



Subject:	Update on Contracts
Date:	19th March 2021
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: <ul style="list-style-type: none">• seek approval from members for tenders and Single Tender Actions (STA) over £30,000, and modifications to a contract term and to ask members to• note retrospective Single Tender Actions (STAs) awarded
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 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
	<u>Competitive Tenders</u>
3.1	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
3.2	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.
3.3	Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.
	<u>Single Tender Actions (STAs)</u>
3.4	<p>The following STAs are being submitted for approval:</p> <ul style="list-style-type: none"> • Contract for £105,000 for 2 years for 'Information @ Work' document management system awarded to Northgate PS. The STA is required as the product / service is proprietary • Contract for £856,800 for up to 3 year awarded to Northgate PS for the provision of perpetual licences for the Housing Benefit system for the NIHE (support & maintenance) contract (including £165,000 for recent legislation changes). The STA is required as the product /service is proprietary • Contract for £150,000 for up to 2 years awarded to Northern Ireland Land & Property Services (LPS NI) for the provision of mapping requirements & planning. The STA is required as the product /services is proprietary • Contract for £180,000 for up to 3 years awarded to Microsoft for Premier support to ensure that the Council has access to premium/gold support, proactive consultancy and engineering days, and a dedicated technical account manager who will manage

the entire suite of Microsoft products that the Council utilises.. The STA is required as the product /services is proprietary

- Contract for £70,730 for up to 1 year for the maintenance & support of SAP, SRM & VIM systems awarded to HCL Technologies. The STA is required to ensure continuity of service until new financial system replacement project is complete in April 22
- Contract for £56,162 for up to 1 year for the the council's Clockwise system. The STA is required to ensure continuity of service until new the HR/ Payroll/ T&A system is implemented
- Contract extension for 6 months for £150,000 for the removal, transportation and emptying of skips and hook lift containers (T1430 contract) to ensure ongoing service delivery whilst a formal procurement exercise is completed.
- Contract extension for 9 months for £42,000 for the collection, storage, retrieval and destruction of office records (T629a contract) to ensure ongoing service delivery whilst a formal procurement exercise is completed
- Contract extension for 2 years for £3.85m for the recycling collection service from 58,000 households on a weekly basis (T1200 contract) to ensure ongoing service delivery whilst economic appraisal of service is completed and a subsequent procurement exercise run. Note that this was presented to SP&R and approved as an option by SP&R in Feb 21. This has been included in this month's SP&R report in order to document approval in line with the Council's established STA procedure.

3.5 The following contract terms were modified:

- A 6 month extension to an existing contract for the outline business case support for the Belfast Region City Deal Digital Pillar programme. Extension required for additional resource required to address Government feedback on proposed investment.

3.6 The following retrospective STAs were awarded:

- Contract for £31,799 for up to 1 year for the maintenance and support of the eSourcing NI system awarded to Bravo Solutions. The STA is required to ensure continuity of service until new financial system replacement project is complete in April 22.

	Financial and Resource Implications
3.7	The financial resources for these contracts are within approved corporate or departmental budgets
	Equality or Good Relations Implications / Rural Needs Assessment
3.8	None
4.0	Documents Attached
	Appendix 1 Table 1 - Competitive Tenders Table 2 - Single Tender Actions Table 3 - Retrospective Single Tender Actions