

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/019017-2023>

Tender

## **The redevelopment and major refurbishment of Glencairn House**

West Dunbartonshire Council

F02: Contract notice

Notice identifier: 2023/S 000-019017

Procurement identifier (OCID): ocids-h6vhtk-03deb7

Published 4 July 2023, 2:00pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

West Dunbartonshire Council

16 Church Street

Dumbarton

G82 1QL

#### **Contact**

Alex Grace

#### **Email**

[alex.grace@west-dunbarton.gov.uk](mailto:alex.grace@west-dunbarton.gov.uk)

#### **Telephone**

+44 1389737828

#### **Country**

United Kingdom

**NUTS code**

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

**Internet address(es)**

Main address

<http://www.west-dunbarton.gov.uk/business/suppliers/procurement/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00153](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

The redevelopment and major refurbishment of Glencairn House

Reference number

2122-39

#### **II.1.2) Main CPV code**

- 45210000 - Building construction work

#### **II.1.3) Type of contract**

Works

#### **II.1.4) Short description**

The redevelopment and major refurbishment of Glencairn House to bring about the transformation of the B-Listed Glencairn House into a state-of-the-art library, museum and community facility. Including demolition of the rear extension, into a museum and new built element at the green at back to house the children's library. The design will entail a number of specialist items such as cross laminated timber (CLT), bespoke ceramic façade as well as specialist sprinkler system.

#### **II.1.5) Estimated total value**

Value excluding VAT: £5,500,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 45000000 - Construction work
- 45111100 - Demolition work

- 45111200 - Site preparation and clearance work
- 45211360 - Urban development construction work
- 45210000 - Building construction work
- 45310000 - Electrical installation work
- 45400000 - Building completion work
- 45111213 - Site-clearance work

### **II.2.3) Place of performance**

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

Dumbarton - G82 1QL

### **II.2.4) Description of the procurement**

The redevelopment and major refurbishment of Glencairn House will bring about the transformation of the B-Listed Glencairn House into a state-of-the-art library, museum and community facility.

Description of the works:

- Renovation of the existing Category B listed Glencairn House to form a new lending library and local history museum. Fabric repair works were carried out in 2017, so the building is in good condition, but full internal fit out including installation of a new lift and stairs, building services, internal finishes, etc is required. The fire strategy requires the installation of a sprinkler system throughout. The existing 1920s shop front windows and entrance door is to be replaced.
- Demolition of the existing dilapidated extension to the rear. This extension shares a party wall with neighbours on two sides.
- Construction of new three storey extension to the rear of Glencairn House including a CLT superstructure, bespoke ceramic cladding, pile foundations, new slappings in the rear wall of Glencairn House to connect the two structures, sprinkler system, heat pumps, etc.
- Construction of a standalone single storey children's library on the brownfield site. The children's library will have a CLT superstructure and bespoke ceramic cladding as well as

a Changing Place WC.

- Landscaping of a new children's library garden retaining an existing mature tree.
- Creation of a new external plant area to house the sprinkler tank, heat pumps, generators, and other plant.
- Given the listing of the building, as well as its location in the town centre conservation area, all works to the existing fabric must be carried out to high quality, conservation standards.
- The ceramic cladding was developed in conjunction with an artist, and will form a significant feature in the townscape. A sample tile was submitted as part of the planning application and exact matching of this glaze in terms of quality and colour forms part of the planning conditions.
- The site is restricted in terms of access, and will require careful planning and sequencing of works.
- The aspiration is to create a low carbon building. The contractor will be expected to collaborate with the design team to achieve the best possible outcome in this regard.

The tender exercise will identify a competent contractor with the capability and capacity to take on such a project and include considerations for the specialist nature of certain aspects as outlined above.

Project Information:

The client is West Dunbartonshire Council.

Location, Glencairn House, 95 High Street, Dumbarton, G82 1LF

The construction value is in the region of 5M to 6M GBP.

The designs are by Page & Park Architects.

The Project Manager is Turner & Townsend Project Management Limited

The form of contract will be SBCC Standard Building Contract with Quantities, including Contractor's Design Portion (CDP) items.

The works contractor appointment is expected in early 2024. Commencement on site expected first quarter 2024 with a construction period of 52 weeks.

The site is in the heart of Dumbarton town centre and there will be public interest in the project.

The project is expected to achieve an EPC rating of A.

The project is expected to realise social benefits/community benefits through the construction phase including delivering training opportunities.

The project is expected to include specialist sub-contractors to deliver the requirements of the building works where appropriate, in particular in relation to the ceramic cladding support system.

The Contractor may be asked to carry out a whole life carbon assessment of the building during the construction and provide metrics to the Client on completion identifying the achieved embodied carbon and expected operation carbon.

Further detail of the project can be obtained within the PQQ statement of requirements (SOR).

#### **II.2.5) Award criteria**

Quality criterion - Name: Works Delivery & Methodology - 'quality fit for purpose work' / Weighting: 18

Quality criterion - Name: Project Plan - 'quality fit for purpose work' / Weighting: 3

Quality criterion - Name: Staffing Project Team Structure - 'Service experience, education, training' / Weighting: 1.5

Quality criterion - Name: Contract Monitoring and Management / Weighting: 1.5

Quality criterion - Name: Social Benefits / Weighting: 3

Quality criterion - Name: Sustainability / Weighting: 2.4

Quality criterion - Name: Commitment to Fair Working Practices / Fair Work First / Weighting: 0.6

Price - Weighting: 70

#### **II.2.6) Estimated value**

Value excluding VAT: £5,500,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Suppliers that have successfully passed the selection criteria Pass/Fail questions in section 1 of the Qualification Envelope, demonstrated responses that are compliant and scored in section 2 in the Technical Envelope (Qualification/Technical Form) and who are successful in achieving a ranking of 1st to 5th at the PQQ stage 1 will be invited to tender (ITT) stage.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

---

## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

The Candidate must be registered or enrolled in the relevant trade register kept in the Member State of its establishment (as described in Schedule 5 of Procurement (Scotland) Regulations 2015.) Candidates should confirm they are registered or enrolled on the relevant trade register and provide information relating to this i.e. registration number, member number etc. Failure to do so may result in the Candidate being disqualified from the process.

#### **III.1.2) Economic and financial standing**

Minimum level(s) of standards possibly required

With reference to SPD questions:

4B.1,& 4B.2 Turnover - supplier must demonstrate annual turnover for each of the two previous years of greater than two times the value of contract on offer est. 5,500,000 GBP

4B.4 Ratios - a Pass in any two of the three ratios as an overall Pass for Economic and Financial standing .

- (Ratio 1) Acid Test –  $(\text{Current Assets-stock}) / \text{Current Liabilities}$ . To pass the Acid Test Ratio question the bidder must have a score of greater than 1.

- (Ratio 2) Return on Capital Employed %–  $\text{Profit} / \text{Capital employed}$ . To pass this question the Council require the bidder to score a positive figure/Percentage.

- (Ratio 3) Current Ratio –  $\text{Current Assets} / \text{Liabilities}$ . To pass this question the Council require the bidder to achieve a score of greater than 1.

WDC will use template WD09 - WDC Financial Vetting Questionnaire v3.0, it is recommended that candidates review their own ratio scores in advance of submitting their tender. In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee WD04 - Parent Company Guarantee refers. Should after review of the financial evaluation of tenderer fail, then the tender submission may be rejected.



## Insurance

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the insurance levels listed below.

Q4B.5.1a Professional Risk Indemnity Insurance - 5 million GBP

Q4B.5.1b Employers (Compulsory) Liability Insurance – 10 million GBP

Q4B.5.2 Public Liability Insurance – 10 million GBP

Q4B.5.2 Contractors All Risk - 10 million GBP

Documentation requested for the above insurances should include name of insurers, policy numbers, expiry date and limits of any one incident and annual aggregate caps and the excesses under the policies.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

With reference to SPD question 4C.1, bidders will be required to provide 4 examples that demonstrate that they have the relevant experience to deliver the Works as described in part II.2.4 of the Contract Notice or the relevant section of the Site Notice.

These examples may be from the Private sector or the Public sector, including but not limited to central government agencies, local authorities and NHS Trusts, it would also be beneficial to demonstrate successful delivery of any works programme to meet funding restrictions or grants applicable for the projects.

The Council reserves the right to contact any or all of the companies provided in previous works examples to ascertain performance and visit their premises, candidates should ensure that companies listed would be willing to discuss the candidates performance with the Council.

The 4 examples provided should include:

- At least one example should include working with a listed building (category A or B) and carrying out significant refurbishment works, managing unexpected issues connected to the historic fabric, and sensitively installing new building services. More than one example would be desirable.

- At least one example should include working on contemporary architecture with a bespoke design element, outlining how this was achieved. This is in relation to the

ceramic cladding, but we appreciate this is unusual, so an example of a similar, ambitious, bespoke design element where high quality was achieved is acceptable.

And any two examples from the examples listed below giving a total of 4 examples:

- Include working on demolition and construction work giving consideration for party walls.
- Include working on a tight town / city centre site, with limited site compound area, where logistics had to be carefully managed and sequenced.
- working with either timber kit or CLT construction demonstrating how fire risk was managed during construction.
- low carbon building where embodied carbon was measured and reduced during construction and an outline of how this was managed.

With reference to SPD question 4C.4, bidders will be required to confirm that they have (or have access to) the relevant supply chain management and tracking systems used by them to deliver the types of requirements detailed in II.2.4 in this Contract Notice or the relevant section of the Site Notice.

With reference to SPD question 4C.6 bidders are requested to confirm the qualifications held by the bidder. Please detail your qualifications to demonstrate your organisation has to support the delivery of the project as detailed in the SOR by in house staff, management or sub contractors

4C.7, bidders are requested to detail environmental management measures they will be able to use.

With reference to SPD question 4C.8.1, Bidders will be required to confirm their average annual manpower for the last three years.

With reference to SPD question 4C.8.2, Bidders will be required to confirm their and the number of managerial staff for the last three years.

Please detail your manpower to the council to establish that your organisation has the satisfactory levels of staff of various disciplines to support the delivery of the project as detailed in the SOR by either in house manpower or management of sub contractors for SPD questions 4C.8.1 & 4C.8.2

Within 4C.9, bidders are requested to detail of the relevant tools, plant, and technical equipment available to deliver the procurement.

With reference to SPD question 4C.10, Bidders will be required to confirm whether they

intend to subcontract and, if so, for what proportion of the contract.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

A set of Key Performance Indicators (KPI's) will be used to manage the contract and monitor performance. Additional KPI's may be agreed at pre-contract start meeting or at any time during the contract period:

Contract performance condition will be detailed at stage 2 ITT but will likely include

Quality Management Procedures - Contractor Performance and quality of workmanship against specifications.

Health & Safety

Environmental management systems

Social benefits offered and delivered in the contract

Invoice /Claim Accuracy.

Contractor Performance and quality of workmanship against specifications.

Delivery Programme

Communications

Further details are also available in section VI.3 Additional Information

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

---

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

8 August 2023

Local time

2:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

13 September 2023

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

The "supplier certificates & additional Selection Criteria" should be made available at the Request for Documentation stage on PCS-T.

WD04 Parent Company Guarantee (only if required)

WD09 WDC Financial Vetting Questionnaire

WD15 Police Scotland Checks

The above constitutes tender selection criteria. Failure to respond will result in exclusion from the tender.

Minimum requirements

Q4D.1 Mandatory Pass/Fail Question – Quality Management Procedures

The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

Q4D.1 Mandatory Pass/Fail Question –Health & Safety

The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

Q4D.1 Mandatory Pass/Fail Question –Environmental Systems or standards

The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with

BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

Discretionary Scored Questions –scored in line with the “Evaluation Methodology”

detailed in WD01.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 21312. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Social Benefits are a key component in maximising social, economic, and environmental benefits. The key principles of including social benefits within contracts are to ensure they are proportionate, deliverable and relevant to that contract. This Contract will set a minimum number of points (100) to receive marks during the social benefits response evaluation.

Please refer to the attachment WD19 Social Benefits in Procurement Questionnaire for Community Benefit requirements regarding this contract.

Tenderers are requested to offer community benefits within the technical envelope (ITT) responses, if accepted by the council they will be a contractual requirement.

(SC Ref:735730)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Dumbarton Sheriff Court and Justice of the Peace Court

Church Street

Dumbarton

G82 1QR

Country

United Kingdom

