

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 27 June 2018 at 9.15 a.m.

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

Attending: Stephen West, Strategic Lead - Resources; Alison Wood, Business Partner - Strategic Procurement; Fred Dapaah and Christina Fraser, Senior Procurement Officers; Susan Mullin, Transport Co-ordinator, Education, Learning & Attainment; and Scott Kelly, Committee Officer.

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

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 30 May 2018 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.

SUPPLY AND DISTRIBUTION OF MILK AND ASSOCIATED PRODUCTS – CALL-OFF FROM SCOTLAND EXCEL FRAMEWORK AGREEMENT (19-17)

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 and Distribution of Milk and Associated Products across West Dunbartonshire Council.

After discussion and having heard Ms Fraser, Senior Procurement Officer, 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 Strategic Lead - Regulatory to conclude, on behalf of the Council, the direct award of a contract under the Scotland Excel Framework Agreement (FA) (19-17) for the Supply and Distribution of Milk and Associated Products to Müller Milk;
- (2) to note that the contract shall be for a period of two years and eight months with the option to extend for up to a potential 12 month period until 28 February 2022; and
- (3) to note that the overall estimated value of the contract, including the 12 months extension, would be £631,991.18, excluding VAT.

**TENDER OUTCOME REPORT: PROVISION OF VENDING MACHINES –
LEASING AND MAINTENANCE (LOT 1) AND FULLY MANAGED SERVICES
(LOT 2)**

A report was submitted by the Strategic Lead - Resources providing an update on the outcome of a recent process to procure providers of vending machines.

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

- (1) to note that Lot 1 would be retendered to ensure that the provision procured would all be brand new;
- (2) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council (WDC) and West Dunbartonshire Leisure Trust (WDLT), the award for the Provision of Fully Managed Services (Lot 2 only), to Ideal Services Ltd; and
- (3) to note that the contract shall be for a period of three years with the option to extend for up to an additional two 12 month periods until 1 July 2023 and at a revenue value to the supplier of potential income of around £128,624 per year (potential overall value of around £643,120) and potential commission to WDC & WDLT of around £33,128 per year (potential overall commission of around £165,640 net of VAT).

FRAMEWORK/CONTRACT AUTHORISATION REPORT: CORPORATE TAXI SERVICES

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the Framework Agreement (FA) and associated call-off contracts for the Provision of Corporate Taxi Services.

After discussion and having heard Mr Dapaah, Senior Procurement Officer, 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 Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council, the award of the FA and associated call-off contracts for the Provision of Corporate Taxi Services; and
- (2) to note that the FA shall be for a period of 24 months with an optional extension of 12 months and at an indicative cost of £136,281, excluding VAT, for Health & Social Care Partnership (HSCP) requirements and £411,673, excluding VAT, for currently specified Education, Learning & Attainment (ELA) requirements over one, two and three years, and that the costs for ELA would increase as new requirements were identified during the term of the FA.

CONTRACT AUTHORISATION REPORT: SCHOOL TRANSPORT SESSION 2018/2019

A report was submitted by the Chief Education Officer seeking approval to authorise the Chief Education Officer, in liaison with Strathclyde Partnership for Transport (SPT), to conclude and award contracts for mainstream school transport from August 2018 and up to end of school session 2022/23.

After discussion and having heard the Transport Co-ordinator in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to authorise the Chief Education Officer, in liaison with SPT, to conclude on behalf of West Dunbartonshire Council, the award of contracts for the provision of mainstream school transport from August 2018 as detailed in Appendix 1 to the report;
- (2) to note that the contracts shall be for a maximum period of five years and at the cumulative value of £1,308,150, excluding VAT;
- (3) to note the decision not to award one contract for Dumbarton Academy because the contract did not represent best value and to authorise the Chief Education Officer, in liaison with SPT, to make necessary arrangements for the contract provision; and
- (4) to authorise the Chief Education Officer, in liaison with SPT, to approve any further contracts during school term 2018/2019 not exceeding £50,000.

The meeting closed at 9.27 a.m.