



Subject:	Update on Contracts
Date:	20th November 2020
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
Contact Officer:	Noleen Bohill, Head of Commercial and Procurement Services

Restricted Reports	
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"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to seek approval from the Committee for tenders and STAs over £30,000
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none">• approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1);• approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 2); and• note the award of retrospective STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 3)

3.0	Main Report
3.1	<p data-bbox="272 237 549 271"><u>Competitive Tenders</u></p> <p data-bbox="272 288 1465 472">Section 2.5 of the Scheme of Delegation states 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="272 539 1393 674">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="272 741 1461 826">Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p data-bbox="272 893 663 927"><u>Single Tender Actions (STAs)</u></p> <p data-bbox="164 994 967 1028">3.2 The following STAs are being submitted for approval:</p> <ul data-bbox="323 1099 1461 1536" style="list-style-type: none"> <li data-bbox="323 1099 1461 1330">• Direct award to enable an extension of up to 12 months for the provision of home security/ hazard assessment and repair service for elderly & vulnerable. This extension to a fully funded contract is due to the constraints of Covid19, limited resources and other departmental work priorities meaning that the preparation of a new tender was not achievable. <li data-bbox="323 1352 1461 1536">• Direct award for the provision of a case management system for City and Neighbourhoods Department to Civica for 2 years at a cost of £113,878 in order to determine how an upgrade of Civica will align with the Customer Focus Programme priorities. <p data-bbox="272 1603 908 1637">The following retrospective STAs were awarded:</p> <ul data-bbox="323 1709 1461 1946" style="list-style-type: none"> <li data-bbox="323 1709 1461 1843">• A 4 month contract to compete an innovation and inclusive growth commission report articulating the direction of travel for growth and investments on the city for the next 30 years awarded to MCE Public Relations at a cost of £5,000; <li data-bbox="323 1865 1461 1946">• A contract to upgrade the Occupational Health Service software awarded to Digital Scanning Services £4,530, for up to a year to ensure ongoing system support;

3.3	<ul style="list-style-type: none"> • To ensure continuity of essential service the continued hire of temporary accommodation, toilets and associated electrical generators and cabling at Roselawn Cemetery to Norspace at a cost of £109,582 (covering period from April 2020 to November 2021 if required); • A contract for the production management, design and installation of a Christmas lighting experience as an alternative to the traditional Christmas market awarded, due to the impact of Covid 19 to Lumerie for a period of 4 weeks at a cost of £29,500; • A contract for the provision of Christmas activity including a bespoke lighting trail as an alternative to the traditional Christmas market awarded, due to the impact of Covid 19, to AM Lighting for a period of 4 weeks at a cost of £29,500. • A 5 month contract for the provision of de-icing and snow clearance at various BCC sites and locations to McQuillan Outdoor at a cost of £96,000 required to ensure safe operation at council sites. The department advised that due to the constraints of Covid19, limited resources and other work priorities the preparation of a new tender was not achievable <p><u>Financial and Resource Implications</u></p> <p>The financial resources for these contracts are within approved corporate or departmental budgets</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Document Attached
	<p>Appendix -</p> <p>Table 1 Competitive Tenders</p> <p>Table 2 Direct Award Contracts</p> <p>Table 3 Retrospective Direct Award Contracts</p>