

## **TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held on Wednesday, 28 May 2008 in Meeting Room 3, Council Offices, Garshake Road, Dumbarton at 9.35 a.m.

**Present:** Councillors Jim Bollan, Margaret Bootland, Jim Brown, David McBride and Jonathan McColl.

**Attending:** John Corcoran, Section Head – Architectural Services; Martin Feeney, Section Head - Housing Maintenance (Clydebank), Karen Shannon, Section Head – Exchequer, Finance & ICT Services; Linda McAlister, Senior HR Officer, HR & Organisational Development Services and Craig Stewart, Committee Officer, Legal, Administrative and Regulatory Services.

**Apologies:** Apologies for absence were submitted on behalf of Councillors Geoff Calvert and Jim Finn.

## **APPOINTMENT OF CHAIR**

In the absence of the Chair, Councillor Finn, the Committee agreed that the meeting be chaired by Councillor McColl. Accordingly Councillor McColl assumed the Chair.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Tendering Committee held on 7 May 2008 were submitted and approved as a correct record.

## **SALARY SACRIFICE – CHILDCARE VOUCHER SCHEME – TENDERING OF THE SCHEME**

A report was submitted by the Executive Director of Corporate Services seeking authority to tender for the service provision of a Childcare Voucher Scheme to be implemented within the Council in line with the requirements of best value and efficient government.

After discussion and having heard the Senior HR Officer and Section Head – Exchequer, Finance & ICT Services in further explanation and in answer to Members' questions, the Committee agreed to endorse the proposal to submit the Childcare Voucher Scheme to a tender exercise in line with the Council's current tendering process.

### **TENDER FOR THE SUPPLY OF TEMPORARY AGENCY STAFF (CRAFT)**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development seeking approval to award a framework contract for the supply of temporary agency staff (Craft).

After discussion and having heard the Section Head, Housing Maintenance (Clydebank) in further explanation and in answer to Members' questions, it was agreed:-

- (1) to approve the awarding of this framework contract to Suppliers 2, 4, 5, 6, 7 & 9, as detailed in the report, for a period of one year with an option to extend for two further periods of 12 months;
- (2) that any extension of this contract would be subject to a further report to a future meeting of the Tendering Committee; and
- (3) that, following the 12 month period, a review be undertaken in order to ascertain whether the evaluation criteria relating to Quality could be increased and this would be reported back to a future meeting of the Committee in conjunction with (2) above.

### **LIFT REFURBISHMENT – CLYDE COURT, LEVEN COURT AND LOMOND COURT, WESTBRIDGEND**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the Lift Refurbishment – Clyde Court, Leven Court and Lomond Court, Westbridgend.

After discussion and having heard the Section Head - Architectural Services in elaboration and in answer to Members' questions, the Committee agreed:-

- (1) to approve the awarding of the contract to Lift Maintenance Ltd. in the amount of £593,415.00 as the most economically advantageous tender; and
- (2) to note that a report would be submitted to the next meeting of the Housing, Environment and Economic Development Committee outlining the arrangements that would be put in place for residents during the planned refurbishment works.

### **DALREOCH HOUSE (HOME FOR ELDERLY (HFE)), DUMBARTON – FIRE UPGRADE**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the Dalreoch House (HFE), Dumbarton – Fire Upgrade project and seeking approval to accept the most economically advantageous tender.

After discussion and having heard the Section Head - Architectural Services in answer to Members' questions, the Committee agreed to approve the awarding of the contract to West Dunbartonshire Council Housing Maintenance Trading Operation in the amount of £112,168.92 as the most economically advantageous tender.

**AWARDING OF CONTRACTS DURING THE PERIOD JULY TO AUGUST 2008 –  
SUMMER RECESS OF COUNCIL COMMITTEES**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development seeking approval to enable the prompt issue of letters of acceptance for the most economically advantageous tenders received during the summer recess of the Council Committees.

After discussion, the Committee agreed that the Tendering Committee would continue to meet during the summer recess to deal with any tenders received during the July to August 2008 period.

The meeting closed at 10.03 a.m.