



<b>Subject:</b>	<b>Update on Contracts</b>
<b>Date:</b>	19th November, 2021
<b>Reporting Officer:</b>	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial and Procurement Services

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

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

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	The purpose of this report is: <ul style="list-style-type: none"><li>• to seek the approval of tenders and</li><li>• to note contract modifications to contract term and retrospective Single Tender Actions (STAs)</li></ul>
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to: <ul style="list-style-type: none"><li>• approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (<b>Table 1</b>)</li><li>• approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (<b>Table 2</b>)</li><li>• note the award of retrospective STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (<b>Table 3</b>)</li></ul>

<b>3.0</b>	<b>Main Report</b>
	<u>Competitive Tenders</u>
3.1	Section 2.5 of the Scheme of Delegation states that 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	The following retrospective STAs were awarded:
	<ul style="list-style-type: none"> <li>• a contract for £32,728.29, for up to 5 weeks, awarded to Methodology M&amp;E for new automated staff gates at Belfast Zoo. A quotation exercise had been conducted with 3 bids being returned, the lowest was £32,728.39. The quotes received are reflective of a short term spike in global steel prices which are difficult to forecast and it is felt on this occasion there would be no economic advantage to the Council to stop the process and initiation a formal tender exercise.</li> </ul>
	<u>Modification to Contract Term</u>
3.5	The following contract terms were modified:
	<ul style="list-style-type: none"> <li>• A 6 month extension to contract T1911 - administration and provision of a suite of First-aid training courses for delivery to Council staff (includes organisations delivering Services for and on behalf of the Council), awarded to Proparamedics. The service was unable to be delivered for a period of 6 months due to Covid 19.</li> <li>• A 3 month extension to contract T2013 - provision of technical expertise to support the development of the Employability and Skills Programme for the Belfast Region City Deal, awarded to Locus Management. The modification is required due to the time delays to the overall BRCD programme which can in part be attributed to Covid 19.</li> </ul>

	<ul style="list-style-type: none"> <li>• A 6 month extension to contract T2135 - provision of consultancy services to provide validation and assurance in respect of a number of ongoing real estate financial investment decisions under consideration, awarded to Cushman and Wakefield. Retrospective approval to cover period May 21 to Nov 21. The modification is required as additional time was required to work on the project. There was no additional cost during this time.</li> <li>• Requesting term be amended to include a further 7-month extension option to T2181 - Development of economic strategy for Belfast. Tender not yet awarded. Previously approved in May 2021 for a period of 5 months.</li> </ul>
	<b>Financial and Resource Implications</b>
3.6	The financial resources for these contracts are within approved corporate or Departmental budgets.
	<b>Equality or Good Relations Implications / Rural Needs Assessment</b>
3.7	None
<b>4.0</b>	<b>Documents Attached</b>
	Appendix 1 Table 1 - Competitive Tenders Table 2 - Modification to Contract Term Table 3 - Retrospective Single Tender Actions