

# Report

Report to:	<b>Community Services Committee</b>
Date of Meeting:	<b>4 June 2013</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Community Services - Notification of Contracts Awarded - 1 October 2012 to 31 March 2013</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 Services from 1 October 2012 to 31 March 2013.

## 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 2013, as detailed in Appendix 1 to the report, be noted.

## 3. Background

3.1. It is a requirement of Clauses 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 the period 1 October 2012 to 31 March 2013, on the basis of lowest offer and/or most economically advantageous offer submitted, is provided at Appendix 1.

4.2. Those contracts awarded following use of Negotiated Procedures, in line with Standing Orders on Contracts Clause 9.3.1, are noted 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.
- 7.2. There are no implications for sustainability in terms of the information contained within this report.

## **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)**

9 May 2013

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

- Value: Accountable, Effective and Efficient

### **Previous References**

- Report to Community Services Committee dated 22 January 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:-

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**Community and Enterprise Resources  
Community Services**

Contracts Awarded over £50,000 in value

Period: 1 October 2012 to 31 March 2013

<b>Contract</b>	<b>Awarded Contractors</b>	<b>Contract Value</b>	<b>Commencement Date</b>	<b>Period of Contract</b>
Supply and Delivery of Mini Excavators and Compatible Attachments	Scot JCB Ltd	£172,050.00	25/10/12	25/10/12 – 30/4/13
Supply and Delivery of Golf Course Grounds Maintenance Machinery, Tractors and Mini Excavators	Nairn Brown (Glasgow) Limited	£83,974.00	25/10/12	25/10/12 – 30/4/13
Trade Waste Agreement	Viridor Enviros Scot Limited	£647,698.71	1/01/13	1/01/13 – 31/12/13
Supply of Summer Bedding Plants	Pentland Plants McLaren's Nurseries Craigmarloch Nurseries Ltd	£76,594.89	1/01/13	1/01/13 – 31/01/14
*Supply of Pre-coated Chip Spreaders	Tex Engineering Limited	£187,773.00	17/01/13	17/01/13 – 16/07/13
*Supply of Dead Weight Rollers	Wirtgen Limited	£161,550.00	17/01/13	17/01/13 – 16/07/13
Supply of JCB 2CX Airmasters	Scot JCB Limited	£446,184.00	8/02/13	8/02/13 – 28/2/15

\* Contract awarded following receipt of Approval to use Negotiated Procedure