

**REPORT TO: Economic Development Committee - 10 January 2005**

**REPORT ON: Tenders Received**

**REPORT BY: City Architectural Services Officer**

**REPORT NO: 34-2005**

### **PURPOSE OF REPORT**

This report details tenders received and requests a decision on acceptance thereof.

### **RECOMMENDATIONS**

Approval is recommended of (1) the acceptance of the tenders submitted by the undernoted contractors and (2) the undernoted total amount, including allowances, for each project:

<b>Project Reference</b>	<b>Project</b>	<b>Contractor</b>	<b>Tender Amount</b>	<b>Total Amount</b>	<b>Finance Available</b>
02-4025	Various Dundee City Council Properties - Gas Soundness Testing	Scan Building Services Ltd, Dundee	£9,100.00	£10,010.00	£10,010.00
97-8431B	Various Dundee City Council Properties - Gas Soundness Testing	William Ree and Partners, Dundee	£6,075.45	£6,682.45	£6,682.45
02-5241	Various Dundee City Council Properties - Cleaning and Servicing of Boilers, Burners and Flues (2003-2006)	Dalkia Utilities Services plc, Portlethan	£3,420.00	£3,762.00	£3,762.00
04-5208	Various Dundee City Council Properties - Servicing and Maintenance of Fume Cupboards (2005-2009)	Scotia Energy Saving Systems Ltd., Glenrothes	£14,740.00	£16,214.00	£16,214.00

### **FINANCIAL IMPLICATIONS**

The Depute Chief Executive (Finance) has confirmed that funding for the above projects is available as detailed on the attached sheets.

### **CONSULTATIONS**

The Client Department has been consulted with regard to Local Agenda 21 and Equal Opportunities implications and the Chief Executive and the Depute Chief Executives (Support Services) and (Finance) have also been consulted in the preparation of this report.

### **BACKGROUND PAPERS**

Unless stated otherwise on the attached sheets, there are no background papers.

### **FURTHER INFORMATION**

Detailed information relating to the above Tenders is included on the attached sheets.

**John T P Porter  
City Architectural Services Officer  
23 December 2004**

**34-2005**

**ECONOMIC DEVELOPMENT COMMITTEE - 10 JANUARY 2005**

<b>CLIENT</b>	Economic Development		Economic Development	
<b>PROJECT REFERENCE</b>	02-4025		97-8431B	
<b>PROJECT</b>	Various Dundee City Council Properties		Various Dundee City Council Properties	
<b>DESCRIPTION OF WORKS</b>	Gas Soundness Testing		Gas Soundness Testing	
	Annual inspection and soundness testing of gas installations and appliances at Social Work properties. The existing three year contract runs until 18 March 2005 and then can be terminated by giving 30 days notice. It is proposed to include further properties for Social Work and add properties for Leisure and Arts, Economic Development, Dundee Contract Services and Planning and Transportation. These additional properties will be tested prior to 31 March 2005 and new tenders will be invited for all gas soundness testing in 2005.		Annual inspection and soundness testing of gas installations and appliances at Education properties. The existing contract has been extended by mutual consent and can be terminated on 3 April 2005 by giving 30 days notice. It is proposed to include further properties for Education and add properties for Housing, Communities, Waste Management and the Hospital Fund. These additional properties will be tested prior to 31 March 2005 and new tenders will be invited for all gas soundness testing in 2005.	
<b>TOTAL COST</b>	Several Works	£9,100.00	Several Works	£6,075.45
	Allowances	£910.00	Allowances	£607.00
	<b>TOTAL</b>	<b>£10,010.00</b>	<b>TOTAL</b>	<b>£6,682.45</b>
<b>FUNDING SOURCE</b>	Departmental Revenue Budgets		Departmental Revenue Budgets	
<b>BUDGET PROVISION &amp; PHASING</b>	2004/2005	£10,010.00	2004/2005	£6,682.45
<b>ADDITIONAL FUNDING</b>	None		None	
<b>REVENUE IMPLICATIONS</b>	None		None	
<b>LOCAL AGENDA 21</b>	None		None	
<b>EQUAL OPPORTUNITIES</b>	None		None	
<b>TENDERS</b>	Negotiated with existing contractor: 1 Scan Building Services Ltd, Dundee (amount relates to the additional properties only)		Negotiated with existing contractor: 1 William Ree and Partners, Dundee (amount relates to the additional properties only)	
		£9,100.00		£6,075.45
<b>RECOMMENDATION</b>	Extension of existing contract to include additional properties, the work to be completed prior to 31 March 2005		Extension of existing contract to include additional properties, the work to be completed prior to 31 March 2005	
<b>ALLOWANCES</b>	Professional Services	£910.00	Professional Services	£607.00
	<b>TOTAL</b>	<b>£910.00</b>	<b>TOTAL</b>	<b>£607.00</b>
<b>SUB-CONTRACTORS</b>	None		None	
<b>BACKGROUND PAPERS</b>	Tender Report approved by the Director of Social Work on 7 January 2003 detailing tenders received for this work and recommending acceptance of Scan Building Services Ltd at a three year total of £16,150		Tender Report approved by the Director of Education on 16 February 1998 detailing tenders received for this work and recommending acceptance of Crammond Plumbing & Heating Ltd at a five year total of £18,140.20. Subsequently, this contractor withdrew from this type of work and the contract was taken over by William Ree and Partners at the same terms and conditions.	

**ECONOMIC DEVELOPMENT COMMITTEE - 10 JANUARY 2005**

<b>CLIENT</b>	Economic Development	Economic Development
<b>PROJECT REFERENCE</b>	02-5241	04-5208
<b>PROJECT</b>	Various Dundee City Council Properties	Various Dundee City Council Properties
<b>DESCRIPTION OF WORKS</b>	Cleaning and Servicing of Boilers, Burners and Flues (2003-2006)  Annual servicing contract from 1 April 2003 to 31 March 2006. The existing contract still has two more years to run and it is proposed to include additional properties to be serviced in March 2005 and March 2006. New tenders for all boiler etc servicing will be invited in 2006.	Servicing and Maintenance of Fume Cupboards (2005-2009)  Routine inspection, servicing and cleaning of all existing fume cupboards and associated controls together with urgent and emergency repair works.
<b>TOTAL COST</b>	Several Works £3,420.00 Allowances £342.00 TOTAL £3,762.00	Several Works £14,740.00 Allowances £1,474.00 TOTAL £16,214.00
<b>FUNDING SOURCE</b>	Departmental Revenue Budgets	Departmental Revenue Budgets
<b>BUDGET PROVISION &amp; PHASING</b>	2004/2005 £1,881.00 2005/2006 £1,881.00 (Prices shown are current and will be adjusted for inflation in subsequent years)	2005/2006 to 2009/2010 £16,214.00  (Prices shown are current and fixed for the first year. They will be adjusted for inflation in subsequent years)
<b>ADDITIONAL FUNDING</b>	None	None
<b>REVENUE IMPLICATIONS</b>	None	None
<b>LOCAL AGENDA 21</b>	None	None
<b>EQUAL OPPORTUNITIES</b>	None	None
<b>TENDERS</b>	Negotiated with existing contractor: 1 Dalkia Utilities Services plc, Portlethan £3,420.00 (amount relates to the additional properties only for two years)	Four invited; three received <i>Checked</i> 1 Scotia Energy Saving Systems Ltd., Glenrothes £14,740.00 2 Labcaire Systems Ltd., Somerset £22,150.00 3 Laboratory Specialist Services (UK) Ltd., Glasgow £31,375.00
<b>RECOMMENDATION</b>	Extension of existing contract to include additional properties up to 31 March 2006	Acceptance of lowest tender
<b>ALLOWANCES</b>	Professional Services £342.00  TOTAL £342.00	Professional Services £1,474.00  TOTAL £1,474.00
<b>SUB-CONTRACTORS</b>	None	None
<b>BACKGROUND PAPERS</b>	Economic Development Committee 10 March 2003 approved acceptance of a tender from Dalkia Utilities Services plc for this work at a three year total of £229,368.75	None