



Subject:	Update on Contracts
Date:	18th December 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	<p>The purpose of this report is to</p> <ul style="list-style-type: none">• Seek approval from the Committee for tenders and Single Tender Actions (STA) over £30,000, and modifications to a contract term; and• Ask the Committee to note retrospective Single Tender Actions (STAs), Contract Modifications under Delegated Authority and the extension of the council's residual waste contract.
2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <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)

	<ul style="list-style-type: none"> • approve the modification of the contract term as per Standing Order 37a detailed in Appendix 1 (Table 3) • note the award of retrospective STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 4)
3.0	Main Report
3.1	<p><u>Competitive Tenders</u></p> <p>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>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>Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p>
3.2	<p><u>Single Tender Actions (STAs)</u></p> <p>The following STAs are being submitted for approval:</p> <ul style="list-style-type: none"> • A 2 year contract for maintenance and support of the council's proprietary GPS fleet software with Masternaut at a cost of £120,000. The plan is for a replacement system to be procured by FY 22/23.
3.3	<p>The following retrospective STAs were awarded:</p> <ul style="list-style-type: none"> • A 4 month contract for the provision of BREXIT support for businesses in the Belfast City Council area through the Innovation Factory, awarded to Oxford Innovation at a cost of £46,000 • An urgent contract awarded to a contractor experienced in working in high risk and contentious circumstances to remove a number of unauthorised street signs that had appeared in different parts of the city at a cost of £19,000 • An urgent two day contract for the procurement of a new motherboard for the Housing Benefit payment server, engineering time and associated cost awarded to Greenblade Solutions Ltd at a cost of £7,000

3.4	<p><u>Modification to Contract term</u></p> <p>The following contract terms were modified:</p> <ul style="list-style-type: none"> • A 12 month extension to an existing contract for the continental market at City Hall. Concession contract with projected £100k annual income. Extension required due to markets cancelled during 2020 due to COVID and to allow for re-tender a later time in 2021 when there is greater certainty in marketplace. <p><u>Contract modification under Delegated Authority</u></p>
3.5	<p>The Committee is asked to note that a 6 month extension of contract has been agreed with our supplier for the Interim Treatment and Disposal of Residual Waste.</p>
3.6	<p><u>Financial and Resource Implications</u></p> <p>The financial resources for these contracts are within approved corporate or departmental budgets</p>
3.7	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Documents Attached
	<p>Appendix 1:</p> <p>Table 1 - Competitive Tenders</p> <p>Table 2 – Single Tender Actions</p> <p>Table 3 - Modification to Contract term</p> <p>Table 4 - Retrospective Single Tender Actions</p>