

## **TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held in the Council Chambers, Municipal Buildings, Station Road, Dumbarton on Tuesday, 15 June 2010 at 9.30 a.m.

**Present:** Councillors Jim Bollan, Jim Brown, Jim Finn and Jonathan McColl.

**Attending:** Kevin McGrath, Corporate Procurement Officer; John Corcoran, Section Head, Architectural Services; Stewart Paton, Senior Quantity Surveying Officer; Anne McFadden, Senior IS Officer; Brian Miller, Section Head, Customer Support; Frank Maguire, Team Leader, Environmental Health; Max Agnew, Acting Section Head, Quality Assurance and Training; Martin Feeney, Section Head, Housing Maintenance (Clydebank); Alan Douglas, Manager of Legal Services and Scott Kelly, Committee Officer, Legal, Administrative and Regulatory Services.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Margaret Bootland, David McBride and John Millar.

### **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 26 May 2010 were submitted and approved as a correct record.

### **TENDER FOR THE SUPPLY AND DELIVERY OF FRESH BREAD AND ROLLS**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development seeking approval to issue a tender for the supply and delivery of fresh bread and rolls.

Having heard the Corporate Procurement Officer in further explanation and in answer to Members' questions, the Committee agreed to approve the initiation of a restricted tendering procedure by West Dunbartonshire Council.

## **WDC WOODLANDS – WOODS IN AND AROUND TOWNS (WIAT) APPLICATION**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the WDC Woodlands – Woods In and Around Towns (WIAT) Application project and seeking approval to accept the lowest tender.

After hearing the Section Head, Architectural Services, and the Senior Quantity Surveying Officer in further explanation and in answer to Members' questions, the Committee agreed to approve the awarding of the contract to UPM Tilhill in the reduced amount of £211,759.00.

## **ELECTRONIC DOCUMENT MANAGEMENT (EDM) – CORPORATE MAIL PROJECT**

A report was submitted by the Executive Director of Corporate Services advising of tenders received for the provision of electronic document management technology, which was to be used to provide an electronic mailing solution, and seeking approval to accept the best value tender.

Having heard the Senior IS Officer, the Section Head, Customer Support, and the Manager of Legal Services in further explanation and in answer to Members' questions, the Committee agreed to approve the awarding of the contract to Supplier A in the amount of £60,395, including maintenance of £3,895, subject to the Senior IS Officer confirming that this tendering process had been approved by a Committee of the Council.

## **DEMOLITION OF ST ANDREWS HIGH SCHOOL, CLYDEBANK**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the demolition of St Andrews High School, Clydebank and seeking approval to accept the lowest tender.

Having heard the Section Head, Architectural Services, and Councillor J. McColl in further explanation, the Committee noted that the information contained in the report had been superseded by recent events. It was noted that due to three instances of arson in the school building and the consequent danger to life or property, it had been necessary for the Chief Executive to invoke Standing Order 35.3 and authorise the appointment of the lowest tender prior to this meeting of the Committee.

The Committee agreed:-

- (1) to note the position; and
- (2) to note that a further report would be submitted to a future meeting of the Committee seeking homologation of the Chief Executive's decision in respect of this matter.

**TENDERS RECEIVED REGARDING CONTAMINATED LAND INVESTIGATION WORK AT THE FORMER CARLESS OIL TERMINAL, OLD KILPATRICK**

A report was submitted by the Executive Director of Corporate Services advising of tenders received for site investigation works in terms of contaminated land at the former Carless Oil Terminal, Old Kilpatrick, and seeking approval to accept the most appropriate tender.

After discussion and having heard the Environmental Health Officer and the Manager of Legal Services in further explanation and in answer to Members' questions, the Committee agreed to approve the awarding of the contract to Parsons Brickerhoff Ltd in the amount of £57,843.73.

**DRUMRY PARK AND RIDE CAR PARK**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the Drumry Park and Ride Car Park and seeking approval to accept the lowest tender.

Following discussion, the Committee agreed to continue consideration of the report to a future meeting of the Committee in order that the relevant officer could be in attendance to speak to the report and answer any questions.

**PROVISION OF TAXI SERVICES FOR NON-SCHEDULED AND SCHEDULED TAXI JOURNEYS FOR THE SOCIAL WORK AND HEALTH DEPARTMENT**

A report was submitted by the Interim Executive Director of Social Work and Health providing information on the requirement to tender in order to secure contract(s) for the provision of taxi services for non-scheduled and scheduled taxi journeys for the Social Work and Health Department, and seeking approval to proceed with a tendering process.

Following discussion and having heard the Acting Section Head, Quality Assurance and Training, and the Manager of Legal Services in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to approve the initiation of a tendering exercise for the provision of taxi services for non-scheduled and scheduled taxi journeys for the Social Work and Health Department; and
- (2) to note that a further report on this matter would be presented to a future meeting of the Committee once the tendering process was complete.

**TENDERS FOR THE PROVISION OF SUB CONTRACTORS FOR HOUSING  
MAINTENANCE TRADING OPERATION**

A report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for backup sub contractor provision for Housing Maintenance Trading Operation (HMTO) to carry out repairs and planned maintenance of West Dunbartonshire Council's housing stock, and seeking approval to accept the recommended tenders for each trade discipline.

Having heard the Section Head, Housing Maintenance (Clydebank) in further explanation and in answer to Members' questions, the Committee agreed to approve the awarding of this framework contract for each trade discipline subject to confirmation of insurance requirements being met.

The meeting closed at 9.55 a.m.