



BELFAST CITY COUNCIL

Report to:	Strategic Policy & Resources Committee
Subject:	Approval to seek Tenders
Date:	10 th August 2012
Reporting Officer:	Gerry Millar, Director of Property & Projects
Contact Officer:	George Wright, Head of Facilities Management (Ext. 5206/6232)

1	Relevant Background Information
1.1	Members will be aware that, under the revised Scheme of Delegation, approval must be sought from the relevant Committee prior to inviting tenders for the supply of goods or services.
1.2	Members will recall that, at the meeting of 22 nd June 2012, the Director of Finance & Resources tabled a report dealing with the capital programme for 2012/13. This report pointed out that “the phased impact of the capital programme on the council’s capital financing budget provides the opportunity for the council to allocate an element of the 2012/13 capital financing budget to finance ...non-recurring schemes”.
1.3	On foot of this a programme of additional refurbishment & maintenance projects has been identified by the Property Maintenance unit, in liaison with user departments, which will maintain and enhance community facilities and assets (in addition to the nearly £6m work already being carried out as part of the 2012/13 maintenance plan). To assist in the delivery of these projects it will be necessary to invite tenders for the various projects as listed in Appendix A.
1.4	Detailed 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 Select Lists and/or submission of Tenders.

2	Key Issues
2.1	These works are in addition to the work already being delivered as part of the 2012/13 maintenance plan and have been prioritised with departments, with the primary emphasis on making tangible improvements to community-facing facilities and assets.
2.2	Submissions will be evaluated in accordance with agreed evaluation criteria and in liaison with the Procurement Section where appropriate.

3	Resources Implications
3.1	<p><u>Financial</u> The works will be financed from the funding for non-recurring projects which was approved by the Strategic Policy and Resources Committee on the 22 June 2012.</p>
3.2	<p><u>Human Resources</u> There are no direct HR implications in respect of this report. It should be noted that, as the Property Maintenance unit's in-house staff will be working on the delivery of the full maintenance plan, the vast majority of the work referred to herein will be sub-contracted to external suppliers.</p>
3.3	<p><u>Asset & other implications</u> Having a range of experienced and efficient contractors available is an important factor in delivering effective property maintenance to the Council. In addition, the carrying out of this work will result in real, tangible improvements to customer-facing council assets and will therefore align well with the broader improvements set out in the Investment Programme.</p>

4	Recommendations & Decisions
	<p>The Committee is recommended to approve the following:</p> <p>(a) to invite applications for inclusion on Select Lists and/or the submission of Tenders in respect of the work packages as listed in Appendix A.</p>

5	Key to Abbreviations
	None.

6	Documents attached
	Appendix A - Schedule of tender.

Schedule of tenders:

Goods & Services	Estimated value	Period of Contract	Proposed Start	Anticipated advert date
City Hall Function Rooms, Fitting of Audio Visual Screens	£ 45,000	To be agreed	Jan 13	Sept/Oct 12
Ballymacarrett RC replacement roof coverings	£ 37,000	To be agreed	Mar 13	Oct/Nov 12
Ormeau Park, Replacement of metal railings	£ 100,000	To be agreed	Mar 13	Oct/Nov 12
Andersonstown LC, Replace rooflights and roof covering to Main Hall & Plant Room	£ 60,000	To be agreed	Apr 13	Nov/Dec 12
Avoniel LC , replacement of vinyl floor covering with ceramic tiles	£ 90,000	To be agreed	Apr 13	Nov/Dec 12
City Hall, Cenotaph, re-grout paving and install new ramps	£ 60,000	To be agreed	Apr 13	Nov/Dec 12
O-Zone/Tennis Centre Replacement Pulmastic Floor covering	£ 60,000	To be agreed	Apr 13	Nov/Dec 12
O-Zone/Tennis Centre, Replacement of roof covering	£ 35,000	To be agreed	Apr 13	Nov/Dec 12
Shankill LC replacement of vinyl floor covering with ceramic tiles	£ 90,000	To be agreed	Jun 13	Jan/Feb 13
Ballysillan LC replacement of vinyl floor covering with ceramic tiles	£ 60,000	To be agreed	Sept 13	Jan/Feb 13