

COMMITTEE - Housing & Environment

DATE – 16th February 2010

CORPORATE DIRECTOR – Pete Leonard

TITLE OF REPORT – Furnishings Contract – Request for Delegated Power

1. PURPOSE OF REPORT

The purpose of this report is to request that delegated powers be given to the Director of Housing & Environment, in conjunction with the Director of Corporate Governance, to accept the most economically advantageous tenders for the supply and installation of various items of furniture and other goods and to award a place on the proposed Framework Agreement to the preferred bidders following the current procurement process which has previously been approved by Committee.

2. RECOMMENDATION(S)

It is recommended that Committee: -

1. delegates to the Director of Housing & Environment, in conjunction with the Director of Corporate Governance, the powers to accept the most economically advantageous tenders for the supply and installation of various items of furniture and other goods and to award a place on the proposed Framework Agreement to the preferred bidders following the current procurement process. Such delegated powers will only be used after consultation with the Convener and Vice Convener of the Housing & Environment Committee.
2. instructs the Director of Housing & Environment to submit a bulletin report to this Committee at a later date on the outcome of the tendering and evaluation process and with details of any exercise of delegated powers to award places on the Framework Agreement.

3. FINANCIAL IMPLICATIONS

Committee should note that various budgets for 2010/11 have allowed for the purchase of furnishings. There is therefore the finance available to cover the costs of furnishings.

4. SERVICE & COMMUNITY IMPACT

The Community Plan sets out our vision for the future of the city. Our vision is a city which is vibrant dynamic and forward looking, an even better place to live and work, where people can expect high quality services that meet their needs.

The purchase of the goods proposed would support the following challenge in the community plan:

- ◆ Homes Challenge – improving the quality of housing and environment for individuals and the community and eradicating homelessness by 2011.

5. OTHER IMPLICATIONS

Legal Implications

The current tender process to put in place a Framework Agreement for the supply and installation of various items of furniture is being carried out in accordance with all necessary legislation. Advice on the procurement process is being provided by the Policy & Advice Team within the Office of the City Solicitor.

Personnel Implications

There are no direct Personnel issues arising from this report.

There are no direct equipment implications arising from the report.

There are no direct Health and Safety implications arising from the report.

Resource Implications

The contracts to be entered into are a Framework Contract. Through these the Council is not committed to a specific level of spend. All purchases within this contract will be within agreed budget levels set for 2010/11 and beyond .The funding to cover the purchase of furnishings is contained within various budgets across the Housing & Environment Service. The new contracts will ensure that the Council is achieving best value in relation to the purchase of furnishings for homelessness activities.

Property Implications

There are no direct property implications arising from the report.

6. IMPLEMENTATION

Subject to the decision of the Committee, matters will be taken forward by the Director of Housing and Environment in consultation with the City Solicitor and Head of Procurement.

7. REPORT

- 7.1 The Housing & Environment Committee on 26th August 2009 agreed to the purchase of furnishings for homelessness services by way of a tender exercise.
- 7.2 This procurement exercise is now under way. It is anticipated that the notice will be published on the Public Contracts Scotland website on 10th February 2010. The closing date for submission of tenders is 30th March 2010. A considerable number of responses are expected. It is not envisaged that it will be possible for tenders to be evaluated and recommendations to be provided in a report to the Housing & Environment Committee on 13th April 2010 seeking approval to accept tenders.
- 7.3 The next Committee does not meet until 25th May 2010, 6 weeks later. For this reason Committee are now asked that the most economically advantageous tenders for the Furnishing Framework Agreement can be accepted by the use of a delegated powers. Committee are asked to agree that the Director of Housing & Environment, in conjunction with the Director of Corporate Governance, can use delegated powers to award a place on the Framework Agreement to the preferred bidders. Such delegated powers will only be used after consultation with the Convener and Vice Convener.
- 7.4 As members will be aware, from 1st April this year the Council's Standing Orders are changing to allow officers to accept tenders without the need to report to Committee, subject to having the prior approval of Committee to go out to tender. The City Solicitor has advised that as the procurement process for Furnishings commenced prior to 1st April 2010 that the new Standing Orders will not apply to this particular procurement. The new Standing Orders will only apply to procurement processes which start from 1st April 2010.
- 7.5 In taking forward the procurement officers have developed a Framework Agreement which will allow Aberdeenshire and Moray Councils together with 5 local RSLs to use the Framework Agreement to enter into individual contracts on a call-off basis. This has extended the time frame for the development of the specification and contractual documentation but will ensure that partner organisations are able to access the Framework Agreement thus ensuring they are also achieving value for money in their procurement. This joined-up approach strengthens the Council's partnership working and assists the Council in achieving best value.

6. BACKGROUND PAPERS

None

7. AUTHORISED SIGNATURE

Pete Leonard
Corporate Director for Housing & Community Safety
pleonard@aberdeencity.gov.uk
Tel – 523899

8. REPORT AUTHOR DETAILS

Graeme Stuart
gstuart@aberdeencity.gov.uk
Tel – (53)8038