

Report by the Executive Director of Educational Services

Tendering Committee: 26 May 2010

Subject: Schools Regeneration Project – ICT Active Equipment

1 Purpose

To advise the Committee of tenders received for the provision of a Local Area Network (LAN) infrastructure and Internet Protocol (IP) telephony solution for the 3 New Primary Schools – Bonhill Primary School, Goldenhill Primary School and St Eunan's Primary School and to seek approval to accept the best value tender.

2 Background

2.1 The tenders for the project were received on 23rd April 2010 from one contractor following an advert being placed on the Buying Solutions (Ex CATALIST) procurement website. The evaluation process is now complete with the results as below.

3 Main Issues

3.1 The project comprises of the following elements

- Provision of a LAN Solution for each school.
- Provision of a centralised IP Telephony Solution for each school.
- Provision of a layer 3 switch connectivity for the new schools and corporate infrastructure.

3.2 It should be noted that the tender was assessed on the basis of "Most Economic Advantageous Tender" (MEAT) and not price alone. The tender evaluation comprises of the following criteria.

- Price - 60%.
- LAN equipment, IPT requirement and support - 30%.
- Implementation, Training and Timescales – 7%
- References and form of tender – 3%.

Total points scored shown in 5.1

4 Personnel Issues

4.1 Following the completion of this contract existing WDC resources within ICT and the Education Technicians Centre will be required to provide the physical connectivity and deployment of desktop PC's. This will take place from the handover dates of each school until the school opens in August 2010 for Goldenhill and Bonhill and November for St Eunan's.

5 Financial Implications

- 5.1 The buying solutions framework selected, “Telecom Networks – Networking equipment” has 11 suppliers. All were invited to bid, but only one was received (with three options included). This has been checked arithmetically, represents good value by current pricing levels and can be accommodated within the Educational Services Capital Budget provision. The tender return was from Capita IT Services at £123,387.15 (92 points scored)
- 5.2 Maintenance charges on top of this will be incorporated into the Education revenue budget at £15,299.50 per year. Year 1 will be paid from Educational Services Capital Programme.

6 Risk Analysis

- 6.1 All risks have been fully considered in the contract documentation and appropriate measures will be incorporated in the installation phase to meet health & safety regulations. Due to the tight project timescales failure to appoint the recommended contractor will result in no ICT or new telephony systems being available at handover of the new schools.

7. Equalities Impact

- 7.1 No significant issues were identified in a screening for potential equality impact of this tender.

8 Conclusions and Officer’s Recommendations

- 8.1 The work required in this contract will provide the three new primary schools with network connectivity to the WDC wide area network and a centralised IP telephony solution.
- 7.2 The Committee is invited to approve the awarding of the contract to Capita IT services in the amount of £123,387.15 plus maintenance of £15,299.50 per year, for a duration of 5 years, amounting to £76,497.50 over the period.(see 5.2)

Terry Lanagan
Executive Director of Educational Services

Person to Contact: Mr Dave Clarke, Head of Service Resources, Garshake Road,
Dumbarton, G82 3PU.
Tel: 01389 737306

Appendices: None

Background Papers: None

Wards Affected: None