

To: The Management Committee
From: The Technical Services Manager
Subject: Glenmuir Estate – Flat Refurbishment Works Tender Acceptance

1. Introduction/Purpose

1.1 The purpose of this report is to seek approval to appoint a contractor to carry out the refurbishment work to six of the flats at Glenmuir Estate.

2. Background

2.1 We acquired these flats as part of our Acquisition Strategy at the Glenmuir Estate as individual acquisitions. They are situated in various closes across the development with some flats being tenanted. The proposal is to refurbish the vacant flats to enable decanting of the tenants to facilitate the refurbishment of the tenanted flats. This will be carried out on a rolling programme basis. GCC have agreed to fund 50% of the works costs.

3. Refurbishment Works

3.1 Tender Process

3.1.1 Contractors were invited via Public Contracts Scotland website through an unrestricted competition (any organisation that has the relevant experience may submit a tender) to submit tenders. Tenders were received from eleven parties and evaluated on both price and quality.

3.1.2 This approach is in accordance with the Purchasing, Procurement and Tenders Policy.

3.2 Tender Evaluation Report

3.2.1 The tender evaluation report has been prepared by Reid Associates and is contained in Appendix A for Committee's consideration. Please note all figures contained in Reid Associates report are exclusive of VAT.

3.2.2 In summary the report details the tender process and a cost and quality evaluation of the tenders received and recommends the tender from MP Group be considered for acceptance.

3.3 Contract Sum

- 3.3.1 MP Group's tender sum is £266,351.44 exclusive of VAT. Inclusive of VAT it is £319,621.72. This is approximately £53,000 per flat. These are works costs only and exclude any costs associated with decanting tenants.

4. Budget v Contract Sum

- 4.1 The tender submitted by MP Group of £319, 621.72 inclusive of VAT is £19, 621.72 more than the budgeted figure contained in our annual budget. This is an acceptable amount over budget as these works will be 50% funded by GCC to a value of approximately £159,000.00.

5. Risk

- 5.1 We consider risk under various contexts e.g., financial, governance, technology etc as per our Risk Management Policy at both strategic and operational levels. No new strategic risks have been identified and no additional operational risks have been identified.

6. Compliance and Assurance

- 6.1 By procuring this contract in the way detailed in 3.1 we are demonstrating compliance with the Scottish Social Housing Charter:

13. Value for Money

Social landlords manage all aspects of their businesses so that tenants, owners and other customers receive services that provide continually improving value for the rent and other charges they pay.

- 6.2 By meeting the above requirements we are also meeting Regulatory Requirements and Standards.

6.3 Evidence Bank

- 6.3.1 Committee is reminded that the assurance exercises are available in the Committee log-in area of our website for its consideration.

7. Summary and Recommendations

- 7.1 In summary to deliver the flat refurbishment works at the Glenmuir Estate we need to employ a contractor to carry out these works. The appointment is based on competitive tenders and the risks have been identified and considered at Section 5.

7.2 You are asked to consider the above and approve the appointment of MP Group in the amount of £319,621.72 inclusive of VAT.