

ITEM No ...2.....

REPORT TO: NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE
MANAGEMENT COMMITTEE – 3 MARCH 2025

REPORT ON: SOURCING STRATEGY FOR THE PROCUREMENT OF SCAFFOLDING
SERVICES FRAMEWORK

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 58-2025

1 PURPOSE OF REPORT

- 1.1 To seek approval of the procurement sourcing strategy for the provision of a multi-supplier framework for the provision of scaffolding services.

2 RECOMMENDATIONS

- 2.1 It is recommended that Committee approves the commencement of the procurement exercise as detailed within; and
- delegates authority to the Executive Director of Neighbourhood Services to utilise the Dundee City Council Multi Supplier Framework Agreement for the Provision of Scaffolding Services, following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015, and to direct award or carry out a mini-competition for Lot 1 (Emergency Repairs) and to carry out mini-competitions for Lot 2 (Capital/Larger projects) under the terms of the framework; and
 - notes that any contract awards to be made from this framework, that are not covered by delegation provided to officers within Council Standing Orders and Financial Regulations will be brought back to members for consideration in due course.

3 FINANCIAL IMPLICATIONS

- 3.1 The Executive Director of Corporate Services has confirmed that funding for the above supply and delivery of Scaffolding Services is available within the Construction Services Revenue Budget, these costs are then recharged to client services budgets as part of the established recharging arrangements for works undertaken by Construction Services.
- 3.2 Dundee City Council Construction Services spends approximately £850,000 per annum on scaffolding. It is projected that the spend over the length of the proposed contract (if extended to the maximum period of 4 years) will amount to £3.4million.

4 SOURCING STRATEGY

- 4.1 Construction Services has an existing framework as the result of an open tender, which was reported to the Neighbourhood Services Committee of 15 May 2023 (Article II of the Minute of that meeting, report no 145-2023, refers). The current Scaffolding Framework is due to expire at the end of May 2025.
- 4.2 This sourcing strategy seeks permission to progress with an open tender process via Public Contracts Scotland. An open tender process shall take place to allow the establishment of the multi-supplier framework.
- 4.3 Pre-tender engagement activity is underway, the purpose of which is to raise awareness of the tendering opportunity and encourage local suppliers to tender. This is running in conjunction

with the 'Supplier Development Programme' and will offer support and guidance materials, for SMEs who are considering the tender opportunity.

- 4.4 The Framework will have an initial period of 2 years from 1 June 2025, with a plus 1 year, and further plus 1-year optional extension (totalling 4 years maximum).

5 RISK ANALYSIS

- 5.1 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:

Description of Risk	Actions To Be Taken to Manage Risk
Commercial Risk – 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.	<p>Larger value work will be advertised through further competition.</p> <p>Historically there has been limited local supplier uptake in the tendering opportunity. The pre-tender engagement activity as mentioned in this report is aimed at improving participation in the tendering exercise.</p> <p>There will be a clearly communicated timeline for the tendering exercise.</p>
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	The Framework will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate competency as part of the tender evaluation process.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	The client will undertake regular contract management to ensure contractor performance against agreed contractual KPIs.
Contractual Risk – 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.	<p>Dundee City Council terms and conditions for the supply of services will be used.</p> <p>There will be 2 Lots and it is anticipated that there will be multiple suppliers in each Lot to mitigate the risk of service failure due to supplier capacity or capability.</p>
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – This will be an open tender exercise and advertised on Public Contracts Scotland (PCS)

6 SUMMARY

- 6.1 It is recommended that approval is granted in line with section 2 of this report.

7 POLICY IMPLICATIONS

- 7.1 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.

8 CONSULTATIONS

- 8.1 The Council Leadership Team has been consulted in the preparation of this report and agree with its contents.

9 BACKGROUND PAPERS

- 9.1 None.

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Louise Butchart
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30 January 2025

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