

## **TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held in the Education Centre, St Margaret of Scotland Hospice, East Barns Street, Clydebank on Wednesday, 19 January 2011 at 1.15 p.m.

**Present:** Councillors Jim Brown, Jim Finn, Jonathan McColl\* and John Millar\*.

\*Arrived later in the meeting.

**Attending:** Martin Feeney, Maintenance Coordinator; John Corcoran, Section Head, Architectural Services; Stewart Paton, Senior Quantity Surveying Officer; Stephen West, Head of Service, Resources and Performance; Kevin McGrath, Corporate Procurement Officer; Raymond Walsh, Network Management Services Coordinator; Michael Gill, Employability Manager, Skill Seekers; Vincent Gardiner, Client & Support Manager; Karen Shannon, Section Head, Exchequer; Mary Berrill, Quality Improvement Manager, Educational Services; Susan Mullin, Transport Co-ordinator, Educational Services; Alan Douglas, Manager of Legal Services; and Scott Kelly, Committee Officer, Legal, Administrative and Regulatory Services.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Bolla, David McBride and Jim McElhill.

**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 7 December 2010 were submitted and approved as a correct record.

## **TENDER FOR THE PROVISION OF A MEASURED TERM CONTRACT FOR SPECIALIST FLAT ROOFING REPAIRS FOR WEST DUNBARTONSHIRE COUNCIL**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for specialist flat roofing contract provision for West Dunbartonshire Council.

Having heard the Maintenance Coordinator in further explanation, the Committee agreed to approve the award of a measured term contract for the provision of Specialist Flat Roofing Repairs to Allander Roofing in the amount of £62,950.00.

## **TENDER FOR THE SUPPLY AND DELIVERY OF GLASS, DOUBLE GLAZED UNITS AND GLAZING SUNDRIES**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development seeking approval to initiate a tender exercise for the supply of glass, double glazed units and glazing sundries.

Having heard the Maintenance Coordinator in further explanation, the Committee agreed to approve the initiation of a tendering exercise for the supply and delivery of glass, double glazed units and glazing sundries.

## **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 collaborate with Renfrewshire Council and initiate a tender exercise for a Framework Agreement for the Supply of Temporary Agency Staff (Craft).

Having heard the Maintenance Coordinator in further explanation, the Committee agreed approve collaborating with Renfrewshire Council in a competitive tendering procedure.

Note: Councillor J. McColl entered the meeting during consideration of this item.

## **NEW BUILD BROCK BOWLING CLUB**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the new build Brock Bowling Club project and seeking approval to accept the lowest tender.

After hearing the Section Head, Architectural Services, and the Senior Quantity Surveying Officer in further explanation and in answer to a question from a Member, the Committee agreed to approve the awarding of the contract to CBES in the amount of £727,260.24.

## **SCOTTISH FUTURES TRUST – DEVELOPMENT OF THE HUB INITIATIVE – COMMENCEMENT OF OJEU TENDERING PROCESS**

A report was submitted by the Chief Executive seeking agreement that the Council takes part in the procurement process in order to procure a private development partner to the local West Territory hubco.

Having heard the Head of Service, Resources and Performance, in further explanation, the Committee agreed:-

- (1) to the Council taking part in the procurement of a private sector development partner; and
- (2) to note that a report would be submitted to a future meeting of the Committee regarding the outcome of the procurement.

## **TENDER FOR THE SUPPLY AND DELIVERY OF FRESH BREAD AND ROLLS**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development seeking approval to award the most economically advantageous tender for the supply and delivery of fresh bread and rolls.

After hearing the Corporate Procurement Officer in further explanation, the Committee agreed to continue consideration of the report to the next meeting of the Committee in order to allow Members to consider a report on procurement which would be submitted to the next meeting of the Corporate and Efficient Governance Committee and which may inform on any decision taken by the Tendering Committee in respect of this tender.

## **ALEXANDRIA STATION PARK AND RIDE, ALEXANDRIA**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development seeking delegated authority to appoint the most recent lowest tenderer on a similar project and a specialist sub contractor to undertake works in association with the above project in the event that due to other pressures, the work could not be undertaken by Roads Operations by 31 March 2011.

Having heard the Network Management Services Coordinator in explanation of the report, the Committee agreed to delegate the appointment of a contractor to the Executive Director of Housing, Environmental and Economic Development to undertake the necessary works to deliver the proposal, detailed in the report, if the Roads Operations team were unable to complete the works by 31 March 2011 due to other demands.

## **TENDERS FOR THE SUPPLY AND DELIVERY OF UPVC WINDOWS AND DOORS FOR WEST DUNBARTONSHIRE COUNCIL**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the supply and delivery of uPVC windows and doors for West Dunbartonshire Council.

Having heard the Maintenance Coordinator in further explanation, the Committee agreed to approve the award of a measured term contract to Sidey Ltd for the supply and delivery of uPVC windows and doors for West Dunbartonshire Council.

Note: Councillor Millar entered the meeting during consideration of this item.

### **WEST DUNBARTONSHIRE EMPLOYABILITY PROGRAMME (WDEP) KEYWORKER SERVICE**

With reference to the Minutes of Meeting of the Tendering Committee held on 4 August 2010 (Page 2995 refers), a report was submitted by the Executive Director of Housing, Environmental and Economic Development advising, on behalf of the Community Planning Partnership (CPP), of tenders received for the delivery of the West Dunbartonshire Employability Programme (WDEP) Keyworker Service, and seeking approval to accept the most advantageous tender.

After hearing the Employability Manager, Skill Seekers, in explanation of the report, the Committee agreed to approve the awarding of the contract to The Lennox Partnership as the most advantageous tender.

### **WITHDRAWAL OF TENDER FOR THE SUPPLY AND DELIVERY OF THE WEST DUNBARTONSHIRE EMPLOYABILITY PROGRAMME – NEIGHBOURHOOD OUTREACH SERVICE**

With reference to the Minutes of Meeting of the Tendering Committee held on 4 August 2010 (Pages 2994/95 refer), a report was submitted by the Executive Director of Housing, Environmental and Economic Development advising, on behalf of the Community Planning Partnership (CPP), of the withdrawal of the tender for the supply and delivery of the West Dunbartonshire Employability Programme – Neighbourhood Outreach Service.

After hearing the Employability Manager, Skill Seekers, in explanation of the report, the Committee agreed to note that the tender for the supply and delivery of the West Dunbartonshire Employability Programme – Neighbourhood Outreach Service had been withdrawn and that the requirement for this tender was at an end.

## **PROVISION OF BANKING SERVICES: RENEWAL OF BANKING CONTRACT**

With reference to the Minutes of Meeting of the Tendering Committee held on 20 October 2010 (Pages 3163/64 refer), a report was submitted by the Executive Director of Corporate Services advising Members of the recent tendering process undertaken in respect of the new bank contract, which commences on 1 April 2011.

Having heard the Client & Support Manager in further explanation, the Committee agreed to note the tendering process for the new bank contract and to approve the acceptance of the tender submitted by Clydesdale Bank plc.

## **SCHOOL TRANSPORT TENDERING PROCEDURES, SESSION 2011/12**

A report was submitted by the Executive Director of Educational Services:-

- (a) informing of the proposed timetable for the processing of tenders for mainstream school contracts and for transportation of pupils with additional support needs; and
- (b) seeking approval to proceed with the proposed timetable in order to secure contracts for school transport for session 2011/2012, and up to session 2015/16 where contracts are for 5 years' duration.

Having heard the Quality Improvement Manager, Educational Services, in further explanation, the Committee agreed:-

- (1) that the Executive Director of Educational Services be given approval to proceed with the necessary arrangements to secure tenders for the transport of children with additional support needs for session 2011/2012 and beyond for contracts of up to 3 years duration;
- (2) that the Executive Director of Educational Services be authorised to make the necessary arrangements in liaison with Strathclyde Partnership for Transport (SPT) to renew mainstream contracts for session 2011/2012, and beyond for contracts of up to 5 years duration;
- (3) that delegated authority be granted to the Executive Director of Educational Services in consultation with the Convener of Education and Lifelong Learning to make any changes to the arrangements as may be required as a result of budget related decisions affecting school transport policy from the Council Meeting on 27 January 2011 to ensure that the necessary arrangements are in place for school transport for session 2011/2012; and
- (4) that a further report seeking approval for the contracts should be submitted to a future meeting of the Committee, and that this report should address the payment of an agency fee to SPT in the event of SPT being disbanded.

The meeting closed at 1.35 p.m.