



Subject:	Contracts Update
Date:	22 September 2023
Reporting Officer:	Sharon McNicholl Deputy Chief Executive / Director of Corporate Services
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 members for tenders and Single Tender Actions (STA) over £30,000 <p>And to ask members to</p> <ul style="list-style-type: none"> Note contract modifications to contract term and retrospective Single Tender Actions (STAs) Note the award of contracts by Arc 21 on behalf the council
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 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) • Note the award of contracts by Arc 21 on behalf the council (Table 5)
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 up to £60,000, for up to 3 years, awarded to Signify Commercial Ireland Ltd, supply, for the delivery and commissioning of replacement illuminate lighting fittings and ancillary equipment as part of the PPM Maintenance Programme. The City Hall illuminate system is wholly proprietary to Philips lighting. The system is installed throughout the City Hall utilising a specialist technology, that is a closed protocol, and will only operate with the family of Phillips products. Signify (Phillips) do not supply to clients direct, as they use approved wholesalers. Due to our partnership in the 2013 EU project, we have a wholesale account directly with them. • Contract for up to £45,000, for up to 1 month, awarded to John J Doyle Ltd for replacement of Existing Flue at Tropical Ravine Botanic Gardens.
3.5	<p>The following retrospective STAs were awarded:</p> <ul style="list-style-type: none"> • Contract for up to £65,000, for up to 2 months, awarded to WJM Building Services Ltd, for installation of new ACV and associated works in plant room at Kennedy Way Civic Amenity Site. Failure of the existing boilers. Due to the urgency of the works

	<p>the Councils Mechanical MTC Contractor has been appointed to carry out the works, consequently this STA is retrospective. Using an existing Contractor provides assurance that the works will be fairly priced and carried out to a good standard.</p> <ul style="list-style-type: none"> Contract for up to £38,000, for up to 2 months, awarded to WJM Building Services Ltd, for installation of new ACV and associated works in plant room at North Queen Street Community Centre. Failure of the existing boilers. Due to the urgency of the works the Councils Mechanical MTC Contractor has been appointed to carry out the works, consequently this STA is retrospective. Using an existing Contractor provides assurance that the works will be fairly priced and carried out to a good standard <p><u>Modification to Contract</u></p>
3.6	<p>The following Contract terms were modified:</p> <ul style="list-style-type: none"> Up to an additional 4 months and up to an additional £55,000, for Contract T1872 - provision of animal healthcare services at Belfast Zoo, awarded to Jubilee Veterinary Centre. Additional time is required to finalise the specification and associated tender documents. Work is underway to complete this review during Aug/Sept 23 and to advertise the tender but an additional 4 months is required to ensure continuity of service whilst tender process is completed. Up to an additional 4 months and up to additional £11,000, for Contract Q2102 - provision of a window cleaning service at Council Properties, awarded to Ryak Cleaning and Support Services. Extension to contract period required due to delay with new window cleaning tender process. Contract value to be increased to £41k to cover extension period. New window cleaning contract to cover all BCC sites to be in place by October 2023. Being reported to Committee as quotation as value now exceeds £30k. <p><u>Contracts awarded by Arc 21 on behalf of the Council</u></p>
3.7	<p>Arc 21 are in the process of completing the award of contract for the collection, transportation, sorting and recycling of material from bring sites.</p>
	<p>Financial & Resource Implications</p>
3.8	<p>The financial resources for these contracts are within approved corporate or departmental budgets</p>
	<p>Equality or Good Relations Implications / Rural Needs Assessment</p>
3.9	<p>None</p>
4.0	<p>Appendices – Documents Attached</p>

Appendix 1

Table 1 - Competitive Tenders

Table 2 - Single Tender Actions

Table 3 - Modification to Contract

Table 4 - Retrospective Single Tender Actions

Table 5 - Contracts awarded by Arc 21 on behalf of the Council