

Delegated Officer Report

Decision Maker: Helen Lockwood, Executive Director for Economy, Skills & Neighbourhoods

Date of Decision: February 2019

Subject: Approval to Invoke Contract Extension for the Vehicle Tracking System Contract

Report Author: Stephen Aikman, Operations Manager, Ext: 4417

Ward (s): N/A

Reason for the decision: To seek approval for the awarding of the 12 month extension option within the contract for the vehicle tracking system.

Summary: Oldham Council seek to continue the services of Advanced Communication Projects Ltd to provide the vehicle tracking system for the Council's fleet.

Advanced Communication Projects Ltd were awarded the contract to provide the vehicle tracking system on 24th April 2017 and the initial contract commenced on 1st May 2017 and expires on 30th April 2019 with an option to extend for a further 12 months which takes the expiry date to 30th April 2020.

The initial contract value is approximately £30,000 and the value of the 12 month extension is approximately £15,000.

Highways Operations upon reviewing the service wish to take up the opportunity of this 12 month extension period.

What are the alternative option(s) to be considered? Please give the

Option 1 – To award the optional 12 month extension to Advanced Communication Projects

reason(s) for recommendation(s):

Ltd who have provided a high quality service.

Option 2 – Not to award the optional 12 month extension to Advanced Communication Projects Ltd. Due to the need of the system and the value of the contract a new tender exercise would be required. This would increase timescales in appointing a new supplier in time for the beginning of the new contract.

Consultation: including any conflict of interest declared by relevant Cabinet Member consulted.

None

Recommendation(s):

Option 1 – To award the optional 12 month extension to Advanced Communication Projects Ltd who have provided a high quality service.

Implications:

What are the financial implications?

The Highways team are seeking approval to extend the contract to Advanced Communication Projects Ltd for the vehicle tracking system from May 2019 for 1 year.

The cost of this service will be £15,000.

The service has available budget within Highways Management, Highways Winter Maintenance and Grounds General in 2019/20 to cover the contract for £15,000. As budget provision already exists within the 2019/20 budget there will be no additional cost to the authority.

(Sophie Eade/Sadrul Alam)

What are the legal implications?

There is provision under Rule 17.1 (a) of the Council's Contract Procedure Rules for a modification of a contract in circumstances where the original tendered contract has specific clauses allowing for the proposed modification and it would not alter the overall nature of the contract. The option to extend the existing vehicle tracking system contract falls within the scope of this Rule. (Elizabeth Cunningham Doyle)

What are the procurement

Commercial Services supports the approval of

implications? option 1 as it currently represents the best commercial solution. The supplier has provided a high quality service and the extension will ensure seamless uninterrupted delivery.
Emily Molden – Sourcing & Contracts Consultant

*What are the **Human Resources** implications?* N/A

Equality and Diversity Impact Assessment attached or not required because (please give reason) N/A – no vulnerable groups are likely to be affected by this decision.

*What are the **property** implications* N/A

Risks: The tracking information is used to help mitigate insurance claims for winter and driver performance. If the contract was not extended it will be difficult to defend such claims.

Co-operative agenda This is linked to Corporate Objective 3: A co-operative Council delivering good value services to support a co-operative borough.

Has the relevant Legal Officer confirmed that the recommendations within this report are lawful and comply with the Council's Constitution? Yes

Has the relevant Finance Officer confirmed that any expenditure referred to within this report is consistent with the Council's budget? Yes

Are any of the recommendations within this report contrary to the Policy Framework of the Council? No

List of Background Papers under Section 100D of the Local Government Act 1972:

There are no background papers for this report

Report Author Sign-off:	
Date:	

In consultation with Director/Executive Director

Signed : *Hockwood.* Date: 12 February 2019