

GIPUZKOA PROVINCIAL COUNCIL (BASQUE COUNTRY), SPAIN

Procurement objectives

The Council wished to award a maintenance contract for two buildings in Donostia-San Sebastian, one residential and one administrative. The object of the contract was defined to include the environmental sustainability of the services being provided (exterior and internal maintenance of all building systems and facilities). Tenderers were also given the option of proposing improvements to the buildings, which were constructed in 1997 and 1999. A one year contract was advertised in November 2010 and awarded in July 2011.

Background

The region of Gipuzkoa is home to 706,000 people, and its capital is Donostia-San Sebastian. In 2004, Gipuzkoa's Provincial Council approved the Programme of Action to Promote Sustainability in the Inner Workings of the Council. This includes the implementation of GPP across a range of products and services purchased by the Council. [Ihobe](#), (the Public society for Environmental Management of the Basque Government) provides assistance to all Basque public authorities in GPP and helped develop the criteria for this contract.



Criteria used

To award the contract the open procedure was used. In order to introduce environmental clauses the Council introduced the following criteria:

Subject matter of the contract:

Maintenance of buildings incorporating good environmental practices.

Selection criteria: Bidders are required to designate an engineer or technical-grade architect who will be responsible for coordinating the maintenance services. This person must have appropriate training, knowledge and experience in environmental matters associated with the maintenance (e.g. efficiency energy, waste management).

Technical specifications: The service provider will be responsible for maintenance of

- The building structures, facades, roofing, cladding, interior finishes and gardens
- Electric, heating, air conditioning, hot water, ventilation, security, fire safety and public address systems
- Furniture, equipment and assets such as hardware, glassware, sinks, gutters, woodwork and metalwork

The scope of the services includes preventive, regulatory and corrective maintenance. Bidders are also invited to submit proposals for improvements to the buildings which will be carried out at no extra cost to the Council.

The contractor must appoint a qualified engineer or technical-grade architect to be responsible for coordinating all the various works. This person should have training, knowledge or experience in environmental matters associated with the maintenance (efficiency energy, waste management right, etc.) The maintenance technician and all other personnel shall have appropriate training and skills to ensure environmental protection in the tasks for which they are responsible.

Award criteria:

Most economically advantageous tender in terms of:

- Economic offer (60%)
- Work programme (35%)
- Improvements (5%). Where proposals for improvements are submitted, these will be assessed on the basis of the real value added to the property and environmental performance, expressed in terms of reductions in energy consumption or efficiency.

Contract performance clauses:

Waste management - The contractor will be responsible for the proper handling of all waste generated in carrying out the maintenance. Waste must be separated and deposited in the existing collection points in the buildings under contract. Hazardous

Building maintenance services

waste (e.g. filters, oil, flammable liquids, fluorescent lamps) will be managed by the contractor through licensed waste managers agreed with the Council. Each year the contractor will list the waste generated indicating the types, quantities and final destination. The costs of managing hazardous waste shall be borne by the contractor.

Preventive maintenance plan – Within one month of contract award, the contractor will submit to the Council for approval a plan for the preventative maintenance of the buildings and facilities.

Monitoring and reporting – Within one month of contract award, the contractor will submit to the Council a status report on the buildings and facilities, incorporating its improvement proposals. The report must indicate the environmental standard of the facilities (e.g. plumbing, water flow from taps, heating and air conditioning, performance of boilers, hours of operation,, energy consumption , regulation and control systems, lighting levels and uniformity.) On an annual basis and based on the initial report, the contractor will present a statement of environmental improvement and the condition of facilities reached.

Results

A total of four bids were received for the contract. The contract was ultimately awarded to a company offering energy services to a number of local governments in the Basque region. The value of the contract is €96,375 (without VAT) over one year.

Environmental impacts

Building maintenance involves a number of activities which can have significant effects both on the local environment and on climate change. Buildings are responsible for 40% of energy consumption and 36% of CO2 emissions in the EU. Properly managed and maintained buildings can have significantly lower energy consumption and reduce the need for interventions which will have a larger impact – such as major repairs. Heating, cooling and lighting systems are major consumers of energy, but exterior and interior fittings and finishes can also be important. The waste generated in building maintenance – including hazardous substances and garden trimmings, often ends up in landfill instead of being recycled or reused.

Lessons learned

During the tendering process no problem were identified in relation to the environmental clauses and the successful tenderer complied with all specifications and requirements.

The report on building conditions and proposals for improvements were successfully submitted by the company – this included e.g. the installation of motion detectors for light activation in non-frequented areas. Overall, the experience in greening this tender has been positive and the criteria will be maintained when the contract is renewed.