

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE  
THURSDAY, 24 MARCH 2011**

**Actions arising from Cabinet Procurement Committee are monitored and progress reported by Corporate Procurement. Officers must therefore ensure that all actions assigned to them, are fully addressed and signed off with the Contracts Management Officer in the Corporate Procurement Unit.**

Councillors \*Goldberg (Chair), \*Bevan, \*Kober and \*Reith.

\*Present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC70.	<p><b>MINUTES</b> (Agenda Item 4)</p> <p><b>RESOLVED</b></p> <p>That the minutes of the meeting held on 24 February be approved and signed.</p>	HLDMS
PROC71.	<p><b>BROADWATER FARM INCLUSIVE LEARNING CAMPUS - FURNITURE, FITTINGS AND EQUIPMENT</b> (Report of the Director of the Children and Young Peoples Service - Agenda Item 6)</p> <p>The Appendix to the interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that following a tender exercise the main contract for the Integrated Learning Centre had been awarded to Mullalley &amp; Co Ltd and construction of the building started in July 2010. Construction of phase one of the building was anticipated to complete in July 2011 with occupation and full service delivery from September 2011. Phase two of the building was anticipated to complete and be ready for full service delivery a year later (September 2012) with some landscaping and external works continuing until December 2012.</p> <p>In order to ensure the building was ready for occupation and service delivery a substantial amount of new furniture and equipment was required to adequately resource the needs of the pupils, teachers, and the community. This requirement had been ascertained in consideration of an audit of existing legacy Furniture, Fittings and Equipment.</p> <p>The Procurement Strategy proposed involved firstly the use of an Official Journal of the European Union (OJEU) compliant framework furniture supplier to purchase the bulk of Furniture, Fittings and Equipment thus ensuring value for money and reliability of service. The quantities and size of Furniture, Fittings and Equipment order to be placed with ESPO will ensure that economies of scale could be achieved. The granting of delegated authority to place the orders for Furniture, Fittings and Equipment in due course would enable the project programme to</p>	

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	<p>continue without delay and without jeopardising the successful occupation and operation of the new campus from September 2011. In addition, for specialist items of Furniture, Fittings and Equipment not available via ESPO, the necessary CSO waiver procedure would be followed. Any such waivers would be reported back to the Committee at a later stage.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That approval be granted to the proposed Procurement Strategy for Furniture, Fittings and Equipment for the Broadwater Farm Inclusive Learning Campus;</li> <li>2. That approval be granted in principle to the purchase of Furniture, Fittings and Equipment from the Eastern Shires Purchasing Organisation (ESPO) framework agreement in accordance with Regulation 19.7(a) of the Public Contracts Regulations 2006.</li> <li>3. That in accordance with Section 15 of the Local Government Act 2000, approval be granted to the delegation of authority to the Director of Children and Young People's Services to place orders and award contracts via ESPO for the supply of the majority of Furniture, Fittings and Equipment for the new Campus.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p> <p>DCYPS</p>
<p><b>PROC72.</b></p>	<p><b>AWARD OF THE PROVISION OF ICT DATA AND VOICE STRUCTURED CABLING FRAMEWORK AGREEMENT</b> (Report of the Director of Corporate Resources - Agenda Item 7)</p> <p>The Appendix to the interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that a restricted tender process for the ICT Data and Voice structured cabling Framework Agreement had been carried out by placing a contract notice in the Official Journal of the European Union (OJEU), Supply2gov, Competefor and on the Council's website.</p> <p>Our Chair asked to be supplied with a briefing note detailing the bidding process from the opening to the end bids.</p> <p><b>RESOLVED</b></p> <p>That in accordance with Contract Standing Order 11.03 approval be granted to the award of a four year framework agreement for the provision of ICT Data and Voice structured cabling for Council buildings to ITM Communications Ltd., Freedom Communications (UK) Ltd. and Royce Communications Ltd.</p>	<p>DCR</p> <p>DCR</p>

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<p><b>PROC73.</b></p>	<p><b>CONSULTANTS FOR CONSTRUCTION WORKS - EXTENSION OF FRAMEWORK AGREEMENT</b> (Report of the Director of Corporate Resources - Agenda Item 8)</p> <p>The Appendix to the interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that the Consultants for Construction Works (CfCW) framework agreement was awarded in March 2008 for a period of 2 years, with the option to extend for up to a further 2 years subject to satisfactory performance. We also noted that agreement had been granted to extend the framework agreement by 1 year in April 2010 and that the current framework agreement would expire on 27 April 2011.</p> <p>We were informed that the framework agreement provided a one-stop-shop service for the provision of project management, architecture, building surveying, mechanical, electrical, civil and structural engineering and quantity surveying. Separate framework agreements were awarded to run concurrently with the CfCW framework agreement to provide cost, quality and health and safety assurance to the work carried out by the one-stop-shop service provider.</p> <p>We were also informed that the performance of the single service provider had been satisfactory throughout the initial term of the framework agreement and the subsequent extension period. The use of this framework agreement provided a robust contract management process, with key performance indicators used to monitor performance.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That In accordance with Contract Standing Order 13.02 approval be granted to the extension of the Consultants for construction works framework agreement for NPS Property Consultants Ltd.</li> <li>2. That approval be granted to the extension of the framework agreement for a further period of 1 year (as allowed within the framework agreement) with an estimated total value of £1 million.</li> </ol>	<p>DCR</p> <p>DCR</p>
<p><b>PROC74.</b></p>	<p><b>CONSULTANTS FOR CONSTRUCTION WORKS (ADDITIONAL SERVICES) FRAMEWORK AGREEMENT EXTENSION</b> (Report of the Director of Corporate Resources - Agenda Item 9)</p> <p>The Appendix to the interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that the Consultant for Construction Works (Additional services) (CfCWA) framework agreement had been awarded in March 2008 for a period of 2 years, with the option to extend for up to a further</p>	

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	<p>2 years subject to satisfactory performance. We also noted that agreement had been obtained to extend the framework agreement by 1 year in April 2010 and that the current framework agreement expired on 27 April 2011.</p> <p>We were informed that the framework agreements provide the following services:</p> <ul style="list-style-type: none"> <li>• Construction Design &amp; Management (CDM) co-ordinator services – Gardiner &amp; Theobald</li> <li>• Quantity Surveying – Frankham Consultancy Group, Keegans and Potter Raper Partnership</li> <li>• Clerk of Works Services – John Burke Associates</li> </ul> <p>We were also informed that the framework agreements were awarded to run concurrently with the Consultants for Construction Works framework agreement to provide cost, quality and health &amp; safety assurance to the work carried out by the one-stop-shop service provider. The performance of the service providers had been satisfactory throughout the initial term of the framework agreement and client satisfaction had been satisfactory.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That in accordance with Contract Standing Order 13.02 the Consultants for Construction Works (Additional services) framework agreements be extended for the following companies: <ul style="list-style-type: none"> <li>• Gardiner &amp; Theobald</li> <li>• Frankham Consultancy Group</li> <li>• Keegans</li> <li>• Potter Raper Partnership</li> <li>• John Burke Associates</li> </ul> </li> <li>2. That the framework agreements be extended for a further period of 1 year (as allowed within the framework agreement) with an estimated total value of £300,000.</li> </ol>	<p>DCR</p> <p>DCR</p>
<p><b>PROC75.</b></p>	<p><b>REVIEW OF CONTRACT STANDING ORDERS</b> (Agenda Item 10)</p> <p>We noted that following consultation with our Chair consideration of this item had been deferred to our next meeting.</p>	

The meeting ended at 18.15 hours.

JOE GOLDBERG  
Chair