

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in the Clyde Room, Clydebank Town Hall, Clydebank on Wednesday, 21 September 2022 at 9.15 a.m.

Present: Councillors David McBride, James McElhill, June McKay, John Millar and Hazel Sorrell.

Attending: Angela Wilson, Chief Officer – Supply, Distribution and Property; Angus Cameron and Laura Adams, Business Partners – Strategic Procurement; Alistair Norris, Capital Projects Manager; Annabel Travers, Procurement Manager; Michelle Lynn, Assets Coordinator; Dawn Connor, Strategic Housing Manager; and Lynn Straker, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Councillors Diane Docherty, Craig Edward and Jonathan McColl.

Councillor John Millar in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Tendering Committee held on 3 August 2022 were submitted and approved as a correct record.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

CONTRACT AUTHORISATION REPORT – LAUNDRY EQUIPMENT AND MAINTENANCE WORKS, AND PROVISION OF ELECTRICAL SPECIALIST INCLUDING ENTRY SYSTEMS AND ALARMS

A report was submitted by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Manager of Legal Services to conclude the award of the contracts for Laundry Equipment and Maintenance Works, and Provision of Electrical Specialist Including Entry Systems and Alarms.

After discussion and having heard Ms Adams, Business Partner – Strategic Procurement, in further explanation of the report and in answer to Members' questions, the Committee agreed to authorise the Manager of Legal Services to conclude, on behalf of the Council, the award of:-

- (1) the contract for Laundry Equipment Maintenance Works to Washco Ltd. and to note: (i) that the contract shall be for a period of two years at a budget of £97,500 ex VAT with the option to extend by another two one-year periods with the four year budget being £195,000 ex VAT; and (ii) that the estimated commencement date of the contract was 30 September 2022; and
- (2) the contract for Electrical Specialist to Alger Electrics and Alarms Limited, Dumbarton and to note: (i) that the contract shall be for a period of two years at a budget of £900,000 ex VAT with the option to extend by another two one-year periods, with the four year budget being £1,800,000 ex VAT; and (ii) that the estimated commencement date of the contract was 30 September 2022.

PROVISION OF INSURANCE SERVICES (INCLUDING CLAIMS HANDLING) FOR WEST DUNBARTONSHIRE COUNCIL AND WEST DUNBARTONSHIRE LEISURE TRUST

A report was submitted by the Chief Officer – Supply, Distribution and Property advising of the Provision of Insurance Services (including Claims Handling) contracts for West Dunbartonshire Council and the West Dunbartonshire Leisure Trust which were approved on 25 July 2022 by the Chief Officer – Resources and the Chief Officer – Regulatory and Regeneration, in consultation with the Convener of the Tendering Committee.

After discussion and having heard Mr Cameron, Business Partner – Strategic Procurement, and the Chief Officer – Supply, Distribution and Property in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the appointment of insurance providers for the Provision of Insurance Services (including Claims Handling) for the Council and West Dunbartonshire Leisure Trust (WDLT), as listed in Appendix 1 to the report; and

- (2) to note: (i) that the award of these contracts shall be for a period of three years and at a value of £3,549,281 ex VAT with the option of two 12 month extensions at a value £5,915,468.74 ex VAT over five years based on year one premiums inclusive of insurance premium tax; and (ii) that the commencement date of the contracts was 1 August 2022.

CONTRACT AUTHORISATION REPORT – SUPPLY AND FIT OF AV EQUIPMENT AT DENNY CIVIC THEATRE, DUMBARTON

A report was submitted by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Manager of Legal Services to conclude the award of the contract for the Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton.

After discussion and having heard Mr Cameron, Business Partner – Strategic Procurement, the Chief Officer – Supply, Distribution and Property, the Procurement Manager and the Assets Coordinator in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Manager of Legal Services to conclude, on behalf of the Council, the award of the contract for the Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton to SSUK Limited; and
- (2) to note: (i) that the contract shall be for a maximum period of three months and at a value of £261,426 ex VAT and £313,711 including VAT; and (ii) that the estimated commencement date of the contract was 3 October 2022.

CONTRACT AUTHORISATION REPORT – DEMOLITION OF THE FORMER CARE HOME AT 2 ASHTREE COURT, OLD KILPATRICK

A report was submitted by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Manager of Legal Services to conclude the award of the contract for the Demolition of the Former Care Home at 2 Ashtree Court, Old Kilpatrick.

After discussion and having heard Ms Adams, Business Partner – Strategic Procurement, in further explanation of the report, the Committee agreed:-

- (1) to authorise the Manager of Legal Services to conclude, on behalf of the Council, the award of the Contract for the Demolition of the Former Care Home at 2 Ashtree Court, Old Kilpatrick to Central Demolition Ltd; and
- (2) to note that the contract shall be for a period of three months and that the estimated commencement date was 1 October 2022.

CONTRACT AUTHORISATION REPORT – CYCLE TO WORK SCHEME

A report was submitted by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Manager of Legal Services to conclude the award of the contract for the Provision of a Cycle to Work Scheme.

After discussion and having heard Mr Cameron, Business Partner – Strategic Procurement, the Chief Officer – Supply, Distribution and Property and the Procurement Manager in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Manager – Legal Services to conclude, on behalf of the Council, the award the contract for the Provision of a Cycle to Work Scheme to Halfords Ltd; and
- (2) to note: (i) that the contract shall be for a period of two years with the option of two 12 month extensions and at a value of £92,000 ex VAT over two years and £92,000 ex VAT should the contract be extended for two years; (ii) that the actual value of the contract was dependent on participation in the scheme; and (iii) that the estimated commencement date of the contract was 5 October 2022.

The meeting closed at 9.30 a.m.