

## **WEST DUNBARTONSHIRE COUNCIL**

### **Report by the Executive Director of Educational Services**

**Tendering Committee: 22 August 2012**

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**Subject: Additional Support Needs and/or Medical Needs Transport  
Tenders Awarded for 2012/2013, 2013/2014 and 2014/2015**

#### **1. Purpose**

- 1.1** To present to the Tendering Committee for noting contracts awarded for sums not exceeding £50,000.
- 1.2** To present to the Tendering Committee for noting contracts awarded for sums exceeding £50,000.
- 1.3** To request approval for the Executive Director of Educational Services to re-award contracts not exceeding £50,000 as required.

#### **2. Recommendations**

- 2.1** The Tendering Committee is recommended to:
  - (a) note those contracts listed for sums not exceeding £50,000 for Additional Support Needs Transport, including contracts required for pupils with medical needs, as detailed in Appendix I;
  - (b) note contracts exceeding £50,000 in aggregate by contractor for Additional Support Needs Transport, including contracts required for pupils with medical needs, as detailed in Appendix II; and
  - (c) give the Executive Director of Educational Services approval to re-award contracts not exceeding £50,000 as required.

#### **3. Background**

- 3.1** In the report by the Executive Director of Educational Services on School Transport to the Tendering Committee of 15 February 2012, the Executive Director sought and was granted approval to make the necessary arrangements to secure Additional Support Needs Contracts for session 2012/2013, 2013/2014 and 2014/2015.
- 3.2** Members will be aware that in the report by the Executive Director of Corporate Services to the Tendering Committee of 20 June 2012, the Committee approved the delegation of powers to the appropriate Executive Director to enable the approval and acceptance of the lowest priced or most

economically advantageous tender during the summer recess of the Council and its committees.

- 3.3** As the contracts are aggregated for European Procurement purposes, they have been reported here regardless of their individual values.

#### **4. Main Issues**

##### List of Contracts

- 4.1** The list of contracts is attached. It presents separately:-
- (a) those for sums not exceeding £50,000 for noting of Members (Appendix 1).
  - (b) those for sums exceeding £50,000 in aggregate by contractor for Members to note (Appendix II)
- 4.2** Of the 46 lots advertised, 14 contracts were withdrawn as no longer required.
- 4.3** It should be noted that for a number of contracts, contractors declined contracts recommended to be awarded to them. These contracts were re-awarded to the contractor with the next lowest tender. This was the case for 4 contracts where the first preferred bidder declined the offer of contract.
- 4.4** The award of contracts is subject to meeting the terms and conditions as stated in the Conditions of Contract (general and specific). Appendix 3 provides a list of the 46 lots of which we are proceeding with 32.

#### **5. People Implications**

- 5.1** There are no personnel issues related to this report.

#### **6. Financial Implications**

- 6.1** All costs within the appendices can be accommodated within existing departmental budget provision.

#### **7. Risk Analysis**

- 7.1** Contracts are required to be in place before the start of the new school session in order to allow the service to be provided next school session. Failure to award the contracts would have led to an inability to deliver a section of the school transport service from August 2012.
- 7.2** Failure to deliver services for children requiring additional support represents an educational risk for a number of pupils and represents a risk that the Council may fail to discharge its duties under the terms of the Additional Support for Learning (Scotland) Act 2009.

## **8. Equalities Impact Assessment**

- 8.1** No significant issues were identified in a screening for potential equality impact of this report.
- 8.2** The failure to deliver transport would adversely impact on our most vulnerable pupils including those deemed to be disabled in terms of the Equality Act (2010).
- 8.3** West Dunbartonshire Council is committed to the promotion of equality of opportunity in the provision of services. The tendering process is designed with these duties in mind. When a tendering process is initiated and a contractor selected, the Council will ensure its partners meet the statutory duties of a local authority in the provision of home-to-school transport.

## **9. Consultation**

- 9.1** Legal Services have been consulted on the content of this report.

## **10. Strategic Assessment**

- 10.1** The delivery of home-to-school transport for pupils with additional support needs is a statutory duty.

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Terry Lanagan  
Executive Director of Educational Services

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**Appendices:** List of Successful Tenders / Additional Information

**Background Paper:** Award of Contracts during the Period July to August 2012 – Summer recess of Council Committees

**Wards Affected:** All wards

## APPENDIX 1

### WEST DUNBARTONSHIRE COUNCIL

#### DEPARTMENT OF EDUCATIONAL SERVICES

#### CONTRACTS FOR HOME-TO-SCHOOL TRANSPORT FOR PUPILS WITH ADDITIONAL SUPPORT NEEDS and/or MEDICAL NEEDS

#### SUMMARY OF SUCCESSFUL TENDERS 2012/2013, 2013/2014, and 2014/2015

Contracts for sums not exceeding £50,000 for noting by the Tendering Committee.

<b><u>CONTRACTOR</u></b>	<b><u>CONTRACT NUMBER</u></b>	<b><u>VALUE OF CONTRACT *</u></b>	<b><u>DURATION OF CONTRACT **</u></b>
Mr Bainbridge	WDO09E	£17,100	2 Years
<b>TOTAL VALUE OF CONTRACT</b>		<b>£ 17,100</b>	
Mr Buist	WDO02E	£4,180.00	1 Year
	WDS05E	£1,216.00	1 Year
	WDS12E	£494.00	1 Year
	WDS19E	£4,864.00	1 Year
<b>TOTAL VALUE OF CONTRACTS</b>		<b>£10,754.00</b>	
Mr Carr	WDS13E	£1,235.00	1 Year
	WDS14E	£3,040.00	1 Year
	WDS17E	£2,128.00	1 Year
<b>TOTAL VALUE OF CONTRACTS</b>		<b>£6,403.00</b>	
KWM Taxis	WDS20E	£6,821.00	1 Year
	WDH02E	£4,180.00	1 Year
<b>TOTAL VALUE OF CONTRACTS</b>		<b>£11,001.00</b>	
OK Taxis	WDO06E	£8,170.00	1 Year
	WD010E	£8,550.00	1 Year
	WDS09E	£7,581.00	1Year
<b>TOTAL VALUE OF CONTRACTS</b>		<b>£24,301.00</b>	
Titan Taxis	WDO11E	£21,470.00	2 Years
<b>TOTAL VALUE OF CONTRACT</b>		<b>£21,470.00</b>	

Miss Townsley	WDO01E	£8,550.00	1Year
	WDS06E	£2,166.00	1 Year
	WDS07E	£1,292.00	1 Year
	WDS16E	£11,362.00	1 Year
	WDH06E	£7,220.00	1 Year

<b>TOTAL VALUE OF CONTRACTS</b>	<b>£30,590.00</b>
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\* This figure represents the maximum contract value over the maximum contract duration.

\*\* This represents the maximum duration of the contract.

## WEST DUNBARTONSHIRE COUNCIL

## DEPARTMENT OF EDUCATIONAL SERVICES

CONTRACTS FOR HOME-TO-SCHOOL TRANSPORT FOR PUPILS WITH  
ADDITIONAL SUPPORT NEEDS and/or MEDICAL NEEDSSUMMARY OF SUCCESSFUL TENDERS 2012/2013, 2013/2014,  
and 2014/2015

Contracts in aggregate for sums exceeding £50,000 for noting by the Tendering Committee.

<b><u>CONTRACTOR</u></b>	<b><u>CONTRACT NUMBER</u></b>	<b><u>VALUE OF CONTRACT</u> *</b>	<b><u>DURATION OF CONTRACT</u> **</b>
Clydebank Taxis	WDO05E	£25,080.00	3 Years
	WDO08E	£40,280.00	2 Years
	WDS10E	£3,344.00	1 Year
	WDP01E	£3,800.00	1 Year
<b>TOTAL VALUE OF CONTRACTS</b>		<b>£ 72,504.00</b>	
TOA Taxis	WDO03E	£3,534.00	1 Year
	WDO04E	£2,774.00	1 Year
	WDO07E	£26,220.00	2 Years
	WD012E	£12,129.60	2 Years
	WD013E	£14,212.00	1 Year
	WDS01E	£10,222.00	1 Year
	WDS15E	£17,062.00	2 Years
	WDH01E	£6,878.00	1 Year
	WDP02E	£2,728.40	1 Year
<b>TOTAL VALUE OF CONTRACTS</b>		<b>£ 95,760.00</b>	

\* This figure represents the maximum contract value over the maximum contract duration.

\*\* This represents the maximum duration of the contract.

## APPENDIX 3

There were 46 contracts advertised with 16 tenderers applying for a variety of contracts.

This year's evaluation process was based 100% on price. .

For each contract the following bids and range of prices were received:

Contract Number	Number of Tenders received	Lowest Price	Highest Price
WDO01E	8	£8,550.00	£15,200.00
WDO02E	4	£4,180.00	£4,560.00
WDO03E	4	£3,534.00	£3,800.00
WDO04E	6	£2,470.00	£3,800.00
WDO05E	4	£25,080.00	£45,486.00
WDO06E	7	£8,170.00	£15,010.00
WDO07E	6	£26,220.00	£42,560.00
WDO08E	1	£40,280.00	£40,280.00
WDO09E	8	£17,100.00	£38,000.00
WDO10E	8	£8,550.00	£18,240.00
WDO11E	4	£21,470.00	£26,600.00
WDO12E	4	£12,129.60	£13,680.00
WDO13E	6	£13,870.00	£33,440.00
WDS01E	3	£10,222.00	£16,340.00
WDS02E	1	£11,400.00	£11,400.00
WDS03E	2	£5,320.00	£6,080.00
WDS04E	1	£5,320.00	£5320.00
WDS05E	5	£1,216.00	£2,280.00
WDS06E	3	£2,166.00	£3,192.00
WDS07E	2	£1,292.00	£1,444.00
WDS08E	3	£2,014.00	£4,940.00
WDS09E	5	£7,581.00	£9,842.00
WDS10E	1	£3,344.00	£3,344.00
WDS11E	2	£456.00	£532.00
WDS12E	8	£380.00	£1596.00
WDS13E	4	£1,235.00	£2,850.00
WDS14E	4	£3,040.00	£7,220.00
WDS15E	9	£17,062.00	£30,400.00
WDS16E	7	£9,386.00	£15,200.00
WDS17E	3	£2,128.00	£3,784.80
WDS18E	7	£3,344.00	£12,160.00
WDS19E	2	£4,864.00	£5,456.80
WDS20E	5	£6,821.00	£10,792.00
WDH01E	2	£6,878.00	£7,220.00
WDH02E	9	£4,180.00	£15,200.00
WDH03E	1	£26,600.00	£26,600.00
WDH04E	0	£0	£0
WDH05E	6	£8,360.00	£11,400.00

WDH06E	6	£7,220.00	£11,400.00
WDH07E	6	£8,911.00	£13,300.00
WDH08E	6	£8,911.00	£13,300.00
WDH09E	1	£6,061.00	£6,061.00
WDH10E	2	£3,762.00	£5,320.00
WDH11E	2	£3,211.00	£5,320.00
WDP01E	1	£3,800.00	£3,800.00
WDP02E	3	£2,728.40	£4,560.00