

REPORT TO : POLICY & RESOURCES COMMITTEE, 15 APRIL 2002

REPORT ON : SELECT LIST OF CONTRACTORS

REPORT BY : CITY ARCHITECTURAL SERVICES OFFICER

REPORT NO: 252-2002

1.0 PURPOSE OF REPORT

- 1.1. To consider the updating of the Select List of Contractors 1997-2001 which should have been reviewed and updated in 2001 but which was deferred for one year to consider the possibility of adopting Constructionline.
- 1.2 To consider the possibility of adopting Constructionline as a replacement for the in-house Select List of Contractors.
- 1.3 To obtain approval to proceed with the recommendations contained in Section 2.0.

2.0 RECOMMENDATIONS

- 2.1 That the existing in-house Select List of Contractors be continued, in its present form with normal financial updates as required, for a further 2 years.
- 2.2 That Constructionline be adopted as a secondary Select List to run in parallel with the in-house list, and that the names of all Contractors on the in-house Select List of Contractors be given to Constructionline to enable them to be contacted with a view to taking out membership of Constructionline.
- 2.3 That Constructionline be informed that their system will not be fully adopted by Dundee City Council until it has been fully monitored and reviewed over the next 2 years.

3.0 FINANCIAL IMPLICATIONS

- 3.1 Over the next 2 years, if the above recommendations are approved, there will be no additional charges to the Council other than the normal costs for maintaining the in-house Select List of Contractors.
- 3.2 Membership of Constructionline for Customers/Councils is free.
- 3.3 Contractors would require to pay Constructionline a membership fee, depending on the turnover of their business. This ranges from £70 for a turnover of £0-250,000 to £1275 for a turnover of £50M and over.
- 3.4 If the Council decides to adopt Constructionline in full, after a period of 2 years, there would be a saving of approximately £45K every 4 years which is the cost of advertising, reviewing and monitoring the in-house Select List of Contractors.

4.0 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 Resources are used efficiently and waste is minimised.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 None.

6. BACKGROUND /...

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- 6.1 The City Council's Select List of Contractors 1997-2001 was due for re-advertisement last year but this was deferred until 2002 to allow other options to be considered.
- 6.2 The update on the Select List every 4 years consists of advertising all categories of work carried out by the Council, issuing questionnaires and receiving completed questionnaires, carrying out technical and financial approvals, preparing a report for Committee and informing all contractors whether they have been successful in their application to be included on the Council's Select List.
- 6.3 Regular technical and financial updates of existing and new contractors are carried out on an ongoing basis.
- 6.4 Constructionline is a list of approved contractors and consultants which are registered in the UK. It was formed in 1998 and is owned by the DETR and operated by Capita.
- Constructionline carries out technical and financial appraisals of contractors and the approved list is available to customers on-line, at no cost. Regular updates are carried out as is an annual financial update. Contractors and consultants must pay a fee to be registered by Constructionline.
- 6.5 The Architectural Services Division have had access to Constructionline for the last 18 months but have not fully utilised the facility due to lack of information on local and small contractors.
- 6.6 Once membership of Constructionline is agreed they will undertake to contact all contractors on the Council's Select List with a view to obtaining their agreement to being assessed and taking out fee membership of Constructionline.
- 6.7 If the Council fully adopted Constructionline then all contractors would be informed that membership would be required to qualify as an approved contractor for Dundee City Council.
- 6.8 It may be necessary to operate a small in-house Select List of Contractors for small jobbing works as this type of contractor may not consider it to be cost effective to join Constructionline.

7.0 CONSULTATIONS

- 7.1 The Chief Executive, Director of Support Services and Director of Finance have been consulted on this report.

Signed:

Date:

JP/YM
25 March 2002