

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in the Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 28 June 2017 at 9.15 a.m.

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

Attending: Angela Wilson, Strategic Director - Transformation & Public Service Reform; Stephen West, Strategic Lead - Resources; Martin Feeney, Building Services Manager; Alex Grace, Senior Procurement Officer; Alison Wood, Business Partner, Strategic Procurement; Linda Butler, Events and Employee Engagement Lead; and Scott Kelly, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Provost William Hendrie, and Councillors David McBride and Marie McNair.

Councillor Jim Finn in the Chair

DECLARATIONS OF INTEREST

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

CONTRACT AUTHORISATION REPORT: POSTAL SERVICES – PHYSICAL MAIL

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 Postal Services – Physical Mail.

Having heard the Business Partner, Strategic Procurement, and the Events and Employee Engagement Lead 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 the award of the call-off contract for Postal Services – Collected Mail under the Crown Commercial Services Framework agreement RM 1063 Lot 1 to Whistl UK Ltd; and
- (2) to note that the contract shall be for a period of two years with an option to extend for a further 12 months at an estimated value of £148,000, excluding VAT, per annum.

CONTRACT AUTHORISATION REPORT: SUPPLY OF FUEL AND ASSOCIATED OPERATION AND MAINTENANCE OF BIOMASS BOILERS AT DUMBARTON ACADEMY AND GARTOCHARN PRIMARY SCHOOL

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 Supply of Fuel and Associated Operation and Maintenance of Biomass Boilers at Dumbarton Academy and Gartocharn Primary School.

After discussion and having heard the Business Partner, Strategic Procurement, 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 award of the call-off contract for Supply of Fuel and Associated Operation and Maintenance of Biomass Boilers at Dumbarton Academy and Gartocharn Primary School to Angus Biofuels;
- (2) to note that the contract shall be for a period of three years with an option to extend for a further two 12 month periods; and
- (3) to note that the estimated value of the contract over the five years will be £221,250, excluding VAT.

CONTRACT AUTHORISATION REPORT: MEASURED TERM CONTRACT – DESIGN, SUPPLY, ERECTION AND DISMANTLING OF SCAFFOLDING

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of a Measured Term Contract for the Design, Supply, Erection and Dismantling of Scaffolding.

Following discussion and having heard the Strategic Director - Transformation & Public Service Reform and 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 West Dunbartonshire Council the award of a Measured Term Contract for the Design, Supply, Erection and Dismantling of Scaffolding, ref: 1617-114, to Clyde Scaffolding Ltd; and
- (2) to note that the Strategic Director - Transformation & Public Service Reform would discuss with the Procurement Manager and the Procurement Team what financial information it may be appropriate to include in future reports to the Committee.

CONTRACTS PROPOSED FOR AWARD DURING SUMMER RECESS

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Chief Executive to award, during the summer recess period, those contracts which were listed in Appendix 1 to the report.

Following discussion and having heard the Strategic Director - Transformation & Public Service Reform and the Business Partner, Strategic Procurement, in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Chief Executive to award those contracts listed in Appendix 1 to these Minutes during West Dunbartonshire Council's summer recess, in consultation with the Leader of the Council and/or the Convener of the Tendering Committee;
- (2) to note that for such awards approved by the Chief Executive, in consultation with the Leader of the Council and/or the Convener of the Tendering Committee, during the recess the Strategic Lead - Regulatory will conclude the award of contracts; and
- (3) to note that a report will be submitted to the first meeting of the Tendering Committee after the summer recess period confirming the contracts that have been awarded under Officers' Delegated Powers.

The meeting closed at 9.35 a.m.

Appendix 1 – Award of contracts during the summer recess period

Department	Contract Description	Procedure	Estimated Contract Value	Contract Period	Revenue / Capital	Total Cost of Ownership / Quality Weightings
Regeneration, Environment & Growth	Glencairn House – Demolition & Refurbishment	Open Procedure	£225,000	10 weeks	Capital - £50,000 from Building upgrades and the balance of £200,000 from Local Economic Development budget	70% / 30%
	Bereavement Services Office Conversion	Open Procedure	£130,000	12 weeks	Capital – Council Meeting, General Services 10 Year Capital Plan, 24 th February 2016	70% / 30%
	Demolition Roseberry Place	Mini Competition (SXL Framework Agreement)	£200,000	12 weeks	Capital – Council Meeting, 25 th June 2014	70% / 30%
	Playparks (14) Construction	Mini Competition (SXL Framework Agreement)	£790,000	12 weeks	Capital – IRED, September 2014	15% / 85%
	St Eunan's Biodiversity Park Construction	Open Procedure	£950,000	24 weeks	Capital – IRED, 16 th March 2016	60% / 40%
	Hand Held Fire Fighting Equipment	Open Procedure	£120,000	4 years	Revenue - Housing & Communities Committee, 1st February 2017	80% / 20%