

## PERTH AND KINROSS COUNCIL

## Strategic Policy and Resources Committee

17 June 2015

**TENDERS ACCEPTED BY THE TAYSIDE PROCUREMENT CONSORTIUM AND COUNCIL SERVICES****Report by Executive Director (Housing & Community Care)****PURPOSE OF REPORT**

In accordance with the Council's Contract Rules, this report provides information to the Strategic Policy and Resources Committee on tenders accepted by the Tayside Procurement Consortium and Council Services under delegated authority.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Perth and Kinross Council's Scheme of Administration and Contract Rules require that tenders accepted are reported to Committee retrospectively for governance purposes. The detail regarding any contract listed within the appendices can be obtained by contacting the officer named in the appendix.
- 1.2 Slightly different arrangements are in place for contracts depending whether they are awarded by the Tayside Procurement Consortium or individual Council Services, as follows.

**Tayside Procurement Consortium**

- 1.3 The Council established the Tayside Procurement Consortium (TPC) in 2008 (Report No 08/69 refers) to manage collaborative procurement activity on its behalf. The Council agreed the requirement for the TPC to submit a report on an annual basis detailing all collaborative tenders accepted for use by the Council.
- 1.4 The delegated authority to the TPC to contract for goods and services is contained within the Council's Scheme of Administration which permits the Executive Director (Housing and Community Care) to approve TPC contracts on behalf of the Council in accordance with the Council's Contract Rules.
- 1.5 The tenders accepted by the TPC under delegated authority therefore require to be reported on an annual basis in a report to the Strategic Policy and Resources Committee. **Appendix 1** contains the tenders accepted by TPC between 1 April 2014 and 31 March 2015.

**Council Services**

- 1.6 The requirement to report tenders accepted is set out in the Council's Contract Rules.
- 1.7 Details of the tenders accepted by Services are contained at Appendix 2.

## 2. PROPOSALS

- 2.1 There are no proposals arising from this report.
- 2.2 This report is presented for governance purposes only. Any questions on the contracts within Appendices 1 or 2 can be answered by contacting the officer named in the relevant section of the appendix.

## 3. CONCLUSION AND RECOMMENDATION

- 3.1 This report is provided for information as required by the Council's Contract Rules. The Committee is asked to note the tenders accepted under delegated authority as detailed in Appendices 1 and 2.

### Author

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### Approved

Name	Designation	Date
John Walker	Executive Director (Housing and Community Care)	14 May 2015

## ANNEX

### 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
<b>Resource Implications</b>	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
<b>Assessments</b>	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
<b>Consultation</b>	
Internal	None
External	None
<b>Communication</b>	
Communications Plan	None

#### 1. Strategic Implications

##### Corporate Plan

1.1 The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

1.2 This report relates to all of these objectives.

#### 2. Resource Implications

##### Financial

2.1 Budgetary provision has already been made for all tenders accepted detailed in this document, and as such there are no direct financial implications arising from this Report.

### **3. Assessments**

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

#### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

#### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### **4. BACKGROUND PAPERS**

- 4.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to a material extent in preparing the above report.

### **5. APPENDICES**

- 5.1 Appendix 1 – Tenders accepted by the Tayside Procurement Consortium for the period 2014/15.
- 5.2 Appendix 2 – Tenders accepted by Council Services to March 2015.

## APPENDIX 1

### Tenders Accepted by Tayside Procurement Consortium (To 31 March 2015)

(Values stated relate to Perth & Kinross Council requirements not the full tendered value)

<b>Tayside Procurement Consortium</b>			
<b>Tenders for goods, supplies and services with values in excess of £172,514 or £4,332,012 for works. Formal EU tender procedure applied.</b>			
Title	Value(£)	Start	End
Wireless Maintenance	106,000	12 /05/2014	11/11/2017
Secure Cash Uplift	195,000	01/06/2014	30/11/2017
Recyclable and Residual Waste Services	3,000,000	01/06/2014	31/05/2017
Children's Residential Services	4,200,000	01/04/2014	30/04/2016
Production of Electoral Letters & Forms for the TJVB	336,000	01/06/2014	31/05/2017
Salt for Winter Maintenance*	16,000	01/07/2014	31/07/2016
Gymnasium & Fitness Equipment Maintenance	30,000	01/10/2014	31/03/2017
Liquid Fuels	1,000,000	01/07/2014	31/10/2015
Bus Shelter Cleaning	85,000	01/09/2014	30/09/2017
Waste and water	3,000,000	01/09/2014	31/03/2018
Washroom Solutions	245,000	01/10/2014	30/10/2017
Meat and Fish	82,000	10/11/2014	30/10/2016
Online School Payments	140,000	27/11/2014	26/12/2016
Signage*	20,000	01/12/2014	30/12/2016
Web Security	120,000	01/03/2015	28/02/2018
Telecare and Telehealth	112,000	01/01/2015	31/01/2016
IT Peripherals	140,000	01/08/2015	31/08/2016
Electric Vehicle Charge points	120,000	01/01/2015	31/03/2016
Rural Grass & Verge Cutting	625,000	01/05/2015	30/07/2020
Janitorial materials	570,000	01/03/2015	28/03/2018
Swimming Pool Chemicals	30,000	01/03/2015	28/02/2018
Roads Maintenance Services	5,100,000	12/01/2015	11/04/2018
First Aid Materials	60,000	01/10/2014	30/05/2017
Grounds maintenance machinery	45,000	01/03/2015	28/02/2018
Building and Timber Materials	318,000	01/04/2015	31/03/2018
Audio Visual Equipment	120,000	01/04/2015	31/03/2018
Asbestos	265,000	01/04/2015	31/03/2017
Security Services	240,000	01/04/2015	31/03/2018
Network Enablement Services	19,575	31/10/2014	30/10/2016
<b>Tenders accepted by TPC Steering Group available for use but not yet implemented in PKC</b>			
Title	Value(£)	Start	End
Social and Care Agency Workers	0	01/08/2014	31/08/2016
Telephony, Call Charging and Broadband	0	27/06/2014	26/06/2016
SIP & IP Handsets	0	01/11/2014	31/10/2016
<b>Tenders accepted by TPC Steering Group where expenditure is incurred by Tayside Contracts on behalf of PKC</b>			
Title	Value(£)	Start	End
Roads Maintenance Materials	0	01/07/2014	30/07/2016
Road stone and Ready Mixed Concrete	0	01/07/2014	30/07/2016
Street Lighting Materials	0	01/07/2014	30/07/2016
<b>Tenders over £50,000 &amp; below EU thresholds - TPC Tender procedure applied</b>			
Title	Value(£)	Start	End
School Dining Room Furniture	15,000	01/04/2015	31/03/2018

\*Tayside Contracts buy the majority of this commodity on behalf of Perth & Kinross Council

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**APPENDIX 2**

**Tenders Accepted by Council Services  
(To 31 March 2015)**

<b>Chief Executives Service</b>			
<b>Tenders for goods, supplies and services with values in excess of £172,514 or £4,332,012 for works. Formal EU tender procedure applied.</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Award of Provision of Insurance 2014/15 Perth	4,000,000	01/10/2014	30/09/2019
Licensing Support Financial Ledger System	200,000	01/04/2015	31/03/2020
Provision of Occupational Health Services	309,000	01/02/2015	31/03/2018
Integrated HR/Payroll System Software	411,000	01/11/2013	31/10/2018
<b>Tenders over £50,000 &amp; below EU thresholds - PKC Tender procedure applied</b>			
No tenders of this type accepted by the Chief Executive Service during this period			
<b>Tenders accepted out with Public Contracts Scotland (PCS)</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Call-off from Crown Commercial Service Agreement_ ePurchasing Card Solution	(35,000)	07/10/2014	31/07/2018
Mini-Competition under and APUC Framework_Supply of Internal Audit Service (HCC Revenue and Benefits)	5,500	13/02/2015	31/03/2015
Mini-Competition under and APUC Framework_Supply of Internal Audit Service (Children and Young People)	6,750	13/02/2015	31/03/2015
<b>Three Competitive Quotes / Quick Quote</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Award of Insurance Actuarial Service	5,000	24/03/2014	25/03/2014
Award of PKC Supply of Engineering Insurance and Engineering Inspection Services	38,035	01/10/2014	30/09/2015
Award of PKC Unmet Taxi Demand Survey 2015	7,630	24/11/2014	26/03/2015
Award of PKC Committee Management Software Systems	49,000	26/02/2015	26/02/2020
Award of Voter Engagement	7,000	13/03/2015	13/03/2015

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<b>Education &amp; Children's Services</b>			
<b>Tenders for goods, supplies and services with values in excess of £172,514 or £4,332,012 for works. Formal EU tender procedure applied.</b>			
No tenders of this type accepted by the Education and Children's Services during this period			
<b>Tenders over £50,000 &amp; below EU thresholds - PKC Tender procedure applied</b>			
No tenders of this type accepted by the Education and Children's Services during this period			
<b>Tenders accepted out with PCS</b>			
CCS Call-off Award of PKC Mini Comp CCS CITHS RM721/L2 - supply of 4 x servers	11,811	21/05/2014	22/05/2014
CCS Call-off Award of PKC Mini Comp CCS CITHS Framework RM721/L2 - Server/Storage Units	47,929	12/09/2014	13/09/2014
CCS Call-off Award of PKC - Supply of Microsoft Licences for Schools Environment	91,204	19/01/2015	10/02/2015
CCS Call-off Award of PKC - Mini Comp CCS CITHS RM721/L2 - Supply of 5 Servers	11,039	16/01/2015	03/02/2015
<b>Three Competitive Quotes/Quick Quote</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Award of Evaluation of Transitions within the Community Project	5,192	01/05/2014	30/06/2014
Award of Provide Baby/Toddler Changing Unit	9,495	11/07/2014	12/07/2014
Award of PKC - Supply of IP Telephony Handsets	11,559	09/07/2014	10/07/2014
Award of PKC/IT/08/01 - supply of EM (Electromagnetic) Library self-service machines	24,500	13/10/2014	15/10/2014
Award of Supply of Professional Combination Ovens	44,730	31/07/2014	01/08/2014
Award of Learn Gaelic at School	5,455	02/02/2015	04/05/2015
Award of Supply of 2 x 60KVA UPS Units - PKC/IT/01/04	28,911	23/04/2014	24/04/2014
Award of QQ for supply of Load Balancing Solution: PKC/IT/01/05	16,474	27/05/2014	28/05/2014
Award of Programme of Intensive Training and Support for Pupil Support Staff and Early Years Practitioners	15,000	02/10/2014	03/10/2014
Award of Supply of Geocache Traceable Coins	5,192	15/04/2014	16/04/2014
Award of Retrospective Evaluation of the 1yr Place Partnership Project	5,000	05/12/2014	09/02/2015
Award of Branding for Perth and Kinross Council Museums and Galleries	9,450	07/07/2014	31/08/2014
Award of Assessment for Learning in Instrumental Music through Professional Learning Communities	22,500	18/08/2014	30/06/2016
Award of Supply and Installation of Multi-Deck Display Chillers	13,402	30/06/2014	01/07/2014
Award of Supply of 25 x Data Cabinets	17,260	01/05/2014	02/05/2014
Award of QQ for the Supply of Power Distribution Units	12,289	20/05/2014	21/05/2014
Award of PKC/IT/07/01 - Supply of AV LED Panels	5,485	18/08/2014	22/08/2014
Award of PKC - Supply of Citrix Licences	7,086	07/01/2015	09/01/2015
Award of PKC/IT/2015/02/04 - Supply of Technical Support for PKC Citrix Environment	17,100	09/02/2015	26/02/2015
Award of PKC/IT/2014/12/3 Supply of Wireless Surveys for Perth & Kinross Council	34,615	16/12/2014	19/01/2015
Award of Supply & maintenance of Crane Bevmax 4 vending machine	4,340	02/03/2015	01/03/2017
Award of PKC - Renewal of Citrix Licences.	3,522	19/03/2015	20/03/2015
Award of Film Making for 4 short film in Perthshire	7,000	17/03/2015	17/12/2015

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<b>Housing &amp; Community Care</b>			
<b>Tenders for goods, supplies and services with values in excess of £172,514 or £4,332,012 for works. Formal EU tender procedure applied.</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Award of Perth and Kinross Local House Condition Survey	139,660	01/10/2014	28/02/2015
<b>Tenders over £50,000 &amp; below EU thresholds - PKC Tender procedure applied</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Award of Independent Advisor to Housing Services Service User Review & Evaluation Team	14,160	01/09/2014	01/09/2015
Award of Completion of outstanding work for 10 new housing units at 70 Perth Road, Scone	347,549	05/05/2014	04/10/2014
Award of On Line Self-Assessment System (Community Care)	77,000	01/07/2014	01/07/2019
<b>Tenders accepted out with PCS</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Build 14 Flats in Perth (Doocot Court)	1,361,163	01/09/2014	24/08/2015
Build 12 houses /flats in Auchterarder	1,250,747	01/05/2014	01/10/2015
Design, Supply and Installation of External Wall Insulation	2,331,475	01/04/2013	31/03/2015
<b>Three Competitive Quotes/Quick Quote</b>			
<b>Title</b>	<b>Value(£)</b>	<b>Start</b>	<b>End</b>
Award of To review the current common housing allocation policy and associated procedures	5,000	18/02/2014	31/03/2015
Award of Refurbishment of flat at 2A Firbank Road, Perth	15,602	09/03/2015	30/04/2015
Award of Alterations to kitchen at 1 Police Houses, Corlundy Crescent, Crieff	5,129	08/12/2014	19/12/2014
Award of Property Refurbishment	14,570	01/05/2014	02/05/2015
Award of Repair works to roof and kitchen at 1 Invervar Cottages, Glen Lyon, PH15 2NJ	8,588	14/07/2014	30/09/2014
Award of 32 Ashgrove, Terrace, Blairgowrie	9,165	14/05/2014	29/05/2014
Award of HCC Digital Dashboard Solution	97,200	16/02/2015	16/02/2019

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The Environment Service			
Tenders for goods, supplies and services with values in excess of £172,514 or £4,332,012 for works. Formal EU tender procedure applied.			
Title	Value(£)	Start	End
Award of North Inch Golf Course Maintenance TES/NIGC/010415/LAC/N/H	96,201	01/04/2015	31/03/2016
Award of PKC Agency Contract	522,475	01/12/2014	30/11/2017
Award of Corporate Property Asset Management Information System: Perth & Kinross Council	170,000	10/11/2014	10/05/2022
Award of Almondbank Flood Protection Scheme (Contract 1)	702,732	08/12/2014	08/05/2015
Award of Tree and Scrub Contract	166,500	01/10/2014	30/04/2017
Award of Construction, Repairs and Maintenance for Amenity Greenspace	1,800,000	01/04/2014	30/04/2017
Perth & Kinross Council Construction and Refurbishment Projects	15,000,000	28/05/2013	28/05/2017
Award of Supply Of Professional Services within a Multi-Disciplinary Framework Agreement	1,200,000	09/04/2013	08/10/2014
Award of Tender for the Supply of Play Area Maintenance	640,726	01/04/2015	31/03/2018
Award of PKC Electrical Compliance Inspection, Testing and Remedial Works	350,000	09/03/2015	09/03/2015
Tenders over £50,000 & below EU thresholds - PKC Tender procedure applied			
Title	Value(£)	Start	End
Award of TES A977/06 New Balado Bridge	38,514	16/03/2015	15/06/2016
Award of Kinross High Street - Environmental Improvement	845,708	09/03/2015	09/09/2015
Award of Specialist Support to Develop a Perth City Sustainable Travel Hub	20,000	01/12/2014	01/04/2015
Award of TES/Bridges Repair Pack 2/201501/MJL/No	25,681	13/01/2015	12/07/2016
Award of Pay on Foot Perth & Kinross Council	177,822	25/11/2014	25/11/2024
Award of Sector Skills Academy Programme	95,254	12/01/2015	12/03/2015
Award of Methven Recreation Ground Refurbishment Contract 7055	196,994	27/10/2014	26/03/2016
Award of Sound Systems Upgrade at Perth Concert Hall	209,868	12/01/2015	12/03/2015
Award of Provision of Additional Support Needs Transport by Taxi/PHC	43,276	27/10/2014	26/07/2015
Award of Provision of Education, Additional Support Needs & Community Care Transport by Taxi/PHC	102,035	19/08/2014	18/09/2015
Award of Provision of Education & Additional Support Needs Transport by Taxi/PHC	54,684	12/08/2013	11/09/2015
Award of Provision of Education Transport	20,072	02/06/2014	01/02/2015
Award of Invest in Perth Website	9,200	12/12/2014	12/05/2015
Award of Blair Atholl Conservation and Regeneration Scheme	248,035	13/01/2014	13/11/2014
Award of Play Area Refurbishment 2014-15 - Contract B	206,618	15/09/2014	15/07/2015
Award of Play Area Refurbishment 2014/15 Contract A	276,890	22/09/2014	22/05/2016
Award of IIP Copywriting	5,000	24/11/2014	24/11/2015
Award of Almondbank Flood Protection Scheme - Main Ground Investigation	199,935	10/11/2014	10/02/2015
Award of TES/Revpack1 - Various Masonry Bridge Repair Works/201409/MJL/No	409,723	13/10/2014	12/05/2016
Award of A827/11 RW55 Kenmore Club Retaining Wall - Stage 3 Permanent Works	409,723	05/05/2014	05/02/2016
Award of M113 Milburn Court – Retaining Wall	49,309	21/10/2014	20/03/2016
Award of TES Thorter Bridge Culvert Headwall Replacement Works	748,507	01/10/2014	31/07/2016
Award of C448/02 C10 Chesthill Culvert Repair Works	29,280	29/09/2014	29/09/2015
Award of Provision of Ring of Breadalbane Explorer Local Bus Services	51,150	01/06/2014	31/12/2014
Award of Kitty Swanson's Bridge Replacement	241,460	22/07/2014	22/05/2016
Award of House Lighting Replacement at Perth Concert Hall	105,702	28/07/2014	28/06/2015
Award of TES - A93 Isla Bridge, Meikleour - Masonry Repairs	232,210	30/06/2014	29/11/2015



