



BELFAST CITY COUNCIL

Report to:	Strategic Policy & Resources Committee
Subject:	Approval to seek Tenders
Date:	19 June 2014
Reporting Officer:	Gerry Millar, Director of Property & Projects
Contact Officer:	George Wright – Head of Facilities Management (Ext. 5206)

1	Relevant Background Information
1.1	Members 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 goods or services.
1.2	Members will also be aware that the Property Maintenance unit compiles and delivers a corporate planned maintenance programme for all council properties annually. To assist in the delivery of the 2014/15 Planned Maintenance Programme, and also to assist in delivering a number of schemes funded from non-recurring capital sources, it will be necessary to invite tenders for a number of specific single projects as listed in Appendix A. The combined estimated value of these projects is approx. £1m .
1.3	Detailed specifications are to be prepared in order to permit the contracts to be let, and subject to Committee approval advertisements will be placed in the local press inviting applications for Invitation to Tender.

2	Key Issues
2.1	The planned maintenance programme has been agreed and work has already commenced. To assist in the delivery of the programme a number of tenders for specialist contractors are now required. Further detail on cost & duration is detailed in Appendix A.
2.2	Submissions will be evaluated in accordance with agreed evaluation criteria and in liaison with the Procurement Section where appropriate.

3	Resource Implications
3.1	<p><u>Financial</u></p> <p>These works have been included for within the planned maintenance programme and the resources to carry them out are contained within the Property Maintenance unit's approved budget.</p> <p>The projects will be completed in this financial year 2014/15</p> <p><u>Human Resources</u></p> <p>There are no direct HR implications in respect of this report.</p> <p><u>Asset & other implications</u></p> <p>Having a range of experienced and efficient contractors available is an important factor in delivering effective property maintenance to the Council.</p>

4	Equality and Good Relations Implications
4.1	There are no relevant equality and good relations implications.

5	Recommendations
5.1	<p>The Committee is recommended to approve the following:</p> <p>(a) To invite applications for submission of Tenders in respect of the work packages as listed on Appendix A.</p> <p>(b) Committee approval is sought under Scheme of Delegation for acceptance of successful tenders to be delegated to the Director of Property and Projects.</p>

6	Decision Tracking

7	Key to Abbreviations
	<p>CHP Combined Heat and Power</p> <p>QUB Queen's University Buildings</p>

8	Documents Attached
	Appendix A - Schedule of tender.

Schedule of tenders:

Goods & Services	Estimated value	Period of Contract	Proposed Start	Anticipated advert date
Ormeau Park, Phase II, replacement of 350m of railings	£ 92,000	-	Sept/Oct 14	Aug 14
Ozone/Tennis Centre, replacement of existing Tennis Court surfaces	£ 120,000	-	Sept/Oct 14	Aug 14
Ozone/Tennis Centre, Upgrade lighting to the main tennis courts	£ 75,000	-	Sept 14	July 14
Botanic Gardens, alterations to Palm House Heating to accommodate QUB CHP Heating System	£ 61,000	-	To be agreed	To be agreed
Templemore Baths, Avoniel LC, Whiterock LC & Ballysillan LC	£ 165,000	-	To be agreed	To be agreed
Belfast Zoo, High Voltage installation for the site	£ 350,000	-	To be agreed	To be agreed
Digital Services Building, Lift replacement	£ 50,000	-	Oct 14	Aug 14
Legionella Monitoring & Risk management	£ 45,000	1 year plus 2 optional	Sept 14	July 14