

Report to the Chief Officer (Highways and Transportation)

Date: 10 May 2016

Subject: Extension of Ground Investigation Contract 2013

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report seeks the Chief Officer's approval to extend the Ground Investigation Contract for a period of 12 months, in accordance with Contract Procedure Rule 21.1 and utilising Clause 80 incorporated within the Contract.

Recommendations

2. The Chief Officer (Highways and Transportation) approves the extension of the Ground Investigation Contract 2013 for a further 12 months to 26th June 2017 in accordance with its terms and conditions.

1 Purpose of this report

- 1.1 The purpose of this report is to inform the Chief Officer (Highways and Transportation) of the requirement to extend the Ground Investigation Contract 2013 and seek an Administrative Decision as defined by the Constitution of the Council to extend the contract to 2 incumbent providers who have confirmed their agreement to extend. Two Contractors have declined to extend.

2 Background information

- 2.1 The Geotechnical Team use this contract to carry out specialist site investigation works and materials testing which assist them in the preparation of detailed Geotechnical Reports for Clients.

3 Main issues

- 3.1 The Ground Investigation Contract was awarded to six Contractors in 2013 for an initial period of 12 months with a facility to be able to extend the contract three times, up to a total contract period of 4 years.
- 3.2 One Contractor declined to extend in 2014 and a further Contractor declined in 2015. Two further contractors do not wish to extend this year but the remaining two incumbent Contractors have confirmed they wish to extend the contract.
- 3.3 All Contractors have agreed to hold their rates at their present value.
- 3.4 The rates will be applied to the Ground Investigation Model and contractors will be selected by lowest price and availability to carry out the works.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The Geotechnical Team are satisfied with the service provided by the incumbent contractors.
- 4.1.2 Consultation has taken place with the Finance Team who confirmed that works are funded from both the capital and the revenue budgets and Chief Officer Approval will be applied for as and when the works are required.
- 4.1.3 The Procurement Team has also looked into the appropriateness or otherwise of the proposed extension and concluded that it is justifiable.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Due consideration to equality has already taken place as part of the Corporate Procurement Process before this contract was originally awarded. It is currently not applicable to carry out an EDCI screening or impact assessment.

4.3 Council policies and City Priorities

- 4.3.1 This contract is utilised as a means of instructing the Contractor to carry out site investigation and testing works. Each order will be subject to the necessary approvals in accordance with the Council's rules.
- 4.3.2 The proposed extension to this contract will maintain an efficient method of procuring these essential services.
- 4.3.3 This contract is available for all the West Yorkshire Districts to utilise. However, as Leeds City Council is the only authority with geotechnical in-house capabilities, orders for works within other districts are generally placed through Leeds City Council and overseen by our Geotechnical Team.

4.4 Resources and value for money

- 4.4.1 The proposed extension to this contract will maintain an efficient method of procuring these essential works. The rates will be applied to the model used when selecting Contractors and the lowest priced Contractor who is available will be utilised.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are no specific legal implications arising from this report. All activities relating to the proposed extension have been executed strictly in accordance with the Council's Contract Procedure Rules.

4.6 Risk Management

- 4.6.1 The incumbent Contractors have already submitted competitive rates and a further tender exercise is not expected to bring any further savings and would incur costs associated with a new tender process.

5 Conclusions

- 5.1 The extension of the Contract is an efficient use of Council resources.

6 Recommendations

- 6.1 The Chief Officer (Highways and Transportation) approves the extension of the Ground Investigation Contract 2013 for a further 12 months to 26th June 2017 in accordance with its terms and conditions.

7 Background documents¹

- 7.1 None.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.