



BELFAST CITY COUNCIL

Report to:	Strategic Policy & Resources Committee
Subject:	Approval to seek tenders for the supply of mobile plant, the hire of vehicles and a vehicle and mobile plant recovery service
Date:	10 th December 2010
Reporting Officer:	Gerry Millar, Director of Improvement (Ext. 6217)
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Relevant background information

The Committee will be aware that, under the revised Scheme of Delegation, approval must be sought from the relevant Committee prior to inviting tenders for the supply of any goods or services.

Members will be aware that the Fleet Management unit is responsible for the procurement of all new and replacement vehicles and mobile plant for the council's vehicle fleet. Two roll compactors and two ride-on grass cutting mowers, costing **£300,000** in total, remain to be procured from the 2010/11 capital programme. However, although the necessary capital funding is already in place, the existing contracts have terminated and consequently the Fleet Management unit seeks approval from Committee to invite tenders for the supply of these items of plant.

The Fleet Management unit also has current contracts for:

- the hire of vehicles up to and including 7.5 tonnes;
- the hire of vehicles over 7.5 tonnes; and
- the recovery of vehicles and mobile plant.

The combined value of these contracts annually on current trends is approx. **£64,000** (details of the contracts are shown in appendix 1). As these contracts are about to terminate the Fleet Management unit wishes to undertake procurement exercises and to award new contracts to the most economically advantageous tenderers.

Key Issues

Tenders will be evaluated on the basis of seeking the most economically advantageous whole-life cost submissions, and will be done in liaison with the council's procurement unit using the appropriate mix of cost and quality evaluation criteria.

The resulting contracts will be let for a duration of 2 years, with a provision for one additional extension of 1 year exercisable at the council's discretion. This is felt to provide the optimum balance between regular testing of the market to secure the keenest prices and minimising the administrative burden associated with the tendering process.

Resources Implications

Finance

Provision has been made in the revenue estimates and in the in the 2010/11 capital programme for the purchase of the various items.

Human Resources

There are no direct HR implications in respect of this report.

Assets

Carrying out these procurement exercises will ensure that council services have the most appropriate fleet and mobile-plant assets to deliver cost-effective services to the public.

Recommendations & Decisions

The Committee is recommended to approve the Fleet Management unit to carry out procurement exercises for:

1. the supply of two roll compactors and two ride-on grass cutting mowers;
2. the hire of vehicles; *and*
3. the provision of a vehicle and mobile plant recovery service.

Any resulting contracts will be awarded using the authority already delegated by the Committee in respect of these matters.

Key to Abbreviations

None.

Documents attached

None.

Appendix 1

Contract	Current Supplier	Annual Cost
Hire of vehicles up to and including 7.5T GVW	Renta-Merc	£22,000
Hire of vehicles over 7.5T GVW	McCreath & Taylor	£20,000
Recovery of vehicles and mobile plant	Agnew Ltd	£22,000