



<b>Subject:</b>	Contracts Update
<b>Date:</b>	20 September 2019
<b>Reporting Officer:</b>	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial & 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>Some time 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</b>
1.1	The purpose of this report is to update members on tenders for approval and recently awarded contracts.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"><li>• Approve the public advertisement and acceptance of tenders <b>Appendix 1, Table 1</b> through the Council's electronic procurement system. Members are advised that these tenders will only be advertised when they have gone through the Council's internal governance process, which includes demonstrating strategic alignment with the Belfast Agenda.</li><li>• Grant delegated authority to the appropriate Director to award the most economically advantageous tender using pre-agreed criteria.</li><li>• Agree to accede to Standing Order 55 exceptions in relation to contracts detailed in 3.6 and <b>Appendix 1 Table 2</b></li></ul>

	<ul style="list-style-type: none"> <li>Advise Members of the contracts awarded June to August 2019 inclusive as detailed in <b>Appendix 1 Table 3</b></li> </ul>
3.0	<b>Main report</b>
	<b>Key Issues</b>
3.1	Section 2.5 of the Council's Scheme of Delegation outlines that under Standing Order 60(a) any contract that exceeds the statutory amount (currently £30,000) needs to 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.
3.2	The tenders submitted for approval in Appendix 1, Table 1, have been forwarded by Departments for approval. Departments have been required to provide assurance that provision for the expenditure has either been made within their departmental budgets or approval has been sought from the Director of Finance and Resources that this expenditure has been provided for within a corporate budget.
3.3	Members should note that they are being asked to approve tenders in principal, after which the internal governance process demonstrating strategic alignment with the Belfast Agenda will be applied. As part of this process, Departments have also provided assurance that appropriate resources are available within their departments in order to effectively administer and manage any contract(s).
3.4	In accordance with Standing Orders these tenders shall comply with the relevant requirements of national legislation and European directives and be overseen by Commercial and Procurement Services.
3.5	This report relates to corporate and departmental supplies and services contracts only. The procurement of services and works contracts relating to the capital procurement is dealt with under the Capital Programme / Physical Programme Update reports in accordance with the approved stage approval process.
3.6	<ul style="list-style-type: none"> <li><b>Direct Award Contracts</b></li> </ul> <p>Members are asked to accede to Standing Order 55 exception in relation to contracts for the following and as per Appendix 1 Table 3</p> <ul style="list-style-type: none"> <li>Following a site inspection by the European Association of Zoos and Aquaria (EAZA) an immediate requirement for a Giraffe Stock was identified. Due to the urgency of the requirement, the Director has recommended that J&amp;G Fencing be appointed using a direct award.</li> </ul>

	<ul style="list-style-type: none"> <li>At a meeting on 9th September, which was arranged to discuss the poor performance and agree the 12-month extension of Tender 641- arboriculture services, the Contractor informed the Council that they were not willing to extend the Contract for a further 12 months. This came without notice and there were no previous indications that the Contractor was not willing to extend. Due to the urgency of this requirement and based on working knowledge, the Director has recommended that Clive Richardson Ltd be appointed using a direct award until whilst a formal OJEU procurement exercise is conducted. This will be completed as soon as possible but may take up to 12 months to complete allowing for pre-market engagement, specification development, evaluation and implementation. It is recommended that the STA is awarded for an initial period of 12 months but will also include an option to renew up to a further 12 months in the event that unexpected delays occur in the procurement process e.g. legal challenge.</li> </ul>
3.7	<p><b>Financial &amp; Resource Implications</b></p>
	<p>The financial resources for these contracts will be met within the current departmental budgets and the proposed departmental estimates process, which are taken forward through the rate setting process.</p>
3.8	<p><b>Equality or Good Relations Implications</b></p> <p>No specific equality or good relations implications.</p>
4.0	<p><b>Appendices - Documents Attached</b></p>
	<p>Appendix 1 Schedule of Tenders and Awarded Contracts for Consideration / Notation</p> <p>Table 1 - New tenders</p> <p>Table 2 - Direct Award Contracts (Single Tender Action)</p> <p>Table 3 – Contracts Awarded</p>