



## BELFAST CITY COUNCIL

<b>Report to:</b>	Strategic Policy & Resources Committee
<b>Subject:</b>	<b>Approval to seek Tenders (CCTV maintenance)</b>
<b>Date:</b>	21 <sup>st</sup> August 2009
<b>Reporting Officer:</b>	George Wright, Head of Facilities Management
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### Relevant background information

Members will be aware that, in the course of providing maintenance services at all Council properties, the Property Maintenance unit makes regular use of a number of external contractors to provide specialist services. After analysing the annual costs spent on maintaining the specialist CCTV systems throughout BCC properties it has become clear that a single tender exercise is required for the annual maintenance of specialist CCTV systems.

The new contract will be for the repair and maintenance of CCTV, access control and traffic-control systems, and the approximate value is **£65,000** per year.

Detailed technical drawings and specifications are to be prepared in order to permit the contracts to be let, and subject to Committee approval advertisements will be placed in the local press inviting applications for inclusion on a select list from which tenders will be subsequently invited.

### Key Issues

The duration of the contract will be for 1 year with an option of 2 yearly extensions, dependant on performance, to a maximum of 3 years. Submissions will be evaluated in accordance with agreed evaluation criteria and in liaison with the Procurement Section where appropriate.

### Resources Implications

#### Financial

Regularly testing the market via competitive tendering ensures that we obtain the best possible value for money and standards of service from our external suppliers, which in turn assists us in driving down costs and minimising the rate burden.

#### Human Resources

There are no direct HR implications in respect of this report.

Asset & other implications

Having a range of experienced and efficient contractors available is an important factor in delivering effective property maintenance service to the Council.

**Recommendation**

It is recommended that the Committee approves the invitation of applications for inclusion on a select list of contractors in respect of the repair and maintenance of CCTV, access control and traffic control systems, as set out above.

**Decision Tracking**

If approval is obtained, the select list exercise will commence in October 2009 with the new contractual arrangements targeted to be fully operational by 1<sup>st</sup> January 2010.

**Key to Abbreviations**

None.

**Documents attached**

None