

City Chambers  
DUNDEE  
DD1 3BY

20th December, 2024

Dear Colleague

You are requested to attend a MEETING of the **FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE** to be held in the Council Chamber, City Chambers, City Square, Dundee and also to be held remotely on Monday, 6th January, 2025 to follow the meetings of the City Council and Climate, Environment and Biodiversity Committee called for 5.00pm.

The meeting will also be livestreamed to YouTube. Members of the Press or Public wishing to join the meeting as observers should follow this link [www.dundee.gov.uk/live](http://www.dundee.gov.uk/live) or alternatively they may attend in person.

Should you require any further information please contact Committee Services on telephone (01382) 434228 or by email at [committee.services@dundee.gov.uk](mailto:committee.services@dundee.gov.uk)

Yours faithfully

GREGORY COLGAN

Chief Executive

## **AGENDA OF BUSINESS**

### **1 DECLARATION OF INTEREST**

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

### **2 SOURCING STRATEGIES BY HEAD OF DESIGN AND PROPERTY - Page 1**

(Report No 6-2025 by Executive Director of City Development, copy attached).

### **3 TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY - Page 7**

(Report No 7-2025 by Executive of City Development, copy attached).

**The Committee may resolve under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 6 and 9 of Part I of Schedule 7A of the Act.**

### **4 LEASE OF LAND IN THE NORTH EAST WARD**

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<b>ITEM No ...2.....</b>
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**REPORT TO:** FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 6 JANUARY 2025

**REPORT ON:** SOURCING STRATEGIES BY HEAD OF DESIGN AND PROPERTY

**REPORT BY:** EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

**REPORT NO:** 6-2025

## 1 PURPOSE OF REPORT

1.1 The purpose of this report is to present sourcing strategies and seeks approval to commence with the procurement exercise in respect of each project.

## 2 RECOMMENDATION

2.1 It is recommended that Committee approves the commencement of a procurement exercise in respect of the projects described, based on the sourcing strategy detailed in Appendix 1, and delegates authority to the Executive Director of City Development to award the relevant contracts in line with Standing Orders.

## 3 SUMMARY OF SOURCING STRATEGIES

3.1 Proposed sourcing strategies for progressing by the Design and Property Division in relation to the projects detailed below.

<b>Proposed Sourcing Strategies</b>
St Peter & Pauls PS – Internal Fire Door Replacement
Blackness PS – Upgrade Ground Floor Toilets
Dundee International Sports Centre – Heating Boilers and Controls Replacement

## 4 FINANCIAL IMPLICATIONS

4.1 The Executive Director of Corporate Services has confirmed that funding for the above projects is available as detailed on the attached sheet.

## 5 SOURCING STRATEGY SUMMARY

5.1 This Sourcing Strategy report seeks approval to progress the listed projects with an appropriate compliant tender process via a suitable route to market, as outlined in the appendix below. Bidders will go through a selection process to assess capability to the needs and requirement of the contract.

## 6 RISK ANALYSIS

6.1 There are 4 standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

<b>Description of Risk</b>	<b>Actions To Be Taken To Manage Risk</b>
<b>Commercial Risk</b> – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low Risk - the contract will be tendered and awarded through a compliant tender procedure, through which all costs have been considered.

Description of Risk	Actions To Be Taken To Manage Risk
<b>Technical Risk</b> – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the tender evaluation process.
<b>Performance Risk</b> – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – a contract management process will be put in place with the use of KPI's.
<b>Contractual Risk</b> – being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
<b>Procurement Risk</b> – where a procurement is found unsound in law, through the public procurement rules.	The associated sourcing strategies set out compliance with the Procurement Regulations will be achieved.

## 7 SUMMARY

- 7.1 It is recommended that the Committee approve this Sourcing Strategy and award appropriate delegated powers to the Executive Director of City Development to proceed as outlined.

## 8 POLICY IMPLICATIONS

- 8.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

## 9 CONSULTATIONS

- 9.1 The Council Leadership Team has been consulted in the preparation of this report.

## 10 BACKGROUND PAPERS

- 10.1 None.

Neil Martin  
Head of Design and Property

Author: Michael McLaughlin

Robin Presswood  
Executive Director of City Development

NM/KM

11 December 2024

Dundee City Council  
Dundee House  
Dundee

**APPENDIX 1**

<b>SOURCING STRATEGY</b>	St Peter and Pauls PS – Internal Fire Door Replacement
<b>PROJECT NUMBER</b>	24-6005
<b>PROJECT INFORMATION</b>	The works comprise replacement of life expired and non-compliant internal fire doors and screen partitions to all corridors throughout the school.
<b>PROPOSED CONTRACT DURATION</b>	July 2025 - August 2025
<b>RECOMMENDATION</b>	<p>It is recommended that the Committee:</p> <p>a pproves the commencement of a procurement exercise in respect of the projects described, via the Procurement for Housing Framework, based on the associated sourcing strategy, and</p> <p>b elegates authority to the Executive Director of City Development to finalise the procurement and award a contract to the successful bidder following a competitive tender process carried out in compliance with Public Contracts (Scotland) regulations 2015.</p>
<b>FINANCIAL IMPLICATIONS</b>	<p>The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on experience and market enquiries, the total cost of the contract is estimated to be £85K, inclusive of non-contract allowances and fees. The contract will be funded from the 2024-2029 Capital Plan – Design a Modern Council – Property Lifecycle Development Programme – Structural Improvements &amp; Property Upgrades.</p> <p>Where the most economically advantageous tender is more than 10% greater than the sum detailed above then the matter will be reported back to Committee for approval.</p>
<b>POLICY IMPLICATIONS</b>	There are no issues
<b>BACKGROUND PAPERS</b>	None

<b>SOURCING STRATEGY</b>	Blackness PS – Upgrade Ground Floor Toilets
<b>PROJECT NUMBER</b>	20-6007
<b>PROJECT INFORMATION</b>	The works comprise the refurbishment and upgrade of life expired ground floor girls and upper floor boys toilets to provide modern, clean compliant facilities.
<b>PROPOSED CONTRACT DURATION</b>	July 2025 - August 2025
<b>RECOMMENDATION</b>	<p>It is recommended that the Committee:</p> <p>a pproves the commencement of a procurement exercise in respect of the projects described, via the MPF2 Places for People Framework, based on the associated sourcing strategy; and</p> <p>b elegates authority to the Executive Director of City Development to finalise the procurement and award a contract to the successful bidder following a tender process carried out in compliance with Public Contracts (Scotland) regulations 2015.</p>
<b>FINANCIAL IMPLICATIONS</b>	<p>The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on experience and market enquiries, the total cost of the contract is estimated to be £170K, inclusive of non-contract allowances and fees. The contract will be funded from the 2024-2029 Capital Plan – Design a Modern Council – Property Lifecycle Development Programme – Toilet Upgrades.</p> <p>Where the most economically advantageous tender is more than 10% greater than the sum detailed above then the matter will be reported back to Committee for approval.</p>
<b>POLICY IMPLICATIONS</b>	There are no issues
<b>BACKGROUND PAPERS</b>	None

<b>SOURCING STRATEGY</b>	DISC – Heating Boiler and Controls Replacement
<b>PROJECT NUMBER</b>	23-004
<b>PROJECT INFORMATION</b>	The works comprise replacement heating boiler and controls to the DISC to replace life-expired installations with new, modern, energy efficient and compliant systems.
<b>PROPOSED CONTRACT DURATION</b>	April 2025 - September 2025
<b>RECOMMENDATION</b>	<p>It is recommended that the Committee:</p> <p>a pproves the commencement of a procurement exercise in respect of the projects described, via the DCC Mechanical Services Framework, based on the associated sourcing strategy; and</p> <p>b elegates authority to the Executive Director of City Development to finalise the procurement and award a contract to the successful bidder following a tender process carried out in compliance with Public Contracts (Scotland) regulations 2015.</p>
<b>FINANCIAL IMPLICATIONS</b>	<p>The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on experience and market enquiries, the total cost of the contract is estimated to be £200K, inclusive of non-contract allowances and fees. The contract will be funded from the 2024-2029 Capital Plan – Design a Modern Council – Property Lifecycle Development Programme – Heating and Ventilation Systems.</p> <p>Where the most economically advantageous tender is more than 10% greater than the sum detailed above then the matter will be reported back to Committee for approval.</p>
<b>POLICY IMPLICATIONS</b>	There are no issues
<b>BACKGROUND PAPERS</b>	None

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**ITEM No ...3.....**

**REPORT TO:** FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 6 JANUARY 2025

**REPORT ON:** TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY AND HEAD OF SUSTAINABLE TRANSPORT AND ROADS

**REPORT BY:** EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

**REPORT NO:** 7-2025

**1 PURPOSE OF REPORT**

1.1 This report details tenders received and seeks approval on acceptance thereof.

**2 RECOMMENDATION**

2.1 It is recommended that Committee approve the acceptance of the tenders submitted by the undernoted contractors as set out in the report, with the total amount, including allowances detailed in Appendix 1.

**3 SUMMARY OF PROJECTS TENDERED**

3.1 Tenders have been received by the Design and Property Division in relation to the projects detailed below.

<b>Architects Projects - Reference and Description</b>	<b>Contractor</b>
23-6013 – Rockwell Schoolhouse	Construction Services
24-017 - V&A Museum and Regional Performance Centre for Sport – Inspection and Testing of Lighting Control Systems	Lutron EA Ltd

<b>Engineers Projects - Reference and Description</b>	<b>Contractor</b>
R0387 – Bell Street – Green Transport Hub & Spokes	McLaughlin and Harvey Construction Ltd

3.2 Tenders have been received by the Sustainable Transport and Roads Division in relation to the project detailed below:

<b>Sustainable Transport and Roads Projects - Reference and Description</b>	<b>Contractor</b>
DCC/CD/111/24 - Upgrade and Maintenance of Parking Meters	IPS Group Ltd

**4 FINANCIAL IMPLICATIONS**

4.1 The Executive Director of Corporate Services has confirmed that funding for the above projects is available as detailed on the attached sheet.

4.2 Where the Council utilise a national or local framework to procure construction and engineering works, all tenderers that have been assigned to the relevant framework have previously been assessed on a qualitative and cost basis, ensuring a highly competitive benchmark is set for the framework supply chain.

**5 BACKGROUND PAPERS**

5.1 None.

**6 POLICY IMPLICATIONS**

6.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

**7 CONSULTATIONS**

7.1 The Council Leadership Team were consulted in the preparation of this report.

Neil Martin  
Head of Design and Property

Ewan Macnaughton  
Head of Sustainable Transport and Roads

Robin Presswood  
Executive Director of City Development

NM/EM/HG

4 December 2024

Dundee City Council  
Dundee House  
Dundee

**APPENDIX 1**

<b>PROJECT</b>	Rockwell School House	
<b>PROJECT NUMBER</b>	23-6013	
<b>PROJECT INFORMATION</b>	The works comprise a roof overhaul and replacement doors and windows.	
<b>ESTIMATED START AND COMPLETION DATES</b>	April 2025 June 2025	
<b>TOTAL COST</b>	Contract	£125,728.47
	Non-contract allowances	£5,000.00
	Fees	<u>£19,000.00</u>
	Total	<u>£149,728.47</u>
<b>FUNDING SOURCE</b>	Capital Plan 2024-2029 – Design a Modern Council – Property Lifecycle Development Programme – Window Replacement	
<b>BUDGET PROVISION &amp; PHASING</b>	2024/2025 2025/2026	
<b>ADDITIONAL FUNDING</b>	None.	
<b>REVENUE IMPLICATIONS</b>	None.	
<b>POLICY IMPLICATIONS</b>	There are no major issues.	
<b>TENDERS</b>	<b>Contractor</b>	<b>Tender Amount</b>
	Construction Services	£125,728.47
<b>RECOMMENDATION</b>	To accept the offer from Construction Services	
<b>SUB-CONTRACTORS</b>	None	
<b>BACKGROUND PAPERS</b>	None.	

<b>PROJECT</b>	V&A and RPCS – Inspection and Testing of Lighting Control Systems	
<b>PROJECT NUMBER</b>	24-017	
<b>PROJECT INFORMATION</b>	The works comprise the inspection, testing and maintenance of the lighting/shade control systems at the V&A and RPCS over a 4 year term contract	
<b>ESTIMATED START AND COMPLETION DATES</b>	February 2025 January 2029	
<b>TOTAL COST</b>	Contract	£61,256.00
	Non-contract allowances	0.00
	Fees	<u>£6,000.00</u>
	Total	<u>£67,256.00</u>
<b>FUNDING SOURCE</b>	City Development – Revenue – Property Health & Safety	
<b>BUDGET PROVISION &amp; PHASING</b>	2024/2025 2025/2026 2026/2027 2027/2028	
<b>ADDITIONAL FUNDING</b>	None.	
<b>REVENUE IMPLICATIONS</b>	None.	
<b>POLICY IMPLICATIONS</b>	There are no major issues.	
<b>TENDERS</b>	Negotiated Contract	
	<b>Contractor</b>	<b>Tender Amount</b>
	Lutron EA Ltd	£61,256.00
<b>RECOMMENDATION</b>	To accept the offer from Lutron EA Ltd	
<b>SUB-CONTRACTORS</b>	None	
<b>BACKGROUND PAPERS</b>	None.	

<b>PROJECT</b>	Green Transport Hub & Spokes – Main Works	
<b>PROJECT NUMBER</b>	R0387	
<b>PROJECT INFORMATION</b>	Main works for the Green Transport Hub & Spokes project at Bell Street Multi-Storey Car Park. This is inclusive of installation of Electrical Vehicle Chargers supported by a photovoltaic array and battery storage. The works also include full Mechanical and Electrical upgrade, new feature cladding and construction of a ground floor cycle storage and bike reuse centre. The area surrounding the car park will include enhanced landscaping with active travel routes designed with consideration of future active travel connections and development.	
<b>ESTIMATED START AND COMPLETION DATES</b>	January 2025 – September 2025	
<b>TOTAL COST</b>	Contract	£11,178,696.36
	Non-contract allowances	£391,648.64
	Fees	£391,435.00
	<b>Total</b>	<b>£11,961,780.00</b>
<b>FUNDING SOURCE</b>	Capital Plan 2024-2029 – Tackle Climate Change and Reach Net Zero Carbon Emissions by 2045 – Low Carbon Transport - Green Transport Hub & Spokes – Bell Street	£1,895,000.00
	UK Government Levelling Up Fund	£8,421,580.00
	Transport Scotland Tier 2 – Active Travel Infrastructure Fund	£1,645,200.00
<b>BUDGET PROVISION &amp; PHASING</b>	2024/2025 2025/2026	
<b>ADDITIONAL FUNDING</b>	None.	
<b>REVENUE IMPLICATIONS</b>	None.	
<b>POLICY IMPLICATIONS</b>	There are no major issues.	
<b>TENDERS</b>	This project has been procured through the SCAPE framework.	
	<b>Contractor</b>	<b>Tender Amount</b>
	McLaughlin & Harvey Construction Ltd.	£11,178,696.36
<b>RECOMMENDATION</b>	To accept the offer from McLaughlin & Harvey Construction Ltd.	
<b>SUB-CONTRACTORS</b>	None	
<b>BACKGROUND PAPERS</b>	Report No 173-2023 – Green Transport Hub and Spokes (26 June 2023) Report No 31-2024 – Green Transport Hub and Spokes (19 February 2024)	

<b>PROJECT</b>	Upgrade and Maintenance of Parking Meters			
<b>PROJECT NUMBER</b>	DCC/CD/111/24			
<b>PROJECT INFORMATION</b>	Works comprise of the upgrade of parking meters to provide coin and card payment facilities including new control panels and scheduled and unscheduled maintenance of meters for the five-year contract duration including back-office operating software and technology upgrades.			
<b>ESTIMATED START AND COMPLETION DATES</b>	February 2025 February 2029			
<b>TOTAL COST</b>	Contract			£410,900.00
<b>FUNDING SOURCE</b>	Dundee City Council On-Street Parking Account			
<b>BUDGET PROVISION &amp; PHASING</b>	2024/2025			£82,180.00
	2025/2026			£82,180.00
	2026/2027			£82,180.00
	2027/2028			£82,180.00
	2028/2029			£82,180.00
<b>ADDITIONAL FUNDING</b>	None.			
<b>REVENUE IMPLICATIONS</b>	On-street parking income is ringfenced under Section 55 of the Road Traffic Regulation Act 1984.			
<b>POLICY IMPLICATIONS</b>	There are no major issues.			
<b>TENDERS</b>	Procured as an open tender through Public Contract Scotland. Three offers were received.			
	<b>Contractor</b>	<b>Submitted Tender</b>	<b>Corrected Tender</b>	<b>Quality Ranking</b>
	IPS Group Ltd	£410,900.00	N/A	1
	Metric Group Ltd	£268,900.00	N/A	2
	Flowbird Smart City UK Ltd	£840,000.00	N/A	3
<b>RECOMMENDATION</b>	To accept the tender with the highest-ranking score for cost and quality from IPS Group Ltd			
<b>SUB-CONTRACTORS</b>	None			
<b>BACKGROUND PAPERS</b>	Report No 100-2024 – Parking Meter Sourcing Strategy (22 April 2024)			