

CONTRACT SCRUTINY PANEL AGENDA



Tuesday 10th April 2007

at 10.00 a.m.

**in Committee Room A,
Civic Centre, Hartlepool**

MEMBERS: CONTRACT SCRUTINY PANEL:

Councillors Fenwick, Fleet, Griffin, Lilley and Preece

- 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 26th March 2007 (*attached*).
- 4. ITEMS FOR INFORMATION**
 - 4.1 Civic Centre Roof Re-furbishment – *Head of Property Services*
- 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 Opening of Tenders for Children's Centre at West View Primary School (Ref)
– *Quantity Surveying Team Leader* (para 3)

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

ITEMS FOR INFORMATION

- i) **Date of Next Meeting Monday 23rd April 2007 commencing at 10.00am in Training Room 4, Municipal Buildings**

CONTRACT SCRUTINY PANEL

MINUTES AND DECISION RECORD

26th March 2007

The meeting commenced at 11.00 a.m. in the Municipal Buildings, Hartlepool

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

OFFICERS: Barry Kelly, Quantity Surveyor
Pauline Newton, Principal Legal Executive
David Cosgrove, Principal Democratic Services Officer
Jo Wilson, Democratic Services Officer

98. APOLOGIES FOR ABSENCE

None

99. DECLARATIONS OF INTEREST

None

100. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 26th FEBRUARY 2007

Agreed

101. 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 involves the likely disclosure of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 102 – Opening of Tenders for Stranton Primary School, Internal; Alterations and Car Park Extension (Para 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)).

**103. OPENING OF TENDERS FOR STRANTON PRIMARY SCHOOL,
INTERNAL ALTERATIONS AND CAR PARK EXTENSION**

Members were informed that tenders had been invited in respect of the above project.

GEOFF LILLEY

CHAIRMAN

CONTRACT SCRUTINY PANEL

10 April 2007



Report of: Head of Property Services

Subject: CIVIC CENTRE ROOF RE-FURBISHMENT

1. PURPOSE OF REPORT

- 1.1 To advise members on the outcome of the process to select a contractor to carry out re-roofing work at Hartlepool Borough Council Civic Centre.

2. BACKGROUND

- 2.1 It has been decided that Hartlepool Borough Council's in-house Construction Team will act as main contractor for the 3 year scheme to upgrade the Civic Centre, with partnering ethos being adopted.
- 2.2 Part of the works consist of the re-roofing to levels 5, level 5 plant room, roof above caretakers flat, level 3 and members chamber roof.
- 2.3 The Architects Department proposed a specification based upon the "FLAG" UK single ply system.
- 2.4 Further to meetings with FLAG UK, an approved list of contractors was provided by FLAG UK. This list contained 7 companies within the northern region.
- 2.5 A further company was added to the list at a later stage.
- 2.6 Due to the urgency of the scheme, limited time available it was decided to send tender enquiries out to 3 of the Companies on the approved list

In view of the complicated nature of the scheme it was necessary to visit the site 3 to 4 times with each of the Contractors and indeed with their sub-contractors (scaffolding specialists), prior to tender submission which required a considerable amount of officer time.

- 2.7 Sealed tender enquiry documents were sent out on 10th January 2007 by recorded delivery with a return date of 27th February 2007.

3. FINANCIAL IMPLICATIONS

- 3.1 Sealed tenders were opened by Members of the Scrutiny Panel at the meeting held on 12th February 2007.
- 3.2 O'Connor Roofing Services were the lowest tenderer with a price of £272,282.00.
- 3.3 On Friday 2nd March 2007 O'Connor Roofing Services were interviewed by Keith Lucas, Albert Williams, Derek Reynolds and John Bell.
- 3.4 The Interviewing Panel recommended acceptance of O'Connor Roofing to be appointed for the Contract.

4. RECOMMENDATIONS

The Contract Scrutiny Panel are recommended to note the report.

Contact Officer John Bell, Principal Projects Officer