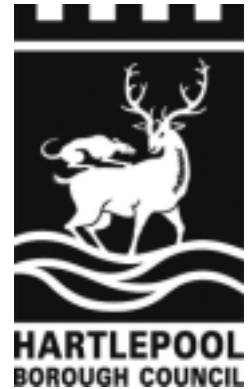


CONTRACT SCRUTINY COMMITTEE AGENDA



Tuesday, 14 April 2009

at 10 am

in Committee Room B

MEMBERS: CONTRACT SCRUTINY COMMITTEE:

Councillors Aiken, Allison, Atkinson, S Cook, Laffey, Richardson, Simmons, Sutheran

The Mayor, Stuart Drummond

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

3.1 To confirm the minutes of the meeting held on 30 March 2009

4. ITEMS FOR INFORMATION

4.1 Pre Qualification Questionnaire (PQQ) Opening: Building Schools for the Future (BSF) ICT Managed Service (Ref: 320) – *Director of Children's Services*

5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

6. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

7. TENDERS TO BE OPENED

7.1 PQQ Opening: BSF ICT Managed Service (*Director of Children's Services*)

8. ITEMS REQUIRING DECISION

9. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

CONTRACT SCRUTINY COMMITTEE

MINUTES AND DECISION RECORD

30 March 2009

The meeting commenced at 10.00 a.m. in the Civic Centre, Hartlepool

PRESENT: Councillor Pauline Laffey (In the Chair);
Councillors Steve Allison and Chris Simmons

OFFICERS: Phil Homsby, Strategic Commissioner - Older People
Neil Harrison, Strategic Commissioner - Working Age Adults
Alyson Carman, Legal Services Manager
Colin Bolton, Building Consultancy Manager
Sarah Bird, Democratic Services Officer

55. Apologies for Absence

Apologies had been received from The Mayor, Stuart Drummond and Councillors Atkinson and Sutheran.

56. Declarations of Interest

None.

57. Minutes of the Meeting held on 16 March 2009

The minutes were confirmed as an accurate record.

58. Briarfields

The Chair clarified the position in relation to this property i.e. that the premises had not yet been sold despite a claim made at a recent residents meeting.

Decision

The Committee noted the update on the this property.

59. Ward Jackson Park Toilets

The Building Consultancy Manager responded to a Member query from the previous meeting regarding the toilets being dosed after completion of the work. He stated that the toilets would have been closed after the completion of the contract during which any defects would have been rectified. After the practical completion of the work

there had also been a period of closure whilst the handrail and ramp were completed. Other reasons for closure would be if there was a surveyor on site or if vandalism needed to be rectified. He agreed to pass details of these on to a residents group who had expressed concern.

Decision

The committee noted the comments of the Building Consultancy Manager.

60. Five Year Procurement Plan

A Member queried the advertising of a vacancy for Procurement Manager when there was a freeze on recruitment and asked how this fitted into the five year procurement plan.

Decision

The Committee wished The Head of Property, Procurement and Public Protection to respond to this query.

61. Local Government Access to Information

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of the Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) order 2006

Minute 62 – Musculo Therapy/Physiotherapy Services – para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

Minute 63 – Exception to the Contract Procedure Rules – para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

62. Musculo Therapy/Physiotherapy Services *(Health, Safety and Wellbeing Manager)*

Eight tenders had been received in respect of this contract and these were opened in the presence of the panel.

Decision

The Committee noted the opening of the tenders.

63. Exception to the Contract Procedure Rules

(Strategic Commissioner – Older People)

The Strategic Commissioner for Older People submitted a report to advise the Committee of an exception to the Contract Procedure Rules.

Decision

The Committee noted the report.

The meeting concluded at 10.55 am

PAULINE LAFFEY

CHAIR

CONTRACT SCRUTINY COMMITTEE

14 April 2009



Report of: Director of Children's Services

Subject: Pre Qualification Questionnaire (PQQ) Opening:
Building Schools for the Future (BSF) ICT
Managed Service (Ref: 320)

1. PURPOSE OF REPORT

To inform the panel of the requirement to tender for an ICT Managed Service for the Building School for the Future (BSF) Programme. This report is in relation to the Pre Qualification Questionnaire (PQQ) Stage.

2. BACKGROUND

Building Schools for the Future (BSF) is a long-term programme of investment and change in England that will help transform education for secondary age students by providing 21st century learning environments that engage and inspire young people, their teachers and the wider community.

Hartlepool is a Wave 5 authority in the BSF programme and has recently received approval from Partnerships for Schools (PfS) for the Outline Business Case submitted in December 2008. This allows the Local Authority to proceed to the procurement phase of the project.

An integral component of the BSF programme is Information and Communications Technology (ICT). BSF aims to provide:

- a step change in the level of ICT provision in secondary schools in England;
- buildings designed to maximise the use of ICT;
- managed ICT services which guarantee availability;
- incentives to develop the use of ICT in teaching and learning.

As part of this process the Local Authority advertised the ICT Managed Service contract via OJEU on 2nd March 2009 and a tender route is being followed which provides for the following timetable:

Stage	Actual or Planned Date
OJEU Notice Published	02/03/09
Issue of Descriptive Document and Pre-Qualification Questionnaire	02/03/09 – 08/04/09
Return of PQQ	08/04/09 (noon)
Shortlist of 3 bidders confirmed	01/05/09
Issue of IPD to 3 Bidders	01 May 2009
Clarification meetings with Bidders and site visits	11 May 2009 – 16 June 2009
Return of Initial Bids	26 June 2009
Completion of evaluation of Initial Bids and deselect one Bidder	20 August 2009
Proceed to Stage 2 of the Dialogue	20 August 2009
Conclusion of Dialogue Phase	20 August 2009 – 18 September 2009
Close of Dialogue	18 September 2009
Issue of Invitation to Submit Final Bids (ITSFB)	21 September 2009
Submit Final Bids	2 October 2009
Clarification, specification and fine-tuning and evaluation of Final Bids	2 October 2009 – 23 October 2009
Notification of appointment of Selected Bidder	19 November 2009
Alcatel Standstill begins	20 November 2009 (10 days)
Clarification and confirmation of commitments	20 November 2009 – 27 November 2009
Contract Finalisation	20 November 2009 – 1 February 2010
Contract award (Financial Close)	1 February 2010
Contract commencement	1 February 2010

3. RECOMMENDATIONS

That all Pre Qualification Questionnaires received by the deadline date of 8th April 2008 (noon) are opened at the subsequent meeting of the Contract Scrutiny Panel on 14th April 2009.

4. CONTACT OFFICER

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