

ANGUS COUNCIL

ROADS COMMITTEE

6 MARCH 1997

STANDING LIST OF CONTRACTORS  
FOR CONSTRUCTION, CIVIL ENGINEERING AND ROAD MAINTENANCE  
CONTRACTS UNDER £200,000

REPORT BY THE DIRECTOR OF ROADS

**ABSTRACT**

This report recommends the approval of Standing Lists of Contractors for various categories of work up to a maximum value of £200,000 in accordance with the Council's Financial Regulations.

**1 RECOMMENDATION**

In accordance with the Council's Financial Regulations it is recommended that the Committee agree to approve the Standing Lists of Contractors (Appendix 5)\* for various categories of work up to a maximum contract value of £200,000.

\* **Note:** Return date for technical references = 28 February 1997 and Appendices to this report will be available thereafter.

**2 INTRODUCTION**

The Financial Regulations approved by Council on 4 April 1996 allow each Committee to maintain standing lists of persons to be invited to tender for contracts for specified categories of work within maximum limits stated in the Regulations. Invitations to

tender for such contracts are then limited to those included on the lists. Where no suitable standing list exists tenderers are selected from those responding to public advertisement.

The Roads Committee of 6 June 1996 approved Report No. 470/96 and agreed to the continued use of Tayside Regional Council's Roads and Transport Department's Standing Lists of Contractors as an interim measure.

### 3 DETAILS

- 3.1 The Council's Financial Regulations set a ceiling of £200,000 for Construction and Civil Engineering contracts where standing lists of contractors may be used for competitive tendering purposes. An advertisement in the Courier and Advertiser and Contract Journal (a trade newspaper) (see Appendix 2) resulted in the receipt of applications from contractors wishing to be considered for inclusion in a standing list for the categories of work listed in Section E of Appendix 3. Details of all contractors who applied for inclusion in each standing list are shown in Appendix 1.
- 3.2 All applicants were required to submit information in support of their applications (see Appendix 3). Full appraisal of the ability and resources of all applicants who returned the required information has been carried out and technical references have been called in and those received up to 28 February 1997 have been appraised. In addition the Director of Personnel has examined the Safety Policy Statements of these applicants. The Director of Finance has examined the applicants' Statements of Accounts where appropriate and has suggested the placing of the firms in the £50,000 banding limits required under Financial Regulations.
- 3.3 In some cases it has not been possible to complete the appraisal process. In order not to delay matters another report will be brought forward in due course dealing with contractors from whom further information/clarification is being

sought (see Appendix 4). There have also been further applications received after the closing date. Late applicants will also be considered at the first review. It is necessary to review Standing Lists at intervals not exceeding six months.

- 3.4 For works contracts subject to competitive tendering it is proposed to issue tender documents to six contractors including Tayside Contracts. Initially all contractors will be given equal opportunities to tender. As tenders are returned however the relative competitiveness of each contractor can be assessed and in time it may be possible to weight tendering opportunities in favour of the more competitive tenderers in the interests of obtaining better value for money.
- 3.5 Where there are less than six contractors on a list (eg categories 21, 32, 34, 35, 37, 38, 39 and 48) it is proposed to issue tender documents to all contractors on the list on every occasion.
- 3.6 The performance and contract compliance of successful tenderers will be monitored and any unsatisfactory execution of contracts will be reported to Committee for a decision on whether the contractor should be included again in a particular category when the lists are reviewed at six monthly intervals.
- 3.7 The proposed standing lists of contractors for the various categories of work are shown in Appendix 5. Of necessity these lists are restricted at this stage to those contractors who had passed the vetting procedures at the time the report was prepared.
- 3.8 Those contractors who applied for but are not being recommended for inclusion on the standing lists are summarised in Appendix 6 together with the reasons for exclusion.

#### 4 FINANCIAL IMPLICATIONS

There are no financial implications associated with the approval and maintenance of Standing Lists of Contractors. The costs of any works carried out by contractors drawn from the standing lists will be contained within agreed budgets for the Roads Department. Separate reports regarding acceptance of tenders will be submitted in accordance with Financial Regulations in due course.

#### 5 CONSULTATION

The Chief Executive, the Director of Law and Administration, the Director of Finance and the Director of Personnel have been consulted in the preparation of this Report.

#### 6 SUMMARY OF APPENDICES \*

- Appendix 1 - Details of all contractors who applied for inclusion in the Standing Lists
- Appendix 2 - Advertisement of Standing Lists
- Appendix 3 - Information requested in support of applications
- Appendix 4 - Details of contractors from whom information/clarification is still awaited/is being sought
- Appendix 5 - Proposed Standing Lists of Contractors
- Appendix 6 - Details of contractors who applied but are not being recommended for inclusion in the Standing Lists

\* Note: Return date for technical references = 28 February 1997 and Appendices to this report will be available thereafter.

Dr Bob McLellan  
DIRECTOR OF ROADS

NOTE

The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report:-

Report No. 470/96 - Standing Lists of Contractors  
Approved by the Roads Committee of 6 June 1996.

RWM/JSG  
26 February 1997  
REPORTS/stand.list

