

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in Committee Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 20 December 2017 at 9.15 a.m.

Present: Councillors Ian Dickson, Diane Docherty, Jim Finn, Lawrence O'Neill and Brian Walker.

Attending: Stephen West, Strategic Lead - Resources; Annabel Travers, Procurement Manager; David Aitken, Business Partner - Strategic Procurement; Alison Wood, Business Partner - Strategic Procurement; Andrea Brown, Senior Procurement Officer; Rebecca Hall, Senior Procurement Officer; Jenna McCrum, Senior Procurement Officer; and Scott Kelly, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Provost William Hendrie and Councillors Gail Casey and Marie McNair.

Councillor Jim Finn 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 15 November 2017 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 – INSTALLATION OF FLOOR FINISHES

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Installation of Floor Finishes.

After discussion and having heard Ms McCrum, Senior Procurement Officer, in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (the Council), the award of the contract for Installation of Floor Finishes to Firstpoint Contract Flooring Limited; and
- (2) to note that the contract shall be for a period of 24 months with the option to extend plus 12 months and at a value of £104,075, excluding VAT.

CONTRACT AUTHORISATION REPORT – RESIDENTIAL HOUSING SUPPORT SERVICES

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the direct award of contracts for Residential Housing Support Services.

Having heard the Procurement Manager and Ms Brown, Senior Procurement Officer, in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (the Council), the direct award of the contract for Residential Housing Support Services to Blue Triangle (Glasgow) Housing Association Limited;
- (2) to note that the contract shall be for a period of one year and at a value of £382,116, the service being considered a VAT exempt welfare service;
- (3) to authorise the Strategic Lead - Regulatory to conclude, on behalf of the Council, the direct award of the contract for Residential Housing Support Services for Young Persons to Action for Children Services Limited; and
- (4) to note that the contract shall be for a period of one year and at a value of £156,600, the service being considered a VAT exempt welfare service.

CONTRACT AUTHORISATION REPORT – MEASURED TERM CONTRACT FOR LIFT MAINTENANCE

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the Measured Term Contract for Lift Maintenance.

After discussion and having heard Ms Hall, Senior Procurement Officer, in further explanation of the report and in answer to a Member's question, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (the Council), the award of the Measured Term Contract for Lift Maintenance to Lift Maintenance Limited;
- (2) to note that the contract shall be for a period of three years with the option to extend for up to a further two 12 month periods;
- (3) to note that the three year value of the contract is £326,791, excluding VAT; and
- (4) to note that the estimated value of the contract over the five year term is £544,652, excluding VAT, and subject to fluctuations in the Building Controls Industry Association (BCIS) price indices in years four and five.

The meeting closed at 9.23 a.m.