

Report to the Chief Officer (Highways and Transportation)

Date: 23 May 2017

Subject: Extension of Contract – Underwater Inspections 2017-18

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. The Underwater Inspections Contract is used by the Bridges Section to obtain assessments of bridges and structures to determine their condition.
2. This report seeks the Chief Officer’s approval to extend the Underwater Inspections Contract for a period of 12 months, in accordance with Contract Procedure Rule 21.1 and utilising Clause Z7 incorporated within the Contract.

Recommendations

3. The Chief Officer (Highways and Transportation) is requested to approve the extension of the Underwater Inspections Contract for a further 12 months to 30 June 2018 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 Underwater Inspections Contract and seek an Administrative Decision as defined by the Constitution of the Council to extend the contract to four incumbent providers who have confirmed their agreement to extend.

2 Background information

- 2.1 Leeds City Council is responsible for the management and maintenance of numerous highway structures within the district. As part of this service it is necessary to carry out underwater inspections. Historically, the Bridges Division

has used this contract to inspect structures within the Leeds City Council boundary and is available to be used by members of the Yorkshire Highway Alliance.

3 Main issues

- 3.1 The Underwater Inspection Contract was awarded to four contractors in June 2015 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 with Contractors able to submit revised rates annually.
- 3.2 The current contract expires on the 30th June 2017 and can be extended two more years up to 30th June 2019.
- 3.3 The four remaining incumbent contractors have agreed to extend the contract. Three Contractors have agreed to hold their rates for the next 12 months and the other Contractor has submitted revised rates. The majority of orders over the last 12 months have been placed with the Contractor who has agreed to maintain their rates for the next 12 months.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The Bridges Team is satisfied with the performance of the companies and is agreeable to the contract being extended.
- 4.1.2 Consultation has taken place with the Finance Team who confirmed that funding is available through the Bridges budget.
- 4.1.3 The Procurement Team have 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 at this time.

4.3 Council policies and City Priorities

- 4.3.1 This contract is utilised as a means of instructing a contractor to carry out underwater inspections as and when required. 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 this essential service.

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 services and offers very good value for money with the existing contractor offering to reduce some of their rates.

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 new 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 this Contract is an efficient use of Council resources and offers best value for money whilst ensuring the supply of underwater inspections can continue to be delivered.

6 Recommendations

- 6.1 The Chief Officer (Highways and Transportation) is requested to approve the extension of the contract for Underwater Inspections for a further 12 months to 30th June 2018 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.