

TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 19 December 2018 at 9.18 a.m.

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

Attending: Annabel Travers, Procurement Manager; David Aitken and Alison Wood, Business Partners - Strategic Procurement; Christina Fraser, Senior Procurement Officer; Andrew Duncan and Claire McGlynn, Procurement Officers; and Scott Kelly, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Councillors Jim Finn, Marie McNair and Brian Walker.

Councillor Ian Dickson 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 14 November 2018 were submitted and approved as a correct record.

Following discussion, the Committee agreed that officers should investigate the possibility of rescheduling the start time of future meetings of the Committee from 9.15 a.m. to 9.30 a.m.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

CONTRACT AUTHORISATION REPORT: DESIGN AND BUILD OF A NEW RENTON CAMPUS

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the professional services and construction contracts for the New Renton Campus, subject to the construction costs being in line with the agreed budget of £15.1M.

After discussion and having heard Ms McGlynn, Procurement Officer, in further explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council, the award of the professional services and construction contracts under the Scottish Procurement Alliance (SPA) Framework Agreement (FA), Reference: SCB2, for New Renton Campus, subject to the final construction costs from Morgan Sindall Construction being within the agreed budget of £15.1M and performance under the professional services contract being deemed satisfactory;
- (2) to note that the professional services contract and subsequent construction contract would be for a period of 156 weeks and at an initial value of £5,401,612.98, excluding VAT; and
- (3) to note that full costs for the overall construction contract will be developed through the professional services contract at which point the costs and program will be measured against the Council's project plan and approved budget to ensure the construction costs will be within the overall guaranteed maximum costs of £9.7M (£15.1M less £5.4M), excluding any additional variations which are not within the original specification identified.

CONTRACT AUTHORISATION REPORT: DEMOLITION OF THE FORMER WEST DUNBARTONSHIRE COUNCIL OFFICES AT GARSHAKE ROAD

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 Demolition of the former Council Offices at Garshake Road, Dumbarton.

Having heard Ms McGlynn, 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 award of the contract under the Scotland Excel Framework Agreement (FA) for Demolition Services for the demolition of the former Council Offices at Garshake Road to David Morton (Larbert) Ltd; and
- (2) to note that the contract would be for a period of 36 weeks and at a value of £313,560, excluding VAT.

CONTRACT AUTHORISATION REPORT: PRIMARY DEBT MANAGER AND SHERIFF OFFICERS SERVICES

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 a Primary Debt Manager and Sheriff Officer Services.

After discussion and having heard the 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 the award of the contract for a Primary Debt Manager and Sheriff Officers to George Walker & Co (trading as Walker Love);
- (2) to note that the contract would be for a period of three years from 1 April 2019 to 31 March 2022 with the option to extend for up to two additional 12 month periods until 31 March 2024; and
- (3) to note that the second lot for second placement debt management will be retendered within the next six months and reported to a future meeting of the Tendering Committee.

CONTRACT AUTHORISATION REPORT: SUPPLY OF PERSONAL PROTECTIVE EQUIPMENT

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of contracts for the supply of personal protective equipment (PPE).

After discussion and 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 the direct award of two contracts under the Scotland Excel Framework Agreement (04-16) for the supply of personal protective equipment, namely:-
 - (a) the supply of safety, workwear, weather wear and footwear (lot 1) to Arco Ltd; and
 - (b) the supply of catering and food industry clothing (lot 2) to Bunzl (trading as Greenham); and
- (2) to note that the contracts would be for a period of three years with the annual estimated values of £179,788 for lot 1 and £60,000 for lot 2, and that the overall estimated value of the contracts will be £719,363, excluding VAT.

CONTRACT AUTHORISATION REPORT: BREAD, ROLLS AND BAKED GOODS

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 Delivery of Bread, Rolls and Baked Goods.

After discussion and having heard Mr Duncan, Procurement Officer, in further explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council, the award of the contract for the Supply and Delivery of Bread, Rolls and Baked Goods to D McGhee and Sons Ltd;
- (2) to note that the contract would be for a period of three years from 1 February 2019 with the option to extend for up to a potential 12 month period until 31 January 2023; and
- (3) to note that the overall estimated value of the contract, including the twelve months extension, would be £341,600, excluding VAT.

The meeting closed at 9.36 a.m.