

CONTRACT SCRUTINY PANEL AGENDA



Monday 26th February, 2007

at 10.00 a.m.

in Committee Room 'C'

MEMBERS: CONTRACT SCRUTINY PANEL:

Councillor Clouth, S Cook, Cranney, Henery and Lilley.

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 12th February 2007 (*attached*).
4. **ITEMS FOR INFORMATION**

No items
5. **ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**
6. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

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) Act 1985

7. OPENING OF TENDERS

- 7.1 Tenders for the Civic Centre Roof Refurbishment Works – *Director of Neighbourhood Services* (para 3)

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

ITEMS FOR INFORMATION

- i) **Date of Next Meeting Monday 12th March 2007 commencing at 10.00am in Committee Room 'C'**

CONTRACT SCRUTINY PANEL

MINUTES AND DECISION RECORD

12th February 2007

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

PRESENT: Councillor Geoff Lilley (in the Chair)
Councillors Shaun Cook and Kevin Cranney

OFFICERS: Paul Mitchinson, Highway Services Manager
Garry Jones, Neighbourhood Services Officer
Jo Wilson, Democratic Services Officer

89. APOLOGIES FOR ABSENCE

None

90. DECLARATIONS OF INTEREST

None

91 CONFIRMATION OF MINUTES OF THE MEETING HELD ON 29th January 2007

Agreed

92. APPOINTMENT OF CONTRACTORS FOR THE SUPPLY OF STREET NAMEPLATES AND FOR THE SUPPLY OF TRAFFIC AND OTHER ROAD SIGNS – *Director of Regeneration and Planning Services*

Purpose of Report

To advise members of the Panel on the outcome of the evaluation process to select Contractors to provide Street Name Plates and for the Supply of Traffic and other Road Signs.

Background

The report provided the required audit trail of the appointment of contractors for the supply of street nameplates and for the supply of traffic and other road signs tendering process.

Members were advised that tenders had been received from 26 companies. Nineteen of these were eliminated through the evaluation process and one tender was received outside the deadline, meaning a total of six tenders were opened by the Panel on 15th January 2006.

The companies concerned were required to provide 3 specifications of analysis – quality of workmanship, financial stability and health and safety provision for the workforce. Provided these quality thresholds were satisfied the awarding of tenders was agreed 100% on price considerations. Details of the financial analysis of the schedule of rates for the six short listed companies were set out in a confidential appendix for members' attention.

Decision

That the outcome of the evaluation process and the awarding of the contracts as follows be noted:

The Supply of Street Nameplates – N Sign
The Supply of Traffic and Other Road Signs – Ansco Signs Ltd

GEOFF LILLEY

CHAIRMAN