

North Lanarkshire Council Report

Housing and Regeneration Committee

approval noting

Ref

Date 24/11/20

Contract Award for Floor Coverings, Repairs and Replacement 2020-2024

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Executive Summary

Committee is asked to approve the award of a Contract for Floor Coverings, Repairs and Replacement 2020-2024 (the 'Contract') to; Morris and Spottiswood Limited.

The Contract is for an initial period of two years from the date of award of the Contract. The Council reserves the right to extend the Contract for additional periods up to a maximum of a further 24 months.

The Contract has a maximum value of Four Million and Two Hundred Ninety Two Thousand Pounds (£4,292,000).

Recommendations

It is recommended that the Committee approves the award of the Contract to Morris and Spottiswood Limited to a maximum value of £4,292,000.

This recommendation follows the completion of a contract award procedure, where the tender recommended for award has been evaluated as providing the most economically advantageous tender in terms of cost and quality for the Council.

The Plan for North Lanarkshire

Priority Improve North Lanarkshire's resource base

Ambition statement (21) Continue to identify and access opportunities to leverage additional resources to support our ambitions

1. Background

- 1.1 The Contract makes provision for works comprising the removal of existing floor finishing's, beds, underlays, accessories and installing new vinyl, rubber, carpet and hardwood floor finishing's complete with associated beds, underlays and accessories as required to the Councils corporate property portfolio consisting of schools, offices and community centres. The contract also includes when required properties occupied by the Councils ALEO's.
- 1.2 The Contract also provides provision for use in the Councils domestic housing stock and the scope of requirements reflect any domestic housing requirements.

2. Report

- 2.1 A user intelligence group (the 'UIG') of technical and procurement representatives was formed to review technical specifications, discuss trading processes, market conditions and trends, ways to maximise community benefits and sustainability and to agree the procurement strategy that would deliver maximum benefit for the Council.
- 2.2 The value of the Contract dictated that the contract award procedure be undertaken in accordance with the Procurement Reform (Scotland) Act 2014 and Procurement (Scotland) Regulations 2016. The contract opportunity was published on the Public Contracts Scotland website and the Open procurement procedure was adopted.
- 2.3 Based on the criteria and scoring methodology set out in the procurement documents, an evaluation of the tender responses was completed by members of the UIG. Selection stage responses were evaluated first, tenderers who satisfied the selection stage criteria progressed to the award stage evaluation.
- 2.4 The contract award recommendation is made on the basis of the Tenderer who submitted the most economically advantageous tender.
- 2.5 The tender submitted by Morris and Spottiswood Limited has been evaluated as representing the most economically advantageous tender for this Contract.
- 2.6 Appendix 1 provides a summary of the evaluation process, Appendix 2 provides a summary of the procurement process and Appendix 3 details the SME status and location of Tenderers.
- 2.7 Officers from Enterprise and Communities will be responsible for managing the Contract which will be undertaken in accordance with the Councils agreed approach to Contract and Supplier Management.

3. Equality and Diversity

- 3.1 **Fairer Scotland Duty**
The report is not about a key strategic decision and not subject to the Fairer Scotland Duty.
- 3.2 **Equality Impact Assessment**
An Equality Impact Assessment is not required.

4. Implications

4.1 Financial Impact

The Contract has a maximum value of £4,292,000 including the options to extend the Contract.

The costs associated with contract delivery will be contained within existing revenue and capital budgets across Council Services and ALEO's.

4.2 HR/Policy/Legislative Impact

Community Benefits

The Council is committed to maximising the delivery of community benefits. The procurement included a community benefit requirement, this approach is designed to deliver local community benefits where possible. Morris and Spottiswood Limited has committed to delivering a range of community benefits, these include;

- Recycle removed floor coverings – working with social enterprise carpet recycling companies
- Recruit one floor layer from the local area
- Undertake a CSCS card programme for high schools in North Lanarkshire
- Carry out Health & Safety talks in local primary schools in North Lanarkshire
- Morris Foundation grants for local community groups – 1 x £1,000 grant per annum
- Work with New College Lanarkshire to provide materials to aid learning
- Work with New College Lanarkshire to allocate a student to their apprenticeship programme – two apprenticeships allocated over duration of the Contract
- Attend and present at New College Lanarkshire Careers Day – two per annum
- Work experience for local pupils – three sessions per annum

The community benefits that will be delivered guarantee the creation of one job and two apprenticeships within the North Lanarkshire area.

Fair Work Practices

The successful Tenderer has also demonstrated commitment to Fair Work practices including payment of the real Living Wage to staff employed in the delivery of the Contract.

Equalities

The contract award procedure excludes any Tenderer where a complaint had been upheld after investigation by the Equality and Human Rights commission or its predecessors and a failure to take remedial action.

4.3 Environmental Impact

There is no environmental impact arising from this report.

4.4 Risk Impact

There are no significant risk implications arising from this report.

5. Measures of success

The Contract will deliver the following outcomes;

- 5.1 the appointment of a Contractor who has the experience and capability to deliver an innovative, high quality and responsive service;
- 5.2 the contract award procedure is compliant with the procurement legislation and internal procedures;
- 5.3 that best value is both demonstrable and achieved;
- 5.4 that the Contract secures a range of community benefits;
- 5.5 that the Contract supports payment of the living wage to staff employed in the delivery of the Contract;
- 5.6 that the Contract performance is proactively managed against a number of Key Performance Indicators; and
- 5.7 a collaborative approach to the procurement of the requirement, minimising the burden on internal resource and leveraging the economies of scale.

6. Supporting documents

The plan for North Lanarkshire	Improve economic opportunities and outcomes, and to improve North Lanarkshire's resource base
Appendix 1	Summary of Evaluation Process
Appendix 2	Summary of Procurement Process
Appendix 3	SME status and location of all Tenderers



Brian Lafferty
Head of Housing Property and Projects

Appendix 1 – Summary of Evaluation Process

Tenderer Name	Final Tender Score	Final Rank	Recommended for Contract Award (Yes/No)
Morris & Spottiswood Limited	91.61%	1	Yes
McGarry Flooring & Contracts Limited	89.65%	2	No
Devar Premier Flooring Limited	85.78%	3	No
Kirkton Flooring Limited	82.77%	4	No
Veitchi Flooring Limited	51.76%	5	No

Appendix 2 – Summary of Procurement Process

Contract Title	Floor Coverings, Repairs and Replacement 2020-2024
Contract takes effect from	December 2020
Total contract period that can be adopted by the Council (months)	48 months
Estimated total contract value including extension option	£4,292,000
Governing UK Regulation	Procurement Reform (Scotland) Act 2014 Procurement (Scotland) Regulations 2016
Procurement procedure adopted	Open Procedure
Interest List – number of organisations that downloaded the procurement documents from the procurement portal	19
Number of tenders received	5
Number of non-compliant tenders	0
Number of compliant tenders	5
Number of recommended providers	1
Basis of contract award	Most economically advantageous tender 30% Quality / 70% Price
Evaluation Team	Staff from Enterprise and Communities

Appendix 3 – SME status and location of all Tenderers

Name of Tenderer	Size of Tendering Organisation (Micro, Small, Medium or Large)	Location (Local Authority/Council Area)
Devar Premier Flooring Ltd	Small	Glasgow City Council
Kirkton Flooring Ltd	Small	West Lothian Council
McGarry Flooring & Contracts Ltd	Small	North Lanarkshire Council
Morris & Spottiswood	Medium	Glasgow City Council
Veitchi Flooring Ltd	Medium	South Lanarkshire Council