

Minutes of the meeting of **PROCUREMENT AND COMMISSIONING** held on **TUESDAY 4 APRIL 2017** at 6.00 pm

Present: Councillor Middleton (Chair)
Councillors Gifford, Long and Nolan

Officers: M Bracey (Corporate Director – People), D Sharkey (Corporate Director – Place), N Jones (Corporate Director – Resources), M Culley (Corporate Procurement Manager), D Ngani-Oketch (Solicitor), M Hancock (Assistant Director (Joint Commissioning)), H Lewis (Head of IT and Property), T Chapman (Senior Joint Commissioner (Mental Health)), S Bailey (Parking Strategy and Implementation Manager), K Cook (Capital Development Manager), D Fearn (Mechanical and Electrical Engineer), R Grehan (Corporate Procurement Manager), T Jiboye (Contracts Manager (Parking)), R Taylor (Data Hosting Programme Manager), Y Mullens (Facilities Services Manager), P Wong (Commissioning Manager) and T Milner (Committee Manager)

Apologies: Councillors Gowans, Legg, Marland and O'Neill

Also Present: M Rant (Regional Director - Transport (AECOM)) and 1 Member of the public

PC88 MINUTES

RESOLVED -

That the Minutes of the meeting of Procurement and Commissioning held on 7 February 2017 be approved and signed by the Chair as a correct record.

PC89 DISCLOSURE OF INTERESTS

None declared.

PC90 INVITATION TO TENDER - MAIN PARKING CONTRACT (REF: CU2571)

The Committee considered inviting tenders for the Main Parking Contract.

The Committee heard from the responsible Cabinet member for Place, who indicated that she was pleased to see the separation of certain aspects of the contract in to 2 Lots, namely covering the Technological and Enforcement areas of the contract.

The Committee heard that the new contract had much more flexibility built-in, and that it was essential the Council provided reassurance to the public from an economical point of view public and that the new contract would be in place by 1 April 2018. The new contract also included multi-storey car parks being provided and the risk elements of the contract had been thoroughly appraised.

RESOLVED -

That approval be given to:

- (a) tender utilising Lot 3 of the Eastern Shires Purchasing Organisation Parking Management solution framework 509, and undertaking a mini competition for Contract 1; and
- (b) an open tender process for the procurement of Contract 2.

PC91

EXTENSION OF CONTRACT - COMPREHENSIVE SUPPORT SERVICES FOR VICTIMS OF DOMESTIC ABUSE (REF: ASC0013)

The Committee considered extending the contract for the Comprehensive Support Services for Victims of Domestic Abuse.

The Committee heard from the responsible Cabinet member for Adult Social Care and Housing, who indicated that it was important to the Council in tackling domestic abuse/violence and also providing the relevant support to victims. As a consequence of a quality service review being undertaken during 2016 with the provider, the outcomes helped to improve the training requirements, supervision and appraisals for staff.

It was reported that appropriate contract governance arrangements were in place and by extending the contract an additional 2 years would allow the Council to review the current service provision, in line with the Milton Keynes Domestic Abuse and Sexual Abuse Reduction Strategy 2013/15, which was due for review.

RESOLVED -

That the contract for Domestic Abuse Services currently delivered by MKACT be extended for two years until 1 July 2019.

PC92

INVITATION TO TENDER - REPLACEMENT OF AIX HARDWARE (REF: CU2585)

The Committee considered inviting tenders for the Replacement of AIX Hardware.

The Committee heard from the responsible Cabinet member for Resources and Innovation, who indicated that the current AIX hardware was past its economic life, it was very critical and important for the Council to have a new contract in place. By working in partnership with the Council's partner, Local Government Shared Services (LGSS) provided an opportunity to look at the feasibility of migrating the Council's software and hardware onto one

shared LGSS Data Centre platform, which had been rigorously checked.

The Committee heard that alternative options had been thoroughly looked into and that the most cost effective route was the preferred option.

RESOLVED -

1. That the commencement of a mini-competition under Crown Commercial Services RM3733 Technology Products 2 (TP2) Lot 1 - Hardware Framework to replace the existing AIX (UNIX) hardware be approved.
2. That authority be delegated to the Corporate Director Resources to award the contract to the tenderer who has scored the highest in accordance with the Most Economically Advantageous Tender evaluation.

PC93

INVITATION TO TENDER - STATIONERY, PRINTING AND OFFICE SUPPLIES (REF: CU2583)

The Committee considered inviting tenders for Stationery, Printing and Office Supplies.

The Committee heard from the responsible Cabinet member for Resources and Innovation, who indicated that the contract was a good news story for the Council, particularly with the big drive to get procurements and to deliver cost savings with its partner, Local Government Shared Services (LGSS).

The Committee heard that the tender process and evaluation would be handled by LGSS, and since publication of the report, the weighting had been re-evaluated and changed for the Tender Price, which was re-evaluated at 70% and the Quality Criteria had been re-set to 30%.

RESOLVED -

That the commencement of the e-auction process for the procurement of Office Supplies and Equipment, using the Crown Commercial Services Framework RM3073 be approved.

PC94

EXTENSION OF CONTRACT - MAINTENANCE OF BUILDING SERVICES AND REACTIVE WORKS FOR THE CENTRAL ADMINISTRATIVE BUILDINGS (REF: CU2238)

The Committee considered extending the contract for the Maintenance of Building Services and Reactive Works for the Central Administrative Buildings.

The Committee heard from the responsible Cabinet member for Resources and Innovation, who indicated that due to the changes in which the Council was looking at different partnership options and working arrangements, it was important to ensure that the current maintenance and reactive options were in place to cover additional

or breakdown of works and consequently, that the Council's lease obligations were not compromised.

It was reported that the contract relationship and provision of services over the last 4 years had been regarded as being very successful and appropriate contract governance arrangements were currently in place.

The Committee heard from Councillor Long, who expressed concern why the Council had not seized the opportunity to integrate the contract with Housing Services along with the specialist lift work contract, particularly as the Council had 2 contracts, one contract with the Mears Group and this contract. The Mechanical and Electrical Engineer reassured the Committee that the value of the lifts contract was minimal and also covered air conditioning, whilst the Mears Group contract was very different and covered the domestic market for the Council.

To further reassure the Committee, the Corporate Director – Place indicated that the domestic and commercial work turn around periods, specifications and issues were very different.

The Mechanical and Electrical Engineer assured the Committee that the Council had looked into all options, particularly with the various changes currently underway, presently, it was about timings and in the next year, it will be about savings, particularly with the commencement of the Civic Offices refurbishment. New technological information would be provided by the builders and professionals who were currently on site and he anticipated that further savings would be identified through the year. Additionally, the Council's assets would change over the next 60 weeks, which would in turn affect a very different tender being produced for the market in 2018.

RESOLVED -

That the contract for the Maintenance of Building Services and reactive works for the central administrative buildings be extended for a one year period from 1 August 2017, expiring on 31 July 2018.

PC95

INVITATION TO TENDER - YOUNG PEOPLE'S HOUSING RELATED SUPPORT FRAMEWORK (REF: CYP0002)

The Committee considered inviting tenders for Young People's Housing Related Support Framework.

The Committee heard from the responsible Cabinet member for Children and Families, who indicated that the new tailored contract would help to address the more complex needs, as and when required for children who were in care and also to aid young people leaving care. The issue of tailoring the contract came up during the Ofsted inspection, which had been discussed with Corporate Parenting, people in care and those leaving care, who would also be representative on the Panel to review the evaluation criteria.

RESOLVED -

1. That the process to establish a framework Dynamic Purchasing System for the procurement of additional housing related support services for 'Looked After' young people and 'Care Leavers' be approved.
2. That authority for the award of contracts from the framework Dynamic Purchasing System be delegated to the Service Director (Children and Families) / Assistant Director (Joint Commissioning).
3. That the framework Dynamic Purchasing System operate for a period of five years from November 2017 to 31 October 2022 during which time providers be given the opportunity to apply at monthly intervals.

PC96

EXCLUSION OF PUBLIC AND PRESS

That the public and press be excluded from the meeting by virtue of Paragraph 3 (Information Relating to the Financial or Business Affairs of the Authority) of Part I of Schedule 12A of the Local Government Act 1972, in order that the meeting consider the Annexes to the following items:

1. Award of Contract - Project Management and Quantity Surveying Services for the Whitehouse Health Centre and Multi-Storey Car Park (Ref: CU2587)
2. Award of Contract - Windows and Doors Upgrade at Portfields Primary School (Ref: CU2564)
3. Award of Contract - Schools Capital Maintenance Programme 2017/18: Heating and Domestic Water Services Upgrade at Willen Primary School and Cedars Primary School (Ref: CU2562)
4. Award of Contract - Schools Capital Maintenance Programme 2017/18: Fire Alarm and Emergency Lighting Upgrades at Bushfield, Greenleys and Lavendon Schools (Ref: CU2563)

PC97

AWARD OF CONTRACT - PROJECT MANAGEMENT AND QUANTITY SURVEYING SERVICES FOR THE WHITEHOUSE HEALTH CENTRE AND CENTRAL MILTON KEYNES MULTI-STOREY CAR PARK (REF: CU2587)

The Committee considered awarding the contract for Project Management and Quantity Surveying Services for the Whitehouse Health Centre and Central Milton Keynes Multi-Storey Car Park.

The Committee heard from the responsible Cabinet member for Resources and Innovation, who indicated that although the tender had only been recently considered, it was evident that the health centre should be delivered more promptly. The contract had been thoroughly scrutinised, particularly in respect of the high quality and delivery of best services.

The Capital Development Manager reassured the Committee that the successful tenderer was very experienced, and even though part of the Scape Framework, the tenderer was very capable in managing the types of diverse work required on this size of contract and for being extremely effective in delivering successful projects all across the country.

RESOLVED -

That the contract for the provision of Project Management and Quantity Surveying Services for the Whitehouse Health Centre and Central Milton Keynes Multi-Storey Car Park schemes be awarded to the tenderer who has provided the most economical price using the framework.

PC98

AWARD OF CONTRACT - EXTERNAL WINDOWS AND DOORS UPGRADE AT PORTFIELDS PRIMARY SCHOOL (REF: CU2564)

The Committee considered awarding the contract for External Windows and Doors Upgrade at Portfields Primary School.

The Committee heard from the responsible Cabinet member for Children and Families, who indicated that the tender process had been agreed by this Committee on 20 September 2016, and that the improvements to the school could only enhance the condition of the building.

RESOLVED -

That the contract for the external windows and doors upgrade at Portfields Primary School be awarded to the tenderer who has scored the highest in accordance with the Most Economically Advantageous Tender evaluation.

PC99

AWARD OF CONTRACT - SCHOOLS CAPITAL MAINTENANCE PROGRAMME 2017/18: HEATING AND DOMESTIC WATER SERVICES UPGRADE AT WILLEN PRIMARY SCHOOL AND CEDARS PRIMARY SCHOOL (REF: CU2562)

The Committee considered awarding the contract for the Schools Capital Maintenance Programme 2017/18: Heating and Domestic Water Services Upgrade at Willen Primary School and Cedars Primary School.

The Committee heard from the responsible Cabinet member for Children and Families, who indicated that the contract would address the maintenance issues at both schools, particularly due to the close proximity of the 2 projects, it was cost effective for the Council to have the works managed by a single contractor.

The Committee heard from one member of the public during consideration of the item. Councillor Middleton commented that J Draper (Senior Practitioner) would respond directly to the member of public in relating to the question about heating efficiency options for schools.

RESOLVED -

That the contract for the heating and domestic water systems upgrade at Willen Primary School and Cedars Primary School (single contract) be awarded to the tenderer who has scored the highest in accordance with the Most Economically Advantageous Tender evaluation

PC100

AWARD OF CONTRACT - SCHOOLS CAPITAL MAINTENANCE PROGRAMME 2017/18: FIRE ALARM AND EMERGENCY LIGHTING UPGRADES AT BUSHFIELD, GREENLEYS AND LAVENDON SCHOOLS (REF: CU2563)

The Committee considered awarding the contract for the Schools Capital Maintenance Programme 2017/18: Fire Alarms and Emergency Lighting Upgrades at Bushfield, Greenleys and Lavendon Schools.

The Committee heard from the responsible Cabinet member for Children and Families, who indicated that the Capital Development Manager had worked closely with Procurement to ensure that the maintenance issues identified at the 3 schools would appropriately be addressed.

The Committee also heard about new research being undertaken on fire alarms, which now had multiple sensors built-in, including CO² and air quality detectors, and indicated that this was an area that the Council should be looking into when considering any future procurement or replacement of fire alarm systems.

Councillor Middleton welcomed the news that the projects had been grouped together to ensure there was minimum disruption to the schools whilst consideration was also given to achieving cost savings and efficiencies for the Council.

The Committee heard from the Corporate Procurement Manager that only 1 company successfully met the minimum evaluation criteria, and as part of Procurement reviewing its processes and procedures, work was being conducted in collaboration with the Council's partner, Local Government Shared Services, to review the scoring evaluation used to evaluate the quality thresholds in respect of future tenders.

RESOLVED -

That the contract for the Fire Alarm and Emergency Lighting upgrade at Bushfield, Greenleys and Lavendon Schools be awarded to the tenderer who has scored the highest in accordance with the Most Economically Advantageous Tender evaluation.

THE CHAIR CLOSED THE MEETING AT 6.32 PM

