

CONTRACT SCRUTINY COMMITTEE AGENDA



Tuesday, 1 September 2009

at 10.00 am

in Committee Room C, Civic Centre, Hartlepool

MEMBERS: CONTRACT SCRUTINY COMMITTEE:

Councillors Atkinson, Fleet, Flintoff, Griffin, Morris, Plant, Richardson, Simmons and Young.

- 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 17 August 2009
- 4. ITEMS FOR INFORMATION**
 - 4.1 Tall Ships 2010-Park and Ride Site Procurement – *Director of Regeneration and Neighbourhoods*
 - 4.2 Results of the Evaluation of the Preliminary Invitation to Tender for the Building Schools for the Future (BSF) Design and Build (D&B) Contract – *Director of Child and Adult Services*
- 5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

CONTRACT SCRUTINY COMMITTEE

MINUTES AND DECISION RECORD

17 August 2009

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

- PRESENT:** Councillor Atkinson (In the Chair);
Councillors Fleet, Flintoff, Griffin, Richardson and Young
- OFFICERS:** Anne Smith, Head of Information Planning and Support Services
Neil Harrison, Strategic Commission, Working Age Adults
Louise Dauncey, Commissioning Officer
Terry Maley, Commissioning and Contracts Manager
Michael Rowntree, Contracts and Review Officer
Sarah Bird, Democratic Services Officer
Jess Coulson, Democratic Services Modern Apprentice

30. Apologies for Absence

Apologies were received from Councillors Dr Morris, Plant and Simmons.

31. Declarations of Interest

None.

32. Minutes of the Meeting held on 3 August 2009

These were confirmed as an accurate record.

33. Results of the Evaluation of Invitation to Participate in Dialogue (IPD) Stage I Responses:- Building Schools for the Future (BSF) ICT Managed Service (Ref 320) – Head of Information Planning and Support Services

The Head of Information Planning and Support Services presented the report in order to inform members of the Committee of the outcome of the evaluation of those responses received from potential service providers for the delivery of an ICT Managed Service for the Building Schools for the Future (BSF) Programme.

Members were informed of the timetable for the tenders route. Tenders had been opened at the meeting of the Committee on 29 June. All

secondary schools had been involved along with Local Authority Officers in the evaluation of the initial bids. There had been a Moderation Day with all evaluators which had been chaired by the Project Director. The scorings weightings were outlined in section three of the report. The outcome was that Northgate Education and European Electronique had been invited to proceed to Stage II of the dialogue which was due to commence this week.

Decision

The committee noted the report.

34. Select List of Contractors – Engineering Works – *Head of Technical Services*

This report was deferred to the next meeting of the Committee.

Decision

The report would be considered at the next meeting of the Committee

35. 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 36 – Assertive Outreach Service (CRN 398) para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

Minute 37 – Building Based Respite Care for Adults with Learning Disabilities para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

36. Assertive Outreach Service (para 3) - *Commissioning and Contracts Manager*

Two tenders had been received in respect of this contract.

Decision

The tenders were opened in the presence of the committee.

37. Building Based Respite Care for Adults with Learning Disabilities – Strategic Commission (Working Age Adults)

Three tenders had been received in respect of this contract.

Decision

These were opened in the presence of the Committee.

The meeting concluded at 10.20 am

R ATKINSON

CHAIR

CONTRACT SCRUTINY COMMITTEE

1st September 2009



Report of: Director of Regeneration and Neighbourhoods

Subject: TALLSHIPS 2010-PARK AND RIDE SITE
PROCUREMENT

1. PURPOSE OF REPORT

- 1.1 To advise on how the park and ride sites for the Tall Ships event in 2010 were chosen and how this fits into the Council's procurement rules.

2. BACKGROUND

- 2.1 The Tall Ships event, which is to take place in August 2010, is expected to attract up to a million visitors to the town over its four day duration.
- 2.2 Due to the limited amount of public transport available, in terms of buses and trains, it is expected that up to 66,000 cars per day could be arriving in the town, bringing visitors to the event.
- 2.3 In order to accommodate this amount of vehicles it has been necessary to identify large areas, which are easily accessible from the major road network, with the ability to provide safe access and egress.
- 2.4 This was achieved, in the first instance, by exploring the outskirts of the town to identify possible locations capable of holding up to 20,000 cars which could safely gain access and egress on to the existing road network.
- 2.5 This exercise resulted in the identification of two sites, one off the A179 near Hart Village and the other off the A689 at Greatham.
- 2.6 An additional site at CORUS, off Brenda Road, was later identified as another location at which up to 10,000 more cars can be parked.

- 2.7 In addition to the Park and Ride Sites a further two sites were identified, closer to the event, for Park and Walk, these being the grassed area between West View Road and Old Cemetery Road and the Oakesway Industrial Estate.
- 2.8 After the identification of the preferred sites approaches were made to the landowners and subsequent agreements made with them for the use of the land for the purpose of the provision of park and ride sites for the duration of the event.

3. PROPOSALS

- 3.1 The Council has drawn up legal agreements to be entered into with each of the landowners at Greatham and Hart for the “rental” of the land required for the purpose of the provision of park and ride facilities.
- 3.2 CORUS are providing the land at their Brenda Road site free of charge but arrangements have been made to provide them with free road planings from the highway maintenance programme, for the dual purpose of improvements of an area to be used during the event for parking and subsequent operational use.
- 3.3 The Park and Walk site at Central Park is Council owned and, to-date, there is no indication that the land owners at Oakesway will be expecting a fee for the use of their land.

4. FINANCIAL CONSIDERATIONS

- 4.1 A financial agreement has been reached with the farmers at Hart and Greatham for the use of their land and this cost will be met from the Tall Ships budget.
- 4.2 There are no direct costs for the use of the land at CORUS, however road planings will be delivered to the site free of charge for improvements to the area to be used for parking. This will also benefit the company once the event has finished and can be classified as payment in kind.

5. LEGAL CONSIDERATIONS

- 5.1 Legal agreements have been developed with the farmers at Hart and Greatham to cover all parties in respect of all issues relating to the provision of park and ride sites, including remediation of the sites at the end of the event and liability in respect of the users of the site during the event.

- 5.2 Similar agreements will be entered into with other landowners as necessary

6. PROCUREMENT

- 6.1 Standard procurement rules do not apply in this case as the sites were identified by the Council as being the most appropriate for use in terms of access and safety and the landowners then approached in respect of costs.
- 6.2 This process was undertaken in order to achieve the specialised requirements of park and ride sites and relates to use / rental of the land rather than a procurement / purchase.

7. RECOMMENDATIONS

- 7.1 That the processes used in determining the most appropriate park and ride sites for the Tall Ships event in 2010 are noted.

8. REASONS FOR RECOMMENDATIONS

- 8.1 To follow the good practice in relation to the establishment of park and ride sites for the Tall Ships Event in 2010.

9. CONTACT OFFICER

- 9.1 Mike Blair
Traffic and Transportation Manager
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CONTRACT SCRUTINY COMMITTEE**1 September 2009**

Report of: Director of Child and Adult Services

Subject: RESULTS OF THE EVALUATION OF THE
PRELIMINARY INVITATION TO TENDER FOR THE
BUILDING SCHOOLS FOR THE FUTURE (BSF)
DESIGN AND BUILD (D&B) CONTRACT

1. PURPOSE OF REPORT

- 1.1 To note the outcome of recent evaluations of the Preliminary Invitation to Tender (PITT) submissions that identify the two bidders progressing through to the next stage of the BSF D & B procurement.

2. BACKGROUND

- 2.1 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.
- 2.2 Hartlepool is a Wave 5 Authority in the BSF programme and has received approval from Partnerships for Schools (PfS) for its Outline Business Case submitted in December 2008. This allows the Authority to proceed to the procurement phase of the programme.
- 2.3 A major component of the BSF Programme is the selection of the Design & Build contractor who initially will be engaged to undertake a major remodel of the sample school, Dyke House. As part of the process, the Authority issued a PITT to all six contractors on the PfS National Framework on 10th June 2009. The PITT submission date was 26th June 2009 and is shown below as part of the overall procurement timetable for appointment of the D & B contractor:-

Stage Actual / Planned Date

Stage	Actual/Planned Date
Issue PITT to Bidders	10/06/09
Return of PITT	26/06/09 (noon)
Shortlist of two bidders confirmed	29/07/09

Issue of ITT to two bidders	04/09/09
Clarification and Dialogue meetings	21/09/09 – 07/12/09
Return of ITT	22/01/10
ITT Evaluations	25/01/10 – 19/02/10
Appointment confirmed of selected bidder	19/03/10
Contract finalisation	6/08/10
Sample scheme start on site	01/09/10

3. THE EVALUATION AND MODERATION PROCESS

3.1 Completed returns were submitted on 26th June 2009 by four of the six Framework contractors and they were subsequently opened at the Contract Scrutiny Committee meeting on 29th June 2009. Following a compliance check exercise, all four PITT submissions were passed to the evaluation teams for detailed examination. In total there were thirteen evaluation workstreams including one from each secondary school. Non -school workstreams were composed by drawing together appropriate officers of the Council and external advisers and who examined in detail, specific areas of the submissions following strict evaluation guidelines ensuring that there was a fair and consistent process in order to achieve the correct outcome. The workstreams were as follows:-

- Technical
- Property
- Schools
- Transformation
- Finance
- Legal
- ICT Integration
- Design

3.2 The evaluation process took place from 29th June and concluded on 13th July 2009 with a Moderation Day, when all thirteen evaluation workstreams agreed by consensus that the two bidders, contractors A and C (see table in 4.1 below) should be taken forward to the next stage of the D & B procurement (Invitation to Tender).

4. PROCUREMENT

4.1 The Council received four submissions from potential providers, which have been evaluated against the criteria outlined in the PITT Evaluation Matrix.

Section	Weight	Contractor A	Contractor B	Contractor C	Contractor D
Preliminary Compliance Check	Pass/Fail	✓	✓	✓	✓
Part A – School Design & Development	60%	65%	57.5%	58.3%	48.3%

Part B – Works	20%	70%	54%	70%	52%
Part C – Handover	10%	70%	40%	60%	70%
Part D – Pricing	10%	60%	56%	53%	50%
D&B Overall Score		66%	54.9%	60.3%	51.4%

- 4.2 Evaluation of the submissions led to the ranking of the four potential providers. The Moderation Day, as mentioned in 3.2, was held for all evaluators which included Local Authority Officers, school representatives and external advisers. All of the scores for each section were discussed and moderated accordingly to reach a consensus. The outcomes of the Evaluation Process were reported to the Children's Services Portfolio Holder on 29th July 2009.

5. RECOMMENDATION

- 5.1 That members of the Committee note the conclusion of the evaluation of the PITT process.

5. CONTACT OFFICER

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Schools Transformation Project Manager

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