

Minutes of the meeting of the PROCUREMENT COMMITTEE held on WEDNESDAY  
6 JUNE 2012 at 5.30 pm

**Present:** Councillor A Geary (Chair)  
Councillors Bald, Dransfield, P Geary and Hopkins

**Officers:** S Jewell (Assistant Director [IT and E-Government]), D Wilkinson (Assistant Director [Audit and Risk Management]), A Constantinides (Assistant Director [Transport]), M Hancock (Assistant Director [Commissioning]), P McCourt (Assistant Director [Law and Governance]), M Dolling (Head of Capital and Infrastructure), T Hughes (Interim Bridges and Structures Team Leader), M Barby (School Admissions and Transport Manager), C Southern (Corporate Procurement Manager) and J Moffoot (Assistant Director [Democratic Services])

**Also Present** Councillor Miles

**Members of  
the Public:** 0

**PC01 MINUTES**

RESOLVED -

That the Minutes of the meetings of the Procurement Committee held on 4 April 2012 and 17 April 2012, be approved and signed by the Chair as correct records.

**PC02 DISCLOSURES OF INTERESTS**

Councillors A Geary and P Geary declared personal and prejudicial interests in Item 11 (Award of Home to School Transport Contracts) as family members of one of the tenderers.

**PC03 PROPOSAL TO RETAIN ELECTRIC VEHICLE  
INFRASTRUCTURE BEYOND 'PLUGGED IN PLACES' PROJECT**

The Committee noted that this item had been withdrawn from this meeting.

**PC04 HW2 PLANNING AND RESURFACING CARRIAGEWAYS - HW9  
PROVISION OF SUPERIMPOSED MARKINGS ON ROADS -  
HW16 SUPPLY OF ROCK SALT - DECISION TO PROCEED TO  
TENDER**

The Committee considered seeking tenders for the provision of Highways tenders for the planing and surfacing of roads, supply of rock salt and line marking.

RESOLVED -

That the commencement of tender processes for the procurement of planing and surfacing of roads (HW2), supply of rock salt (HW16) and line marking on roads (HW9), be approved.

**PC05 INVITATION TO TENDER - H6 CANAL WESTBOUND BRIDGE STRENGTHENING AND REFURBISHMENT**

The Committee considered seeking tenders for the provision of safety barriers and a drainage system, and for replacing the sub-standard height parapet, existing waterproofing and joints for the strengthening and refurbishment of the H6 Canal Westbound Bridge.

RESOLVED -

That the commencement of tender processes for the procurement of the strengthening and refurbishment of H6 Canal Westbound Bridge, be approved.

**PC06 INVITATION TO TENDER - INCREASING PRIMARY PLACES PROGRAMME, LOUGHTON MANOR FIRST SCHOOL, LOUGHTON**

The Committee considered inviting tenders for the capital works associated with the Increasing Primary Places Programme at Loughton Manor First School.

RESOLVED -

That the commencement of tender processes for the procurement of the Loughton Manor First School Increasing Primary Places Scheme, be approved.

**PC07 INVITATION TO TENDER - COUNCIL WEB-SITE**

The Committee considered inviting tenders for the provision of the Council's web-site and Intranet site.

RESOLVED -

That the commencement of tender processes for the procurement of supplies and services to provide the Milton Keynes Council Web-site and Intranet Site, be approved.

**PC08 EXCLUSION OF PUBLIC AND PRESS**

RESOLVED -

That the public and press representatives be excluded from the meeting by virtue of Paragraph 3 (Information relating to the Financial or Business Affairs of the Authority) of Part I of Schedule 12A of the Local Government Act 1972, in order that the Committee may consider the following:

- (a) Annex to Item 10 (Award of the Contract for Microsoft Office and Associated Client Access Software).
- (b) Annex to Item 11 (Award of Home to School Transport Contracts).
- (c) Annex to Item 12 (Award of the Contract for Redevelopment Works and New Classroom at White Spire School, Bletchley).
- (d) Annex to Item 13 (Award of the Contract for Asset Management Planning Programme 2012/13 - Replacement of Windows and Doors at Germander Park School, Conniburrow).
- (e) Annex to Item 14 (Award of the Contract for Asset Management Planning Programme 2012/13 - Replacement / Upgrade of Roof at Drayton Park School, Bletchley).

**PC09**

**AWARD OF CONTRACT FOR MICROSOFT OFFICE AND ASSOCIATED CLIENT ACCESS SOFTWARE**

The Committee considered awarding the tender for the supply of Microsoft Office 2010 software and associated client access licences to facilitate remote working.

RESOLVED -

That the contract for the supply of Microsoft Office 2010 software and associated client access licences be awarded to the highest scoring tender in accordance with the Most Economically Advantageous Tender (MEAT) criteria.

**PC10**

**AWARD OF HOME TO SCHOOL TRANSPORT CONTRACTS**

The Committee considered awarding tenders for Home to School Transport contracts for a five-year period until July 2017.

RESOLVED -

That the contracts for Home to School Transport be awarded to the highest scoring tenderers in accordance with the Most Economically Advantageous Tender (MEAT) criteria.

(Councillors A Geary and P Geary left the meeting during consideration of this item. Council Hopkins in the Chair.)

**PC11**

**AWARD OF CONTRACT FOR WHITE SPIRE SCHOOL, BLETCHLEY: REDEVELOPMENT WORKS AND NEW CLASSROOM BLOCK**

The Committee considered awarding the tender for the provision of capital works for the redevelopment of existing teaching spaces and the building of a new classroom block at White Spire School, Bletchley.

RESOLVED -

That the contract for the provision of capital works for the redevelopment of existing teaching spaces and the building of a new classroom block at White Spire School be awarded to the highest scoring tender in accordance with the Most Economically Advantageous Tender (MEAT) criteria.

**PC12**

**AWARD OF CONTRACT - ASSET MANAGEMENT PLANNING PROGRAMME 2012/13 - GERMANDER PARK SCHOOL, CONNIBURROW: REPLACEMENT OF WINDOWS AND DOORS**

The Committee considered awarding the tender for the provision of capital works to replace external windows and doors at Germander Park School, Conniburrow

RESOLVED -

That the contract for the replacement of external windows and doors at Germander Park School be awarded to the highest scoring tender in accordance with the Most Economically Advantageous Tender (MEAT) criteria.

**PC13**

**AWARD OF CONTRACT - ASSET MANAGEMENT PLANNING PROGRAMME 2012/13 - DRAYTON PARK SCHOOL, BLETCHLEY: REPLACEMENT / UPGRADE OF ROOF**

The Committee considered awarding the tender for the replacement and upgrade of the roofs at Drayton Park School, Bletchley.

RESOLVED -

That the contract for the provision of works to replace and upgrade the roofs at Drayton Park School be awarded to the highest scoring tender in accordance with the Most Economically Advantageous Tender (MEAT) criteria.

**PC14**

**DATES FOR FUTURE MEETINGS**

The Committee noted that the future meetings of the Procurement Committee would be held on the first Tuesday of each month at 5.30 pm.

The next meeting was to be held on Tuesday 3 July 2012.

THE CHAIR CLOSED THE MEETING AT 6.00 PM