

## **TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 14 November 2018 at 9.15 a.m.

**Present:** Provost William Hendrie and Councillors Diane Docherty and Lawrence O'Neill.

**Attending:** Stephen West, Strategic Lead - Resources; Annabel Travers, Procurement Manager; David Aitken, Joyce Campbell and Alison Wood, Business Partners - Strategic Procurement; Fred Dapaah and Christina Fraser, Senior Procurement Officers; Suzanne Callaghan and Aileen Toland, Procurement Officers; and Scott Kelly, Committee Officer.

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

### **APPOINTMENT OF CHAIR**

In the absence of the Chair and Vice Chair, the Committee agreed that Councillor Docherty would chair the meeting. Accordingly, Councillor Docherty assumed the Chair.

### **Councillor Diane Docherty 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 10 October 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.

## **CONTRACT AUTHORISATION REPORT: DIRECT AWARD FOR HOUSING SUPPORT FOR CARE LEAVERS SERVICE**

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the direct award of the contract for Housing Support for Care Leavers Service.

Having heard Ms Callaghan, Procurement Officer, in further explanation of the report and in answer to a Member's question, the Committee agreed:-

- (1) to authorised the Strategic Lead - Regulatory to conclude, on behalf of West Dunbartonshire Council, the direct award of the contract for Housing Support for Care Leavers Service to CATCH Scotland Ltd;
- (2) to note that the contract shall be for a period of 12 months with an option to extend for up to an additional 12 months and at a total contract value of £440,000 including any extension period; and
- (3) to note the process in place to proceed to full tender.

## **CONTRACT AUTHORISATION REPORT: PROVISION OF HEAVY GOODS VEHICLES (HGVs) AND REFUSE COLLECTION VEHICLES (RCVs) AND ASSOCIATED SERVICES**

A report was submitted by the Strategic Lead - Resources seeking approval to authorise the Strategic Lead - Regulatory to conclude the award of the contracts for Provision of Heavy Goods Vehicles (HGVs) and Refuse Collection Vehicles (RCVs) and Associated Services.

Following discussion and having heard Mr Dapaah, Senior Procurement Officer, and relevant officers 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 contract under the Scotland Excel Framework Agreement (FA) 03/17 for Provision of HGVs and RCVs and Associated Services to Imperial Commercials Ltd as Build Coordinator for the vehicle components required under Lot 1 (Chassis), Lot 2 (Palfinger for Hook Lifts for Buckets), Lot 8 (Heil for Bodies for RCVs) and Lot 11(Terberg for Bin Lifts);
- (2) to note that the contract shall be awarded in December 2018 with an estimated delivery date for the vehicles of May 2019 for the Hook Lifts and August 2019 for the RCVs;

- (3) to note that the contract duration will be three years to cover the minimum warranty period with two optional extensions of up to 12 months for extended warranty options; and
- (4) to note that the overall estimated value of these build coordinated contracts was £795,000, excluding VAT.

### **CONTRACT AUTHORISATION REPORT: PROVISION OF LEASING AND MAINTENANCE OF VENDING MACHINES**

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

Having heard Ms Fraser, 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, on behalf of West Dunbartonshire Council, the award of the contract for the Provision of Leasing and Maintenance of Vending Machines to Selecta UK Ltd; and
- (2) to note that the contract shall be for a period of three years from 26 November 2018 with the option to extend for up to an additional two 12 month periods until 25 November 2023.

### **CONTRACT AUTHORISATION REPORT: PUBLIC REALM IMPROVEMENT WORKS AT BALLOCH VILLAGE SQUARE**

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 Public Realm Improvement Works at Balloch Village Square.

After discussion and having heard Ms Toland, 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 Public Realm Improvement Works at Balloch Village Square to P1 Solutions Limited; and
- (2) to note that the contract shall be for a period of 21 weeks and at a value of £412,945.89, excluding VAT.

The meeting closed at 9.27 a.m.