



<b>Subject:</b>	<b>Update on Contracts</b>
<b>Date:</b>	18th November, 2022
<b>Reporting Officer:</b>	Noleen Bohill, Head of Commercial and Procurement Services
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial and Procurement Services

<b>Restricted Reports</b>	
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>If Yes, when will the report become unrestricted?</b>	
<b>After Committee Decision</b>	<input type="checkbox"/>
<b>After Council Decision</b>	<input type="checkbox"/>
<b>Sometime in the future</b>	<input type="checkbox"/>
<b>Never</b>	<input type="checkbox"/>

<b>Call-in</b>	
<b>Is the decision eligible for Call-in?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	The purpose of this report is to ask the Committee: <ul style="list-style-type: none"> <li>to approve tenders and Single Tender Actions over £30,000; and</li> <li>to note contract modifications to contract term and retrospective Single Tender Actions</li> </ul>
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to: <ul style="list-style-type: none"> <li>approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (<b>Table 1</b>);</li> <li>approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (<b>Table 2</b>);</li> <li>approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (<b>Table 3</b>);</li> <li>note the award of retrospective STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (<b>Table 4</b>); and</li> <li>note the award of contracts by Arc 21 on behalf the Council (<b>Table 5</b>)</li> </ul>

<b>3.0</b>	<b>Main Report</b>
	<p data-bbox="252 188 528 221"><u>Competitive Tenders</u></p> <p data-bbox="165 237 1479 371">3.1 Section 2.5 of the Scheme of Delegation states that Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit of £30,000, following a tender exercise where the Council has approved the invitation to tender.</p> <p data-bbox="165 443 1479 577">3.2 Standing Order 60(a) states any contract that exceeds the statutory amount (currently £30,000) shall be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.</p> <p data-bbox="165 647 1479 725">3.3 Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p data-bbox="252 795 644 828"><u>Single Tender Actions (STAs)</u></p> <p data-bbox="165 898 948 931">3.4 The following STAs are being submitted for approval:</p> <ul data-bbox="301 1001 1445 1335" style="list-style-type: none"> <li data-bbox="301 1001 1445 1079">• a contract for £35,000, for up to 1 year, awarded to SAP UK limited for SAP annual licence support. Licenses can only be obtained directly from SAP; and</li> <li data-bbox="301 1104 1445 1335">• contracts for £74,000, for up 1 year, awarded to HCL Technologies for maintenance and support for SAP, SRM &amp; VIM. The financial system replacement project is currently at implementation stage with ‘Go Live’ envisaged for Q2/Q3 2023. Continued use of the incumbent SAP support service provider is critical during this period to ensure successful implementation of the new financial system.</li> </ul> <p data-bbox="165 1404 887 1438">3.5 The following retrospective STAs were awarded:</p> <ul data-bbox="301 1507 1479 2103" style="list-style-type: none"> <li data-bbox="301 1507 1479 1841">• a contract for £50,000, for up to 6 months, awarded to Digital Catapult NI for the appointment of company to support the delivery of a creative digital capacity building programme. Digital Catapult NI are the only organisation in NI with their own Immersive Lab, based in Belfast and have access to a wide range of specialist mentors and industry to address the specific nature of the project. Digital Catapult NI are also working with the innovation team in relation to larger City Deal and Challenge funding projects;</li> <li data-bbox="301 1865 1479 2103">• a contract for £40,000, for up to 9 months, awarded to Honeycomb Recruitment for the requirement of a PEACE IV Finance &amp; Systems Officer. The existing contracted provider for T1792 Provision of Temporary Agency Resources: Matrix SCM have confirmed they are unable to fulfil the required role of PEACE IV Finance &amp; Systems Officer within the contractually agreed time period to find a suitable candidate;</li> </ul>

- a contract for £100,000, for up to 6 months, awarded to MCS Group for the requirement of 2 x Environmental Health Officers and 1 x Technical Support Officer required for 24hr shift rota cover for essential service delivery within the Port Health service (fully funded). The existing contracted provider for T1792 Provision of Temporary Agency Resources: Matrix SCM have confirmed they are unable to fulfil the required role of 2 x Environmental Health Officers and 1 x Technical Support Officer within the contractually agreed time period to find a suitable candidate; and
- a contract for £36,000, for up to 9 months, awarded to Hays Recruitment of a PEACE IV Project Support Officer. The existing contracted provider for T1792 Provision of Temporary Agency Resources: Matrix SCM have confirmed they are unable to fulfil the required role of PEACE IV Project Support Assistant within the contractually agreed time period to find a suitable candidate.

#### Modification to Contract Term

3.6 The following contract terms were modified:

- A 10-month extension for contract T2136 - Development of a Residential Strategy awarded to Savills. The value of the contract remains as per the original contract. This extension is required to complete the works to provide a city centre living vision which will include an analysis on city centre residential development that would provide analysis of the latent demand in terms of quantum and product requirement.  
Please note this request is retrospective;
- A 4-month extension for T2056 - Peace IV - Delivery of TechConnects – a cross community peace building programme for children and young people using digital technology, Lot 3 - Young People (aged 17-24 years), awarded to Belfast Metropolitan College. An extension is required to allow the project to complete deliverables. The contract extension has been approved by Shared City Partnership and PEACE IV Programme Board in October 2022;  
Please note this request is retrospective.
- A 4-month extension and an increase in contract value by £6,000 for contract T1948 – Hire of grounds maintenance machinery, complete with operator, for use at various Council properties and locations, awarded to Clive Richardson. A modification is required to extension whilst a re-tender is completed. The original contract was not required during winter months and could be re-tendered later ahead of the spring/summer but service continuity is now required over the winter months.  
Please note this request is retrospective.

3.7	<ul style="list-style-type: none"> <li>A 3-month extension and an increase in contract value by £8,000 for contract - T2012 - West Belfast District Policing and Community Safety Partnership Network Support Project, awarded to Falls Community Council. West Belfast DPCSP Members had agreed for this project to be retendered to ensure no gap in service, with the new contractor expected to be in place from 1 January 2023. It was included in the 2022/2023 Belfast PCSP Action Plan that was submitted to the Joint Committee (external funders). Funders decided that they were not content to approve that the Network Support Project be retendered without an evaluation which has delayed the project.</li> </ul> <p>The Committee is also asked to note that a 3-month extension of contract has been agreed with our supplier for the contract for the interim treatment and disposal of residual waste until 31st March 2023. This is facilitate the latter stages of a procurement process for a replacement contract which is being managed by arc 21 on behalf of the council.</p>
	<b>Financial and Resource Implications</b>
3.8	The financial resources for these contracts are within approved corporate or Departmental budgets.
	<b>Equality or Good Relations Implications / Rural Needs Assessment</b>
3.9	None
<b>4.0</b>	<b>Documents Attached</b>
	<p><b><u>Appendix 1</u></b></p> <p>Table 1 - Competitive Tenders</p> <p>Table 2 - Single Tender Actions</p> <p>Table 3 - Modification to Contract</p> <p>Table 4 - Retrospective Single Tender Actions</p> <p>Table 5 - Contracts awarded by arc 21 on behalf of the Council</p>