

# Report

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Report to:	<b>Community Services Committee</b>
Date of Meeting:	<b>16 September 2014</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Community Services - Notification of Contracts Awarded - 1 October 2013 to 31 March 2014</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide notification to Committee of all contracts awarded by Community and Enterprise Resources (Community Services) from 1 October 2013 to 31 March 2014

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that details of the contracts awarded from 1 October 2013 to 31 March 2014, as detailed in the appendix to the report, be noted.

## 3. Background

3.1. It is a requirement of Clause 22.8 of the Standing Orders on Contracts that details of the acceptance of all tenders above £50,000 be reported retrospectively to the relevant Committee for noting, other than those under Clause 22.3 where the award is not the lowest in a price only tender, or costs exceed the approved financial provision. In these instances a report is submitted to the appropriate Committee and subsequent authority to award is granted by that Committee.

## 4. Contract Awards

4.1. A full list of contracts awarded during this period on the basis of lowest offer and/or most economically advantageous offer submitted, is provided at Appendix 1.

## 5. Employee Implications

5.1. Contracts management including performance appraisal will be undertaken by both the main user Services and Procurement.

## 6. Financial Implications

6.1. There are no financial implications associated with this report which is for information purposes only. Appropriate budgetary provision is available for each of the contracts awarded.

## **7. Other Implications**

- 7.1. There is a risk that failure to report awards may lead to contracts being awarded that do not represent best value, breach statutory procurement obligations and Standing Orders or do not follow internal processes which mitigate the risk.

## **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy nor recommend a change to an existing policy, function or strategy and therefore, no impact assessment is required.
- 8.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

**Colin McDowall**

**Executive Director (Community and Enterprise Resources)**

14 August 2014

### **Link(s) to Council Objectives/Values**

- Value: Accountable, Effective and Efficient

### **Previous References**

- Community Services Committee dated 12 November 2013

### **List of Background Papers**

- Standing Orders on Contracts

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:- Munro Anderson, Category Adviser

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**Community and Enterprise Resources  
Community Services**

Contracts Awarded over £50,000 in value

Period: 1 October 2013 to 31 March 2014

<b>Contract</b>	<b>Awarded Contractors</b>	<b>Contract Value</b>	<b>Commencement Date</b>	<b>Period of Contract</b>
Provision of Grounds Maintenance Materials	Terra Firma (Scotland) Limited Richard Aitken Seedsmen Limited Fleet (Line Markers) Limited Scotbark	£297,175.00 £1,012,981.48 £102,772.00 £170,000.00	01/03/2014	01/03/14 –28/02/16(18)
Receipt, Separation, Recycling and Disposal of Unsorted Municipal Waste	Viridor Waste Management Limited Levenseat Limited	£18,207,995.50 £9,377,568.00	01/04/14	01/04/14-31/03/16(17)
Supply and Delivery of Summer Bedding Plants 2014	Pentland Plants Maclaren's Nurseries	£70,000.00 £15,000.00	27/01/14	27/01/14-31/12/14
Pest Control and Certain Environmental Health Services – Contract Extension	Excel Environmental Ltd	£165,323.00	01/04/14	01/04/14-31/10/14
Disposal of Recyclate Waste – Contract Extension	Viridor EnviroScot Ltd Levenseat Limited GP Plantscape Ltd	£1,716,556.00 £161,186.00 £1,222,000.00	01/04/14	01/04/14-31/03/16
Trade Waste Services – Contract Extension	Viridor EnviroScot Ltd	£933,920.00	01/01/14	01/01/14-31/12/14
Supply and Delivery of Alcoholic Beverages – Contract Extension	Matthew Clark Wholesale Ltd trading as Matthew Clark	£340,000.00	01/04/14	01/04/14-31/03/16
Grounds Maintenance Machinery Framework – Mini Comp for Supply and Delivery of Rotary Mowers	Hamilton Bros Engineering Ltd	£146,280.00	14/03/14	14/03/14-31/05/14