

**TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held in the 'The Brock' Meeting Room, Council Offices, 16 Church Street, Dumbarton on Wednesday, 19 February 2020 at 9.15 a.m.

**Present:** Provost William Hendrie and Councillors Gail Casey, Ian Dickson, Diane Docherty, Jim Finn and Lawrence O'Neill.

**Attending:** Angela Wilson, Strategic Director – Transformation and Public Service Reform; Annabel Travers, Procurement Manager; David Aitken and Derek McLean, Business Partners – Strategic Procurement; Angus Cameron, Senior Procurement Officer; and Scott Kelly, Committee Officer.

**Apology:** An apology for absence was intimated on behalf of Councillor Brian Walker.

**Councillor Jim Finn in the Chair**

**DECLARATION 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 22 January 2020 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.

**VARIATION IN ORDER OF BUSINESS**

Having heard Councillor Finn, Chair, the Committee agreed to vary the order of business as hereinafter minuted.

**CONTRACT AUTHORISATION REPORT – ACCOMMODATION BASED SERVICES FOR PEOPLE WITH LEARNING DISABILITIES IN THE COMMUNITY AND DAY SUPPORT, MENTAL HEALTH AND DAY SUPPORT, PHYSICAL DISABILITIES AND DAY SUPPORT**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude direct award contracts for Accommodation Based Services for People with Learning Disabilities in the Community and Day Support, Mental Health and Day Support, Physical Disabilities and Day Support.

Having heard the Senior Procurement Officer in further explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude the 111 direct award contracts on behalf of West Dunbartonshire Health and Social Care Partnership, to the service providers detailed within the Appendix to these Minutes, for Accommodation Based Services for People with Learning Disabilities in the Community and Day Support, Mental Health and Day Support, Physical Disabilities and Day Support; and
- (2) to note: (i) that the estimated value would be £1,151,669, excluding VAT, for a period of 12 months; (ii) that the values may be subject to change as care needs change over the contract period; and (iii) that the commencement dates of the Individual Placement Agreement contracts would be no later than 19 March 2020.

**CONTRACT AUTHORISATION REPORT – FRAMEWORK AGREEMENT FOR THE DELIVERY OF EMPLOYABILITY SKILLS SUPPORT**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the Framework Agreement for the delivery of Employability Skills Support.

Having heard the Senior Procurement Officer in further explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the Flexible Framework Agreement (FA) for the delivery of Employability Skills Support; and
- (2) to note that the Flexible FA would be divided into three unranked Lots with the Flexible FA period being two years with an optional extension of two 12 month periods and at an indicative cost of £1,200,000, excluding VAT, over two years and £2,400,000, excluding VAT, over four years, as follows:-

- Lot 1 - Engagement and Barrier Removal.  
The recommended providers within Lot 1 listed in Table 1 of the report.  
The estimated value over two years - £430,000.
- Lot 2 - Vocational Training and Work Related Skills.  
The recommended providers within Lot 2 listed in Table 2 of the report.  
The estimated value over two years - £260,000.
- Lot 3 - Job Brokerage, Work-based Qualifications.  
The recommended providers within Lot 3 listed in Table 3 of the report.  
The estimated value over two years - £510,000.

### **CONTRACT AUTHORISATION REPORT – PUBLIC REALM WORKS AT SYLVANIA WAY, CLYDEBANK**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Public Realm Works at Sylvania Way, Clydebank, Phase 1.

Following discussion and having heard Mr Aitken, Business Partner – Strategic Procurement, and the Strategic Director in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for Public Realm Works at Sylvania Way, Clydebank, Phase 1 to RJ McLeod (Contractors) Limited; and
- (2) to note: (i) that the contract shall be for a period of seven months and at a value of £375,686, excluding VAT; and (ii) that the start date would be 1 March 2020.

### **CONTRACT AUTHORISATION REPORT FOR THE PROVISION OF LIGHT COMMERCIAL VEHICLES AND ASSOCIATED SERVICES**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contracts for the Provision of Light Commercial Vehicles and Associated Services.

Following discussion and having heard Mr McLean, Business Partner – Strategic Procurement, and the Strategic Director in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of 12 individual contracts for Light Commercial Vehicles and Associated Services as detailed at paragraph 4.4 of the report;

- (2) to note: (i) that the contracts had a total value of £2,326,813; (ii) that the costs for the Road Fund Licence (RFL) and First Registration Fee (FRF) were £35,190; (iii) that the overall cost 'on the road' was £2,362,002; and (iv) that the contract start date would be 1 March 2020; and
- (3) to note that the warranty shall be for a period of five years.

### **CONTRACT AUTHORISATION REPORT – PUBLIC REALM WORKS AT WATERFRONT GATEWAY, DUMBARTON**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Public Realm Works at Waterfront Gateway, Dumbarton.

Following discussion and having heard Mr Aitken, Business Partner – Strategic Procurement, and the Strategic Director in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for Public Realm Works at Waterfront Gateway, Dumbarton to P1 Solutions Limited, 7 Links Garden Lane, Edinburgh EH6 7JQ; and
- (2) to note: (i) that the contract shall be for a period of seven months and at a value of £394,470, excluding VAT; and (ii) that the start date would be 1 March 2020.

### **CONTRACT AUTHORISATION REPORT – PROVISION OF A REPLACEMENT BOILER AT CARLEITH PRIMARY SCHOOL**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Provision of a Replacement Boiler at Carleith Primary School.

Following discussion and having heard Mr Aitken, Business Partner – Strategic Procurement, and the Strategic Director 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 the Council, the award of the contract for the Provision of a Replacement Boiler at Carleith Primary School to Truedeal Building Services Limited;
- (2) to note: (i) that the contract shall be for a period of one month and at a value of £111,705, excluding VAT; and (ii) that the estimated commencement date would be 1 April 2020; and

- (3) to specify that the minimum £300 donation of goods to a local food-share scheme should be donated to Faifley Food Share, subject to the Strategic Director receiving confirmation that this would be appropriate.

### **CONTRACT AUTHORISATION REPORT – PROVISION OF OUTDOOR EVENT BAR AND CATERING SERVICES**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Provision of Outdoor Event Bar and Catering Services.

Following discussion and having heard Mr McLean, Business Partner – Strategic Procurement, and the Strategic Director in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for the Provision of Outdoor Event Bar and Catering Services to Supreme Fast Foods Limited; and
- (2) to note: (i) the contract shall be for a period of three years, with the option to extend for an additional two 12 month periods with an estimated income of £68,000 over five years; and (ii) that the estimated commencement date would be 1 June 2020.

### **CONTRACT AUTHORISATION REPORT – ANTONINE WALL REPLICA ROMAN DISTANCE SLABS PROJECT**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for Antonine Wall Replica Roman Distance Slabs.

After discussion having heard the Senior Procurement Officer in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for the Antonine Wall Replica Roman Distance Slabs Project to Covanburn Contracts Limited; and
- (2) to note: (i) that the contract shall be for a maximum period of 10 months and at a value of £200,975, excluding VAT; and (ii) that the start date would be 24 February 2020.

## **CONTRACT AUTHORISATION REPORT – SUPPLY AND DELIVERY OF LAMINATED WALL PANELS AND KITCHEN WORKTOPS**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the contract for the Supply and Delivery of Laminated Wall Panels and Kitchen Worktops.

Having heard Mr Aitken, Business Partner – Strategic Procurement, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the contract for Supply and Delivery of Laminated Wall Panels and Kitchen Worktops to City Building (Glasgow) LLP - Royal Strathclyde Blindcraft Industries (RSBI); and
- (2) to note: (i) that the contract shall be for a period of two years with the option to extend for two 12 month periods; (ii) that its overall value over two years was £355,266, excluding VAT, and over four years £710,533, excluding VAT; and (iii) that its start date would be 24 February 2020.

The meeting closed at 9.55 a.m.

**Appendix**

<b>Individual Placement Agreements (IPA's)</b>			
<b>Provider</b>	<b>Type of Service</b>	<b>Annual Costs (£)</b>	<b>No. of Service Users</b>
<b>Richmond Fellowship</b>	People with Learning Disabilities in the Community and Day Support	£68,000	9
	People with Physical Disabilities and Day Support	£92,000	10
	People with Mental Health and Day Support	£790,000	72
<b>National Autistic Society</b>	People with Learning Disabilities in the Community and Day Support	£201,669	20
<b>Total IPA's and Service Users</b>		<b>£1,151,669</b>	<b>111</b>

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