

Minute of Meeting

Procurement Sub-committee

Date	Time	Venue
Wednesday, 25 January 2017	14:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Derek Bibby, Councillor Bill Brown, Councillor Audrey Doig, Councillor Christopher Gilmour, Councillor Jim Harte, Councillor Jacqueline Henry, Councillor Michael Holmes, Councillor Brian Lawson, Councillor Paul Mack, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Alexander Murrin, Councillor Allan Noon, Councillor Jim Paterson, Councillor Tommy Williams

Chair

Councillor Holmes, Convener, presided.

In Attendance

B Lambert, Acting Strategic Commercial & Procurement Manager; S Gibb, Senior Procurement Manager; D Taggart, Procurement Category Manager; K Thomson, Category Manager and J Hume, Procurement Specialist (all Chief Executive's); B Walker, Depute Project Director, City Deal (Development & Housing Services); and P Shiach, Committee Services Officer (Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1(a) Contract Authorisation Report: Ground Investigation – Land Works for Clyde Waterfront and Renfrew Riverside and Glasgow Airport Investment Area Projects

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the contract for land-based site investigations for the Clyde Waterfront and Renfrew Riverside and Glasgow Airport Investment Area projects which were part of the Glasgow Region City Deal. The contract had been tendered in accordance with the below EU threshold Open Procedure for Works under the Council's Contract Standing Orders Relating to Contracts.

Four contractors provided responses to the Invitation to Tender by the due date. All four tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD); all four met the minimum requirements and were evaluated against a set of award criteria which were based on a price/quality ratio of 90:10. The report recommended that the tender be awarded to Environmental Reclamation Services Limited, who submitted economically advantageous tender.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for land-based Site Investigations for the Clyde Waterfront and Renfrew Riverside and Glasgow Airport Investment Area Projects to Environmental Reclamation Services Limited;

(ii) That it be noted that the contract sum for the works was £639,426; and

(iii) That it be noted that the contract would commence on 6 February 2017 or on the date stated in the letter of acceptance with a completion date of 26 June 2017.

1(b) Contract Authorisation Report: Mini Competition under Framework Agreement for Council Wide Door Entry, CCTV and Digital Aerial Maintenance

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the contract for reactive maintenance for council-wide door entry and digital aerial maintenance for low rise properties, tenements and selected housing within the Council's housing estate. The contract was tendered in accordance with the framework agreement terms and conditions and the Council's Standing Orders Relating to Contracts.

The contractors on the relevant framework agreement were invited to tender and one contractor provided a response by the due date. The tender was evaluated against a set of technical criteria based on a price/quality/community benefits matrix of 70:20:10. The report recommended that the contract be awarded to Robertson-Acom Limited.

DECIDED:

- (i) That the Head of Corporate Governance be authorised to award the contract for reactive maintenance for council-wide door entry and digital aerial maintenance for low rise properties, tenements and selected properties within the Council's housing estate to Robertson-Acom Limited;
- (ii) That it be noted that the anticipated spend under the contract for the potential 42-month period was up to a maximum of £420,000 excluding VAT; and
- (iii) That it be noted that the contract was anticipated to commence on 7 February 2017 or from the date confirmed in the Council's letter of acceptance for a potential period of 1.5 years plus two separate periods of 1 year.