

Finance and Resources Committee

10.00am, Tuesday, 5 September 2017

Contract Awards and Procurement Programme (Period 1 January – 30 June 2017)

Item number	7.11
Report number	
Executive/routine	
Wards	All

Executive Summary

This report updates the Finance and Resources Committee on the scope of contracts awarded across the Council in the period 1 January to 30 June 2017. This provides visibility of those contracts awarded under 'Delegated Authority' (with a value below the threshold requiring Committee approval), inclusive of direct contract awards not openly tendered due to specific circumstance permitted in regulation and those awarded following a waiver of the Council's Contract Standing Orders (CSOs). The table below provides a summary of contracts awarded in the period noted.

Award Category		Quantity	Value
Total contracts awarded		207	£217,233,845
Contracts awarded via a waiver of the CSOs	Under Delegated Authority	103	£4,574,123
	With Committee approval	2	£13,542,923
Total Income contracts awarded		1	-£24,000

This report also seeks to provide the Committee with visibility of the forthcoming procurement programme in relation to higher value contracts across the Council.

Contract Award and Procurement Programme (Period 1 January – 30 June 2017)

1. Recommendations

- 1.1 It is recommended that the Committee notes the contents of this report and the authorisations made under delegated authority. A further report will be submitted to the Committee in six months' time.

2. Background

- 2.1 The Commercial and Procurement Services (CPS) Team, within the Finance Service, is responsible for fostering commercial efficiency and best value across the Council. In support of this approach CPS:
- Supports service areas to procure goods, works and services (with a focus primarily on contracts of a value of £25,000 and above); and
 - Provides governance, process and oversight for contracting and purchasing (including the Council's Contract Standing Orders (CSOs)).
- 2.2 The programme of commercial delivery embraces significant volumes of activity and quantities of stakeholders across the breadth of the Council. The scope of this work includes working with services in relation to:
- £532.5m of third party spend across the Council during 2016/17;
 - Management of the Contracts Register - currently 1,114 live contracts;
 - 10,129 suppliers, 1234 requisitioners and 704 approvers on the Council's purchasing system (Oracle); and
 - Moving to a new procurement system, as part of the Council's new IT infrastructure.
- 2.3 Services are responsible for ensuring that their contract information is regularly updated on the Council's Contract Register (accessible through the Orb and publicly). CPS regularly provides a list of expiring contracts and waivers to services for their review in order to enable Executive Directors to fulfil their responsibilities for all contracts tendered and subsequently awarded by their directorates. Commercial Partners from CPS work alongside service management teams and

procurement delivery teams, as business partners, to assist with relationship management and to support services with their contract planning.

- 2.4 The Council's CSOs outline approval thresholds for contracts for goods, works and services, identifying both the level of award which can be undertaken and those with the authority to award. Above certain financial values, decisions are made by the Finance and Resources Committee on a case by case basis.
- 2.5 In specific circumstances, direct awards can be made through negotiated procedures without prior publication or application of statutory exemptions, where it is not practically viable to 'tender' the requirement.
- 2.6 A waiver of CSOs to allow a contract to be awarded or extended without competitive tendering may also be required in certain circumstances. Inevitably, there will always be a need for a select amount of waivers, however each is evaluated on its own merits and is only approved if fully justifiable and in the best interests of the council. Such circumstances continue to be tightly controlled and scrutinised.
- 2.7 Historically the Committee had expressed concerns in relation to the number of contracts awarded through a waiver of CSOs, this information is included within this report and will be reported regularly, at least every six months, to the Committee.
- 2.8 The report also offers opportunity to aid understanding of the forthcoming procurement programme for high value goods/services across the Council.

3. Main report

- 3.1 This report updates the Finance and Resources Committee of the scope of contracts awarded across the Council in the period 1 January to 30 June 2017 and provides visibility of the forthcoming procurement programme in relation to higher value contracts across the Council.

Table 1 Contracts awarded under Delegated Authority

Directorate	Total Contract Value 1 January 2017 – 30 June 2017
Chief Executive	£330,000
Communities and Families	£38,082,498
Cross-Directorate	£3,644,000
Health and Social Care	£13,172,470
Place	£32,984,981
Resources	£128,065,801

De Minimus Value Contracts (Under £25,000)	£954,095
	£217,233,845

- 3.2 The report offers insight in respect of those contracts awarded under waiver arrangements (both under delegated authority and through committee approval) of the Council's Contract Standing Orders (CSOs) in the relevant period and these are summarised by directorate in Table 1 below.

Table 2 Contracts awarded under the Waiver of Standing Orders

Directorate	Total Waiver Value under Delegated Authority 1 January 2017 – 30 June 2017	Total Waiver Value by Committee Approval 1 January 2017 – 30 June 2017
Chief Executive	£2,077,078	£11,910,408
Communities and Families	£442,741	n/a
Cross-Directorate	n/a	n/a
Health and Social Care	£143,646	n/a
Place	£799,797	£1,632,515
Resources	£1,072,192	n/a
De Minimus Value Contracts (Under £5,000)	£38,669	n/a
	£4,574,123	£13,542,923

- 3.3 The CSOs state that contracts above a threshold of £1m for supplies and services and £2m for works require approval from the Committee prior to award.
- 3.4 The table in the executive summary of this report provides an overview of the total quantity and value contracts awarded in period, and a full breakdown provided in the Appendix 1. Given their de minimis value, contracts under the value of £25,000 have not been listed in Appendix 1. For information, there were a total of 100 contracts awarded with a value of less than £25,000 which account for £954,095 in total.
- 3.5 Appendices 2 and 3 detail the quantity and total financial value of contracts awarded under waiver of Council CSOs. It should be noted that in several cases the actual spend will be below this value. Given their de minimis value, waivers under

the value of £5,000 have not been listed in Appendix 2. For information, there are a total of 10 Waivers awarded with a value of less than £5,000 which account for £38,669 in total.

- 3.6 CPS will continue to monitor and challenge submitted waivers to ensure continuing compliance with the CSOs. The Waivers and Contract Register provides the required visibility of spend enabling CPS to highlight to directorates where plans for procurement require to be put in place without delay.
- 3.7 To enable insight into the forthcoming procurement programme in relation to higher value contracts across the Council, the top fifty-four (by value) expected procurements is detailed within Appendix 5. It should be noted this is based on current knowledge and is subject to change as each individual procurement strand progresses.

4. Measures of success

- 4.1 Contracts awarded are compliant with the Council's Contract Standing Orders and procurement legislation.
- 4.2 The number of waivers of Contract Standing Orders required as a result of poor planning continues to reduce over time to a level commensurate with the volume and diverse array of goods, works and services across the Council.
- 4.3 The Council's Contract Register is kept updated by services and management information is comprehensive and accurate.
- 4.4 Best Value continues to be demonstrable and achieved.

5. Financial impact

- 5.1 Through a robust procurement strategy, proactive management of contract cycles, aggregating spend and carrying out competitive procurement where appropriate, this should support commercial efficiency and achieve Best Value for Council contracts.

6. Risk, policy, compliance and governance impact

- 6.1 Due to the significant volumes of activity and numbers of stakeholders involved in purchasing and procuring goods, services and works, CPS relies on services to provide accurate information through their Contract Register entries and request for procurement assistance. To mitigate against any risks in this area, data is reviewed for accuracy and reliability in consultation with services.
- 6.2 A waiver denotes a departure from the CSOs. There may be an increased risk if the Council has departed from EU or Reform Act requirements. However, each waiver

is scrutinised on its own merits in this context, and is only approved if justifiable given the circumstances or permitted in accordance with EU or obligations.

- 6.3 Co-production resource and timescales will need to be factored in to overall timescales for services to re-procure contracts to ensure early planning and avoidance of waiver requirements.

7. Equalities impact

- 7.1 There are no equalities impacts directly arising as a result of this report.

8. Sustainability impact

- 8.1 There are no sustainability impacts directly arising as a result of this report

9. Consultation and engagement

- 9.1 Service areas have been consulted on their expiring contracts, waivers and suppliers in the collation of this report. On an ongoing basis, the CSOs outline the appropriate measures of consultation and approval that must be sought from officers or committee for each waiver, dependent on the expected value.

10. Background reading/external references

[http://www.edinburgh.gov.uk/download/meetings/id/46991/item_712 -
_council contracts - planning update](http://www.edinburgh.gov.uk/download/meetings/id/46991/item_712_-_council_contracts_-_planning_update)

[http://www.edinburgh.gov.uk/download/meetings/id/49409/item_719 -
_council contracts planning update - review of waivers over 100000](http://www.edinburgh.gov.uk/download/meetings/id/49409/item_719_-_council_contracts_planning_update_-_review_of_waivers_over_100000)

[http://www.edinburgh.gov.uk/download/meetings/id/51457/item_716 -
_contract waivers management](http://www.edinburgh.gov.uk/download/meetings/id/51457/item_716_-_contract_waivers_management)

[http://www.edinburgh.gov.uk/download/meetings/id/52615/item_77_contracts_awarded u
nder delegated authority waiver reports and contract waiver management update](http://www.edinburgh.gov.uk/download/meetings/id/52615/item_77_contracts_awarded_under_delegated_authority_waiver_reports_and_contract_waiver_management_update)

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11. Appendices

Appendix 1 – Contract Awards under Delegated Authority

Appendix 2 - Contracts Awards under waiver of CSOs by Delegated Authority

Appendix 3 – Contracts Awards under waiver of CSOs by Committee approval

Appendix 4 - Procurement Programme – Anticipated High Value Procurements Across the Council

Appendix 1 – Contracts awarded under Delegated Authority

The following relate to the period 1 January - 30 June 2017.

Income Contracts

Date	Directorate	Chief Executive	Value
	Supplier	Contract Description	
03/02/2017	Ancestry Information Operations	Renewal of Licence agreement for creation and dissemination of digital images from the Council's archives	-£24,000

Goods and Service Contracts (Contract value £25,000 - £1M)

Date	Directorate	Chief Executive	Value
	Supplier	Contract Description	
01/02/2017	Bibliotheca Ltd; Bolinda UK Ltd; OverDrive Inc; Wheeler's Book Club; Ulverscroft Large Print Books Ltd; W F Howes Ltd; Library Ideas	Provision of Ebooks, Eaudio, Emagazines & Emusic	£330,000

Date	Directorate	Communities and Families	Value
	Supplier	Contract Description	
01/04/2017	Stepping Stones North Edinburgh	Provision of early intervention services to parents aged 25 years and under.	£184,500
19/01/2017	My Adventure	Preventative Service which provides a range of adventurous activities, outdoor learning, personal and social development programmes and outdoor qualifications. The project is aimed at the demographic of young people who are not engaging in school and/or who are starting to become involved in criminal activity and antisocial behaviour.	£128,089
24/05/2017	Crew 2000	Support service to young people who are using alcohol and/or drugs in the south east locality and improve sexual health.	£82,126

22/05/2017	Edge Autism Limited	Behavioural support service to individual client ref 8073992 to support him in the home and the community with additional support to the family	£64,000
17/02/2017	Barnardos	Provision of behavioural support service to children with a learning disability and their families	£50,635
13/03/2017	Kindred	The helpline service will provide information to parents regarding additional support for learning for their child. This will include telephone advice, literature, face to face discussion/counselling, opportunities for peer support, support and advocacy in meetings with professionals, informal mediation and solution focussed planning.	£45,000
22/06/2017	Jcs Online Resources Limited	A resource required by libraries for family history research	£32,400
			£586,750

Date	Directorate	Health and Social Care	
	Supplier	Contract Description	Value
01/01/2017	Lothian Centre for Inclusive Living	Independent Living Support Services	£702,000
14/03/2017	Fife Business Centre; Lothian Centre for Inclusive Living; Accountability	Payroll Support Service Framework Agreement	£470,470
			£1,172,470

Date	Directorate	Place	
	Supplier	Contract Description	Value
15/02/2017	Access to Industry Limited	Employability Complex Needs Service	£954,158
02/01/2017	Framework – Multiple Suppliers	Supply and Delivery of Vehicle Parts 01 - 16	£400,000
08/02/2017	AWJ WoodWaste Ltd	Uplift and Processing of Waste Laminates from CRCs	£120,000
27/02/2017	Raeburn Construction Services Ltd	Repair of structural defects in sea defences / wall base at Granton.	£25,087

11/04/2017	NHS Lothian	Independent Mobility Assessments qualifications for Blue Badges	£112,000
28/02/2017	Aebi Schmidt Uk Ltd	Hot Wash Pavement Machines	£105,000
30/06/2017	Keep Scotland Beautiful	Councils street cleanliness LEAMS & CIMS inspections	£60,000
28/03/2017	Bradmac Garage Equipment & Services Ltd	Vehicle Test Equipment for Two bays. Taxi Examination Centre	£55,225
06/06/2017	Conference Partners UK Limited	EUROCITIES 2018 Professional Conference Organiser Service	£44,799
10/01/2017	P1 Solutions Ltd	Leith Walk - Planter Installation, Planting & Maintenance	£29,352
01/02/2017	MODUS Scotland Limited	Asbestos Information Management System (AIMS)	£25,700
03/03/2017	Edinburgh Trams Ltd	Project Manager service for Edinburgh Tram Extension York Place to Newhaven	£25,000
			£1,956,321

Date	Directorate	Resources	
	Supplier	Contract Description	Value
10/02/2017	TMP (UK) Ltd	Recruitment Advertising and Public Information Notices	£985,436
20/02/2017	Perimeter Intruder Detection Systems Ltd	Supply of Temporary Security Alarm Systems	£960,000
16/05/2017	Travelers Insurance Co Ltd	Insurance for Edinburgh Trams Ltd	£869,862
22/05/2017	Portfolio Evaluation Limited	Investment Performance and Risk Analysis Service	£655,600
17/02/2017	Nisbets Plc; Alliance Disposables Ltd	Supply and Delivery of Catering Sundries	£580,000
25/01/2017	Northgate Public Services (UK) Limited	Single Occupancy Discount Review Service	£152,228

04/05/2017	John Cole	Appointment of the Chair of the Independent inquiry into Edinburgh Schools	£150,794
15/05/2017	Whistl Scotland Limited	Printing and mailing services of Northgate generated letters for Income & benefits forms	£125,000
23/02/2017	GHPC Group Ltd	Clerk of Works - Early Years Nurseries	£47,793
15/06/2017	Sharp Business Systems UK PLC	Classroom kit for approximately 12 Schools as part of Rising School Roles 5	£34,804
16/02/2017	Apex Developments Ltd	Roofing and common stair repairs for 72 Redhall House	£29,730
			£4,591,247

Works Contracts (Contract value £25,000 - £2M)

Date	Directorate	Communities and Families	
	Supplier	Contract Description	Value
21/02/2017	Watson & Lyall Ltd	Replacement of Doors & Windows – Prestonfield Primary School	£100,000
23/02/2017	James Breck Ltd	Roofing and Windows Improvements – Leith Community Centre	£110,000
10/03/2017	Mackenzie Construction Ltd	External Cladding and Concrete Improvements – Currie High School	£160,000
			£370,000

Date	Directorate	Place	
	Supplier	Contract Description	Value
26/06/2017	Crummock Scotland Ltd	Property Repair and Maintenance Framework Agreement - Leith Walk Improvements Phase 4	£794,168
21/06/2017	ESH Border Construction Ltd	249 High Street Refurbishment Works	£688,706
09/02/2017	Balfour Beatty	Slurry sealing of various footways in Edinburgh 2016/17	£453,118
23/06/2017	Green Cat Contracting Ltd	Fair-a-Far Weir Repairs, Cramond	£364,000

30/05/2017	Daltons Demolitions Ltd	Edinburgh Tram York Place to Newhaven Leith Walk Depot demolition	£227,057
05/01/2017	Morris & Spottiswood Ltd	Birnies Court Roof Replacement	£201,371
12/05/2017	Murdock MacKenzie Construction Ltd	Hawes and Longcraig Piers Algae Cleaning	£178,470
06/01/2017	P1 Solutions Ltd	Takedown and rebuild existing wall and resurface footpaths, Morton Path Road	£139,215
08/02/2017	P1 Solutions Ltd	Dumbryden Front Garden Improvements	£83,147
21/02/2017	Crummock Scotland Ltd	Parks Infrastructure Improvements to Blackford Pond	£80,000
23/06/2017	Gabre Uk Ltd	Harrison Road-Steelwork Repairs and Maintenance Painting	£68,225
24/03/2017	Velocity Patching	Requirement for Jet Patching repairs	£50,000
21/06/2017	Class One Traffic Management Ltd	Leith Walk Improvements Phase 4 - Temporary Traffic Management	£50,000
08/02/2017	P1 Solutions Ltd	Westerhailes Front Garden Improvements	£65,362
17/02/2017	P1 Solutions Ltd	Greendykes & Wauchope HSE - Resurfacing	£57,406
31/01/2017	Cornhill Building Services Ltd	Statutory fire upgrading works to City Art Centre & Lauriston Castle	£45,000
27/02/2017	P1 Solutions Ltd	Crewe Road Gardens - Bin Store Improvements	£44,394
13/02/2017	CAN Geotechnical	Wester Craiglockhart's cliff face (WCH Geo H&S 2017)	£34,783
02/06/2017	Crummock Scotland Ltd	Leith Walk Improvements Phase 4 – Emergency works to partially complete worksites.	£56,591
			£3,681,013

Date	Directorate	Resources	
	Supplier	Contract Description	Value
30/05/2017	McGill Electrical Limited	Works associated with the mechanical and electrical upgrades at Liberton high School	£1,037,406
31/03/2017	McGill Electrical Limited	M&E Improvements Central Library	£510,000
22/06/2017	Ashwood Scotland Ltd	Alterations to South Gyle Respite Centre	£340,000
26/06/2017	Dacoll (Electrical Contracting) Ltd	Electrical Upgrade to St John Vianney's PS	£300,000
26/06/2017	Morris & Spottiswood Ltd	Toilet refurbishment works for Clovenstone & Gracemount Primary Schools	£254,000
06/06/2017	Clark Contracts Ltd	Phase 2 of the window improvements works top Dean Primary School.	£253,000
27/03/2017	Go-Wright Ltd	External Stone replacement and associated works – Trinity Academy	£250,000
14/03/2017	Nicholson Bros (Electrical) Ltd	Upgrade lighting & Small Power at Trinity Academy	£156,600
10/05/2017	WQS (UK) Ltd	Water works at Royal Mile, St Cuthberts and Kaimes schools.	£153,000
31/01/2017	Cornhill Building Services Ltd	Statutory Fire Upgrade Works to various PLACE Properties	£140,000
24/02/2017	Cornhill Building Services	Fire Upgrade Works to City Chambers	£140,000
06/06/2017	Cornhill Building Services Ltd	Toilet improvement Works to St Mary's nursery and Lorne Primary School.	£125,000
02/06/2017	Clark Contracts Ltd	Gymnasium Window replacement works at Sighthill Primary School	£120,000
16/06/2017	Maxi Construction Ltd	Ferryhill Primary School Classroom alterations	£114,000
16/01/2017	Cornhill Building Services Ltd	Statutory Fire Upgrade Works to Health & Social Care Properties	£100,000
11/05/2017	WQS (UK) Ltd	Improvement works at Carricknowe PS & Sighthill EY	£100,000
07/04/2017	Arthur McKay & Co Ltd	Inch House Nursery Glasshouse M&E	£100,000

11/05/2017	WQS (UK) Ltd	Improvement work at Granton and Fort Primary Schools.	£95,653
10/05/2017	WQS (UK) LTD	Improvement works at Brunstane and Fox Covert Primary schools.	£91,000
02/06/2017	Cornhill Building Services	Refurbishment works at Bruntsfield Primary School	£91,000
26/04/2017	Historic Property Restoration Ltd	Stonework and Masonry works at the Museum of Edinburgh	£90,000
25/04/2017	Morris & Spottiswood Ltd	Upgrade toilet and drainage at Dean Park Primary School	£70,000
25/05/2017	WQS (UK) Ltd	Water treatment & legionella management works to Corstorphine & Blackhall Libraries and Bingham Community centre	£70,000
25/01/2017	Go-Wright Ltd	Improvement Works to Greyfriars Kirk Cemetery	£60,000
24/03/2017	Ashwood Scotland Ltd	Improvements to the front elevation of Wardie Primary School	£40,000
12/06/2017	McGill Electrical Limited	Small Power and rewiring alterations at Hope Cottage Nursery	£39,000
31/03/2017	Apex Developments Ltd	Repairs to roof covering, chimneys, rainwater goods and associated high level elements at 38 Balfour Street	£33,505
26/04/2017	Bolton Roofing Contractors Ltd	Renewal of render coating to gable wall at 135-143 Great Junction Street	£25,906
			£4,899,070

Appendix 2 – Contracts awarded under the Waiver of CSOs by Delegated Authority

The following relate to the period 1 January - 30 June 2017.

Waiver No.	Directorate	Chief Executive	
	Supplier	Justification for waiver	Value
Waiver 884	Midland Software Limited	Midland ITrent services required until transformation of finance system. If waiver not agreed MHR services could not be extended – budget costs met by CEC contractor.	£387,752
Waiver 1018	Redsky IT Hemel Limited	The contract with Redsky IT now sits with CGI as part of the ICT contract but transfer not in time for maintenance fees due – budget cost met by CEC contractor.	£53,591
Waiver 888	S&S Properties	Capacity demand for short term accommodations for homelessness – statutory duty.	£250,000
Waiver 893	Hudson Global Resources Ltd	Contracted agency unable to meet the service needs for specialist resource on a temporary basis.	£24,900
Waiver 930	Direct Control UK Ltd	The type of work included in this contract is specialised within the event industry. Event risks are reduced considerably by appointing this contractor as they have experience in this type of work and specific knowledge of working in the event environment.	£49,392
Waiver 908	Young Scot	Extensive existing networks, solutions to promote engagement, and experience mean there is no directly comparable or reasonable substitute.	£16,258
Waiver 912	Maxwifi Ltd	Specialist knowledge of the facility including H&S requirements for temporary facility for electoral event.	£11,154
Waiver 932	Edinburgh College; Saheliya; The Welcoming	ESOL Contract extension offered to provide continuity of service while tender options are developed.	£85,403
Waiver 935	University of Edinburgh	Migration, hosting and support for digital applications. Offered best solutions to meet need and timeline needed.	£20,552
Waiver 939	Improvement Service	Partnership agreement to support Digital services for public bodies.	£30,000

Waiver 957	Wireless CCTV Ltd	Higher SIM need for CCTV/mobile requirements in the City. Business Continuity need while alternative options are explored.	£14,523
Waiver 961	David Mandel & Associates LLC	The Safe and Together model trademarked tools for domestic abuse interventions developed in the United States.	£19,669
Waiver 963	Elevation Design	The appointment of this contractor will be consistent in the approach of appointing a specialised contractor of one-off events signage.	£5,540
Waiver 965	Lisson Grove Benefits Program Ltd	Continuity of benefits advice package link to swift. Linked to review of services/systems to determine future need.	£5,600
Waiver 969	Boston Networks Ltd	One off requirement from a company who are aware of CEC CCTV network to support review.	£24,000
Waiver 975	Maxwifi Ltd	Addition requirement for election – company understood venue need.	£9,204
Waiver 977	Glenallan	Capacity demand for short term accommodations for homelessness – statutory duty.	£200,000
Waiver 978	Parkview	Capacity demand for short term accommodations for homelessness – statutory duty.	£200,000
Waiver 979	Ravensdown	Capacity demand for short term accommodations for homelessness – statutory duty.	£200,000
Waiver 980	Granville Guest House	Capacity demand for short term accommodations for homelessness – statutory duty.	£200,000
Waiver 981	Edinburgh Regency Guest House	Capacity demand for short term accommodations for homelessness – statutory duty.	£200,000
Waiver 982	Direct Control UK Ltd	Electric and AV requirements for unforeseen election.	£57,540
Waiver 987	Elevation Design	Event signage for elections – urgent need for election.	£12,000
			£2,077,078

Waiver No.	Directorate	Communities and Families	
	Supplier	Justification for waiver	Value
Waiver 889	Travel Counsellors PLC	The hotel selected as accommodation for our students and staff has been chosen as located in a safe area of South Africa and known to our trip organisers.	£8,347
Waiver 890	ROMPA Limited	ROMPA were recommended to provide a bespoke sensory room to accommodate the complex, specific needs of a child who was allocated to the Speech and Language Class within the school through the CMRG process.	£14,100
Waiver 892	Armadilla Ltd	Armadilla were chosen due to their work with the National Autistic Society and unique design for the child's needs.	£12,375
Waiver 899	Teacher Boards (1985) Ltd	The company can deliver & install the boards to meet the short timescales.	£11,681
Waiver 903	Cavendish Communication Projects Ltd	The waiver is to allow time for transfer to a new supplier for an online payment service for five schools.	£49,500
Waiver 904	Bauer Media	The Radio Forth offer is unique and there are no competition so comparable quotes are not possible to support fostercare initiative.	£12,857
Waiver 905	Columba 1400 Staffin Ltd	Direct sourcing of child residential services identified as unique market provider. CEC pay third only. Provider raises the other costs.	£20,000
Waiver 913	Studio LR Limited	Specialist work which was tendered previously with only Studio LR submitting a proposal. Extension required to meet practical completion and school opening timescales.	£18,837
Waiver 914	Ardmay House	Change regarding Edinburgh Council's policy for outdoor centres came after the booking was made for 2017, cancelling the trip would have resulted in a punitive fee	£7,050
Waiver 916	Mercury Tide	Updates to website to support changes in DDA legislation. Best value to retain current supplier.	£19,000
Waiver 920	Skill Force Developments Scotland	The provider is a specialist provider of this service for students.	£14,500

Waiver 931	Scottish Women's Cricket Association	Scottish Women's Cricket Association are a valued partner and this co-operation shall enhance the quality of facilities and access to the game by girls and women.	£8,000
Waiver 934	Woolly Shepherd	Bespoke service to provide a quiet environment to meet specialist needs for children.	£6,945
Waiver 940	National Youth Choir of Scotland	Only organisation in Scotland to promote this type of training.	£57,760
Waiver 941	Sumdog Ltd	Closing the Attainment Gap agenda this project will help to increase numeracy skills in 12 primary schools in the most deprived areas of Edinburgh.	£7,100
Waiver 950	Azure Support Services Ltd	Enquiries confirm Murrayfield stadium is the only venue which can accommodate 150 delegates plus 15 seminars and a market place of 36 stands.	£7,680
Waiver 952	Common Ground Mediation	Provision of statutory mediation service to children on behalf of / commissioned by the education authority. Extension of existing arrangement to provide continuity.	£16,500
Waiver 954	Genkior Systems Ltd	A range of other software options was Investigated at the time of the initial purchase and no other systems were found that could deliver this range of features for James Gillespie's H.S.	£5,250
Waiver 955	Sanako UK Limited	The ISG/Project Board responsible for the building of the new James Gillespie's High School identified the proposed Language Learning Solution which meets their specific requirements.	£6,244
Waiver 960	Love Music Productions Ltd	One-off creative improvisations in class workshops, leading to a collaborative concert in June 2017 at the Usher Hall with the Love Music Community Choir.	£14,015
Waiver 966	St Margarets Children & Family Care	Necessary for matched child placement – covered by statutory care guidance.	£110,000
Waiver 993	Barrington Stoke Ltd	Not presently covered by the existing libraries framework, review on start of the new Framework.	£15,000
			£442,741

Waiver No.	Directorate	Health and Social Care	
	Supplier	Justification for waiver	Value
Waiver 919	De Poel UK Limited	Continuation of the software licence for booking facility was deemed essential.	£14,256
Waiver 947	Samaritans Of Edinburgh And The Lothians	A unique 'listening' non-directive suicide prevention service on the phone 24hrs a day, every day, staffed almost exclusively by volunteers - direct award	£6,250
Waiver 967	Ocean Serviced Apartments Ltd	To continue to provide the service while a competitive procurement exercise is undertaken to award a contract for the accommodation.	£86,640
Waiver 989	Ranstad	Specialist social worker agency to meet demand.	£13,500
Waiver 991	Connevens Ltd	The assistive technology needed to support continuity on a Deaf Action contract, provided via historical agreement.	£23,000
			£143,646

Waiver No.	Directorate	Place	
	Supplier	Justification for waiver	Value
Waiver 882	Click Netherfield Ltd	Continuity of supply of new display cases for Museum of Edinburgh.	£43,679
Waiver 883	Enviro Technology Services Plc	Extended contract for air quality monitoring systems, whilst tendering option progressed.	£16,937
Waiver 886	Sustrans Scotland	I-bike is a collaboration between CEC and Sustrans using a previously tried and tested formula – match funding provides best value option to support/ promote cycling.	£88,577
Waiver 894	AWJ Woodstate	Short contract awarded to maintain materials waste requirements until new framework in place.	£120,000
Waiver 907	Sorbus International Ltd	No obvious competitor for this one-off purchase of equipment for health & safety surveys.	£17,270
Waiver 922	RTC Partners Limited	Additional services required under tram project existing contract to cover next phase of work.	£17,760

Waiver 923	Edinburgh Napier University	Secondment of Project Manager to complete the Edinburgh Street Design project required continuity of support to complete guidance requirement.	£15,000
Waiver 925	Edinburgh Tenants Federation	Continuing discussions to allow further consultation on the scope of the independent representative function to align with any future Tenant Participation and Engagement Service.	£120,542
Waiver 926	Neighbourhood Alliance	Continuing discussions to allow further consultation on the scope of the independent representative function to align with any future Tenant Participation and Engagement Service.	£33,600
Waiver 942	Atkins Limited	Atkins has been chosen as the preferred supplier as they have extensive experience In RTPI Systems and have delivered similar successful projects.	£17,348
Waiver 943	Transport for Edinburgh Limited	City wayfinding project includes CEC, ICT as well as TIE and Lothian Buses partnership.	£137,000
Waiver 949	McRobb Display Ltd	Contractor to replace vandalised bespoke Poster Boards at the Usher Hall.	£5,318
Waiver 951	Energised Environments Limited	Access to ONGeN tool to provide information on proposed renewal technologies to allow business case development. Cost refunded by SG grant.	£6,900
Waiver 958	BT Openreach	BT owned equipment inspection required by BT engineer for upgrade work to cycle path on Glasgow Road.	£10,000
Waiver 968	Hays Specialist Recruitment Ltd	Provision of specialist temporary staff as the incumbent supplier unable to resource	£6,500
Waiver 983	National Museums of Scotland	Time constraints to tender for venue for Eurocities conference in Nov 17. One-off requirement.	£37,500
Waiver 984	Interface Environment Management Ltd	Short extension of cleaning contract previously tendered for Leith Corn Exchange, site lease will end in March 18. Proportion of costs recovered for part lease.	£16,916
Waiver 988	Rhinowash Ltd	Vehicle wash equipment used on a number of sites across the Council, it is intended to bring these under a single Council contract, competitively tendered.	£23,750

Waiver 992	Drivercheck Ltd	Business continuity of driver checks until new contract is awarded.	£5,000
Waiver 994	Integrated Skills (UK) Limited	Purchase of Routesmart software to improve customer service delivery.	£24,000
Waiver 995	Persimmon Homes	Developer on site where CEC works are required and both cost and time efficiency can be provided by direct award.	£6,000
Waiver 999	MFH Service Quality Management Ltd	Urgent requirement for H&S audit, which existing contractors could not fulfil.	£9,000
Waiver 1012	Housing Quality Network; HouseMark Ltd; Scotland's Housing Network; Association of Local Authority Chief Housing Officers	Membership ensures that the Council is informed of policy developments, can participate in relevant events, benchmarks performance and receive support for service delivery.	£21,200
			£799,797

Waiver No.	Directorate	Resources	
	Supplier	Justification for waiver	Value
Waiver 998	Kayako	Kayako Helpdesk software license renewal for Customer Services. ICT will continue to review need.	£5,302
Waiver 997	Wider Plan Ltd	Extension of childcare scheme to support staff. Scheme is time limited due to government changes therefore tender not suitable at this stage.	£7,483
Waiver 985	Anturas Consulting Limited	Specialist consultancy support on Water of Leith and Tram project – to lose continuity at this stage would adversely impact on the projects development.	£440,000
Waiver 976	Jeff Jackson	Temporary requirement to provide specialist coaching within H&SC – one off requirement.	£10,000

Waiver 974	NBS (RIBA Enterprises Ltd)	Subscription charges to maintain services until transfer to CGI for NBS (National Building Specification) software.	£10,152
Waiver 885	Physicare	Extension of service to ensure business continuity for manual handling training. A new Framework is being Tendered.	£103,500
Waiver 972	Whistl Scotland Limited	To secure continuity of the postal service and migration planning to our contracted supplier Royal Mail.	£125,000
Waiver 964	Construction & Property Recruitment Limited	Provision of specialist temporary staff as the incumbent supplier unable to resource	£8,800
Waiver 962	Thomson Reuters Professional UK Limited t/a	Continuity of use for information systems that are key within the Treasury Management section. Loss of access may Impact on investment and borrowing decisions.	£45,600
Waiver 887	CoStar UK Limited	Subscription service for property valuations and specialist information was tendered for in 2015, and CoStar were the only respondent. Two year extension to existing arrangements	£19,564
Waiver 956	Logotech Systems	Subscription charge for investment system used by treasury. Change at this time would impact business continuity.	£21,000
Waiver 953	Green Acorn Consulting Limited	A further 3 month extension of a previously tendered requirement to support HR skills development; to start a new contract would delay progress and increase cost	£25,000
Waiver 948	Brodie Melrose Drysdale & Co Ltd	Extension of existing supply within theatres until new coffee Tender is completed.	£50,000
Waiver 945	James Barr Ltd	Further extension required beyond original term to allow a review of rateable values in council best interest	£20,000
Waiver 938	Matthew Algie & Co Ltd	Supply of coffee equipment, accessories has increased and this short extension will allow time to Tender.	£48,000
Waiver 929	Michael Page International Recruitment Ltd	Provision of specialist temporary staff as the incumbent supplier unable to resource.	£24,000

Waiver 915	IDOX Information Solutions Ltd	Information services to ensure best practice & legislation requirements met for Building Programme Team.	£14,291
Waiver 911	A & E Controls Ltd	Limited market operates and research indicated the supplier was the best option to run a pilot project under BEMS programme.	£20,000
Waiver 910	Blyth and Blyth Consulting Engineers Ltd	Extension beyond original term needed due to complexities of the work Involved in the school enquiry. Risk to reputation.	£50,000
Waiver 902	Green Acorn Consulting Limited	A 2 month extension of a previously tendered requirement to support HR skills development; to start a new contract would delay progress and increase cost.	£24,500
			£1,072,192

Appendix 3 – Contracts awarded under the Waiver of CSOs by Committee approval

The following relate to the period 1 January - 30 June 2017.

Waiver No.	Directorate	Place	Value
	Supplier	Justification for waiver	
Waiver 933	NWH Waste Services Ltd; William Tracey Ltd; Biffa Waste Services Ltd	Urgent response to the unforeseen closure of Powderhall allowing temporary arrangement until Tender completed.	£1,632,515

Waiver No.	Directorate	Chief Executive	Value
	Supplier	Justification for waiver	
Waiver 1019	Various	Homelessness report to F&R 23 Feb – extension of contracts to align activity to new strategy.	£11,910,408

Appendix 4 – Procurement Programme – Anticipated High Value Procurements Across the Council

Note: the names of the projects are working titles only. The projects are at different stages of development and therefore subject to change.

Project / Requirement	Anticipated Value (Range)
Edinburgh Tram Extension	£5m and above
Facilities Maintenance	£5m and above
Meadowbank Development	£5m and above
Meadowbank Sports Centre Construction	£5m and above
Roads & Highways	£5m and above
LED Streetlight Replacement Programme	£5m and above
Young People's Accommodation	£5m and above
Aids for Daily Living	£5m and above
Shared & Supported Houses for Temporary Accommodation	£5m and above
Accommodation Placements for people with Complex Needs	£5m and above
Learning and Development Framework	£5m and above
Homelessness Prevention – Locality Support	£5m and above
Bankhead Depot	£5m and above
Homelessness Prevention – Complex Needs	£5m and above
ASL and Family Support Service	£5m and above
Residential Schools Framework	£2m up to £5m
Supported Bus Services	£2m up to £5m
Educational Materials	£2m up to £5m
Pupil Equity Fund	£2m up to £5m
Children's Disability Services	£2m up to £5m
Utility supply for Temporary Accommodation	£2m up to £5m

Seafield Depot	£2m up to £5m
Occupational Health and Employee Assistance	£2m up to £5m
Furnishings and Furniture for Temporary Accom	£2m up to £5m
Integrated Pension Administration and Payroll Software	£2m up to £5m
Homelessness Prevention – Young People Support	£2m up to £5m
Bustracker Maintenance	£2m up to £5m
Library Books, Educational Textbooks & Multimedia supplies	£2m up to £5m
Garden Aid	£0.5m up to £2m
Reception, Bulking & Transfer of Waste	£0.5m up to £2m
Clothing, workwear & accessories	£0.5m up to £2m
Dementia Post Diagnostic support	£0.5m up to £2m
Homelessness Advice Services	£0.5m up to £2m
Constitution St, Wall	£0.5m up to £2m
Older People Accommodation	£0.5m up to £2m
Actuarial Services for Pension Funds	£0.5m up to £2m
Demolition works	£0.5m up to £2m
Leith Programme Phase 5	£0.5m up to £2m
Investment Front office system (LPF)	£0.5m up to £2m
Education Furniture projects	£0.5m up to £2m
Supply of Welfare buses	£0.5m up to £2m
Tenant Participation & Engagement	£0.5m up to £2m
Supply of Natural Stone paving	£0.5m up to £2m
ESRS Drainage Jetting	£0.5m up to £2m
BSL sign language services	£0.5m up to £2m

ESOL provision	£0.5m up to £2m
Specialist Finance services	£0.5m up to £2m
ECO stars Technical support	£0.5m up to £2m
Business Gateway – local workshops	£0.5m up to £2m
Heritage street lighting	£0.5m up to £2m
Supply & Delivery of Laboratory Equipment	£0.5m up to £2m
Rose Street Public Realm	£0.5m up to £2m
Saughton Park – Micro-hydro scheme	£0.5m up to £2m
41 additional projects (+ 17 early scope nil value)	£25k to £0.5m