

## Members' Library Service Request Form

Date of Document	10/04/14
Originator	Gary Miller
Originator's Ref (if any)	
Document Title	Proposed Garden Improvements at Steading View, Tranent

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Additional information:

Authorised By	Richard Jennings
Designation	Head of Development
Date	11/04/14

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**REPORT TO:** Members' Library Service

**MEETING DATE:**

**BY:** Depute Chief Executive – Partnerships and Services for Communities

**SUBJECT:** Proposed Garden Improvements at Steading View, Tranent

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## **1 PURPOSE**

To note the decision to award the contract for the Proposed Garden Improvements at Steading View, Tranent to Messrs Civic Trees (Scotland) Ltd, Leadburn.

## **2 RECOMMENDATIONS**

- 2.1 Cabinet is asked to note the decision of the Head of Development in consultation with the Head of Council Resources to accept Messrs Civic Trees (Scotland) Ltd's tender amounting to £59,022.52 after checking and correction and noting that it is open for consideration until 19 June 2014 for the Proposed Garden Improvements at Steading View, Tranent.

## **3 BACKGROUND**

- 3.1 Garden improvements are required at 8 properties at Steading View, Tranent. The design of the relatively recent New Build Housing Scheme at Steading View has left some of the new gardens in the development with a steep slope making maintenance difficult and leaving little useable space. The proposed works will provide a larger, useable garden area including a relatively flat slabbed area at the end of the gardens.
- 3.2 Four Specialist Landscape Contractors were invited to tender via the Public Contracts Scotland Quick Quote facility. All four had confirmed in writing that they were able to tender the works. A.G. Thomson Ltd failed to submit a tender by the prescribed tender date. Three offers were received all being subjected to detailed checks resulting in the Tender Amounts indicated overleaf:

Ref	Contractor	Tender Amount Before Checking	Tender Amount After Checking	Lowest Checked Tender Amount
1	Civic Trees (Scotland) Ltd Leadburn	£58,068.08	£59,022.52	<u>£59,022.52</u>
2	Sports Engineering Musselburgh	£65,955.00	£65,955.00	
3	Sives Ltd Edinburgh	£68,275.00	£68,275.00	
4	A.G. Thomson Ltd Dunbar	No Tender Received		

3.3 As indicated at 3.2 Messrs Civic Trees (Scotland) Ltd's tender amounting to £59,022.52 after detailed checking and correction remains the lowest offer submitted and has been competitively priced throughout.

Messrs Civic Trees (Scotland) Ltd have indicated that they will not subcontract any of the works.

3.4 The Contract is prepared on a firm price basis in terms of the JCT Minor Works Building Contract for Use in Scotland (2011 Edition) issued by the Scottish Building Contract Committee and the Contractor has undertaken to complete the works within 8 weeks from the date of commencement.

#### **4 COMMUNITY BENEFITS IN PROCUREMENT (CBIP)**

4.1 Messrs Civic Trees (Scotland) Ltd have submitted with their Tender the following Community Benefits proposal which satisfies the Council's requirements for a project of this nature, value and duration.

Providing an external work placement of one week for a school pupil from an East Lothian Council.

#### **5 EQUALITIES IMPACT ASSESSMENT**

5.1 This report is not applicable to the well-being of equalities groups and an Equalities Impact Assessment is not required.

#### **6 POLICY IMPLICATIONS**

6.1 None.

## **7 RESOURCE IMPLICATIONS**

- 7.1 Financial – Together with the addition of restricted ELC Professional Costs & Expenses and External Consultant's Professional Costs and expenses, the total project expenditure will not exceed £63,000.00 and has been approved by the Head of Council Resources.

The costs will be met from the Affordable Housing Capital Budget within Council's approved Capital Plan for 2014/2015.

The major element of this expenditure will be in the financial year 2014/2015 with the remaining retention monies allocated in the 2015/2016 financial year.

- 7.2 Personnel – None.

- 7.3 Other – None.

## **8 BACKGROUND PAPERS**

- 8.1 None.

<b>AUTHOR'S NAME</b>	Richard Jennings
<b>DESIGNATION</b>	Head of Housing & Environment
<b>CONTACT INFO</b>	Gary Miller – Ext 7269 10 April 2014