A framework guide for Modular Buildings (MB1)
The Scottish Procurement Alliance (SPA) is a new approach for procurement in Scotland, created for organisations that buy products and services for the construction, refurbishment and maintenance of social housing and public buildings. It is backed by LHC, one of the leading and most respected procurement companies in the UK.

SPA was created after discussions between Scottish contracting authorities who were clients of LHC. Scottish members wanted to focus LHC’s technical expertise throughout Scotland, in a way that exclusively addresses Scottish needs, standards and aspirations. Its formation in 2016 coincided with the introduction of new procurement regulations in Scotland, which placed additional requirements on organisations involved in procurement using public funds.

Introducing the SPA

SPA is set to change the landscape of procurement in Scotland, bringing significant benefits to partners and the communities they serve.

Our vision is to be recognised as experts in public sector procurement, successful at ensuring every pound spent on the construction and refurbishment of public buildings and social housing adds to the quality of life enjoyed by the Scottish communities we serve.

Active partnerships

Every partner can contribute to the frameworks SPA creates. They can ensure the requirements and specifications meet the needs of local communities and Scottish quality, price and value standards.

Better procurement

The sharing of knowledge will drive both the precision and usability of frameworks, while at the same time enabling each partner to grow their insights into better procurement for social housing and public buildings, and develop effective strategies that meet regulatory requirements.

Generating a collective fund

By using SPA frameworks for purchasing, partners within the alliance who spend over a specified threshold will receive a rebate which they can choose to contribute to The SPA Collective Fund for investment in community projects for shared benefit. Alternatively, some or the entire rebate can be returned to the individual partner to support their own sustainable procurement strategy.

Backed by LHC

With a history that extends back half a century, LHC is one of the most experienced and respected providers of procurement frameworks in the construction sector. As a not-for-profit organisation it shares an ethos with the clients it supports with procurements services.

LHC will produce, house and manage the frameworks initiated by SPA partners, giving direct access to a tried and tested system that ensures compliance, quality and best value for partners, at the same time as enabling frameworks entirely shaped for Scottish requirements.

Free membership

Joining the SPA is free for any organisation that is fully or part publicly funded. The membership application form can be downloaded here:

WWW.SCOTTISHPROCUREMENT.SCOT/SIGNMEUP

What makes the SPA different?
The framework in action

As well as providing compliance, quality and best value to partners, the SPA framework for Modular Buildings (design, manufacture, supply and erection) supports a streamlined process from the award of a contract (call-off) to completion of a project.

**Competitive market prices**
Prices in place at call-off stage maintain best value as established in the evaluation stage

**Quick and efficient procurement**
Speedy access to SPA framework suppliers and the options of a mini-competition or direct award to enable the final selection of a supplier(s) for a project

**Instant access to project data**
Continuous access to information throughout the procurement process through the suppliers’ on-line portal

**Delivery periods guarantee**
Guaranteed delivery periods that ensure services and works are delivered to meet work schedules

**Advice on design and regulatory compliance**
Guidance on interpretation and conformity to all statutory regulations and planning requirements

**Service levels guarantee**
Guaranteed service levels from inquiry to supply, providing peace of mind that services and works will be conducted effectively

**High quality standards**
Standards of quality maintained throughout projects through monitoring in accordance with the ISO 9001 Quality Management System

**Quick project starts**
Enabled by pre-tendered procurement that reduces the cost and time input by publicly funded organisations

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**About this framework**

The SPA Framework Agreement for Modular Buildings (design, manufacture, supply and erection) is available to public sector organisations across Scotland.

Fully OJEU compliant, it provides public sector organisations with easy access to modular buildings including:

**Education buildings including:**
- Nurseries
- Primary schools
- Secondary schools
- Further education buildings
- Universities

**Emergency services buildings including:**
- Fire and rescue
- Police
- Ambulance

**Healthcare buildings including:**
- Doctor’s surgeries
- Hospital wards
- Operating theatres

**Community buildings including:**
- Community halls
- Sports facilities
- Public offices
- Other public properties

The framework provides SPA partners with the ability to provide the service in the following types of ownership:
- Purchase – permanent
- Temporary buildings

The framework includes the option of a turnkey solution including design, manufacture, supply and installation services.

This framework has been established in strict compliance with UK Public Sector procurement rules for use by public sector bodies in the UK as detailed in the SPA buyer profile (www.scottishprocurement.scot/buyerprofile) and as specified in the Contract Notice:
- CN 2017-OJS108-216571 – Scotland

These were published in OJEU in September 2016 with seven successful tenderers appointed in May 2017.
About this tender

The tender process for this framework followed SPA’s OJEU compliant Open Procedure which eliminates the Pre Qualification Questionnaire stage. Suppliers were given free and open access to the tender and offer documentation and answered Suitability Assessment Questions.

Workstream 1 (WS1)
Specialist providers of Permanent Modular Buildings for Purchase or Rent:

Option A
-- Education buildings/offices

Option B
-- Healthcare - general accommodation
-- Surgical units
-- High dependency unit wards

Workstream 2 (WS2)
Permanent Modular Buildings for Purchase or Rent. All types including:
-- Education buildings/offices
-- Healthcare
-- Emergency Services, Police, Fire and Rescue, Ambulance
-- Community buildings

Workstream 3 (WS3)
Temporary and Relocatable Modular Buildings for Purchase or Rent. All types including:
-- Education buildings/offices
-- Healthcare
-- Emergency Services, Police, Fire and Rescue, Ambulance
-- Community buildings

Product benefits
Modular Buildings offer the following benefits to partners:
-- Compliance with the latest British and European Standards
-- Compliance with the latest regulations – volumetric buildings have been designed to meet the latest editions of the Technical standards for Scotland and Building Regulations for England and Wales including; structure (Part A), fire (Part B), acoustic (Part E) and conservation of fuel and power (Part L)
-- Educational buildings in compliance with Educational Building Bulletins
-- Healthcare buildings in compliance with Health Technical Bulletins
-- Reduced thermal bridging, improved air tightness and, through fabric energy efficiency
-- Legally and sustainably sourced timber used in systems – timber sourced through sustainably managed forests supported by verified due diligence and risk assessment requirements regarding the chain of custody and compliance with the EU Timber Regulations No. 995/2010:2013
-- Available with construction services to provide a turnkey solution

SPA Appointed Company benefits
Partners can take confidence in consistently high standards of delivery provided by SPA framework suppliers. Suppliers on this framework provide:
-- Confidence in quality of workmanship – companies use approved and trained installers to carry out site works
-- Assurance of quality, environmental, and health and safety management system requirements (companies have been evaluated to ensure management systems are in place)
-- Time and cost savings leading from quicker starts – provision of design services at the feasibility stage through Design For Manufacture (DFM) to deliver the partner’s design in the most efficient manner
-- Confidence of conformity to statutory regulatory requirements – framework suppliers offer design advice and support on the interpretation and conformity to statutory regulatory requirements

Selection criteria
-- Financial information
-- Business and professional standing
-- Health and safety policy and capability
-- Equal opportunity and diversity policy and capability
-- Environmental management policy and capability
-- Quality management policy and capability
-- Inspection of manufacturing facility
-- Sustainability and social inclusion policy requirements
-- Experience of working in the public sector and partnering
-- Managerial and technical support, sales, marketing and supporting information
-- Technical and professional ability
-- Conformity to the SPA specification together with the expertise and quality of delivery

The tender process for this framework followed SPA's OJEU compliant Open Procedure which eliminates the Pre Qualification Questionnaire stage. Suppliers were given free and open access to the tender and offer documentation and answered Suitability Assessment Questions.
From suitability to call-off contract

The diagram below shows the process a framework supplier completes in order to service the needs of SPA partners. It also highlights the support our partners receive.

**Suitability assessment**

Companies have open access to the tender and offer documentation (ITT) and are asked to respond to suitability assessment questions covering:

- Company standing
- Financial standing, employment practices, environmental awareness, capacity and geographical range
- Installation, technical & service capability
- Technical
- Quality systems management capability
- Experience of supply to the public sector
- Specifications for products and services
- Testing and certification
- Pricing
- Sustainability and social value

A detailed evaluation report is prepared which shows the following for each tenderer:

- Weighted score under each heading
- Value for money index
- Company or companies recommended for appointment

**Appointing framework suppliers**

Our aim is to give our partners a choice of approved framework suppliers to work with. Numbers vary per framework in line with anticipated demand and subject to the number of qualifying suppliers that can adhere to our strict criteria.

- All suppliers are notified of the results and the unsuccessful tenderers can choose to have a debrief to help improve future offers
- Contract Award Notices are published in the Official Journal of the European Union (OJEU) and on the SPA website

**Awarding contracts “call-offs”**

When buyers are ready to choose a supplier for an individual project, they should start the process by talking to SPA. We will coordinate either a direct award, if there is a single supplier on a framework, or a mini competition if there are several.

- A mini competition involves all capable SPA framework suppliers
- A direct award is made to a single company, with justifiable reasoning, without reopening competition

**Works commence/complete**

SPA provides support and technical assistance throughout the life of a project, as required:

- To ensure high quality standards are maintained
- Service levels are fulfilled
- Delivery periods are met

We actively pursue feedback on our projects in order to establish an excellent partner journey. We will be happy to meet you during and after project completion to discuss how SPA, as well as the framework suppliers, could improve the level of performance.

Award weighting criteria (MB1)

Award weighting criteria are established on each individual framework and can be flexed to a buyer’s individual needs.

**Pricing**

- Schedule of Rates
  Three scenarios were included which were automatically formatted from the completed Schedule of Rates. The scenarios aided companies in agreeing the approved maximum prices (AMPs).

**Quality**

- Social Inclusion – 10%
- Quality Questions – 15%
- Factory Inspection – 15%
- Project Management – 10%
- Building Regulation compliance – 25%
SPA framework suppliers have passed a rigorous evaluation process in order to serve the needs of our partners.

### Framework Suppliers

<table>
<thead>
<tr>
<th>Region</th>
<th>Portakabin</th>
<th>Western Building Systems</th>
<th>Wernick Buildings</th>
<th>The McAvoy Group</th>
<th>Extraspace Solutions (UK)</th>
</tr>
</thead>
<tbody>
<tr>
<td>M2: East Scotland</td>
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<td>M3: South West Scotland</td>
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<td>M5: North East Scotland</td>
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</tr>
<tr>
<td>M6: Highlands &amp; Islands</td>
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</tbody>
</table>

### Workstream 1a – Permanent Education buildings
- Portakabin ✔ ✔ ✔ ✔
- Western Building Systems ✔ ✔ ✔ ✔
- Wernick Buildings ✔ ✔ ✔ ✔
- The McAvoy Group ✔ ✔ ✔ ✔

### Workstream 1b – Permanent Healthcare buildings
- Portakabin ✔ ✔ ✔ ✔
- MTX Contracts ✔ ✔ ✔ ✔
- Western Building Systems ✔ ✔ ✔ ✔
- Wernick Buildings ✔ ✔ ✔ ✔
- Extraspace Solutions (UK) ✔ ✔ ✔ ✔

### Workstream 2 – All permanent building types
- Portakabin ✔ ✔ ✔ ✔
- Western Building Systems ✔ ✔ ✔ ✔
- Wernick Buildings ✔ ✔ ✔ ✔
- Extraspace Solutions (UK) ✔ ✔ ✔ ✔
- The McAvoy Group ✔ ✔ ✔ ✔

### Workstream 3 – All temporary buildings hire
- Portakabin ✔ ✔ ✔ ✔
- MTX Contracts ✔ ✔ ✔ ✔
- Wernick Buildings ✔ ✔ ✔ ✔
- The McAvoy Group ✔ ✔ ✔ ✔
Framework for Modular Buildings

The framework is valid until 30th April 2021

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WWW.SCOTTISHPROCUREMENT.SCOT

In association with:

LHC
Trusted procurement for better buildings and homes