

A framework guide for Flat Roofing (FR2)

Introducing the SPA

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.

The SPA results from discussions with LHC members in Scotland who saw the huge potential of having a centre of excellence for procurement focusing on construction and refurbishment, while addressing Scottish needs, standards and aspirations.

The SPA is a hub of knowledge and insight for its partners. Working in partnership together to develop Scottish best practice, social value from procurement and positive outcomes for Scottish communities.

What makes the SPA different?

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 the recognised centre of excellence for procurement in Scotland, 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 clients, 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

About this framework

The SPA framework for flat roofing is available to all local authorities, housing associations and other public sector bodies in Scotland. This framework offers access to national system suppliers and their local and national approved installation contractors.

Fully OJEU compliant, this framework is suitable for residential applications and other types of public sector buildings. This free to use framework offers design, supply and installation of flat roofing and associated works including:

- Design, survey, technical support and advice
- Supply and installation of various flat roof covering systems and associated components
- General scaffolding design and erection as per the Building type
- Optional works include roofing systems and associated flat roof works

This framework was tendered under the contract notice 2016/S 190-340034 – Scotland

The framework in action

As well as providing compliance, quality and best value to partners, the SPA framework for Flat Roofing 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

About this tender

This framework followed an open-tender process for interested suppliers 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.

Stage 1: Selection criteria

- Financial standing
- Compliance with EU/UK legislation
- Applicant's organisation
- Quality management
- Sustainability and social inclusion
- Equal opportunities and diversity
- Health and safety
- Financial status and insurances
- Responses to questions using previous experience, case studies and evidence of previous similar flat roofing contracts to demonstrate capability, skills, experience and resources to deliver and maintain the high level of quality required by LHC for the delivery of works and installations

Stage 2: Invitation to tender

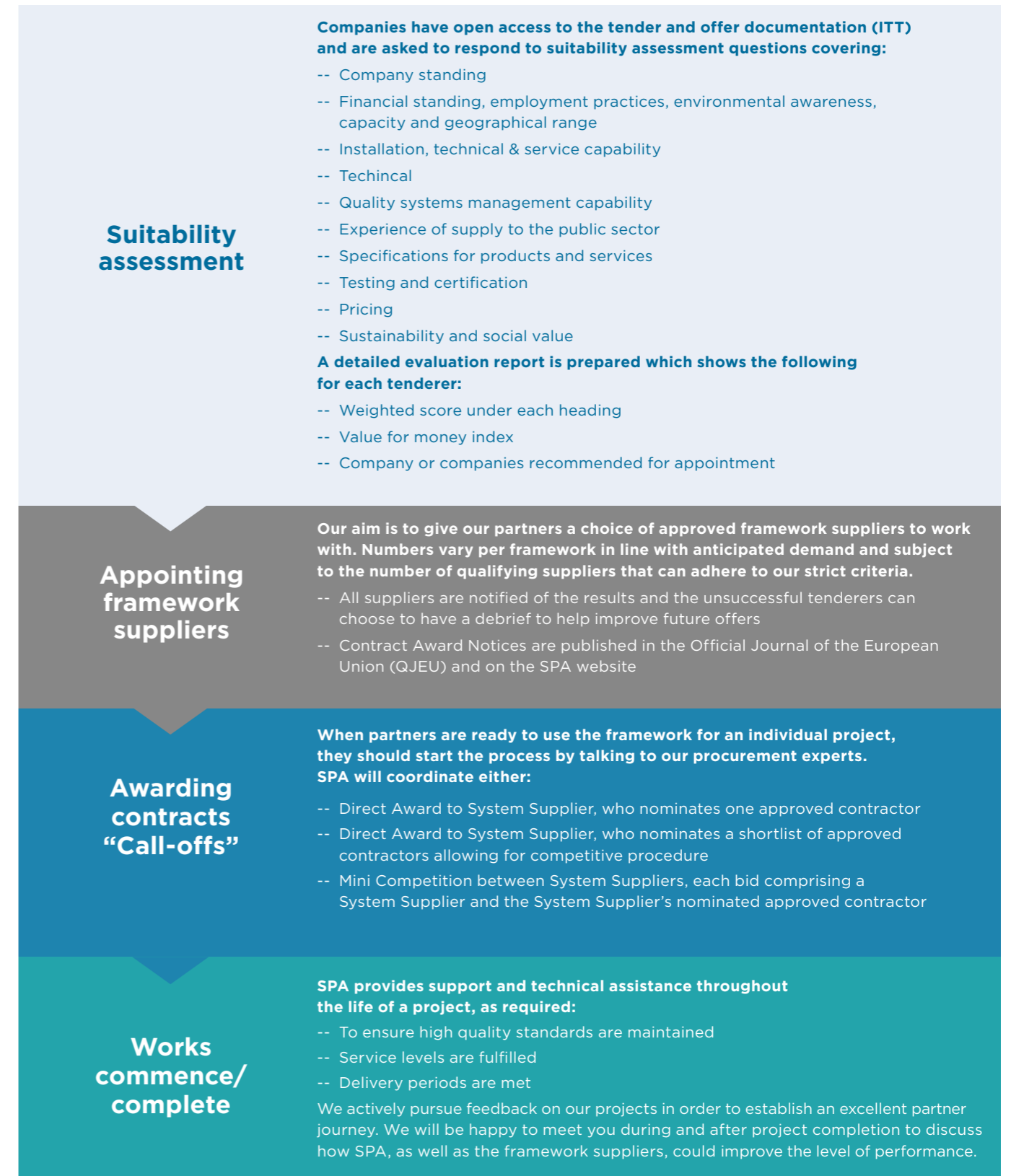
The offer document provided detailed service and product specifications and sought a response from companies on their conformity to these requirements.

The Flat Roofing (FR2) framework was tendered using a consortium bid with system suppliers and approved fully trained installation contractors capable of installing the system supplier's products. The aim of the process was to ensure that system suppliers are able to advise clients as to the the best roofing solution for all project specific flat roofing projects.



From suitability to call-off contract

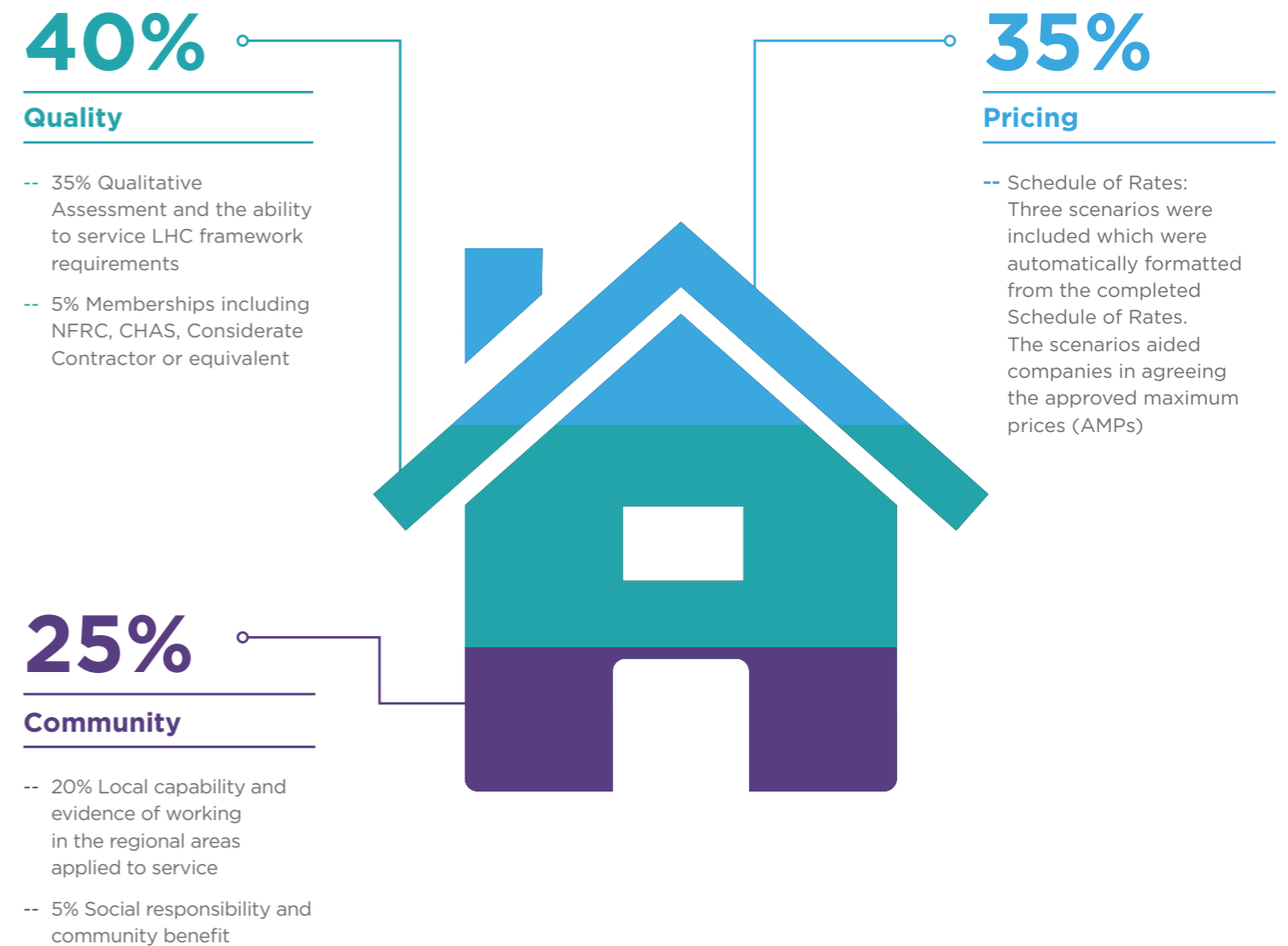
The diagram below shows the process a framework supplier completes in order to service the needs of SPA partners. It also highlights the support our partners receive.



SPA framework suppliers have passed a rigorous evaluation process in order to serve the needs of our partners

Award weighting criteria

The evaluation process comprised of three elements: Quality, Pricing and Community Impact. Award weighting criteria are established on each individual framework and can be flexed to a partner's individual needs. Full evaluation report is available upon request.



Framework details

SPA's Flat Roofing framework is designed to allow suppliers with local and nationwide specialist roofing contractors to install a high level specification roofing system that is supplied by high quality System Suppliers within a consortium led bid. The scope and structure of the framework includes:

Supplier Essential Works (SORs included for price verifications)

- **Service** - design, survey, technical support and advice including 15-30 year guarantee covering materials and workmanship for the System Supplier
- **Supply and installation** - flat roof covering systems and associated components, supplied and supported by the chosen System Supplier and installation works by the chosen approved contractor dependant on project size
- **Roof covering systems** - 2 and 3 layer, BBA certificated built up roofing (torch on and cold roof systems), as well as liquid waterproofing, roofing systems
- **Flame free roofing systems** - polymeric, bitumen and single ply
- **Balcony and walkway and parapet** - liquid waterproofing systems

Supplier Optional Works (Basic Schedule of Rates prices included to allow price verifications)

- **Associated roofing works** - general building items will include rainwater goods and relevant renewable energy technologies (i.e. solar panels)
- **Asphalt roofing systems**
- **Flame free bitumen or polymeric systems**
- **1 layer bitumis roofing systems**
- **Roof edge free standing guardrail and associated access equipment**
- **Green roof systems** - conversions and associated specialised building works (including calculations design and guarantees)
- **Scaffolding** - general scaffolding design and erection according to building type

Approved Contractor Essential Works

- **Service** - the removal of existing and installation of replacement roof coverings. 12 month workmanship and installation supported guarantees
- **Supply and installation** - flat roof covering systems and associated components, supplied and supported by the chosen systems supplier and installation works by the chosen installer dependant on project size
- **Roof covering systems** - essentials as above with added marks as to option system ability
- **Balcony covering systems and walkways**

Approved Contractor Optional Works

- **Associated works** - covering work to roof lights, brickwork repairs and repointing, as well as replacement or installation of rainwater systems
- **Roof coverings** - design and installation
- **RE Technologies**
- **Scaffolding** - general scaffolding design and erection according to building type

Key elements deemed "essential requirements" for an approved contractor to qualify, include:

- Membership of The National Federation of Roofing Contractors (NFRC) or equal and equivalent approved scheme which offers installation and labour guarantees.
- Membership to the NFRC 'Competent Roofer Scheme' (exemption) or through proof of qualifying systems that are equivalent to the scheme.
- CHAS certification (or equivalent)
- Membership to the Considerate Constructors

Appointed suppliers

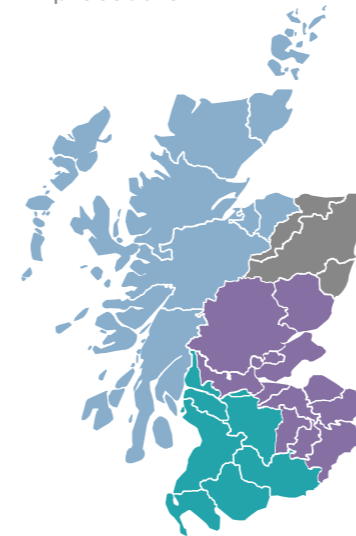
Before proceeding, partners must select the method of appointment. There are three options:

Direct award to System Suppliers:

Our partner can Direct Award to a System Supplier in accordance with the Public Contract Regulations 2015.

Then, according to the partner's preference, the System Supplier can select one of two options:

- **Option A:** Nominate one approved contractor; or
- **Option B:** Nominate a shortlist of approved contractors, thus allowing for a competitive procedure.



Mini Competition between System Suppliers:

Our partners can hold a mini competition between the named System Suppliers (within the regional area). Each bid will comprise of a System Supplier and the System Supplier's nominated approved contractor(s)

Once the selection procedure is complete, and depending on the nature of the project, our partner has the ability to contract with either the System Supplier or the approved contractor.

System Supplier	Approved contractor	M2: East Scotland	M3: South West Scotland	M5: North East Scotland	M6: Highlands & Islands
IKO	Corstorphine Roofing & Building	✓	✓	✓	✓
	Graham Roofing (Scotland) Ltd	✓	✓	✓	✓
	GMG Contractors	✓	✓		
	James Breck	✓			
	Mitie Tilley Roofing	✓	✓	✓	✓
	M & J Group (Construction & Roofing)	✓	✓	✓	✓
Alumasc Exterior Building Products	Amber Construction	✓	✓	✓	✓
	Briggs Amasco also trading as Hyflex, Aperture and BAM	✓	✓	✓	✓
	Central Roofing & Building Services	✓	✓	✓	✓
	Graham Roofing (Scotland) Ltd	✓	✓	✓	✓
	Mitie Tilley Roofing	✓	✓		
	M & J Group (Construction & Roofing)	✓	✓	✓	✓
	Procladd (Scotland)	✓	✓	✓	✓
	Topek Scotland	✓	✓	✓	✓
ICB (Waterproofing)	Macleod Roofing	✓	✓	✓	✓
	Hugh L.S McConnell	✓	✓	✓	✓
	Rosebank RS	✓	✓	✓	✓



**Framework for Flat Roofing
and Associated Services**

This framework is valid until 24th June 2021

T 0131 306 0177

WWW.SCOTTISHPROCUREMENT.SCOT

In association with:



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better buildings and homes