Online*	87.78
Sharp Business Systems UK plc*	87.67
The Consortium Limited*	85.16
British Thornton ESF Limited*	79.83
Educational and Municipal Equipment Ltd t/a EME Furniture*	79.83
Godfrey Syrett Limited*	78.02
Findel Education Supplies Limited*	73.67
GTS Trade Ltd*	69.64
Wagstaff School Furniture Limited*	69.29
Gopak Ltd*	68.97

Lot 5 - Education Furniture Full Kit-Out Facility	
Tenderer	
Sharp Business Systems UK plc*	
Langstane Press Limited*	
Godfrey Syrett Limited*	

Lot 6 - Pre-5 Furniture	
Tenderer	Score
Sharp Business Systems UK plc*	96.75
Claremont Office Furniture Ltd*	86.56
Godfrey Syrett Limited*	84.19
British Thornton ESF Limited*	83.68
Educational and Municipal Equipment Ltd t/a EME Furniture*	83.68
Langstane Press Limited*	78.82
Spaceright Europe Limited*	70.21
YPO Procurement Holdings Limited*	67.55
The Consortium Limited	57.73
Community Products (UK) Limited	51.98
EQUIP4WORK Ltd t/a Office Furniture Online	50.77
Findel Education Supplies Limited	46.23

Lot 7 - Office Seating	
Tenderer	Score
Langstane Press Limited*	97.75
Sharp Business Systems UK plc*	88.21
Bilfinger Europa Facility Management Limited*	86.63
Azzurro Ltd*	86.22
Claremont Office Furniture Ltd*	83.99
Atlas Business Interiors Ltd	69.11
Saxen Ltd	65.91
Wagstaff Bros., Limited	63.05
The Consortium Limited	62.91
Godfrey Syrett Limited	62.54
Furniture @Work Ltd	59.76
YPO Procurement Holdings Limited	57.47
EQUIP4WORK Ltd t/a Office Furniture Online	55.55
EFG European Furniture Group Ltd	52.16
GTS Trade Ltd	44.90

Lot 8 - Office Desks and Tables	
Tenderer	Score
Godfrey Syrett Limited*	95.25
Sharp Business Systems UK plc*	94.05
Langstane Press Limited*	90.82
Azzurro Ltd*	84.01
Claremont Office Furniture Ltd*	81.53
Wagstaff Bros., Limited*	80.32
Atlas Business Interiors Ltd*	80.27
Bilfinger Europa Facility Management Limited*	76.81
City Building (Contracts) LLP*	75.69
YPO Procurement Holdings Limited	70.45
EFG European Furniture Group Ltd	65.52
Furniture @Work Ltd	60.23
The Consortium Limited	60.16
Saxen Ltd	58.31
EQUIP4WORK Ltd t/a Office Furniture Online	56.19
GTS Trade Ltd	40.68

Lot 9 - Office Meeting Room and Reception Furniture	
Tenderer	Score
Langstane Press Limited*	97.75
Sharp Business Systems UK plc*	90.12
Claremont Office Furniture Ltd*	76.87
Azzurro Ltd*	76.56
Bilfinger Europa Facility Management Limited*	69.32
Atlas Business Interiors Ltd*	68.34
Wagstaff Bros., Limited	64.08
Godfrey Syrett Limited	63.08
City Building (Contracts) LLP	62.96
The Consortium Limited	60.98
Furniture @Work Ltd	57.26
Saxen Ltd	56.13
YPO Procurement Holdings Limited	50.87
EFG European Furniture Group Ltd	50.53
EQUIP4WORK Ltd t/a Office Furniture Online	47.81
GTS Trade Ltd	44.50

Lot 10 - Office Storage Furniture	
Tenderer	Score
Claremont Office Furniture Ltd*	97.25
Langstane Press Limited*	95.48
Sharp Business Systems UK plc*	92.03
Godfrey Syrett Limited*	83.71
Azzurro Ltd*	81.84
Wagstaff Bros., Limited*	80.99
Atlas Business Interiors Ltd*	80.56
Bilfinger Europa Facility Management Limited*	73.06
EQUIP4WORK Ltd t/a Office Furniture Online*	72.35
City Building (Contracts) LLP*	70.78
YPO Procurement Holdings Limited*	69.22
Furniture @Work Ltd	57.92
The Consortium Limited	57.70
EFG European Furniture Group Ltd	53.83
GTS Trade Ltd	48.61
Spaceright Europe Limited	48.27

Lot 11 - Office Furniture Full Kit-Out Facility	
Tenderer	
Sharp Business Systems UK plc*	
Langstane Press Limited*	
Claremont Office Furniture Ltd*	
Azzurro Ltd*	
Bilfinger Europa Facility Management Limited*	

Scotland Excel

To: Executive Sub Committee

On: 31st March 2017

**Report
by
Director Scotland Excel**

Tender: Energy Efficiency Contractors

Schedule: 09/13

Period: 1 May 2017 until 30 April 2019 with an option to extend up to 30 April 2021

1. Introduction and Background

This recommendation is for the award of Scotland Excel's first national collaborative framework for energy efficiency contractors.

Council housing accounts for more than half of the social housing available in Scotland with around 308,000 dwellings across Scotland. The remaining social housing of approximately 288,000 dwellings is provided by other Registered Social Landlords (RSLs), typically housing associations. Combined, these dwellings account for almost a quarter of dwellings on the council tax register in Scotland.

In recent years, councils have successfully improved the quality of social housing across Scotland in relation to a broad range of areas. Current Scottish Government estimates indicate however that approximately one third of the social housing properties in Scotland still fall below an acceptable level of performance in relation to energy efficiency. The focus of the next regulatory investment programme is to improve energy efficiency for these properties.

In order to tackle energy efficiency and related fuel poverty across both privately owned and social housing, there are two major programmes which councils deliver:

- Energy Efficiency Standards for Social Housing (EESH), which sets the mandatory minimum standard for the energy efficiency rating of all RSL housing in Scotland; and
- Home Energy Efficiency Programme for Scotland: Area Based Scheme (HEEPS: ABS). This is grant funded by the Scottish Government and

delivered by councils to private householders according to need based on the Scottish Index of Multiple Deprivation (SIMD).

Whilst these energy efficiency programmes are separate from a financial point of view, they often complement each other, enabling works to improve housing in areas where there are private and public tenures. This framework for energy efficiency contractors will support councils to deliver on the responsibilities set out in the two programmes.

Whilst the framework has been developed with these funding streams in mind, it has not been limited to work under these particular funding mechanisms. Energy efficiency and carbon reduction are key areas where work is ongoing to further devolve responsibility to the Scottish Government from the UK Government. This framework has been developed in such a way as to accommodate future potential schemes as well as to allow councils to utilise the framework where appropriate on non-domestic and public buildings.

In addition, the framework has been developed to incorporate additional funding under the Energy Company Obligation (ECO) which is a UK wide scheme to help reduce carbon emissions and tackle fuel poverty by placing obligations on energy suppliers to implement targeted energy saving measures.

2. Scope, Participation and Spend

During strategy development, council representatives agreed that the framework should be segmented across three main lots:

Table 1: Lotting Structure

Lot No.	Sublot Description	Estimated % Spend through lot
1 - Energy Assessors	1.1 - Domestic Energy Assessors 1.2 - Non-Domestic Energy Assessors	1%
2 - Building Fabric Measures	2.1 - External Wall Insulation 2.2 - Cavity Wall Insulation 2.3 - HTT Cavity Wall Insulation 2.4 - Loft/Rafter/Room in Roof Insulation 2.5 - Internal Wall Insulation 2.6 - Flat Roof Insulation 2.7 - Floor Insulation 2.8 - Domestic Windows and Doors	70%
3 - Heating and Microgeneration Measures	3.1 - Gas Boiler and Heating Systems 3.2 - Heating Controls 3.3 - Electric Storage Heaters 3.4 - Air Source Heat Pumps 3.5 - Ground Source Heat Pumps 3.6 - Biomass Boilers 3.7 - Solar Panels 3.8 - Non-Domestic Heating/Hot Water Optimisation Systems	29%

Each lot was further divided into sub lots for specific types of insulation and heating measures including external wall insulation and solar panels. This was to ensure that specialist contractors and small and medium enterprises (SMEs) could bid for measures suited to their particular skills and experience.

In addition, bidders could make a separate commercial offer for each council area they wished to bid for to allow contractors to tailor their offer based on geography and attract local suppliers.

As detailed in Appendix 1, 29 councils have confirmed their intention to participate in this framework. Participation varies across the framework lots depending on how councils operate their energy, sustainability and housing functions. In particular, councils will use the framework to supplement existing internal resources whilst others have existing arrangements in place for energy assessments, boiler replacements and window replacements.

Notwithstanding the above and to allow for potential migration from existing arrangements during the life of the framework, all 32 members were included in the Contract Notice for this framework.

In addition, Scotland Excel has also named Scottish Registered Social Landlords as potential users of the framework. Registered Social Landlords will be able to access the framework upon becoming associate members of Scotland Excel and participate in joint projects with councils.

The level of spend under this framework is difficult to forecast as councils are currently in the process of assessing their housing stock to determine what measures may be required in order to comply with EESSH. It is anticipated that the majority of the expenditure will initially be focused on the building fabric measures lot to ensure that dwellings have efficient insulation prior to installing efficient heating systems. External wall insulation has been the major focus of the HEEPS:ABS programme over the last few years. It is likely to continue to feature highly in council programmes to meet EESSH over the coming years leading up to a 2020 target.

The contract spend has been estimated between £50m - £200m per annum across all three lots. This reflects the anticipated spend from the current HEEPS:ABS programme of £50m combined with the potential investment required comply with EESSH. The maximum value of work that can be awarded under the framework is £800m over the four year term of the framework.

3. Procurement Process

Following publication of a Prior Information Notice (PIN), Scotland Excel undertook significant consultation involving a wide range of stakeholders to develop the scope of the framework in light of existing and emerging regulatory requirements and a changing landscape for funding.

A number of supplier meetings were held which helped inform the procurement strategy and during these meetings elements such as specifications, geography, form of contract, market trends and community benefits were discussed. In addition a large number of individual meetings were held with councils to capture the wide range of requirements and better understand each council's working practices in terms of contracting compared to direct labour.

Following the extensive consultation, a UIG was formed consisting of procurement and technical representatives from the participating councils. The UIG contributed to and endorsed the procurement strategy.

Following agreement of the strategy, a working group of technical representatives from the councils was formed to review and develop the technical specifications and establish the technical criteria to adopt during the tender process. This group also played an integral role in evaluating technical responses from bidders.

To ensure maximum competition and accessibility for SMEs, the UIG agreed that an open tender process should be followed to establish the framework. The tender was advertised on the Official Journal of the European Union and the Public Contracts Scotland portal and the tender process was conducted using the Public Contracts Scotland Tender system (PCS-T).

The procurement process followed a two stage tendering procedure. Stage one, Qualification was conducted using the European Single Procurement Document (ESPD). Within the ESPD tenderers are required to answer a number of qualification questions along with questions on insurance, financial standing, quality management, health and safety and environmental management.

At the second stage of the process, the offers were evaluated against the following criteria and weightings:

- Technical 40%
- Commercial 60%

Within the technical section, bidders were required to evidence their ability by responding to the main technical questions including how they will manage and deliver the framework as well as what commitments they would make in respect to community benefits. In addition to these questions, sub lot specific technical questions were also asked in relation to bidder's technical solution, quality of work, engagement with householders and their approach to securing additional external funding.

Within the commercial section for sub lots 1.1 – 3.3, bidders were invited to offer a schedule of rates for range of different property archetypes. Within the commercial section for sub lots 3.4 – 3.8, bidders were invited to provide a pricing methodology linked to a technical solution for evaluation scenarios. As well as the capital cost, bidders had to calculate income that would be

generated from the measure (for example Renewable Heat Incentive payments) to generate a payback percentage for each scenario.

4. Report on Offers Received

The tender document was downloaded by 145 organisations, with 49 tender responses received by the closing date.

Several responses were deemed non-compliant as the bidders failed to complete the required schedule of rates or technical method statements. Non-compliant offers are indicated in Appendix 3. All non compliant bidders were advised that they would not be considered further.

In addition, bidder responses received for sub lots 2.6, 3.2, 3.4, 3.5 and 3.6 were of a poor quality or incomparable. As a result, it is not possible to make a recommendation which would achieve best value. Consequently, following approval from the UIG, these sub lots were excluded from the evaluation and will not proceed to award.

A summary of all offers received is provided in Appendix 2.

Based on the criteria and scoring methodology set out in the tender document, a full evaluation of the compliant offers received was completed. Appendix 3 of this report sets out a high level summary and the final status of each tenderers' bid for each council area and subplot. To report fully in detail on the high volume of scores involved, final scores for each tenderer, per council, per subplot, are set out in the separate spreadsheet document entitled 'EEC0913 Final Scores' which can be downloaded at the following web page:

<http://www.scotland-excel.org.uk/home/Resources/PublicDownloads/EnergyEfficiency.aspx>

5. Recommendations

Based on the evaluation undertaken, and in line with the criteria and weightings set out above, it is recommended that a multi supplier framework agreement is awarded to 31 suppliers across 13 sub lots on a council by council basis as outlined in Appendix 3.

6. Benefits

Savings

As the potential spend under the framework is most certain in relation to external wall insulation under the HEEPS:ABS programme, a comparison was carried out with an existing Energy Saving Trust (EST) framework which was commissioned by several councils specifically to provide for the HEEPS:ABS scheme. The methodology used for calculating estimated savings utilised an actual bill of quantities from a recent mini-competition tender exercise for a member council. A calculation was carried out to price the bill of quantities

using the most favourable rates from the existing EST framework rates against the most comparable contractor's rates from the framework tender. This demonstrated a minimum saving of 3% on the priced bill of quantities.

It is likely that actual savings will be in excess of this when councils select the most economically advantageous contractor from the framework for a particular work package based on the specific mix of energy efficiency measures required and the type of properties involved in the project.

It is anticipated that further savings will be realised through mini-competition and that the majority of call-off contracts will be subject to mini-competition.

It should also be noted that more rural councils will benefit from rates which are closer to those in heavily populated areas under the Scotland Excel framework when compared to the percentage uplift for rural areas apparent in the EST framework rates.

The projected average saving across participating councils is 3%, which equates to an estimated total saving of approximately £1.5m per annum based on a conservative spend forecast of £50m per annum as detailed in Appendix 1 – Participation, Spend and Savings Summary.

The estimated annual spend for each council is based on a prudent average of its' HEEPS: ABS allocation from the Scottish Government over the last three complete years, unless councils have specifically revised this. However, actual spend is likely to be higher when programmes for compliance with EESSH, council portions of mixed tenure HEEPS: ABS schemes and any other capital works are factored in generating additional savings.

Price Stability

Pricing is fixed for a minimum of 12 months. Price variations beyond this will be by application and limited to any movement in the Consumer Price Index.

In addition to the direct financial savings on comparable rates identified above, it would be common practice to inflate the cost of contraction projects to the mid-point of construction for price estimating purposes. In this case, inflation has been ignored in the calculation of the financial savings, however, it should be recognised that the fixed pricing obtained through for the first year of the framework is a substantial benefit that amounts to a real saving in excess of the 3% direct rate comparison to current EST framework rates.

This is especially critical given the uncertain economic conditions created by Brexit for the construction industry, which relies heavily on skilled labour from the EU and raw materials which are often priced in other currencies.

Sustainable Procurement Benefits

The main focus of this framework is to support councils in sustainably tackling fuel poverty and reducing carbon emissions.

This framework will enable council to achieve those aims through upgrading council housing stock for current and future generations, targeting support to local private householders who are most at risk of suffering from fuel poverty and contributing significantly to Scotland's commitment to reduce carbon emissions.

Community Benefits

In addition to the direct benefits to citizens from the improvements to their homes and reduction in emissions, the framework will generate substantial local community benefits.

The majority of contractors have made major commitments in terms of the type and volume of community benefits that will be delivered locally should they be successful in securing work under the framework.

The majority of these commitments centre around local employment and employability initiatives as well as creating local subcontracting opportunities. These will generally relate to the value of work and be focused in the council area where the work is based.

A sample of the wide range of benefits offered directly relating to work awarded under the framework includes:

- New apprenticeships registered with Sector Skills Bodies
- Transition of apprentices to full time employment for a minimum of 12 months
- Graduate employment opportunities for a minimum of 6 months
- Employment opportunities targeted to local long term unemployed
- Various work experience placements for school students and leavers
- Where subcontractors are utilised, a percentage of contract value will be offered locally.

The most highly rated community benefit commitments in the framework tender will deliver 1 – 2 local apprenticeships per £1m of contract spend or various other employment benefits of comparable value based on local priorities.

Further, bidders have generally committed to engage with local councils, schools and other agencies/local employment services to identify local priorities at the time of call-off contract award, but have provided structured methodologies for calculating the volume and type of benefits depending on the value and duration of relevant contracts.

Fair Work Practices

Bidders were asked to confirm their approach to fair work practices and the Scottish Living Wage. Eight suppliers are accredited living wage employers. One supplier has applied for accreditation and is awaiting certification. Four suppliers have committed to gaining accreditation within the initial two year period of the framework. All of the other recommended suppliers pay the living wage or above to all employees, except volunteers, apprentices and interns.

Scotland Excel includes monitoring Fair Work Practices including the Living Wage within its contract and supplier management programme and this will continue through the life of this framework.

Other Benefits

In addition to the energy efficiency works, the framework has been designed to allow council to combine works across sub lots and incorporate additional and ancillary works concurrently with energy efficiency works where there is a benefit in terms of sharing preliminary costs such as scaffolding e.g. roof inspection/repair/replacement, gutter cleaning on high rise buildings or mechanical ventilation to avoid dampness if the air tightness is improved through insulation.

7. Contract Mobilisation and Management

In accordance with Scotland Excel's established contract and supplier management programme, this framework has been classified as a level 1 arrangement in terms of both risk and spend requiring as a minimum annual supplier meetings.

In addition, due to the size, scale and nature of this framework, as well as the potentially critical role it will play in ensuring national targets are achieved, the framework will require significant management oversight and day to day support to ensure effective use by councils. This will include wide stakeholder engagement, providing support and advice to councils on the contract terms and tender documents and the implementation and tracking of essential KPIs such as carbon savings and EESSH compliance. As part of regular contract management, commitments to community benefits will be managed and reported on a six monthly basis and management information will be gathered quarterly.

Scotland Excel will host regional events to mobilise this framework to councils. A workshop format will be used to familiarise staff with the bespoke form of contract that has been developed, specifically in relation to the incorporation of external funding and use of the construction contract for grant funded works. In addition, suppliers and councils will be issued with a mobilisation pack containing all required details to launch the framework. As part of regular contract management, commitments to community benefits will be managed and reported on a six monthly basis.

8. Summary

This framework for Energy Efficiency Contractors will provide councils with an efficient method of appointing contractors to fulfill their objectives in terms of alleviating fuel poverty, improving council housing stock and reducing carbon emissions. The framework is also expected to generate additional benefits, including significant local community benefits through local employment opportunities.

The Executive Sub Committee is requested to approve the recommendation to award this framework agreement as detailed in Appendix 3.

Appendix 1 – Participation, Spend and Savings Summary Energy Efficiency Contractors 09/13

Member Name	Participation in Contract	Participation Entry Date	Estimated Annual Spend (£)	Source of Spend Data	% Estimated Forecast Savings	Estimated Annual Savings (£)	Basis of Savings Calculation
Aberdeen City Council	Yes	TBC	£1,898,218	Contract MI - Confirmed by Member	3.0%	£56,946	Benchmarked Current Contract
Aberdeenshire Council	No						
Angus Council	Yes	01 November 2017	£963,131	Contract MI - Confirmed by Member	3.0%	£28,893	Benchmarked Current Contract
Argyll & Bute Council	Yes	01 May 2017	£2,125,273	Contract MI - Confirmed by Member	3.0%	£63,758	Benchmarked Current Contract
City of Edinburgh Council	No						
Clackmannanshire Council	Yes	01 May 2017	£676,758	Contract MI - Confirmed by Member	3.0%	£20,302	Benchmarked Current Contract
Comhairle nan Eilean Siar	Yes	TBC	£1,669,536	Contract MI - Confirmed by Member	3.0%	£50,086	Benchmarked Current Contract
Dumfries & Galloway Council	Yes	01 May 2017	£1,772,780	Contract MI - Confirmed by Member	3.0%	£53,183	Benchmarked Current Contract
Dundee City Council	Yes	01 April 2018	£2,745,429	Contract MI - Confirmed by Member	3.0%	£82,362	Benchmarked Current Contract
East Ayrshire Council	Yes	TBC	£1,494,181	Contract MI - Confirmed by Member	3.0%	£44,825	Benchmarked Current Contract
East Dunbartonshire Council	Yes	TBC	£501,824	Contract MI - Confirmed by Member	3.0%	£15,054	Benchmarked Current Contract
East Lothian Council	Yes	TBC	£804,316	Contract MI - Confirmed by Member	3.0%	£24,129	Benchmarked Current Contract
East Renfrewshire Council	Yes	01 May 2017	£339,558	Contract MI - Confirmed by Member	3.0%	£10,186	Benchmarked Current Contract
Falkirk Council	Yes	01 May 2017	£600,000	Member Provided	3.0%	£18,000	Benchmarked Current Contract
Fife Council	Yes	01 May 2017	£2,949,522	Contract MI - Confirmed by Member	3.0%	£88,486	Benchmarked Current Contract
Glasgow City Council	Yes	01 June 2017	£6,705,847	Contract MI - Confirmed by Member	3.0%	£201,175	Benchmarked Current Contract
Highland Council	Yes	01 January 2018	£2,476,618	Contract MI - Confirmed by Member	3.0%	£74,298	Benchmarked Current Contract
Inverclyde Council	Yes	TBC	£1,287,289	Contract MI - Confirmed by Member	3.0%	£38,618	Benchmarked Current Contract
Midlothian Council	Yes	01 November 2017	£1,274,216	Contract MI - Confirmed by Member	3.0%	£38,226	Benchmarked Current Contract
North Ayrshire Council	Yes	01 May 2017	£1,817,336	Contract MI - Confirmed by Member	3.0%	£54,520	Benchmarked Current Contract
North Lanarkshire Council	Yes	TBC	£2,552,700	Contract MI - Confirmed by Member	3.0%	£76,581	Benchmarked Current Contract
Orkney Islands Council	No						
Perth & Kinross Council	Yes	TBC	£1,172,797	Contract MI - Confirmed by Member	3.0%	£35,183	Benchmarked Current Contract
Renfrewshire Council	Yes	01 May 2017	£2,762,445	Contract MI - Confirmed by Member	3.0%	£82,873	Benchmarked Current Contract
Scottish Borders Council	Yes	01 May 2017	£1,528,510	Contract MI - Confirmed by Member	3.0%	£45,855	Benchmarked Current Contract
Shetland Islands Council	Yes	TBC	£801,734	Contract MI - Confirmed by Member	3.0%	£24,052	Benchmarked Current Contract
South Ayrshire Council	Yes	01 May 2017	£1,269,623	Contract MI - Confirmed by Member	3.0%	£38,088	Benchmarked Current Contract
South Lanarkshire Council	Yes	01 June 2018	£2,603,368	Contract MI - Confirmed by Member	3.0%	£78,101	Benchmarked Current Contract
Stirling Council	Yes	TBC	£1,740,232	Contract MI - Confirmed by Member	3.0%	£52,206	Benchmarked Current Contract
The Moray Council	Yes	TBC	£921,486	Contract MI - Confirmed by Member	3.0%	£27,644	Benchmarked Current Contract
West Dunbartonshire Council	Yes	TBC	£917,980	Contract MI - Confirmed by Member	3.0%	£27,539	Benchmarked Current Contract
West Lothian Council	Yes	TBC	£1,509,509	Contract MI - Confirmed by Member	3.0%	£45,285	Benchmarked Current Contract
Totals			£49,882,216		3.0%	£1,496,454	

Appendix 2 - Energy Efficiency Contractors 09/13 - SME Status

Tenderer's Name	SME Status	Location	Lots Tendered
1North Ltd	Medium	Paisley	1.1, 1.2, 2.1, 2.2, 2.5, 3.1, 3.3, 3.7, 3.8
A.C. Whyte and Co. Ltd	Medium	Barhead	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2, 3.3
Absolute Solar and Wind Ltd	Small	Glasgow	3.7, 3.8
AES Limited	Small	Forres	3.7
Agility Survey Ltd	Small	Aylesbury	1.1, 1.2
Ailsa Building Contractors Ltd	Medium	Glasgow	2.1
Argyll Lomond and the Islands Energy Agency	Small	Oban	1.1
Alternate Energy UK Ltd	Micro	Livingston	1.1, 2.2, 2.4
Alternative Heat Ltd	Medium	Castlewellan, NI	3.4, 3.5, 3.6, 3.8
ANDREW SHEPHERD CONSTRUCTION LTD	Medium	Forfar	2.1
BCA Insulation Limited	Medium	Glasgow	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.7
Campbell & Kennedy Ltd	Medium	Glasgow	3.7
CCG(Scotland)Ltd	Large	Glasgow	2.8, 3.1, 3.2, 3.3
CircoSense Ltd	Small	Glasgow	3.8
City Building (Contracts) LLP	Large	Glasgow	2.1, 3.1, 3.3
City Technical Services (UK) Ltd	Medium	Glasgow	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.7, 3.1, 3.2, 3.3, 3.4
CMS Window Systems	Medium	Glasgow	2.8
Energy and Compliance Technology Limited	Small	Wakefield	1.1, 1.2
E.ON Energy Solutions Ltd	Large	Coventry	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2, 3.3, 3.7
EARTH SAVE PRODUCTS	Small	Wallingford	3.4
Easy Heat Systems Ltd	Medium	Perth	1.1, 3.1, 3.2, 3.3, 3.4, 3.6
Emtec Group Ltd	Small	Uddingston	3.7
Energywise Scotland Ltd	Small	Livingston	1.1, 2.1, 2.2, 2.3, 2.4, 3.1, 3.2, 3.3
EPC Grampian Ltd	Micro	Dufftown	1.1, 1.2
Everwarm Limited	Large	Bathgate	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7
Evolve Partnership Limited	Micro	Edinburgh	1.1, 1.2
FES Support Services Ltd	Large	Stirling	3.4, 3.5, 3.6, 3.7, 3.8
Fibreglo Insulations Limited	Micro	Cumbernauld	1.1, 2.2, 2.3, 2.4
Forster Roofing Services	Medium	Brechin	3.7
GCC2050 Ltd	Micro	Edinburgh	1.2
GEP Environmental Ltd	Small	Edinburgh	1.1, 1.2
GMG Contractors Ltd	Medium	Glasgow	1.1, 2.1, 2.2, 2.3, 2.4
Green Energy Scotland Limited	Small	Glasgow	1.1, 1.2, 2.1, 2.7
Ingen Technical Services Limited	Small	Uddingston	1.1, 1.2, 2.1, 2.2, 2.3, 3.1, 3.2, 3.3, 3.4, 3.6, 3.7
Insulated Render Systems (scotland) Ltd	Medium	Airdrie	2.1
IQA Operations Group	Medium	Paisley	2.8, 3.1, 3.2, 3.3, 3.7
L&D Plumbing & Tiling Services Limited	Small	Glasgow	3.1, 3.3
MB Services Group (Scotland) Ltd	Small	Arbroath	1.1, 1.2, 3.1, 3.2, 3.3
Miller Pattison Ltd	Medium	Falkirk	2.2, 2.3, 2.4, 2.7
MP Rendering	Small	Glasgow	2.1
Procast Building Contractors Limited	Small	East Kilbride	2.1
Renewable Energy Consultants Ltd	Micro	Perth	1.1
Richard Irvin & Sons Limited, trading as Richard Irvin Energy Solutions	Medium	Aberdeen	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.7, 3.1, 3.3, 3.8
SERS Energy Solutions Ltd	Medium	Lockerbie	2.1
Solar Advanced Systems Ltd	Small	Kent	3.7
Stewart & Shields Ltd	Small	Helensburgh	2.1, 2.8
Sustainable Building Services (UK) Ltd	Medium	Skelmersdale	2.1
T K Murray Electrical Ltd	Small	Kilsyth	1.1, 3.1, 3.2, 3.3, 3.4
Turner Facilities Management Limited	Large	Glasgow	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.7, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8

Appendix 3 - Energy Efficiency Contractors 09/13 Scoring and Recommendations Sublot 1.1 - Domestic Energy Assessors

A full list of scores and recommendations by council, lot, project value band and service category are located in the document 'BREC 1113 Final Scores' located here: <http://www.scotland-excel.org.uk/home/Resources/PublicDownloads/EnergyEfficiency.aspx>

A = Recommended for award X = Unsuccessful NC = Non-Compliant Bid

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Easy Heat Systems Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
EON Energy Solutions Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Energywise Scotland Ltd																
Turner Facilities Management Limited	X	X	A	A	A	X		A	A	A	A	A	A	A	A	A
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
GMG Contractors Ltd																
BCA Insulation Limited	X	X	X	X	A	A		X	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	X	A	A	A	A	A	A	A	A	A
Energy and Compliance Technology Limited	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X
Evolve Partnership Limited	X					X				X	X	X	X	X	X	X
Green Energy Scotland Limited					X											
A.C. Whyte and Co. Ltd	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
Argyll Lomond and the Islands Energy Agency				X												
Agility Survey Ltd			X		X	X	X	X	X	X	X	X	X	X	X	X
Ingen Technical Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
GEF Environmental Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MB Services Group (Scotland) Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
EPC Grampian Ltd	X	X	X		X											
Renewable Energy Consultants Ltd																
Alternate Energy UK Ltd																
Fibrelog Insulations Limited																
INorth Ltd																
City Technical Services (UK) Ltd																
T.K. Murray Electrical Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Easy Heat Systems Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
EON Energy Solutions Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Energywise Scotland Ltd																
Turner Facilities Management Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	X	A	A
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
GMG Contractors Ltd																
BCA Insulation Limited	X	A	A	A	A		A	A	X		A	A	A	X	A	A
Everwarm Limited	A	A	A	A	A	X	A	A	A	X	A	A	A	A	A	A
Energy and Compliance Technology Limited	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Evolve Partnership Limited		X	X		X	X		X	X			X	X	X	X	X
Green Energy Scotland Limited					X											
A.C. Whyte and Co. Ltd	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X
Argyll Lomond and the Islands Energy Agency																
Agility Survey Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ingen Technical Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
GEF Environmental Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MB Services Group (Scotland) Ltd			X	X	X	X	X	X								
EPC Grampian Ltd	X													X		
Renewable Energy Consultants Ltd																
Alternate Energy UK Ltd																
Fibrelog Insulations Limited																
INorth Ltd																
City Technical Services (UK) Ltd																
T.K. Murray Electrical Ltd																

Subplot 1.2 - Non Domestic Energy Assessors

[illegible]

Tenderer	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Oriens Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Energy and Compliance Technology Limited	X	A	A	A	A	A	A	A	A	A	A	A	A	A	A
BCA Insulation Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Evoive Partnership Limited	A	A		A			A	A							
Enerwarm Limited	X	A	A		X	A	A	X	X	A	A	A	X	A	A
EDON Energy Solutions Ltd	A	A	A	A		A	A	A		A	A	A	A	A	A
Ingen Technical Services	A	A	A	A	X	X	A	X	X	A	A	A	A	A	A
Green Energy Scotland Limited															
Turner Facilities Management Limited	X	X	X	X		X	X	X	X	X	X	X	X	X	X
Richard Irvin & Sons Limited, /Ja Richard Irvin Energy Solutions	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
GEP Environmental Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
A.C. Whyte and Co. Ltd	X	X	X	X		X	X	X		X	X	X	X	X	X
Agility Survey Ltd.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
NB Services Group (Scotland) Ltd		X				X						X			
EPC Gramplan Ltd	X												X		
GC2050 Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
iNorth Ltd								NC							
Ingen Technical Services (UK) Ltd								NC							

Sublot 2.1 - External Wall Insulation

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
SERS Energy Solutions Ltd	A	A	A		A	A		A	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A		A	A	A	A	A	A	A	A	A	A	A
E.ON Energy Solutions Ltd	A		A	A		A		A	A	A	A	A	A	A	A	A
A.C. Whyte and Co. Ltd	X	A	X		A	A		X	X	A	A	A	A	A	A	A
Sustainable Building Services (UK) Ltd					A	A		A		A	A	A	A	A	A	A
MP Rendering					A	A				A	A	A	A	A	A	A
GMG Contractors Ltd					A	A		X	X	A	A	A	A	A	A	A
Turner Facilities Management Limited	X	A	A	A	A	X		X	X	A	A	A	A	A	A	A
BCA Insulation Limited	A	A	X	A	A	A		X	A	A	A	X	A	A	A	A
Green Energy Scotland Limited					X								X			X
Procast Building Contractors Limited					X	X		X	X	X	X	X	X	X	X	X
Insulated Render Systems (scotland) Ltd	X	X	X		X	X	A	X	X	X	X	X	X	X	X	X
City Building (Contracts) LLP																
Ingen Technical Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Energywise Scotland Ltd								X	X	X	X	X	X	X	X	X
ANDREW SHEPHERD CONSTRUCTION LTD	X		X			X										
Alisa Building Contractors Ltd																
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions																
Stewart & Shields Ltd																
1North Ltd																
City Technical Services (UK) Ltd																
NC																
NC																
NC																
NC																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
SERS Energy Solutions Ltd	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
E.ON Energy Solutions Ltd	A	A	A	A	A		A	A	A		A	A	A	A	A	A
A.C. Whyte and Co. Ltd	X	A	A	A	A		X	A	A		A	A	A	X	A	A
Sustainable Building Services (UK) Ltd		A	A	A	A			X	A		A	A			A	A
MP Rendering		A	A	A	A		A	A			A	A	A		A	A
GMG Contractors Ltd		A	A	A	A		X	A			A	A			A	A
Turner Facilities Management Limited	X	A	A	A	A		A	X	A		A	A	A	X	A	A
BCA Insulation Limited	A	A	A	A	A		A	X	A		A	A	A	A	A	A
Green Energy Scotland Limited		A			X			X				X		A	X	
Procast Building Contractors Limited		X	X	X	X		X	X	X			X	X		X	X
Insulated Render Systems (scotland) Ltd	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X
City Building (Contracts) LLP		X		X	X			X				X				
Ingen Technical Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Energywise Scotland Ltd		X	X	X	X	X	X	X	X		X	X	X	X	X	X
ANDREW SHEPHERD CONSTRUCTION LTD							X									
Alisa Building Contractors Ltd								X								
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions			X	X	X		X	X			X	X	X		X	X
Stewart & Shields Ltd																
1North Ltd																
City Technical Services (UK) Ltd																
NC																
NC																
NC																

Sublot 2.2 - Cavity Wall Insulation

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council	
Tenderer	Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
	BCA Insulation Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
	EON Energy Solutions Ltd	A		A	A			A	A	A	A	A	A	A	A	A	
	Turner Facilities Management Limited	X	X	A	A	X		X	A	A	A	A	A	A	A	A	
	GMG Contractors Ltd					A			A	A	A	A	A	A	A	A	
	Ingen Technical Services	X	X	X	X	X	X	X	X	X	A	A	A	A	A	A	
	Richard Irvin & Sons Limited, 1/4 Richard Irvin Energy Solutions	X	X	X		X				X	X	A	X	X	X	X	
	Fibrelog Insulations Limited		A	A			X	A	X	X	X	A	X	X	X	X	
	Energyscot Scotland Ltd						X		X	X	X	A	X	X	X	X	
	A.C. Whyte and Co. Ltd	X	X	X		X	X		X	X	X	A	X	X	X	X	X
	Miller Pattison Ltd	X		X			X		X	X	X	X	X	X	X	X	X
	Alternare Energy UK Ltd									NC							
North Ltd		NC															
City Technical Services (UK) Ltd		NC															
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council	
Tenderer	Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
	BCA Insulation Limited	A	A	A	A	A	A	A	A	A		A	A	A	A	A	
	EON Energy Solutions Ltd	A	A	A	A	A	A	A	A			A	A	A	A	A	
	Turner Facilities Management Limited	X	A	A	A		A	A	X	A		A	A	X	A	A	
	GMG Contractors Ltd		A	A	A	X	A	A				A	A		A	A	
	Ingen Technical Services	A	X	X	X	X	X	X	X	X	X	A	A	A	A	A	
	Richard Irvin & Sons Limited, 1/4 Richard Irvin Energy Solutions	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X	
	Fibrelog Insulations Limited		X	X	X	X		X				X	X	X	X	X	
	Energyscot Scotland Ltd		X	X	X	X		X	A			X	X			X	X
	A.C. Whyte and Co. Ltd	X	X	X	X	X		X	X	X		X	X	X	X	X	X
	Miller Pattison Ltd		X	X	X	X		X	X	X		X	X	X	X	X	X
	Alternare Energy UK Ltd									NC							
North Ltd		NC															
City Technical Services (UK) Ltd		NC															

Sublot 2.3 - HTT Cavity Wall Insulation

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
E.ON Energy Solutions Ltd	A		A	A		A		A	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
BCA Insulation Limited	A	A	A	X	A	A		A	A	A	A	A	A	A	A	A
Miller Pattison Ltd	A		A			A		A	A	A	A	A	A	A	A	A
Ingen Technical Services	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Energywise Scotland Ltd			X			X		X	X	X	X	X	X	X	X	X
GMG Contractors Ltd					X	X		X	X	X	X	X	X	X	X	X
Fibrelog Insulations Limited						X				X	X	X	X	X	X	X
A.C. Whyte and Co. Ltd	X	X	X			X				X	X	X	X	X	X	X
Turner Facilities Management Limited																
Richard Irvin & Sons Limited, /a Richard Irvin Energy Solutions																
City Technical Services (UK) Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
E.ON Energy Solutions Ltd	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
BCA Insulation Limited	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Miller Pattison Ltd		A	A	A	A		A	A	A		A	A	A	A	A	A
Ingen Technical Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Energywise Scotland Ltd		X	X	X	X		X	X	X		X	X	X	X	X	X
GMG Contractors Ltd		X	X	X	X		X	X	X		X	X	X	X	X	X
Fibrelog Insulations Limited		X	X	X	X		X	X	X		X	X	X	X	X	X
A.C. Whyte and Co. Ltd	X	X	X	X	X		X	X	X		X	X	X	X	X	X
Turner Facilities Management Limited																
Richard Irvin & Sons Limited, /a Richard Irvin Energy Solutions																
City Technical Services (UK) Ltd																

Sublot 2.4 - Loft/Rafter/Room in Roof Insulation

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
BCA Insulation Limited	A	A	A	A	A	A		A	A	A	A	A	A	A	A	A
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions	A	A	A		A	A	A	A	A	A	A	A	A	A	A	A
Energywise Scotland Ltd			A			A		A	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A		X	A	A	A	A	A	A	A	A	A
E.ON Energy Solutions Ltd	A		A	A		A		A	A	A	A	A	A	A	A	A
Miller Pattison Ltd	A	A	A			A		A	A	A	A	A	A	A	A	A
A.C. Whyte and Co. Ltd	X	X	X		X	X		X	X	X	X	X	X	X	X	X
GMG Contractors Ltd																
Turner Facilities Management Limited																
Alternate Energy UK Ltd																
FibreGlo Insulations Limited																
City Technical Services (UK) Ltd																

Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
BCA Insulation Limited	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Energywise Scotland Ltd		A	A	A	A		A	A	A		A	A	A		A	A
Everwarm Limited	A	A	A	A	A	X	A	A	A	X	A	A	A	A	A	A
E.ON Energy Solutions Ltd	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Miller Pattison Ltd		A	A	A	A		A	A	A		A	A	A	A	A	A
A.C. Whyte and Co. Ltd	X	X	X	X	X		X	X	X		X	X	X	X	X	X
GMG Contractors Ltd		X	X	X	X		X	X			X	X	X		X	X
Turner Facilities Management Limited																
Alternate Energy UK Ltd																
FibreGlo Insulations Limited																
City Technical Services (UK) Ltd																

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Conchaire nan Eillean Sàr	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Tenderer	Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
	EON Energy Solutions Ltd	A		A		A				A	A	A	A	A	A	A
	Turner Facilities Management Limited	A	A	A	A	A			A	A	A	A	A	A	A	A
	A.C. Whyte and Co. Ltd	A	A	A		A			A	A	A	A	A	A	A	A
	Richard Irvin & Sons Limited, v/a Richard Irvin Energy Solutions	A	A	A		A	A		A	A	A	A	A	A	A	A
	BCA Insulation Limited	A	A	A	A	A	A		A	A	A	X	A	A	A	A
Inorth Ltd																
City Technical Services (UK) Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
	A	A	A	A	A		A	A	A		A	A	A	A	A	A
	A	A	A	A	A		A	A	A	A	A	A	A	A	A	A
	A	A	A	A	A		A	A	A		A	A	A	A	A	A
	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Richard Irvin & Sons Limited, v/a Richard Irvin Energy Solutions																
BCA Insulation Limited	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Inorth Ltd																
City Technical Services (UK) Ltd																

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clickmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Not proceeding to award																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Not proceeding to award																

Sublot 2.7 - Under Floor Insulation

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Miller Pattison Ltd	A		A			A		A	A	A	A	A	A	A	A	A
BCA Insulation Limited	A	A		X	A				A	A	A	A	A	A	A	A
Everwarm Limited		A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
A.C. Whyte and Co. Ltd	X	A	X		X	X		X	X	X	X	X	X	X	X	X
Richard Irvin & Sons Limited, 1/3 Richard Irvin Energy Solutions	X	A	X		X	X	A	X	X	X	X	X	X	X	X	X
Turner Facilities Management Limited																
EON Energy Solutions Ltd																
Green Energy Scotland Limited																
City Technical Services (UK) Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Miller Pattison Ltd		A	A	A	A	A	A	A	A		A	A	A	A	A	A
BCA Insulation Limited	A	A	A	A	A		A	A	A		A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
A.C. Whyte and Co. Ltd	X	X	X	X	X		X	X	X		X	X	X	X	X	X
Richard Irvin & Sons Limited, 1/3 Richard Irvin Energy Solutions	X	X	X	X	X	A	X	X	X	A	X	X	X	X	X	X
Turner Facilities Management Limited																
EON Energy Solutions Ltd																
Green Energy Scotland Limited																
City Technical Services (UK) Ltd																

Sublot 2.8 - Domestic Windows and Doors

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
CMS Enviro Systems Ltd	A	A	A		A	A		A	A	A	A	A	A		A	A
EON Energy Solutions Ltd	A		A	A		A		A	A	A	A	A	A	A	A	A
CCG(Scotland) Ltd					A	A		A	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
A.C. Whyte and Co. Ltd	A	A	A		A	A		A	A	A	A	A	A	A	A	A
IOA Operations Group Ltd	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X
Stewart & Shields Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
CMS Enviro Systems Ltd	A	A	A	A			A	A	A		A	A	A	A	A	A
EON Energy Solutions Ltd	A	A	A	A	A	A	A	A	A		A	A	A	A	A	A
CCG(Scotland) Ltd		A	A	A	A		A	A	A		A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
A.C. Whyte and Co. Ltd	A	A	A	A	A		A	A	A	A	A	A	A	A	A	A
IOA Operations Group Ltd	X	X	X	X	X		X	X	X		X	X	X	X	X	X
Stewart & Shields Ltd																

Sublot 3.1 - Gas Boilers and Heating Systems

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
CCG Scotland Ltd					A	A		A								
Everwarm Limited					A	A		A								
TK Murray Electrical Ltd					A	A		A								
City Technical Services (UK) Ltd					A	A		A								
Richard Irvin & Sons Limited, /a Richard Irvin Energy Solutions					A	A		A								
City Building (Contracts) LLP																
Turner Facilities Management Limited																
IOA Operations Group Ltd																
Ingen Technical Services																
L&D Plumbing & Tiling Services Limited																
Energewise Scotland Ltd																
Easy Heat Systems Ltd																
A.C. Whyte and Co. Ltd																
E.ON Energy Solutions Ltd																
MB Services Group (Scotland) Ltd																
North Ltd																
NC																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
CCG Scotland Ltd																
Everwarm Limited																
TK Murray Electrical Ltd																
City Technical Services (UK) Ltd																
Richard Irvin & Sons Limited, /a Richard Irvin Energy Solutions																
City Building (Contracts) LLP																
Turner Facilities Management Limited																
IOA Operations Group Ltd																
Ingen Technical Services																
L&D Plumbing & Tiling Services Limited																
Energewise Scotland Ltd																
Easy Heat Systems Ltd																
A.C. Whyte and Co. Ltd																
E.ON Energy Solutions Ltd																
MB Services Group (Scotland) Ltd																
North Ltd																
NC																

Sublot 3.2 - Heating Controls

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
City Technical Services (UK) Ltd	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award
TK Murray Electrical Ltd																
EON Energy Solutions Ltd																
IOA Operations Group Ltd																
Energywise Scotland Ltd																
Everwarm Limited																
A.C. Whyte and Co. Ltd																
Ingen Technical Services																
Easy Heat Systems Ltd																
Turner Facilities Management Limited																
CCG(Scotland) Ltd																
MB Services Group (Scotland) Ltd																
City Technical Services (UK) Ltd	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award	Not proceeding to award
TK Murray Electrical Ltd																
EON Energy Solutions Ltd																
IOA Operations Group Ltd																
Energywise Scotland Ltd																
Everwarm Limited																
A.C. Whyte and Co. Ltd																
Ingen Technical Services																
Easy Heat Systems Ltd																
Turner Facilities Management Limited																
CCG(Scotland) Ltd																
MB Services Group (Scotland) Ltd																

Sublot 3.3 - Electric Storage Heaters

Tenderer	Aberdeen City Council	Aberdeenshire Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council	
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Easy Heat Systems Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Ingen Technical Services	A	A	A	X	X	X	X	X	A	A	A	A	A	A	A	
IOA Operations Group Ltd	X	X	X	A	A	A	X	X	X	A	A	A	A	X	A	
MB Services Group (Scotland) Ltd	A	A	A	X	X	X	A	X	X	A	X	X	X	X	A	
T.K. Murray Electrical Ltd	A	A	A	X	X	X	A	X	X	X	X	X	X	X	X	
A.C. Whyte and Co. Ltd	A	A	A	X	X	A	A	X	X	X	X	X	X	X	X	
City Building (Contracts) LLP																
Energywise Scotland Ltd									X	X	X	X	X	X	X	
E.ON Energy Solutions Ltd	X		X		X	X	X	X	X	X	X	X	X	X	X	
Turner Facilities Management Limited																
L&D Plumbing & Tiling Services Limited																
City Technical Services (UK) Ltd																
INorth Ltd																
CCG(Scotland) Ltd																
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Easy Heat Systems Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Ingen Technical Services	A	A	X	A	A	X	X	A	A	X	A	A	A	A	A	A
IOA Operations Group Ltd	X	A	A	A	A	A	X	A	X	X	A	A	X	X	A	A
MB Services Group (Scotland) Ltd			X				X									X
T.K. Murray Electrical Ltd	A	X	X	X	X	A	X	X	A	X	X	X	X	X	X	X
A.C. Whyte and Co. Ltd	A	X	X	X	X		X	X	A	X	X	X	X	X	X	X
City Building (Contracts) LLP		X		X	X			X								
Energywise Scotland Ltd		X	X	X	X		X	X	X	X	X	X	X	X	X	X
E.ON Energy Solutions Ltd																
Turner Facilities Management Limited																
L&D Plumbing & Tiling Services Limited																
City Technical Services (UK) Ltd																
INorth Ltd																
CCG(Scotland) Ltd																
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions																

Sublot 3.4 - Air Source Heat Pumps

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Beerwarm Limited																
Alternative-Heat Ltd																
Ingen Technical Services																
Tk Murray Electrical Ltd																
City Technical Services (UK) Ltd																
EARTH SAVE PRODUCTS																
Turner Facilities Management Limited																
Easy Heat Systems Ltd																
FES Support Services Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Beerwarm Limited																
Alternative-Heat Ltd																
Ingen Technical Services																
Tk Murray Electrical Ltd																
City Technical Services (UK) Ltd																
EARTH SAVE PRODUCTS																
Turner Facilities Management Limited																
Easy Heat Systems Ltd																
FES Support Services Ltd																

Sublot 3.5 - Ground Source Heat Pumps

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Alternative-Heat Ltd																
Beerwarm Limited																
Turner Facilities Management Limited																
FES Support Services Ltd																

Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Alternative-Heat Ltd																
Beerwarm Limited																
Turner Facilities Management Limited																
FES Support Services Ltd																

Sublot 3.6 - Biomass Boilers

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Beerwarm Limited																
Ingen Technical Services																
Alternative-Heat Ltd																
Easy Heat Systems Ltd																
Turner Facilities Management Limited																
FES Support Services Ltd																
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Beerwarm Limited																
Ingen Technical Services																
Alternative-Heat Ltd																
Easy Heat Systems Ltd																
Turner Facilities Management Limited																
FES Support Services Ltd																

Sublot 3.7 - Solar Panels

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
Campbell & Kennedy Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
FES Support Services Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Absolute Solar and Wind Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Enttec Group Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Solar Advanced Systems Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
AES Limited									NC							
Forster Roofing Services									NC							
E.ON Energy Solutions Ltd									NC							
Ingen Technical Services									NC							
Turner Facilities Management Limited									NC							
North Ltd									NC							
IQA Operations Group Ltd									NC							
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
Campbell & Kennedy Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Everwarm Limited	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
FES Support Services Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Absolute Solar and Wind Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Enttec Group Ltd		A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Solar Advanced Systems Ltd	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
AES Limited									NC							
Forster Roofing Services									NC							
E.ON Energy Solutions Ltd									NC							
Ingen Technical Services									NC							
Turner Facilities Management Limited									NC							
North Ltd									NC							
IQA Operations Group Ltd									NC							

Sublot 3.8 - Non-Domestic Heating/Hot Water Optimisation Systems

Tenderer	Aberdeen City Council	Aberdeenshire Council	Angus Council	Argyll & Bute Council	City of Edinburgh Council	Clackmannanshire Council	Comhairle nan Eilean Siar	Dumfries and Galloway Council	Dundee City Council	East Ayrshire Council	East Dunbartonshire Council	East Lothian Council	East Renfrewshire Council	Falkirk Council	Fife Council	Glasgow City Council
GrcoSense Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Alternative Heat Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
FES Support Services Ltd									NC							
Turner Facilities Management Limited									NC							
Absolute Solar and Wind Ltd									NC							
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions									NC							
North Ltd									NC							
Tenderer	Highland Council	Inverclyde Council	Midlothian Council	North Ayrshire Council	North Lanarkshire Council	Orkney Islands Council	Perth & Kinross Council	Renfrewshire Council	Scottish Borders Council	Shetland Islands Council	South Ayrshire Council	South Lanarkshire Council	Stirling Council	The Moray Council	West Dunbartonshire Council	West Lothian Council
GrcoSense Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Alternative Heat Ltd	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
FES Support Services Ltd									NC							
Turner Facilities Management Limited									NC							
Absolute Solar and Wind Ltd									NC							
Richard Irvin & Sons Limited, t/a Richard Irvin Energy Solutions									NC							
North Ltd									NC							



Scotland Excel

To: Executive Sub Committee

On: 31 March 2017

**Report
by
Director Scotland Excel**

Tender: Outdoor Play Equipment and Artificial Surfaces

Schedule: 02-15

Period: 13 March 2017 to 12 March 2019, with an option to extend to 12 March 2021 (effective date 1 May 2017)

1. Introduction and Background

This recommendation is for the award of the first national collaborative framework for the design, supply, installation, maintenance and inspection of outdoor play equipment and artificial surfaces. This is the first Scotland Excel framework to incorporate works, services and supply provisions into a single arrangement.

This framework will provide councils and other participating bodies with a mechanism to procure a broad scope of works, services and supply arrangements for outdoor play equipment, safer surfaces, outdoor gym equipment, multi-use games areas (MUGAs), artificial surfaces and wheeled sports areas. A number of council departments including leisure, education, culture and landscape teams are likely to use this framework.

Councils will be able to award services and supply contracts directly from this framework, with large works projects awarded via mini competitions. Health and safety requirements, the rights of the child, innovation, professional sporting body requirements, seasonality and inclusive play are all critical elements of this framework. The use of mini competitions as the mechanism to award works contracts (such as for the design, supply and installation of an outdoor play park) shall ensure these elements are appropriately considered for each individual contract.

This new framework supports councils in delivering Scotland's National Outcomes; these are measures that allow public bodies to report on achievements against a wide range of social, economic and environmental indicators and targets. Through

this framework councils will construct and maintain play infrastructure across Scotland and contribute towards a number of National Outcomes, such as happy,

healthy and confident children, a more active nation and engaged, connected communities.

2. Scope, Participation and Spend

During strategy development, council representatives agreed that the framework should be segmented across ten lots:

Table 1: Lotting Structure

Lot No.	Description	Indicative Percentage of Estimated Framework Value
1	Design, Supply and Installation of Outdoor Play Equipment	70%
2	Design, Supply and Installation of Outdoor Gym Equipment	
3	Design, Supply and Installation of Multi-Use Games Areas	
4	Design, Supply and Installation of Wheeled Sports Areas	
5	Design, Supply and Installation of Artificial Surfaces	
6	Installation	30%
7	Design	
8	Maintenance and Inspection	
9	Annual Inspection	
10	Supply and Delivery	

The lotting structure was agreed to align with the various specialisms within the supply base, to ensure participating bodies could still bid for external funding and to encourage, in particular, the participation of small suppliers.

As detailed in Appendix 1, all councils have confirmed their intention to participate on this framework. In addition, the Scottish Prison Service and Advanced Procurement for Universities and Colleges (APUC) have confirmed their intention to participate as associate members. To allow for potential migration from existing arrangements during the life of the framework, associate members were also included in the Contract Notice for this framework.

To meet the wide range of contracting requirements of councils, Scotland Excel has developed this framework to incorporate a number of sets of standard industry terms and conditions. To award works contracts, participating bodies can select the NEC3 Engineering and Construction Short Contract, the SBCC Minor Works Contract with

Design, or the SBCC Minor Works Contract. To award service contracts, participating bodies can select the NEC3 Term Service Short Contract, the SBCC Measured Term Contract or the NEC3 Professional Services Short Contract. Participating bodies can also award supply contracts under the NEC3 Supply Short Contract.

The level of spend on the wide range of works, services and goods covered under this arrangement is difficult to forecast. Spend is highly dependent on the availability of external funding, with projects often fully or part funded by external funding bodies, community groups and councils. In addition, each council's ability to deliver aspects in-house is wide ranging; some have designers, architects, installers and maintenance departments whilst others purchase all requirements externally. Based on indicative council spend projections, together with an allowance for potential associate member spend and a contingency to cover new funding opportunities, the framework was advertised at £17.5 million per annum across all ten lots. The breakdown of this can be found in Appendix 1.

3. Procurement Process

A User Intelligence Group (UIG) consisting of procurement and technical representatives from the participating councils was established to support the development of the procurement strategy and specification.

The UIG endorsed the use of an open tender process to ensure maximum competition and flexibility. It was also agreed that the procurement process should follow a two stage tendering procedure. Stage one, Qualification, was conducted using the European Single Procurement Document (ESPD). Within the ESPD bidders are required to answer a number of qualification questions along with questions on insurance, financial standing, quality management, health and safety and environmental management.

At the second stage of the process, the offers were evaluated against the following criteria and weightings:

Table 2: Tender Weightings

Lot No.	Description	Technical Weighting	Commercial Weighting
1	Design, Supply and Installation of Outdoor Play Equipment	90%	10%
2	Design, Supply and Installation of Outdoor Gym Equipment	90%	10%
3	Design, Supply and Installation of Multi-Use Games Areas	90%	10%
4	Design, Supply and Installation of Wheeled Sports Areas	90%	10%
5	Design, Supply and Installation of Artificial Surfaces	90%	10%
6	Installation	45%	55%
7	Design	90%	10%

8	Maintenance and Inspection	50%	50%
9	Annual Inspection	30%	70%
10	Supply and Delivery	25%	75%

Given that the works packages under lots 1 – 5 will be determined via mini competitions, it was agreed that lots 1 - 5 would be commercially evaluated using scenario assessments to provide an indication of commercial competitiveness. For the remaining lots, bidders were invited to offer a range of rates for the delivery of goods or services.

It was also essential that the framework development, strategy and structure supported the Play Strategy for Scotland, which states that play enhances children and young people's lives and is essential to the social, economic and environmental wellbeing of Scotland as a whole.

During the development of the procurement strategy, in addition to member councils, Scotland Excel consulted with a wide range of stakeholders. Following publication of a Prior Information Notice (PIN) thirty supplier meetings were held, which resulted in the sharing of valuable information in relation to market trends, the value of play, innovation and cost drivers and also provided an opportunity to consult with suppliers on their views of a national collaborative framework. Furthermore, Scotland Excel worked in partnership with a range of other stakeholders to develop this framework; these included Sustainable Procurement Scotland Limited, SportScotland, the Sports and Play Construction Association (SAPCA), Scottish Government, Royal Society for the Prevention of Accidents (RoSPA) and Play Scotland.

As a result of this extensive engagement the priorities of play value were at the forefront of the specification and evaluation methodology. Collaboration was maximised to develop a framework which facilitates applications for external sources of funding, takes consideration of the legislative obligations and considers the policy context. In addition this framework has ensured that there are opportunities for appropriate consultation with the community and supports a design-led approach.

4. Report on Offers Received

In total, 70 organisations accessed the tender documents, with 36 offers received before the closing date and time.

Two bidders failed to submit a qualification and master technical response and one bidder failed to submit a commercial response. As all three bidders were non compliant, they were advised that they would not be considered further. A further two bidders later confirmed that they did not meet the ESPD requirements for the tender. This confirmation was received when the bidders were asked to provide copies of relevant documentation. These offers were also deemed non compliant and the bidders were advised that they would not be considered further.

Based on the criteria and scoring methodology set out in the tender document, a full evaluation of the remaining 31 compliant offers received was conducted and details of the overall scores per lot are set out in Appendix 3.

5. Recommendations

Based on the evaluation undertaken and to secure best value, capacity and coverage, it is recommended that a multi supplier framework is awarded to 28 suppliers across the ten lots as outlined in Appendix 3.

These 28 recommended suppliers offer complete coverage under the framework and represent a mix of small, medium and large organisations, with over two thirds (20) being classed as small enterprises.

6. Benefits

Savings

Spend in this market is almost entirely dependent on the availability of external funding and best value is often demonstrated by maximising the deliverables from a set budget. As such councils do not pursue traditional savings identifiable through benchmarking in this area, but rather seek to receive greater quality and innovative design for the available funding.

Given this operational context, standard price benchmarking processes for this framework were not appropriate. Best value however was still assessed by requiring bidders for all works lots to review a number of scenarios and provide comprehensive design solutions within a fixed budget. This assessment methodology alongside the high level of competition that will exist within the framework across lots 1 – 5 will facilitate best value outcomes during the life of the framework.

For lots 6-10 the availability of comparable spend data for benchmarking is limited, however those rates provided indicate that the framework rates are competitive with those locally secured by councils. In addition the framework terms mandate that all pricing under lots 6 – 10 will remain fixed for a minimum of 12 months and limits future price increases to no greater than inflation. Six recommended suppliers in Lot 10 have offered fixed pricing for up to 24 months.

To provide further assurance that councils will continue to receive best value from this framework, Scotland Excel will monitor and report on pricing obtained throughout the lifetime of the framework. This will be an enhanced level of price transparency not previously available.

Sustainable Procurement Benefits

Scotland Excel worked closely with Sustainable Procurement Scotland, who is funded by Zero Waste Scotland and the Scottish Government, to ensure that this framework delivers meaningful economic, social and environmental value to councils procuring under it. This framework offers opportunities relating to the Circular Economy, the incorporation of training and skills requirements and the further development of the diverse supplier base.

This framework brings a wide range of benefits which support Scotland's National Outcomes and delivers long term benefits to communities across Scotland. Notably bidders have made strong commitments to involve community and school groups at all stages of projects, which will enhance community cohesion. The involvement of

young people in the design and construction of pitches and play areas creates a sense of ownership in the facility and thereby reduces the risk of anti-social behaviour and vandalism.

Environmental Initiatives

Bidders were asked to offer commitments which would show how they will minimise the environmental impact of the framework and work towards the achievement of Scotland's National Outcomes, such as:

- We value and enjoy our built and natural environment and protect it and enhance it for future generations.
- We reduce the local and global environmental impact of our consumption and production.
- We live in well-designed, sustainable places where we are able to access the amenities and services we need.

The following is an overview of some of the environmental commitments from the recommended suppliers which will be monitored as Key Performance Indicators throughout the lifetime of the framework:

- ensuring that rubber granule infill material comes from recycled commercial tyres,
- procuring building materials close to the project site to limit transportation and benefit the local economy,
- registering projects with the Considerate Contractors Scheme,
- donating good quality, used equipment and fencing to schools, community groups and charity,
- refurbishing existing equipment on site and salvaging and reusing the existing topography of project sites,
- implementing renewable technologies for power, and
- promoting bio diversity through planting to sustain wildlife and insect populations.

In addition to this a number of suppliers have confirmed that they are ISO14001 accredited which provides assurance that environmental impact is being continually measured and improved.

Community Benefits

Bidders were asked to provide community benefits commitments relative to spend they may receive over the lifetime of the framework. The following is an overview of some of the community benefit commitments from the recommended suppliers which will be monitored as Key Performance Indicators throughout the lifetime of the framework:

- full time employment for three people, one of whom will be long term unemployed or from a disadvantaged group of people,
- the appointment of six modern apprentices,

- work experience placements for nine young people or the long term unemployed,
- training opportunities, including planning advice and funding application support for community groups and training for council staff on inspection, maintenance and operation of equipment,
- provision of a funded community garden for a school,
- use of local, small suppliers and social enterprises for the provision of sub-contracted works and supplies,
- school and community involvement in development of pitches and play areas, and
- provision of labour, plant and materials for community projects.

Workforce Matters

Bidders were asked to confirm their approach to workforce matters and the payment of the Scottish Living Wage to their workforce. Of the 28 recommended suppliers, 27 pay the Scottish Living Wage or above to all of their employees (except apprentices and probationary staff) and the remaining one supplier has committed to achieving the same within the first two years of the framework. Eight of the recommended suppliers are accredited by the Living Wage Foundation and a further three commit to gaining accreditation over the initial two year period of the framework.

Scotland Excel monitors Fair Work Practices, including Scottish Living Wage, within its contract and supplier management programme and will work with all suppliers to encourage them to pay all staff the Scottish Living Wage.

Additional Benefits

This is the first national framework for Outdoor Play Equipment and Artificial Surfaces which incorporates works, services and supply and is based on a number of standard forms of contracts which are recognised by industry for procurement of construction works and services. The use of these standard forms of contract brings many benefits both to councils and suppliers including;

- Contract terms which are tailored to the requirements;
- Standard documentation for the award of work packages; and
- Consistency of mutually agreed terms and conditions across councils and suppliers.

Substantial process savings will be realised under this framework as currently councils conduct substantive procurement processes for each of their outdoor play and artificial surfaces requirements. This framework will provide access for councils to a range of pre-assessed, capable suppliers on pre-agreed terms and specifications, who are able to meet the current and future needs of stakeholders.

7. Contract Mobilisation and Management

Scotland Excel will host a framework mobilisation event to ensure purchasing councils and awarded suppliers are familiar with the framework requirements. This event will also provide a platform for councils and suppliers to make introductions, given this is the first national collaborative framework of its kind for outdoor play equipment and artificial surfaces.

In accordance with Scotland Excel's established Contract Supplier Management (CSM) programme, this framework is classified as level one. This classification will be reviewed on an annual basis and Scotland Excel may seek to manage this framework on a tiered basis, with lots 1-5 being classified as level one and the remaining lots downgraded.

As such, on a quarterly basis Scotland Excel will collect, analyse and review detailed supplier management information. Scotland Excel will also regularly monitor and report on framework KPIs, including the provision of environmental initiatives, community benefits and workforce matters. At least annually Scotland Excel will meet with the framework suppliers and the council UIG to review the framework operation and discuss potential development opportunities.

8. Summary

This framework aims to maximise collaboration and deliver best value to councils procuring outdoor play equipment and artificial surfaces while promoting the importance of play and the rights of the child in alignment with the Play Strategy for Scotland. It is anticipated that a range of sustainable benefits will be delivered in relation to environmental initiatives, community benefits and fair work practices.

The Executive Sub Committee is requested to approve the recommendations to award this framework agreement as detailed in Appendix 3.

Appendix 1 – Participation and Spend Summary

Member Name	Participation in Contract	Participation Entry Date	Estimated Annual Spend (£)	Source of Spend Data
Aberdeen City Council	Yes	01 May 2017	£500,000	Member Provided
Aberdeenshire Council	Yes	01 May 2017	£600,000	Member Provided
Angus Council	Yes	01 May 2017	£231,000	Member Provided
Argyll & Bute Council	Yes	01 May 2017	£108,000	Spikes Cavell
City of Edinburgh Council	Yes	01 May 2017	£1,200,000	Member Provided
Clackmannanshire Council	Yes	01 May 2017	£25,000	Member Provided
Comhairle nan Eilean Siar	Yes	01 May 2017	£8,000	Member Provided
Dumfries & Galloway Council	Yes	01 May 2017	£140,000	Member Provided
Dundee City Council	Yes	01 May 2017	£150,000	Member Provided
East Ayrshire Council	Yes	01 May 2017	£300,000	Member Provided
East Dunbartonshire Council	Yes	01 May 2017	£170,000	Member Provided
East Lothian Council	Yes	01 May 2017	£200,000	Member Provided
East Renfrewshire Council	Yes	01 May 2017	£820,000	Member Provided
Falkirk Council	Yes	01 May 2017	£120,000	Member Provided
Fife Council	Yes	01 May 2017	£800,000	Member Provided
Glasgow City Council	Yes	01 May 2017	£250,000	Member Provided
Highland Council	Yes	01 May 2017	£1,000,000	Member Provided
Inverclyde Council	Yes	01 May 2017	£200,000	Member Provided
Midlothian Council	Yes	01 May 2017	£312,000	Member Provided
North Ayrshire Council	Yes	01 May 2017	£101,000	Spikes Cavell
North Lanarkshire Council	Yes	01 May 2017	£950,000	Member Provided
Orkney Islands Council	Yes	01 May 2017	£4,000	Member Provided
Perth & Kinross Council	Yes	01 May 2017	£55,000	Member Provided
Renfrewshire Council	Yes	01 May 2017	£500,000	Member Provided
Scottish Borders Council	Yes	01 May 2017	£640,000	Member Provided
Shetland Islands Council	Yes	01 May 2017	£54,000	Spikes Cavell
South Ayrshire Council	Yes	01 May 2017	£130,000	Member Provided
South Lanarkshire Council	Yes	01 May 2017	£600,000	Spikes Cavell
Stirling Council	Yes	01 May 2017	£50,000	Member Provided
The Moray Council	Yes	01 May 2017	£170,000	Member Provided
West Dunbartonshire Council	Yes	01 May 2017	£1,750,000	Member Provided
West Lothian Council	Yes	01 May 2017	£780,000	Member Provided
Scottish Prison Service	Yes	01 May 2017	£15,000	Member Provided
APUC	Yes	01 May 2017	£130,000	Member Provided
Totals			£13,063,000	

Appendix 2 – SME Status

Tenderer's name	Location	SME Status	Lots Offered
All Play (Ireland) Ltd	Ballynahinch	Small	1, 2, 7 and 10
Allsports Construction & Maintenance Ltd	Dalkeith	Small	3, 5, 6 and 8
Aqua Specialist Environmental Services Ltd (NC)*	Coatbridge	Small	6, 8, 9 and 10
Bendcrete Leisure Ltd	Abingdon	Small	4
Doe Sport (North) Ltd	Methil	Small	5
Ecosse Sports Ltd	Newbridge	Small	3, 5, 6, 8 and 10
Eibeplay Ltd	Surrey	Small	1, 2, 7 and 10
GB Sport And Leisure UK Ltd	Weston-super-M	Small	10
H & S Playground Construction & Surfacing (NC)*	Linlithgow	Small	6 and 8
Hags Smp Limited	Selby	Large	1, 2, 3, 8, 9 and 10
Hawthorn Heights Ltd	Derry	Small	1, 2, 3, 5, 6 and 7
Hugh Harris Limited T/A Fresh-Air Fitness	Frimley	Small	2 and 10
Hunter Construction (Aberdeen) Limited	Inverurie	Large	3, 5 and 6
Jupiter Play & Leisure Ltd	Edinburgh	Small	1, 2, 3 and 10
Ken Edgar (Play Area Specialist) Ltd	Kilmarnock	Small	6
Kompan Scotland Limited	Livingston	Large	1, 2, 3 and 10
Landcare Solutions (Scotland) Ltd	Inchinnan	Small	6
Mac Consulting (Scotland) Limited	Edinburgh	Small	7
Mcnab Sport Limited	Kinross	Small	8
Playdale Playgrounds Ltd	Ulverston	Medium	1 and 10
Play and Sports Ltd (NC)*	Glasgow	Small	10
Play Services Ireland	Lisburn	Small	9
Professional Sportsturf Design Ltd (NC)*	Glasgow	Small	7
Proludic Ltd	Bunny, Nottingham	Small	1, 2, 3 and 10
RGW Playarea Maintenance Ltd (NC)*	Perth	Small	8
Russell Leisure Ltd (Trading As Russell Play)	Newbridge	Large	1 and 10
SAC Commercial Ltd	Edinburgh	Large	7
Scotplay & Sports Limited	Glasgow	Small	1, 2 and 10
Sports Labs Limited	Livingston	Small	7
Sportsmasters UK Ltd	Penicuik	Small	3 and 5
STRI Ltd	Bingley	Large	7
Sutcliffe Play (Scotland) Ltd	Dundee	Small	1, 2, 3 and 10
T & N Gilmartin (Contractors) Ltd	Cupar	Medium	6
Timberplay Scotland Ltd	Stranraer	Small	10
Wheelscape Ltd	Bristol	Small	4
Wicksteed Leisure Limited	Kettering	Large	1, 2, 3 and 10

*NC denotes a Non Compliant supplier

Appendix 3 – Scoring and Recommendations – Lots 1 – 5 - Asterisk (*) denotes recommended suppliers

Lot 1 Design, Supply and Installation of Outdoor Play Equipment		
Tenderer	Score	
KOMPAN Scotland Limited*	93.7	
Jupiter Play & Leisure Ltd*	90.2	
Scotplay & Sports Limited*	82.3	
Hawthorn Heights Ltd*	80.8	
Russell Leisure Ltd (trading as Russell Play)*	76.4	
Sutcliffe Play (Scotland) Ltd*	74.8	
HAGS SMP Limited*	74.3	
All Play (Ireland) Ltd*	71.9	
Wicksteed Leisure Limited*	56.3	
Proludic Ltd*	56.0	
Eibeplay Ltd*	55.0	
Playdale Playgrounds Ltd	32.0	

Lot 2 Design, Supply and Installation of Outdoor Gym Equipment		
Tenderer	Score	
Jupiter Play & Leisure Ltd*	95.0	
KOMPAN Scotland Limited*	90.0	
Hawthorn Heights Ltd*	86.3	
Scotplay & Sports Limited*	83.8	
HAGS SMP Limited*	80.0	
Proludic Ltd*	67.5	
Sutcliffe Play (Scotland) Ltd*	67.3	
Wicksteed Leisure Limited*	62.0	
All Play (Ireland) Ltd*	61.6	
Eibeplay Ltd*	51.0	
Hugh Harris Limited (trading as Fresh-Air Fitness)*	46.0	

Lot 3 Design, Supply and Installation of Multi-Use Games Areas (MUGAs)		
Tenderer	Score	
Jupiter Play & Leisure Ltd*	78.7	
KOMPAN Scotland Limited*	74.7	
Allsports Construction & Maintenance Ltd*	73.2	
Ecosse Sports Ltd*	65.3	
Hawthorn Heights Ltd*	65.0	
HAGS SMP Limited*	60.8	
Sutcliffe Play (Scotland) Ltd*	55.5	
Sportsmasters UK Ltd*	54.5	
Proludic Ltd*	53.0	
Hunter Construction (Aberdeen) Limited*	52.8	
Wicksteed Leisure Limited*	44.5	

Lot 4 - Design, Supply and Installation of Wheeled Sports Areas		
Tenderer	Score	
Wheelscape Ltd*	61.5	
Bendcrete Leisure Ltd*	58.5	

Lot 5 - Design, Supply and Installation of Artificial Surfaces		
Tenderer	Score	
Allsports Construction & Maintenance Ltd*	84.1	
Hawthorn Heights Ltd*	82.4	
Ecosse Sports Ltd*	78.3	
Hunter Construction (Aberdeen) Limited*	74.8	
Doe Sport (North) Ltd*	65.5	
Sportsmasters UK Ltd*	63.9	

Appendix 3 – Scoring and Recommendations – Lot 6 and 7 - Asterisk (*) denotes recommended suppliers

Lot 6 - Installation SOUTH WEST	
Tenderer	Score
Hawthorn Heights Ltd*	91.6
Ecosse Sports Ltd*	91.3
Allsports Construction & Maintenance Ltd*	73.1
Hunter Construction (Aberdeen) Limited*	65.7
Ken Edgar (Play Area Specialist) Ltd*	62.2
Landcare Solutions (Scotland) Ltd*	54.9
T & N Gilmartin (Contractors) Ltd*	47.8

Lot 6 - Installation SOUTH EAST	
Tenderer	Score
Hawthorn Heights Ltd*	91.6
Ecosse Sports Ltd*	91.3
Allsports Construction & Maintenance Ltd*	73.7
Hunter Construction (Aberdeen) Limited*	66.5
Ken Edgar (Play Area Specialist) Ltd*	60.3
Landcare Solutions (Scotland) Ltd*	54.9
T & N Gilmartin (Contractors) Ltd*	48.5

Lot 6 - Installation CENTRAL	
Tenderer	Score
Hawthorn Heights Ltd*	91.6
Ecosse Sports Ltd*	91.3
Allsports Construction & Maintenance Ltd*	73.7
Hunter Construction (Aberdeen) Limited*	66.5
Ken Edgar (Play Area Specialist) Ltd*	62.2
Landcare Solutions (Scotland) Ltd*	54.9
T & N Gilmartin (Contractors) Ltd*	48.8

Lot 6 - Installation NORTH EAST	
Tenderer	Score
Hawthorn Heights Ltd*	92.0
Ecosse Sports Ltd*	83.9
Allsports Construction & Maintenance Ltd*	67.6
Hunter Construction (Aberdeen) Limited*	67.4
Ken Edgar (Play Area Specialist) Ltd*	55.9
Landcare Solutions (Scotland) Ltd*	52.2
T & N Gilmartin (Contractors) Ltd*	45.8

Lot 6 - Installation HIGHLANDS & ISLANDS	
Tenderer	Score
Hawthorn Heights Ltd*	91.9
Ecosse Sports Ltd*	91.3
Allsports Construction & Maintenance Ltd*	67.2
Hunter Construction (Aberdeen) Limited*	66.5
Ken Edgar (Play Area Specialist) Ltd*	58.6
Landcare Solutions (Scotland) Ltd*	52.7

Lot 7 - Design	
Tenderer	Score
Hawthorn Heights Ltd*	78.1
All Play (Ireland) Ltd*	76.0
SAC Commercial Ltd*	73.6
MAC Consulting (Scotland) Limited*	70.7
Eibeplay Ltd*	55.9
Sports Labs Limited*	49.0
STRI Ltd*	48.1

Appendix 3 – Scoring and Recommendations – Lot 8 and 9 - Asterisk (*) denotes recommended suppliers

Lot 8 – Maintenance and Inspection SOUTH WEST		
Tenderer	Score	
Ecosse Sports Ltd*	78.3	
Allsports Construction & Maintenance Ltd*	57.5	
HAGS SMP Limited*	37.9	

Lot 8 – Maintenance and Inspection SOUTH EAST		
Tenderer	Score	
Ecosse Sports Ltd*	78.3	
Allsports Construction & Maintenance Ltd*	57.5	
HAGS SMP Limited*	37.9	

Lot 8 – Maintenance and Inspection CENTRAL		
Tenderer	Score	
Ecosse Sports Ltd*	78.3	
Allsports Construction & Maintenance Ltd*	59.2	
McNab Sport Limited*	40.8	
HAGS SMP Limited*	37.0	

Lot 8 – Maintenance and Inspection NORTH EAST		
Tenderer	Score	
Ecosse Sports Ltd*	78.3	
McNab Sport Limited*	38.7	
HAGS SMP Limited*	34.6	

Lot 8 – Maintenance and Inspection HIGHLANDS & ISLANDS		
Tenderer	Score	
Ecosse Sports Ltd*	78.3	

Lot 9 - Annual Inspection		South West	South East	Central	North East	Highlands & Islands
Tenderer	Score	Score	Score	Score	Score	Score
Play Services Ireland*	81.0	81.0	81.0	81.0	81.0	81.0
HAGS SMP Limited*	52.5	52.5	52.5	52.5	52.5	No Offer

Appendix 3 – Scoring and Recommendations – Lot 10 - Asterisk (*) denotes recommended suppliers

Lot 10 - Supply and Delivery - Multi-Use Games Areas		
Tenderer		Score
Ecosse Sports Ltd*		82.0
HAGS SMP Limited*		72.5
Jupiter Play & Leisure Ltd*		61.0
Wicksteed Leisure Limited*		57.9
Sutcliffe Play (Scotland) Ltd*		57.2
Proludic Ltd		47.8
GB Sport and Leisure UK Ltd		41.8

Lot 10 - Supply and Delivery - Safer Surfaces		
Tenderer		Score
Scotplay & Sports Limited*		88.2
Ecosse Sports Ltd*		83.3
Wicksteed Leisure Limited*		82.1
GB Sport and Leisure UK Ltd		76.2
Playdale Playgrounds Ltd		73.2

Lot 10 - Supply and Delivery - Outdoor Gym Equipment		
Tenderer		Score
Jupiter Play & Leisure Ltd*		92.9
HAGS SMP Limited*		84.1
All Play (Ireland) Ltd*		79.9
Hugh Harris Limited (trading as Fresh-Air Fitness)*		73.1
Eibeplay Ltd*		66.6
KOMPAN Scotland Limited*		65.3
Proludic Ltd*		64.8
Russell Leisure Ltd (trading as Russell Play)*		62.7
Wicksteed Leisure Limited*		61.8
Scotplay & Sports Limited*		60.0
Sutcliffe Play (Scotland) Ltd		52.8
GB Sport and Leisure UK Ltd		42.9

Lot 10 - Supply and Delivery - Outdoor Play Equipment		
Tenderer		Score
Jupiter Play & Leisure Ltd*		92.9
Scotplay & Sports Limited*		84.8
All Play Ireland Ltd*		84.7
Russell Leisure Ltd (trading as Russell Play)*		82.7
KOMPAN Scotland Limited*		87.0
HAGS SMP Limited*		83.8
Wicksteed Leisure Limited*		82.9
Proludic Ltd*		77.3
Sutcliffe Play (Scotland) Ltd*		72.7
Eibeplay Ltd		64.8
GB Sport and Leisure UK Ltd		55.9
Playdale Playgrounds Ltd		43.4
Timberplay Scotland Ltd		38.4

To: Executive Sub Committee

On: 31 March 2017

Report by Director

Tender: Supply and Delivery of Personal Protective Equipment

Schedule: 04/16

Period: 1 March 2017 until 28th February 2019 - effective date of 01 May 2017 - with an option to extend for a further two 12 month periods

1. Introduction and Background

The current framework for Supply and Delivery of Personal Protective Equipment (PPE) expired on 28 February 2017. It is proposed that this renewal framework will operate from 01 May 2017 until 28 February 2019 with an option to extend for up to a further two 12-month periods.

This will be Scotland Excel's third generation PPE framework. The new framework will continue to provide councils and associate members with a mechanism to procure a wide range of PPE, including, workwear, footwear, safety wear and hi visibility wear. A wide range of council departments are expected to access this framework which covers a legislative requirement to protect users against health and safety risks at work.

2. Scope, Participation and Spend

As part of the strategy development, the User Intelligence Group (UIG) endorsed the development of an alternative lotting structure which would reduce the current lot numbers in the framework from four to two. The stimulus for this was a requirement to attract a wider range of experienced PPE suppliers with the ability to supply all requirements. This was in addition to a focus on developing SMEs and supported business within this framework. An analysis of current council spend also supported a new lotting structure. This highlighted that incumbent suppliers had the capability to supply all items from the first three lots. These are: hazard items, footwear, workwear, hi visibility & weather wear.

Therefore, Scotland Excel drafted a robust lotting approach which would amalgamate the lots above into one and because of the unique PPE supplier base for the catering industry, a separate lot for this was retained.

Table 1 illustrates the new lotting structure which covers all PPE related items for participating stakeholders.

Table 1: Lotting Structure

Lot 1	Safety, work wear, weather wear and footwear	95% of estimated framework value
Lot 2	Catering /food industry	5% of estimated framework value

All 32 Councils confirmed their intention to participate in this framework. In addition, NHS Scotland and Tayside Contracts verified that they would participate; member participation details were listed within the contract notice.

The annual spend for participating Councils was forecast at approximately £10million per annum. Together with the NHS' annual spend of circa £600,000, the value over the term of the framework has been estimated at £40million, which includes the two extension periods.

3. Procurement Process

A Prior Information Notice (PIN) was published on 6 June 2016, which generated expressions of interest from 118 organisations. As a result of this considerable interest, meetings were held with potential bidders, both incumbent and new suppliers, to discuss the requirements for the new framework.

In July 2016, a User Intelligence Group (UIG) consisting of representatives from participating councils agreed the procurement strategy. From this, a working group of technical and procurement representatives was formed to review the technical aspects of the tender and participate in that part of the evaluation. The UIG endorsed the use of an open tender process to ensure maximum competition and flexibility. It was also agreed that the procurement process should follow a two-stage tendering procedure:

1. Stage one, Qualification, was undertaken using the European Single Procurement Document (ESPD).
2. Stage two of the process involved evaluation of the bidders' offers against the following criteria and weightings:
 - Technical 40%
 - Commercial 60%

The Contract Notice was published on Public Contracts Scotland (PCS) portal and subsequently uploaded to the Official Journal of the European Union on 24 November 2016. The tender documentation was made available for immediate download to bidders on 25 November 2016 via the Public Contracts Scotland Tenders (PCS-T) system.

The qualification stage of the ESPD required bidders to answer a number of qualification questions. They must also advise that the following valid information will be provided if the bidder is successful in this procedure:

insurance, financial standing, quality management, health and safety and environmental management.

Within the technical section, bidders were required to evidence their knowledge and experience by responding to scored criteria which included method statements, a range of job scenarios and fixed pricing.

- The method statements were assessed upon the bidders' responses to the following criteria: customer service; framework objectives; community benefits including sustainability; and added value.
- The job scenarios were based upon mainstream council job roles. Lot 1 had six scenarios and lot 2 had one. Bidders were required to complete a list of fit-for-purpose PPE for each scenario and were scored based upon the suitability of their choice.

Job scenarios are described in Table 2.

Table 2: Job Scenarios

Lot No.	Job Scenario
1	Roads/construction worker
1	Electrician
1	Roofer
1	Refuse collector
1	Parks & recreation worker
1	Local authority cleaner
2	Catering assistant

- Fixed pricing on core items for 12 months was mandatory for both lots. However, bidders were given the opportunity to increase their score by holding their pricing for core items for 24 months and non-core for either 12 or 24 months.

Bidders were also asked within the technical section to specify which councils they had the ability to service.

In the commercial section of the tender, bidders were required to offer pricing for either one or both lots. Bidders were also asked to provide non-core spend rebates on annual orders.

4. Report on Offers Received

The tender documents were downloaded by 73 organisations with 31 tenders submitted by the deadline of 12pm on 22 December 2016. One bidder subsequently withdrew their offer which resulted in the evaluation of 30 tender responses.

One bidder submitted a non-compliant tender for one of the lots; another bidder failed to upload to PCS-T on time. Scotland Excel was therefore unable to accept either of these bids.

A summary of compliant offers received is provided in Appendix 2.

Based upon the criteria and scoring methodology set out in the tender document, a full evaluation of the compliant offers received was completed. All respondents passed the first stage quality assessment.

5. Recommendations

In line with the evaluation undertaken, and with the criteria and weightings set out in the strategy, it is recommended that a two-lot supplier framework agreement is awarded to 21 compliant bidders as outlined in Appendix 3.

The 21 recommended suppliers offer comprehensive coverage for all geographical areas with a range of micro, small, medium and large organisations. 52 per cent (11) are classified as small enterprises and one organisation is classed as micro, where up to nine staff members are employed.

6. Benefits

Spend on this framework is almost entirely non-core which is bespoke to each council area and their requirements. As the tender was released with a view to increasing the quality of PPE in line with new legislation, a benchmark process has been undertaken with the top three suppliers which represents approximately 80 per cent of the overall PPE spend. Results of the benchmarking exercise are detailed in Appendix 1.

Price Stability

All suppliers have agreed to the 12 month fixed price period from the beginning of the framework. Provision thereafter is for price reviews every six months to accommodate market fluctuations. All requests for price increases will be evaluated against prevailing market conditions and supporting documentary evidence.

Environmental Initiatives

Bidders' environmental criteria were assessed in the qualification envelope. Potential bidders were required to provide evidence of an accredited environmental management system or, alternatively, evidence their environmental policy, procedures and training.

Evidence provided highlighted that the bidders either were members of the environmental management system, ISO14001 or that they work to an internally audited environmental management system. Others advised that they were working towards accreditation to ISO14001.

Within their ISO accreditation or own management system, bidders advised a range of environmental measures for their organisations, including: fuel reduction and energy efficiencies; minimising carbon footprint by reducing mileage consumption; identifying opportunities for waste reduction; recycling principles for waste.

Also as part of the sustainability method statement, bidders were asked to detail their current processes and procedures for recycling. They provided the following recycling methods: donating old and un-branded clothing to, e.g. Salvation Army; recycling footwear and clothing to clothing banks; re-using cardboard and bubble wrap; use of waste companies for chemical waste when required; and membership of recycling organisations were also mentioned – REPAK and National Waste & Recycling Association.

Sustainable Procurement Benefits (including Supported Business)

Bidders were also required as part of a method statement response to describe how they would ensure that products were ethically sourced. Their responses included: having accreditation to, e.g. ETI (Ethical Trade Initiative); members having detailed knowledge of their supply chains' ethical trading policy, requesting copies of these; requesting details of their membership to sustainable procurement schemes; and carrying out audit programmes on their supply chain and supported businesses with regular site visits.

Bidders were asked to explain how they would accommodate supply from a supported business, should a council require this. Seven currently work with supported businesses – Haven, Remploy and Dovetail were listed. Nearly all bidders advised they would consider this if it was a requirement; some stressed however, that items would have to meet their required specifications and commercial terms. One bidder stated that they would explore collaborative working practices and agreements.

Community Benefits

Within the tender documentation, bidders were asked to detail their organisation's community benefit initiatives and provide a list of these that their organisation would be able to deliver to the PPE framework. This framework has attracted many new suppliers; generating some new and original community benefits. The results reported on community benefits will be circulated to councils on a six monthly basis. The range of benefits offered by bidders included:

- Lease all company vehicles, at additional expense, through a local Scottish Company who employ a large number of local people throughout the East of Scotland.
- Textile repair service to local Boys Brigade companies and Scout Troops at greatly reduced rates.

- Working with council Rapid Response Team helping communities in times of need.
- Participating in the Scottish Government's "Developing the Young Workforce" scheme
- Work with local schools/colleges participating in jobs fairs, providing students with an understanding of potential opportunities available to them.
- Stock donations to assist charitable organisations.
- Assisting people back into work.
- Encouraging local and supported business.
- Cash donations to registered charities, i.e. to healthcare, disability, environment, education and benevolent societies.
- Sponsorship of local sports teams or community events.
- Trainee sponsoring, with support, training and funding.
- Offer school/college/ work placements: a 3 month work placement.

Workforce Matters

As part of their tender submission, bidders were asked to detail their structure for Fair Work Practices, in particular the Scottish living wage. Out of the 21 tenderers, 11 advised that staff are paid the Scottish Living Wage. Other tenderers stated they were working towards paying the Scottish Living Wage rate to all employees, whilst some advised that they were looking into membership of the Living Wage Foundation.

Through regular review meetings with suppliers, Scotland Excel will monitor and encourage suppliers to pay the Scottish Living Wage rates.

7. Contract Mobilisation and Management

Each supplier will be invited to a mobilisation meeting to outline the operation of the framework, roles and responsibilities, management information requirements and community benefits commitments. Both suppliers and participating members will be issued with a mobilisation pack containing all required details to launch the framework.

In accordance with Scotland Excel's established contract and supplier management programme, this framework has been classified as a level two arrangement in terms of both risk and spend requiring annual supplier and user group reviews as appropriate.

8. Summary

This framework will provide councils and other participating bodies with a mechanism to procure a wide range of Personal Protective Equipment (PPE) ranging from safety head, ear and eye wear, respirators, hi visibility clothing footwear, and safety clothing.

A range of benefits can be reported in relation to price stability and community benefits.

The Executive Sub Committee is requested to approve the recommendation to award this framework agreement as detailed in Appendix 3.

Appendix 1 – Participation, Spend and Savings Summary – Personal Protective Equipment 04-16

Member Name	Participation in Contract	Participation Entry Date	Estimated Annual Spend	Source of Spend Data	% Estimated Forecast Savings	Estimated Annual Savings	Basis of Savings Calculation
Aberdeen City Council	Yes	01 May 2017	£289,229	Contract MI - Confirmed by Member	0.85%	£2,458	Benchmarked top spend items
Aberdeenshire Council	Yes	01 May 2017	£338,796	Contract MI - Confirmed by Member	0.85%	£2,880	Benchmarked top spend items
Angus Council	Yes	01 May 2017	£85,420	Contract MI - Confirmed by Member	0.85%	£726	Benchmarked top spend items
Argyll & Bute Council	Yes	01 May 2017	£126,003	Contract MI - Confirmed by Member	0.85%	£1,071	Benchmarked top spend items
City of Edinburgh Council	Yes	01 May 2017	£484,571	Contract MI - Confirmed by Member	0.85%	£4,119	Benchmarked top spend items
Clackmannanshire Council	Yes	01 May 2017	£53,315	Contract MI - Confirmed by Member	0.85%	£453	Benchmarked top spend items
Comhairle nan Eilean Siar	Yes	01 May 2017	£46,649	Contract MI - Confirmed by Member	0.85%	£397	Benchmarked top spend items
Dumfries & Galloway Council	Yes	01 May 2017	£118,605	Contract MI - Confirmed by Member	0.85%	£1,008	Benchmarked top spend items
Dundee City Council	Yes	01 May 2017	£301,519	Contract MI - Confirmed by Member	0.85%	£2,563	Benchmarked top spend items
East Ayrshire Council	Yes	01 May 2017	£367,237	Contract MI - Confirmed by Member	0.85%	£3,122	Benchmarked top spend items
East Dunbartonshire Council	Yes	01 May 2017	£108,189	Contract MI - Confirmed by Member	0.85%	£920	Benchmarked top spend items
East Lothian Council	Yes	01 May 2017	£116,572	Contract MI - Confirmed by Member	0.85%	£991	Benchmarked top spend items
East Renfrewshire Council	Yes	01 May 2017	£145,547	Contract MI - Confirmed by Member	0.85%	£1,237	Benchmarked top spend items
Falkirk Council	Yes	01 May 2017	£234,200	Contract MI - Confirmed by Member	0.85%	£1,991	Benchmarked top spend items
Fife Council	Yes	01 May 2017	£449,768	Contract MI - Confirmed by Member	0.85%	£3,823	Benchmarked top spend items
Glasgow City Council	Yes	01 May 2017	£1,000,000	Provided by Member	0.85%	£8,500	Benchmarked top spend items
Highland Council	Yes	01 May 2017	£280,435	Contract MI - Confirmed by Member	0.85%	£2,384	Benchmarked top spend items
Inverclyde Council	Yes	01 May 2017	£71,311	Contract MI - Confirmed by Member	0.85%	£606	Benchmarked top spend items
Midlothian Council	Yes	01 May 2017	£122,579	Contract MI - Confirmed by Member	0.85%	£1,042	Benchmarked top spend items
North Ayrshire Council	Yes	01 May 2017	£211,688	Contract MI - Confirmed by Member	0.85%	£1,799	Benchmarked top spend items
North Lanarkshire Council	Yes	01 May 2017	£427,549	Contract MI - Confirmed by Member	0.85%	£3,634	Benchmarked top spend items
Orkney Islands Council	Yes	01 May 2017	£23,796	Contract MI - Confirmed by Member	0.85%	£202	Benchmarked top spend items
Perth & Kinross Council	Yes	01 May 2017	£123,307	Contract MI - Confirmed by Member	0.85%	£1,048	Benchmarked top spend items
Renfrewshire Council	Yes	01 May 2017	£201,956	Contract MI - Confirmed by Member	0.85%	£1,717	Benchmarked top spend items
Scottish Borders Council	Yes	01 May 2017	£117,226	Contract MI - Confirmed by Member	0.85%	£996	Benchmarked top spend items
Shetland Islands Council	Yes	01 May 2017	£38,865	Contract MI - Confirmed by Member	0.85%	£330	Benchmarked top spend items
South Ayrshire Council	Yes	01 May 2017	£170,945	Contract MI - Confirmed by Member	0.85%	£1,453	Benchmarked top spend items
South Lanarkshire Council	Yes	01 May 2017	£485,257	Contract MI - Confirmed by Member	0.85%	£4,125	Benchmarked top spend items
Stirling Council	Yes	01 May 2017	£207,066	Contract MI - Confirmed by Member	0.85%	£1,760	Benchmarked top spend items
Tayside Contracts	Yes	01 May 2017	£160,000	Contract MI - Confirmed by Member	0.85%	£1,360	Benchmarked top spend items
The Moray Council	Yes	01 May 2017	£128,129	Contract MI - Confirmed by Member	0.85%	£1,089	Benchmarked top spend items
West Dunbartonshire Council	Yes	01 May 2017	£139,837	Contract MI - Confirmed by Member	0.85%	£1,189	Benchmarked top spend items
West Lothian Council	Yes	01 May 2017	£306,745	Contract MI - Confirmed by Member	0.85%	£2,607	Benchmarked top spend items
Totals			£7,482,311		0.85%	£63,600	

Appendix 2 - Summary of offers received

Bidders	SME	Location	Lots Tendered For
Allison & Stiven Limited	Small	Dundee	1 & 2
Arco Limited	Large	Linlithgow	1 & 2
Bunzl UK Ltd	Large	Isleworth	1 & 2
Cleaning & Wiping Supplies Ltd	Small	East Kilbride	1 & 2
Corston Sinclair Limited	Small	East Kilbride	1 & 2
Chas E Prossor & Co. Limited	Small	Liverpool	1 & 2
Cromwell Tools Limited	Large	Wigstow	1 & 2
D Gibson Road & Quarry Services Limited	Small	Glasgow	1
Donside Group LLP	Small	Aberdeen	1
GTS Trade Ltd	Small	Lerwick	1 & 2
Highland Industrial Supplies Limited	Medium	Inverness	1
Ioma Clothing Company Limited	Small	Liverpool	1 & 2
James Boylan Safety (NI) Limited	Medium	Derry - N.I.	1 & 2
K & L Ross Limited	Medium	Aberdeen	1
Lion Safety Limited	Small	Grangemouth	1 & 2
Mark Harrison t/a Hewat of Edinburgh	Micro	Edinburgh	2
McGregor Industrial Supplies Limited	Medium	Inverness	1 & 2
Mona Laird Ltd (t/a McKinley Workwear Supplies)	Micro	Inverness	1 & 2
Mo and Co (UK) Limited	Small	Aberdeen	1
MWUK Limited trading as Alexandra	Large	Bristol	1 & 2
Nalestar Limited	Small	Preston	2
Prime Industrial & Janitorial Supplies Limited	Small	Dunfermline	1
P.F. Cusack (Tools Supplies) Limited	Small	London	1
Protective Wear Supplies Ltd	Small	Plymouth	1
Rexel (UK) Limited Trading As Rexel MRO	Large	Birmingham	1 & 2
Scott Direct Limited	Large	Dunfermline	1 & 2
Stax Trade Centres PLC	Large	Manchester	1 & 2
The Guthrie Group Limited	Small	Livingston	1 & 2
Unico Limited	Medium	London	1 & 2
W.C. Willis & Company Limited	Medium	Glasgow	1 & 2
Ilasco Limited	Small	Bid Withdrawn	

Non- Compliant Bids	
Tenderer	Non-Compliant Lot Number
MWUK Limited trading as Alexandra	Lot 2

Appendix 3 – Scoring and Recommendations – Lots 1 & 2

Asterisk (*) denotes recommended suppliers

Lot 1 PPE Eye and Ear Protection, Respirators/Safety Masks, Safety Head Wear, Workwear, Hi Viz Wear, Footwear	
Bidder	Score
Bunzl UK Ltd*	91.54
W.C. Willis & Company Limited *	90.00
Stax Trade Centres PLC*	85.88
Arco Limited*	85.63
Lion Safety Limited*	84.80
Cleaning & Wiping Supplies Ltd*	84.48
James Boylan Safety (NI) Limited *	84.05
Corston Sinclair Limited*	83.29
Allison & Stiven Limited*	81.87
Protective Wear Supplies Ltd*	81.68
Mona Laird Ltd (t/a McKinley Workwear Supplies)*	80.87
The Guthrie Group Limited*	79.98
MWUK Limited trading as Alexandra*	77.45
Mo and Co (UK) Limited*	76.74
Ioma Clothing Company Limited*	76.20
Donside Group LLP *	76.11
D Gibson Road & Quarry Services Limited*	75.35
Scott Direct Limited*	74.64
Rexel (UK) Limited Trading As Rexel MRO*	74.31
Unico Limited*	72.70

Lot 2 PPE Catering and Food Industry	
Bidder	Score
Allison & Stiven Limited *	95.00
Stax Trade Centres PLC*	92.63
Lion Safety Limited*	88.90
Corston Sinclair Limited *	88.34
James Boylan Safety (NI) Limited *	84.99
Mona Laird Ltd (t/a McKinley Workwear Supplies)*	83.02
Bunzl UK Ltd*	82.79
GTS Trade Ltd*	82.18

Scotland Excel

To: Executive Sub Committee

On: 31 March 2017

Report by Director Scotland Excel

Request for Associate Membership of Scotland Excel by Blue Triangle Housing Association

1 Introduction

In addition to the 32 local authorities who are full members of Scotland Excel applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which we have in place for our full members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

2 Application

Blue Triangle was established in 1975 by the office bearers of YWCA to become the housing arm of the group and manage their hostel properties.

The organisation now provides safe and secure mainly hostel type accommodation for vulnerable people who are homeless, at risk of homelessness or have a Looked After and Accommodated background. The organisation works with service users to help them gain the right skills to move onto more independent living and achieve a better quality of life

Currently the organisation provide a range of services, over 25 sites employing over 300 staff based in 9 local authority areas.

3 Legislative Position

Before any application is submitted to committee for consideration checks are made into the organisation including scrutiny of the Memorandum & Articles of Association, finances and the type of contracts that the organisation wishes to

access. Membership commences once committee has approved the application and a Membership Agreement between Scotland Excel and the organisation is signed. The Membership Agreement protects Scotland Excel and Renfrewshire Council in the event of default by the Associate Member in any contract.

Scotland Excel monitors all requests from organisations to become associate members to ensure that all legal requirements are met. In this case Blue Triangle qualify for membership under the Local Authorities (Goods and Services) Act 1970, section 1(1B)(c), namely that the organisation is a person who not being a public body has functions of a public nature or engages in activities of that nature and the purpose or effect of its access to Scotland Excel services is to facilitate its discharge of those functions or activities.

4 Recommendation

It is recommended to committee that Blue Triangle's application to join Scotland Excel as an associate member be approved, at an annual fee of £500, subject to completion and signing of the agreement document.

Scotland Excel

To: Executive Sub Committee

On: 31 March 2017

**Report
by
Director Scotland Excel**

**Request for Associate Membership of Scotland Excel by City Property
Glasgow (Investments) LLP**

1 Introduction

In addition to the 32 local authorities who are full members of Scotland Excel applications can be made for Associate Membership by organisations such as council arm's length organisations (ALEO), community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which we have in place for our full members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

2 Application

City Property Glasgow (Investments) LLP is an ALEO of Glasgow City Council which provides the management, development and disposal of the City Council's non-operational surplus land and property assets as well as providing management services for the Council's longer term commercial ground leases.

City Property Glasgow (Investments) LLP portfolio consists of around 2,500 commercial assets including 19 industrial estates ranging from 6 to 26 units, hundreds of shops and business premises around the city.

The organisation specialise in helping companies find suitable accommodation as well as offering flexible leases, competitive rents and incentives to support investment in the city.

3 Legislative Position

Before any application is submitted to committee for consideration checks are made into the organisation including scrutiny of the Memorandum & Articles of Association, finances and the type of contracts that the organisation wishes to access. Membership commences once committee has approved the application and a Membership Agreement between Scotland Excel and the organisation is signed. The Membership Agreement protects Scotland Excel and Renfrewshire Council in the event of default by the Associate Member in any contract.

Scotland Excel monitors all requests from organisations to become associate members to ensure that all legal requirements are met. In this case City Property Glasgow (Investments) LLP qualify for membership under the Local Authorities (Goods and Services) Act 1970, section 1(1B)(c), namely that the organisation is a person who not being a public body has functions of a public nature or engages in activities of that nature and the purpose or effect of its access to Scotland Excel services is to facilitate its discharge of those functions or activities.

4 Recommendation

It is recommended to committee that City Property Glasgow (Investments) LLP application to join Scotland Excel as an associate member be approved, with no annual fee, subject to completion and signing of the agreement document.

Scotland Excel

To: Executive Sub Committee

On: 31 March 2017

**Report
by
Director Scotland Excel**

Employee Absence Management Report

1. Introduction and purpose of the report

In response to the Renfrewshire Council Internal Audit team recommendation, the Joint Committee has requested that a report on organisational sickness absence be submitted on a quarterly basis highlighting the absence rate in the organisation. The absence rate is also a key performance indicator within the business plan section on organisational development and as such is monitored closely.

2. Scotland Excel Absence Management Target

The Joint Committee has previously agreed that Scotland Excel should work to an absence rate of below 4%. This target aligns Scotland Excel with partner organisations, supports good practice in this area and demonstrates the ongoing commitment to absence management as a key efficiency target.

3. Overview of Attendance

In line with audit recommendations, the attached report has been prepared for the Executive Sub Committee. The report details:

- Breakdown of current month, last six months and last 12 months absence figures
- Illustration of 12 months in days
- Illustration of last 12 months in percentages and full-time equivalent (FTE)

The report includes the latest absence details for period to February 2017. The rate of absence across the organisation has shown a slight increase to 3.2% from 2.5% due to one long term absences. Despite this recent long term absence the figures for 6 and 12 months remain below the 4% target.

The reduction over the last quarter brings the absence rates for:

- previous 1 month to 3.2% (40.5 days / 2.02 FTE)
- previous 6 months to 2.5% (187 days / 1.7% FTE)
- previous 12 month period to 2.8% (422.5 days / 1.92 FTE)

Scotland Excel will continue its positive practices, including working with Occupational Health and other support services, to support attendance and in particular to support the members of staff who have significant health issues and will work with commitment to maintain the absence rate below the 4% target.

4. Recommendation

The Executive Sub Committee is requested to note the contents of report.

Absence Report

Organisation Level

Month Ending: 28 February 2017



Current Month					Last 6 Months					Last 12 Months				
Self Certified Sick	23.5	17	40.5	3.2%	Sickness Absence Rate	2.5%	Total Sick Leave	187	103	319.5	422.5	Sickness Absence Rate	2.8%	Sickness Absence Instances
Doctor Certified Sick		66	121		Sickness Absence Rate		Total Sick Leave		103	319.5	422.5	Sickness Absence Rate		Sickness Absence Instances
Self Certified Sick					Sickness Absence Rate		Total Sick Leave		103	319.5	422.5	Sickness Absence Rate		Sickness Absence Instances
Total: 23.5								9						30
No of Employees (Permanent and Temporary): 75					Average no of Sickness Absence Days per Employee: 5.6									
No of Leavers included: 7														



