

Finance and Resources Committee

10.00am, Tuesday, 27 March 2018

Contract Awards and Procurement Programme (Period 1 July – 31 December 2017)

Item number	7.17
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

This report updates the Finance and Resources Committee on the scope of contracts awarded across the Council in the period 1 July to 31 December 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).

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 Awards and Procurement Programme (Period 1 July – 31 December 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 975 live contracts;
 - 6,530 suppliers, 1,099 requisitioners and 682 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 July to 31 December 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 July 2017 – 31 December 2017
Chief Executive	£856,750*
Communities and Families	£2,750,189
Health and Social Care	£321,798
Place	£33,865,443
Resources	£1,416,274
De Minimus Value Contracts (Under £25,000)	£753,788
	£39,964,242

(*excludes income contract)

- 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 2 below.

Table 2 Contracts awarded under the Waiver of Standing Orders

Directorate	Total Waiver Value under Delegated Authority 1 July 2017 – 31 December 2017	Total Waiver Value by Committee Approval 1 July 2017 – 31 December 2017
Chief Executive	£61,458	-
Communities and Families	£467,479	-
Health and Social Care	-	-
Place	£572,356	£800,000
Resources	£744,722	-
De Minimis Value Contracts (Under £5,000)	£42,554	-
	£1,888,569	£800,000

- 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 of contracts awarded in period, and a full breakdown is provided in 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 63 contracts awarded with a value of less than £25,000 which account for £753,788 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 11 Waivers awarded with a value of less than £5,000 which account for £42,554 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 thirty three (by value) expected procurements are detailed within Appendix 4. 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

Council Contracts – Planning Update: Report to Finance and Resources Committee, May 2015

Council Contract Planning Update - review of Waivers over £100,000: Report to Finance and Resources Committee, January 2016

Contract awards and Procurement Programme (Period 1 January – 30 June 2017): Report to Finance and Resources Committee, September 2017

Operational Governance: Review of Council Contract Standing Orders and Guidance on the appointment of Consultants – Report to Council, December 2017

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11. Appendices

Appendix 1 – Contracts awarded under Delegated Authority

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

Appendix 3 – Contracts awarded under the 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 July - 31 December 2017.

Income Contracts

Date	Directorate	Chief Executive	Value
	Supplier	Contract Description	
09/11/2017	City Centre Posters Limited	Arts and Cultural Advertising Structures	-£156,642

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

Date	Directorate	Chief Executive	Value
	Supplier	Contract Description	
18/07/17	Republic of Media Ltd	Media Planning, Buying and Associated Services	£464,791
7/08/17	Sacro	Community Justice Peer Support and Mentoring	£291,019
24/08/17	Progressive Partnership Ltd	Edinburgh People Survey 2017	£58,960
4/09/17	Ipsos Mori	Employee Survey 2017	£41,980
			£856,750

Date	Directorate	Communities and Families	Value
	Supplier	Contract Description	
11/07/17	NAS Services Ltd	Placement and Specialist Autistic Care for a Young Person	£99,473
05/08/17	East Park	Residential Care and Specialist School Education for a Young Person	£691,330
08/08/17	Proludic Limited	Playground installation; Sensory equipment for Special School.	£83,052
15/08/17	WMD Private Hire	Individual support - Home to School Transport	£25,000
23/08/17	P1 Contractors Limited	Creation/replacement of Fox Covert Wildlife Garden	£26,085
15/12/17	HP	Mobile Client Devices	£999,977
18/7/17	Edinburgh Steiner School	Child placement – final 4 terms	£37,000
20/10/17	Young Scot	Specialist service/membership for young people	£51,272

1/07/17	A Wilderness Way Limited t/a	Emergency care placement – Social care for needs of child	£317,000
1/09/17	Active Ark Limited	Emergency care placement – Social care for needs of child	£390,000
22/11/17	Drake Music Scotland	Creative Scotland funded music provision for schools	£30,000
			£2,750,189

Date	Directorate	Health and Social Care	
	Supplier	Contract Description	Value
01/10/17	Oxgangs Care	Day care services for older people	£152,798
15/11/17	Matrix Fife	Supply of daily living assistive equipment aids to people in their homes	£69,000
3/07/17	Legrand Jontek	Annual maintenance and report of Answerlink system and moving of the system to alternative site.	£100,000
			£321,798

Date	Directorate	Place	
	Supplier	Contract Description	Value
01/09/2017	David Narro Associates Ltd	Structural Reports for Numerous Council Properties	£40,000
01/09/2017	AHR Architects Limited	Noise Consultant Survey Works	£25,000
01/09/2017	Ramboll UK Limited	Fire Engineering Services	£72,500
22/09/2017	WYG Environment Planning Transport Ltd	George Street and First New Town Public Realm Project	£289,400
20/07/2017	Matthew Clark Wholesale Ltd	Alcoholic & Non-alcoholic Beverages for resale at venues and events.	£996,000
14/09/2017	NewAuto Ltd t/a MOGO UK	Secure Disposal of Taxi Licence Plates	£337,919
26/07/2017	Balfour Beatty Civil Engineering Ltd	North Bridge Refurbishment Pre-Construction Stage	£393,751
10/08/2017	AHR Architects Limited	Professional Services Framework	£25,000
07/09/2017	Ramboll UK Limited	Fire Erosk assessments for high rise buildings	£72,500

12/09/2017	Roberts Partnership Ltd	Supply of Business Gateway one to many Pre-start-up/Start-up/Early Stage Growth Services	£74,250
20/09/2017	Ross Quality Control Limited	Clerks of Works - St. John's Primary School	£40,650
22/09/2017	Xylem Water Solutions UK Ltd	Maintenance of Pumping Stations and the Provision of Telemetry Monitoring for Edinburgh Flood Prevention Schemes	£46,000
27/09/2017	David Narro Associates Ltd	Structural Engineering Services	£40,000
28/09/2017	Ramboll UK Limited	Fire Engineering Services, Sovereign House	£72,500
24/11/2017	Blackwood Partnership Limited	Mechanical & Electrical consultant to survey council owned properties	£250,000
01/11/2017	Licence Check Limited	Driver Licence Checking Service	£41,900
23/10/2017	NL Productions Limited	Lighting installation Christmas events in the city (art installation)	£80,000
01/11/2017	Aecom Limited	Geo-technical and Environmental Site Assessment of Granton Forthquarter and North Shore Sites, Edinburgh	£280,752
14/08/17	Andy Scott (Public Art) Limited	Unique work of Art – Mortonhall	£234,500
25/09/17	AOC Holdings Ltd	Specialist conservation work on 4 cannons	£26,580
31/10/17	IMG Artists UK Ltd	Procure artists for usher hall (to be offset by sales)	£192,750
			£3,631,952

Date	Directorate	Resources	
	Supplier	Contract Description	Value
07/07/2017	BGL Rieber	Supply of Food Transport Containers	£25,740
18/07/2017	Erith Contractors Limited	Sciennes Primary School - Asbestos Remediation Works	£37,987
27/11/2017	Denby Catering Equipment Limited	Servery Equipment for Boroughmuir High School	£45,592
03/11/2017	Gardiner and Theobald LLP	H2285 Duncan Place Resource Centre Refurbishment - Quantity Surveyor	£30,337

21/11/2017	Wildcat Applications Limited	Web based system to capture, monitor and report on Procurement Benefits	£25,000
			£164,656

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

Date	Directorate	Communities and Families	
	Supplier	Contract Description	Value
		nil	
			£

Date	Directorate	Place	
	Supplier	Contract Description	Value
01/07/2017	Boston Networks Ltd	CCTV Upgrade Works to Moredun House and Lochview Court	£47,563
11/07/2017	McGill Electrical Ltd	Kitchen and bathroom upgrades of domestic council properties as part of the HAM Framework, Lot 5.	£1,959,172
12/07/2017	Balfour Beatty Civil Engineering Ltd	Surface Treatments 2017/18	£1,724,781
12/07/2017	Leiths Scotland Limited	Manor Place Carriageway Resurfacing	£33,324
26/07/2017	Tarmac Trading Limited	Maybury Road Carriageway Resurfacing	£42,000
01/08/2017	Maclay Civil Engineering Ltd	Craigleith Drive Carriageway Resurfacing	£59,416
01/08/2017	BAM FM Ltd	Pumps/Tank Servicing Works	£50,000
01/08/2017	McGill Electrical Limited	E2017-18A Electrical Lot 1 - Rewire And Refits	£726,471
01/08/2017	McGill Electrical Limited	E2017-18B Electrical Lot 1 - Rewire And Refits	£601,546
01/08/2017	McGill Electrical Limited	Smoke Alarm Works S2017-18A	£290,693
01/08/2017	McGill Electrical Limited	Smoke Alarm Works S2017ao-18B	£303,325

07/08/2017	McGill Electrical Limited	The installation of smart storage heating and related miscellaneous works to 137 domestic properties in 2 multi-storey blocks.	£417,346
10/08/2017	P1 Solutions Ltd	EWf - Essendean Terrace - Courtyard Improvements	£127,196
11/08/2017	APT Controls Ltd	Supply and Installation of Electric Vehicle Charge Points	£62,718
14/08/2017	Balfour Beatty Civil Engineering Ltd	Burnshot Bridge Pre-construction Project Order	£42,788
01/09/2017	Nicholson Brothers	Smoke Alarm Works S2017-18C	£267,735
01/09/2017	Nicholson Brothers	Smoke Alarm Works S2017-18D	£186,323
20/09/2017	Lafarge Tarmac Trading Limited	Great Junction Street	£287,893
19/06/2017	Lafarge Tarmac Trading Limited	A7 (Old Dalkeith Road) - Phase 1 - Carriageway Resurfacing	£292,576
12/06/2017	Lafarge Tarmac Trading Limited	A7 (Old Dalkeith Road) - Phase 3 - Carriageway Resurfacing	£94,396
24/07/2017	Leiths Scotland Limited	Redhall Crescent - Carriageway Resurfacing	£55,243
01/08/2017	Lafarge Tarmac Trading Limited	Baberton Mains Drive - Carriageway Resurfacing	£27,231
02/10/2017	Lafarge Tarmac Trading Limited	Redford Road - Footway & carriageway Resurfacing	£99,743
31/10/2017	Maxi Construction Ltd	Bin Room Fire Suppression Works	£97,965
23/10/2017	Hy Spec Services Ltd	Tanfield Footbridge - Maintenance Painting and Anti Slip Application.	£27,241
23/10/2017	Lafarge Tarmac Trading Limited	Chesser Avenue Resurfacing	£410,000
01/11/2017	CCG Scotland Ltd	Seafeld Depot	£3,351,016
13/11/2017	Lafarge Tarmac Trading Limited	Learmonth Gardens - Carriageway Resurfacing	£45,927
05/10/2017	Balfour Beatty Civil Engineering Ltd	Burnshot Bridge Demolition Delivery Agreement	£656,194

04/12/2017	McGill Electrical Limited	Kitchen & bathroom upgrades of council properties as part of the HAM Framework, Lot 5 – phase 4	£1,479,511
08/01/2018	McGill Electrical Limited	Kitchen & bathroom upgrades of council properties as part of the HAM Framework, Lot 5 – Granton area	£1,914,108
20/11/2017	McGill Electrical Limited	Kitchen & bathroom upgrades of council properties as part of the HAM Framework, Lot 5 – West Pilton	£1,621,876
08/01/2018	McGill Electrical Limited	HAM Framework, Lot 5 Kitchen & Bathroom Upgrade, Wardieburn & Ferry Road	£1,563,940
16/10/2017	Lafarge Tarmac Trading Limited	West Pilton Bank - Footway Reconstruction	£44,535
29/01/2018	Lafarge Tarmac Trading Limited	Various locations in Wards 12/13 - Carriageway Resurfacing	£93,600
15/11/2017	Leiths Scotland Limited	A90 - Footway/Cycleway New Construction	£90,860
08/01/2018	MacKenzie Construction Ltd	20mph Phase 4	£321,886
08/01/2018	Lafarge Tarmac Trading Limited	Turnhouse Road - Carriageway Resurfacing	£77,722
29/01/2018	Lafarge Tarmac Trading Limited	Western Corner - Traffic Signals Upgrade and carriageway resurfacing	£283,761
08/01/2018	Maclay Civil Engineering Limited	Calder Road - Phase 2 - Carriageway Resurfacing	£67,479
25/09/2017	Lafarge Tarmac Trading Limited	Montague Terrace - Footway Reconstruction	£52,698
04/09/2017	Lafarge Tarmac Trading Limited	Mansfield Road - Carriageway Resurfacing	£129,652
06/11/2017	Maclay Civil Engineering Limited	Calder Road - Phase 1 - Carriageway Resurfacing	£207,248
08/01/2018	Keepmoat Regeneration Limited	HAM Framework, Lot 5: Kitchen & Bathroom Upgrade, West, City Centre & Leith	£1,355,413
10/02/2018	P1 Solutions Ltd	Murieston Park Fencing	£43,105
08/01/2018	Thames Valley Controls Ltd	Lift Monitoring System Upgrade works Citywide	£283,730
03/01/2018	McLaughlin and Harvey Limited	Multi Trade Framework Lot 8: Bankhead Waste Depot	£8,214,545

£30,233,491

Date	Directorate	Resources	
	Supplier	Contract Description	Value
06/07/2017	P1 Solutions Ltd	Ground works, permeable surfacing	£41,701
05/09/2017	Morris & Spottiswood Ltd	Museum of Childhood works	£124,440
13/09/2017	MacKenzie Construction Ltd	Colinton Dell Pathway	£123,426
14/09/2017	G Grigg & Sons	Roofing & Rainwater Works - Newington Library	£123,632
23/11/2017	Arthur McKay Ltd	Boiler room upgrade	£175,359
23/11/2017	Cornhill Building Services Ltd	Fire upgrade Programme Contract 1	£214,204
23/11/2017	Cornhill Building Services Ltd	Fire upgrade programme Contract 2	£156,348
28/11/2017	Morris & Spottiswood Ltd	Special Schools Maintenance & Repair Stage 1	£261,849
01/12/2017	Hearthworks Limited	Supply and install yurt structure for kindergarten nursery	£30,659
			£1,251,618

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
1033	Cyrenians	Short extension of food preparation services for homelessness support. Additional time for formal notice.	£21,639
1036	Experian Ltd	Provisions of IT marketing data – discounted price offer providing best value outcome	£27,049
1080	Lisson Grove Benefits Program Ltd	Best interest of the Council for continuity of benefits information until ICT approach implemented.	£5,600
1088	The Union Advertising Agency Ltd	In Best interest of the Council to maintain continuity for marketing brand on council website.	£7,170
			£61,458

Waiver No.	Directorate	Communities and Families	
	Supplier	Justification for waiver	Value
1011	Friends of The Award	Support for Duke of Edinburgh Award via Outdoor centre – partnership agreement and business plan monitored to maintain best value.	£6,000
1005	SSEN	Best approach due to remote access to outdoor centre – movement of power cables to improve safety, local contractor.	£14,729
1014	Columba 1400	Best interest in provision of Leadership course for young looked after children – specialist programme.	£15,000
1016	AMV	Purchase of playground equipment – using external funding.	£6,252
1027	Health Agency/Edible States CIC	Natural play workshops and play design funded by PEF, one-off below threshold – scope to join PEF framework at next entry point	£18,880

1030	MBS Solicitors	Legal Fees for Kinship care application – discretionary support provided in best interest of the outcome	£18,000
1031	Caber Enterprises Ltd	Subscription fees for music resource base – linked to arts funding offering best solution for the service	£7,890
1037	Meadowbank Music Therapy	Best interest Music Therapy provision under PEF – advised of next Framework entry point for future need.	£5,940
1059	Circle Supporting Family In Scotland	Best interest Provision of family support worker – PEF – advised of next Framework entry point	£12,269
1052	Rogers Education Consultancy Ltd	Best interest of council to provide Specialist teaching staff training event	£7,500
1050	Royal Voluntary Service	Best interest to provide continuity of support for housebound service users of libraries.	£17,200
1051	Spartans Community Stadium Limited	Best Interest of Council to support vulnerable young people using PEF.	£7,990
1054	APCOA Parking UK Ltd	Best interest to meet operational need.	£7,296
1055	Oxford University Press	Best value decision based on benchmark information.	£5,114
1074	Spartans Community Stadium Limited	Best interest of council to provide coaching provision.	£7,000
1075	Licketyspit Ltd	Best interest to cover project costs in relation to Scottish Attainment Challenge bid.	£20,000
1078	Osiris Educational Woodhall Spa Limited	Best interest of council for Teacher training funded by PEF, scope to join PEF framework at next entry point.	£249,000
1089	Rock Trust	Best interest of Council to seek alternative solutions to accommodation needs for asylum seekers	£23,937
1090	Rock Trust	Best interest of Council to seek alternative solutions to accommodation needs for asylum seekers	£5,400
1092	XN Leisure Systems Ltd	Licence and maintenance of leisure IT systems – best interest for continuity.	£5,082
1095	ADAPT Scotland	Best Interest to provide Specialist foster care support provision	£7,000
			£467,479

Waiver No.	Directorate	Health and Social Care	Value
	Supplier	Justification for waiver	
			£nil

Waiver No.	Directorate	Place	Value
	Supplier	Justification for waiver	
1010	Sansom & Company (Redcliffe Press Limited)	Production of art catalogue – anticipated 90% recovery of cost via sales – specialist requirement.	£9,800
1023	Buggy Walks	Additional organised walks on previous contracted arrangement; grant funded project of less than 6mths.	£5,000
1020	Mott MacDonald Limited	Software support costs, traffic; proprietary rights.	£22,046
1024	Toptix (UK) Limited	Software support costs, ticketing; proprietary rights.	£10,480
1026	Cameron Presentations Ltd	One off bespoke furniture purchase – specialist supply	£5,251
1043	Sustrans Ltd	Annual review of cycle needs in the City funded via grant programme.	£15,000
1034	Changeworks Recycling Ltd	Short term direct award for confidential waste recycling due to supplier withdrawal.	£24,000
1032	K3 Retail Systems Group Limited	Retail system maintenance – annual fee; proprietary rights	£6,552
1130	Groundwater Dynamics Ltd	In best interest of council Unique drainage system to resolve surface water problems	£65,000
1038	Lowmac Alloys Limited	Temporary arrangement for disposal of waste paint until new solutions researched	£45,000
1044	Cameron Forecourt Ltd	Fuel mgt. and maintenance system – Best interest to provide continuity of service to complete scoping on new requirement.	£24,000
1045	Harrison Stevens Limited	Design project expertise secured in best interest for continuity purposes.	£7,125
1053	Financial Times Limited	Best interest subscription to support investment intelligence	£9,000
1056	Willis Towers Watson	Best interest to provide continuity of Insurance advice on zero waste project.	£20,000

1057	Now Wireless Limited	Best interest to maintain business continuity - ICT hardware and software support to traffic system.	£5,500
1063	Lowmac Alloys Ltd	Additional cost of specialist waste disposal – Best interest to complete task and end arrangement	£120,000
1064	Whistl Scotland Limited	Best interest to meet urgency requirements for one off requirement for tenant consultation	£7,577
1065	Kardex Systems UK Ltd	Best interest to provide Annual maintenance of filing system (exclusive)	£5,500
1066	Integrated Skills (UK) Limited	Best interest to provide technical support on procured IT system	£50,000
1067	Storm ID Ltd	Best interest to ensure continued maintenance and hosting of Council website.	£7,500
1069	Legion Scotland	Best interest to provide contribution to event for the City	£6,050
1072	7N Architects LLP	Best interest for continuity to provide further service requirements for housing services	£20,138
1081	Hays Specialist Recruitment Ltd	4 temp drivers which contracted supplier could not supply	£16,555
1083	Supplier Development Programme	Best interest of the Council to support SME access public contract opportunities – membership fee -2yrs.	£30,000
1084	Planning Aid for Scotland	Best interest to subscribe to services (upto 5yr) to improve planning support to citizens	£25,000
1094	SSE/TESGL Limited	Best interest to provide repair to meters for billing	£10,282
			£572,356

Waiver No.	Directorate	Resources	
	Supplier	Justification for waiver	Value
1001	Synergie Training Limited	Bespoke CDM training - best value tested on previous quote; Direct Award best interest	£6,620
1004	Forum Interactive Ltd	Training provision for HR programme, best interest additional award not included in original scope	£47,200
1007	Taskforce Finishing and Handling Ltd	Print finishing requirement from locally sourced supplier – best interest due to responsiveness.	£50,000

1008	Whistl Scotland Limited	Print & mail service continuity – best interest as service due to transfer to new Supplier	£50,000
1025	Health Management Ltd	Extension of Occupational Health contract beyond original term – best interest for continuity until new contract in place	£190,000
1029	Yakara Limited	Text message service pilot extension – best interest while future scope established	£12,000
1040	SGS UK Ltd	Further accreditation of ISO QMS – best interest for continuity until future scope established	£5,000
1041	In Tend Ltd	Best interest to retain system - Annual Subscription and maintenance fees for system	£12,022
1048	Physicare Limited	Short extension to existing contract for continuity of service until new Framework active	£24,750
1131	Inform Communications PLC	Best interest short extension due to delays in new phone system.	£58,361
1039	Olsson Fire & Risk UK Limited	One off additional service requirement in best interest due to established knowledge of the sites.	£33,850
1047	Maybo Ltd	Best interest to provide continuity of training provision, until new framework starts	£11,150
1049	Calm Training Ltd	Best interest to provide continuity of training provision, until new framework starts	£10,000
1060	Cotterill	Best interest to provide short 6 mth extension of awards service until closed	£11,000
1062	Langstane Press Limited	Best interest to purchase same bespoke lockers as previous procurement	£15,225
1070	SHE Software Ltd	Best interest to maintain system and provide continuity until alternative software is implemented	£29,744
1076	Wider Plan Ltd	Best interest of the Council to maintain continuity until impact of government childcare voucher scheme known	£13,400
1082	Scott Moncrieff	Best interest to maintain continuity for given future reduced service requirement for CEC Holdings	£150,000
1093	Forum Interactive Consultants Limited	Best interest to provide continuity of training provision, until new framework starts	£14,400
			£744,722

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

The following relate to the period 1 July - 31 December 2017.

Waiver No.	Directorate	Place	Value
	Supplier	Justification for waiver	
1128	Cofely Ineo Bridge Radio Ofcom Arquiva	Best interest of the Council to extend maintenance arrangements supporting continuity of service until replacement solution implemented	£800,000

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	Service s/Good s/Work s S/G/W	Directorate	Anticipated Value (Range)	Estimated Award Date
Housing Framework – to provide additional mechanism for future housebuilding contracts	W	Place	£5m and above	Jun 2018
Meadowbank Sports Centre and infrastructure package	W	Resources/ C&F/Place	£5m and above	Oct 2018
Asset Management – service for repairs and maintenance of council facilities	S/W	Resources	£5m and above	Nov 2018
Shared House Framework – to provide short term homelessness accommodation	S	CE	£5m and above	Jun 2018
Edinburgh Trams extension – main contract	W	Place	£5m and above	Nov 2018
Edinburgh Trams extension – swept path contract	W	Place	£5m and above	Nov 2018
Homelessness prevention – accommodation for young people	S	CE	£5m and above	Sept 2019
Transport Infrastructure	W	Place	£5m and above	Mar 2020
Integrated Employability Services	S	Place	£5m and above	Dec 2018
Fleet – future hire	S	Place	£5m and above	Sep 2018
ASL and Family Support Service	S	C&F	£5m and above	Jun 2018
Housing Property Framework	W	Place	£5m and above	Sep 2019
Passenger Transport Framework	S	Place	£5m and above	Sept 2018
Supported Bus Service Framework	S	Place	£2m up to £5m	Jun 2018

Subsidised Social Childcare services	S	Place	£2m up to £5m	Oct 2018
Letting, Management and Maintenance – support Homes programme	S	Place	£2m up to £5m	Jun 2018
Homelessness Services – Private Rented Sector Accommodation	S	CE	£2m up to £5m	Jun 2018
Framework options for children's disability services under SDS Options 2 or 3	S	C&F	£2m up to £5m	Jun 2018
Furnishings for Temporary accommodation units	G	CE	£2m up to £5m	Mar 2018
Disposal of waste for housing property services	S	Place	£2m up to £5m	Sep 2018
Garden Aid – gardening services	S	Place	£2m up to £5m	Nov 2018
Residential Schools framework	S	C&F	£2m up to £5m	Jun 2018
Bus tracker system	S	Place	£2m up to £5m	Sep 2018
Security Guarding	S	Resources	£0.5m up to £2m	Nov 2018
Supply of Sandwiches	G	Resources	£0.5m up to £2m	Oct 2018
Insurance services	S	Resources	£0.5m up to £2m	Mar 2018
Summer Attraction 2018-20	S	Place	£0.5m up to £2m	Mar 2018
Advices Services	S	CE	£0.5m up to £2m	Aug 2018
Sign Language services	S	Resources	£0.5m up to £2m	Dec 2018
Lift & Escalator Inspections	W	Place	£0.5m up to £2m	Jun 2018
Drainage Jetting	W	Resources	£0.5m up to £2m	Jul 2018

Heritage Lighting & Post top lanterns	W	Place	£0.5m up to £2m	Apr 2018
Business Gateway workshops	S	Place	£0.5m up to £2m	Mar 2018
27 additional projects (+ 42 with nil value yet)	S/G/W	various	£25k to £0.5m	Mar – Feb 2019