



West Lothian
Council

COUNCIL EXECUTIVE

PROCUREMENT ARRANGEMENTS – GROUND INVESTIGATION SURVEY.

REPORT BY HEAD OF FINANCE AND ESTATES

A. PURPOSE OF REPORT

To seek the Council Executive's approval to commence tendering procedures for the procurement of a Ground Investigation Survey for the proposed site of the Service Centre at Caputhall Rd, Deans, Livingston. The Service Centre will provide a purpose built location for Operational Services.

B. RECOMMENDATION

The Council Executive is requested to approve the application of the weighted evaluation criteria set out in Section D as the award methodology for the tender for a contract to carry out a Ground Investigation Survey on the proposed site of the New Service Centre.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs Being honest, open and accountable Providing equality of opportunities Making best use of our resources Working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Tenders will be issued, received and analysed in accordance with Standing Orders of West Lothian Council and the Public Contracts (Scotland) Regulations 2006.
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None

V	Relevance to Single Outcome Agreement	None
VI	Resources - (Financial, Staffing and Property)	The contract is expected to cost £170,000. The cost of this will be met from within the existing approved Capital Budget resources.
VII	Consideration at PDSP	None
VIII	Other consultations	The specification has been provided by Operational Services who will participate in the evaluation. The Corporate Finance Manager was consulted on budget implications.

D. TERMS OF REPORT

Background

A requirement for a Ground Investigation Survey has arisen as part of the New Service Centre project. The survey will investigate the Caputhall Road site for risks associated with shallow mine workings and will seek to identify the presence of any chemical contamination within the soil or groundwater. The results of the Survey will provide parameters for the remediation of the site which will inform the geotechnical design for the proposed development of the site.

The estimated value of the contract will be £170,000.

Procurement Issues

The requirement will be advertised in accordance with the European Union Directives. Invitations to tender will be issued to all interested parties using the Open Procedure. The evaluation criteria listed below are to be adopted following consultation with the service and to ascertain the submissions that offer best value to the council

Price – 60%

Quality – 30%

Environmental/Sustainability – 10%

It is anticipated that the tender will be advertised and issued to suppliers by 27 January 2012 with a tender return date of 13 March 2012 in line with prescribed EU timescales. Following evaluation of all bids received and observance of a statutory standstill period a contract award date of 9 April 2012 is envisaged.

Budget Implications

The estimated value of the contract will be £170,000. The approved capital budget for the New Service Centre is £12.609 million, the cost of the site investigation works will be met from the project budget.

E. CONCLUSION

It is recommended that the Council Executive approves the application of the evaluation criteria detailed in section D above for the forthcoming tender for a Ground Investigation Survey.

F. BACKGROUND REFERENCES

A copy of the tender specification is available on request from the Corporate Procurement Unit.

Appendices/Attachments: None

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