

Minute of Meeting

Procurement Sub-committee

Date	Time	Venue
Wednesday, 14 September 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Bibby, Audrey Doig, Gilmour, Harte, Henry, Holmes, K MacLaren, M MacLaren, Murrin and Noon.

CHAIR

Councillor Holmes, Convener, presided.

IN ATTENDANCE

F Hughes, Strategic Commercial & Procurement Manager, K Thomson, Category Manager and N Hainan, Assistant Procurement Operations Manager (all Chief Executive's); D Burnie, Transport Manager (Community Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services and P Shiach, Committee Services Officer (all Finance & Resources).

DECLARATIONS OF INTEREST

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

1(a) CONTRACT AUTHORISATION REPORT: RE-ROOFING AND REWIRE - ST MARGARET'S PRIMARY SCHOOL

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a Standard Building Contract without Quantities for use in Scotland (SBC/XQ/Scot) 2011 Edition for re-roofing and rewiring works at St Margaret's Primary School, Buchanan Street, Johnstone.

The report advised that at the deadline for the return of tenders five bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 55:45. Details of the scores relative to the award criteria of each tenderer were contained within the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for St Margaret's Primary School Re-roofing and Rewire (RC/OC/178/16) to Keepmoat Regeneration Limited;

(ii) That it be noted that the value of the contract was £643,751.67, excluding VAT; and

(iii) That it be noted that the date of possession was anticipated to be mid-October 2016; the date of completion of the works was programmed to be 16 weeks from the date of possession; and that the actual dates would be confirmed in the Council's letter of acceptance.

1(b) CONTRACT AUTHORISATION REPORT: VEHICLE REPLACEMENT PROGRAMME

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of contract for the purchase of vehicles under the Council's Vehicle Replacement Programme for 2016/17.

The report advised that Scotland Excel had established a Framework Agreement for Heavy Vehicles and Municipal Vehicles which all 32 Local Authorities in Scotland had the opportunity to utilise.

The report indicated that the Council's direct awards under the framework were conducted in accordance with the Council's Standing Orders Relating to Contracts and in accordance with the requirements under the Framework Agreement for Heavy Vehicles and Municipal Vehicles. Analysis of suppliers on the relevant Lots of the Framework had been undertaken and the analysis had demonstrated that best value for money could be achieved by making direct awards for the vehicles detailed in the appendix to the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award contracts up to the following values with the suppliers noted below, for the provision of buses and refuse collection vehicles detailed in the appendix to the report, with all contracts being direct awards under the Scotland Excel Framework Agreement for Heavy Vehicles and Municipal Vehicles:

- Volvo Truck and Bus Centre Scotland: up to £826,356.00
- Nu-Truck Limited: up to £383,389.00; and

(ii) That it be noted that the delivery dates for the vehicles were detailed within the appendix to the report.

1(c) CONTRACT AUTHORISATION REPORT: YEAR 4 VOIDS ANNUAL REVIEW

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services providing information on the methodology adopted for the determination of internal package orders for framework contractors for Year 4 (2016/17) of the Voids Maintenance and Refurbishing Works programme, and seeking authority to allocate work to the framework contractor who offered the best value.

The report indicated that a mini-competition was run for year four of the framework to appoint a backup contractor to support the works of Building Services. At the deadline for the return of tenders one bid had been received. The evaluation of the tender identified that the bid submitted by Keepmoat Regeneration (Apollo) Limited was found to be acceptable.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award a Maintenance Term Contract (MTC) for Voids Maintenance and Refurbishment Works to Keepmoat Regeneration (Apollo) Limited;

(ii) That it be noted that the estimated spend under Year 4 of the framework was £850,000, excluding VAT based on the number of void properties and work scope completed to date in year 3 of the framework; and

(iii) That it be noted that the contract period was one year and was expected to commence of 13 October 2016 and would expire on 12 October 2017.

1(d) CONTRACT AUTHORISATION REPORT: KING GEORGE V TRAINING PITCHES

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a Standard Building Contract with Quantities contract for the installation of a dual-purpose football/rugby 3G synthetic Sports Pitch at King George V Park at Broadloan, Renfrew.

The report advised that at the deadline for the return of tenders three bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 60:40. Details of the scores relative to the award criteria of each tenderer were contained within the report.

DECIDED:

- (i) That the Head of Corporate Governance be authorised to award the contract for King George V Training Pitches to Allsports Construction & Maintenance Limited;
- (ii) That it be noted that the value of the contract was £429,890.20 excluding VAT;
- (iii) That it be noted that the date for possession of the site was anticipated to be early January, 2017; the date of completion of the works would be 10 weeks from the date of possession of the site; and that the date of possession would be confirmed in the letter of acceptance; and
- (iv) That it be noted that the contract was subject to the confirmation of approval from sportscotland who were providing funding towards the project, and that the contract would not be awarded until the funding had been confirmed.

1(e) CONTRACT AUTHORISATION REPORT: INSURANCE FRAMEWORK

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to entering into a Framework Agreement and subsequent call-off contracts for Renfrewshire Council and associated bodies.

The report advised that at the deadline for the return of tenders seven bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 60:40. Details of the scores relative to the award criteria of the tenderer were contained within the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the Framework and thereafter be authorised to award each and every subsequent call-off contract per specific Lot as follows:

- Lot 1 – Property Damage/Business Interruption – Risk Management Partners Limited, managing agent on behalf of AIG Europe Limited;
- Lot 2 – Terrorism – Arthur J Gallagher Insurance Brokers Limited;
- Lot 3 – Casualty (including Officials' Indemnity and Professional indemnity) - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;
- Lot 4 – Motor – Zurich Insurance plc (Trading as Zurich Municipal);
- Lot 5 – Computer – RSA Insurance Group PLC;

- Lot 6 – Contractor's All Risks (including Own/Hired-in Plant) - Risk Management Partners Limited, managing agent on behalf of HSB Engineering Insurance Limited;
- Lot 7 – Engineering Inspection/Insurance - Risk Management Partners Limited, managing agent on behalf of HSB Engineering Insurance Limited;
- Lot 8 – Group PA/Travel - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;
- Lot 9 – Fidelity Guarantee - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;
- Lot 10 - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;

(ii) That it be noted that the spend under the framework agreement would be up to the value of £4.6million; and

(iii) That it be noted that the framework was anticipated to commence on 31 October 2016 for and would be for a period of four years.