



<b>Subject:</b>	Contracts Update
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial & Procurement Services

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

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to update Members on Contracts for Award for this month and to notify Members of the proposed extension of an existing contract that the Council has with LPS for the provision of detailed property surveys update
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"><li>Approve the public advertisement and acceptance of tenders as listed in <b>Appendix 1, Table 1</b> through the Council's electronic procurement system. Members are advised that these tenders will only be advertised when they have gone through the Council's internal governance process which include demonstrating strategic alignment with the Belfast Agenda</li><li>Grant delegated authority to the appropriate Director using pre-agreed criteria the most economically advantageous tender.</li></ul>

	<ul style="list-style-type: none"> <li>• Agree to accede to Standing Order 555(b) exceptions in relation to contracts by direction of the council acting on recommendation of a Chief Officer that the exception is justified in special circumstances for the contracts laid out in 3.6 and <b>Appendix 1 Table 2</b></li> <li>• Seek approval from Members to allow extensions as detailed in <b>Appendix 1, Table 3.</b></li> <li>• Advise members of the contracts that have been awarded (January – May 2019 inclusive) <b>Appendix 1, Table 4.</b></li> </ul>
3.0	<b>Main report</b>
3.1	<p>Key Issues</p> <p>Section 2.5 of the Council’s Scheme of Delegation outlines that under Standing Order 60(a) any contract that exceeds the statutory amount (currently £30,000) needs to 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>
3.2	<p>The tenders submitted for approval in Appendix 1, Table 1, have been forwarded by Departments for approval. Departments have been required to provide assurance that provision for the expenditure has either been made within their departmental budgets or approval has been sought from the Director of Finance and Resources that this expenditure has been provided for within a corporate budget.</p>
3.3	<p>Members should note that they are being asked to approve tenders in principal, after which the internal governance process demonstrating strategic alignment with the Belfast Agenda will be applied. As part of this process, Departments have also provided assurance that appropriate resources are available within their departments in order to effectively administer and manage any contract(s).</p>
3.4	<p>In accordance with Standing Orders these tenders shall comply with the relevant requirements of national legislation and European directives and be overseen by Corporate Procurement Services.</p>
3.5	<p>This report relates to corporate and departmental supplies and services contracts only. The procurement of services and works contracts relating to the capital procurement is dealt with under the Capital Programme reports in accordance with the approved stage approval process.</p>

## Direct Award Contracts

- 3.6 Members are asked to accede to Standing Order 55 (b) exception in relation to contracts allowed by a Chief Officer certifying that that the exception is justified in special circumstances for the following and as per Appendix 1 Table 2
- 3.7 The council uses Modern.gov to manage meeting agendas and minutes and communicate these to members. A new contract is proposed to enable continuity of an effective paperless and streamlines system. Given that BCC owns Modern.gov licences and Modern Mind-set are the sole providers of Modern.gov the Director recommend that this contract be awarded as a STA.
- 3.8 The fire at Bank Buildings in 2018 continues to have an impact on the city. Research and evidence from stakeholders has resulted in a marketing campaign taking place in the summer 2019. The Director recommends that due to the tight time pressures of the funding agreement and the agreed delivery date of summer 2019 that this contract be awarded as a STA.
- 3.9 The agreed Phase 2 of the City Revitalisation Programme involved additional budget allocation to three existing programmes. Again, due to the tight time frames and the specific nature of the activities (cultural performances) the Director recommends that this contract be awarded as a STA.
- 3.10 Based on additional analysis requirements of the LDP the Director recommends that this contract be awarded as a STA to the incumbent.
- 3.11 Following Council decision, officers were requested to plan and secure contractors to support the removal of an unauthorised Portakabin. Due to the potential health and safety issues associated with this, the Director recommends that the contract be awarded as a STA.
- 3.12 Due to the specialist nature of the requirement, in August 2018 Members approved a STA for the appointment of a contractor to assist with seasonal waste removal and associated materials. However due to the high demand of the service and the use, by other government agencies, of the contract, the expenditure limit has increased. The Director recommends that the contract be extended as a STA to cover additional requirements for 2018 and forecasted requirements for 2019.
- Financial & Resource Implications**
- 3.13 The financial resources for these contracts will be met within departmental budgets.

3.14	<p><b>Equality or Good Relations Implications/Rural Needs Implications</b></p> <p>No specific equality or good relations implications.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	<p>Appendix 1 Schedule of Tenders for Consideration / Notation</p> <p>Table 1 - New tenders</p> <p>Table 2 - Direct Award Contracts (Single Tender Action)</p> <p>Table 3 - Contract Extensions</p> <p>Table 4 – Contracts Awarded (January to May 2019)</p>