

**Report To:** Regeneration & Resources Committee      **Date:** 12<sup>th</sup> March 2009

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**Subject:** Consultant Framework Agreements  
- Permission To Tender

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## **1.0 PURPOSE**

- 1.1 To request permission to procure the services of appropriate Consultants to supplement the in-house resource as required on a 'call-off' Framework Agreement basis.

## **2.0 SUMMARY**

- 2.1 Property Resources & Facilities Management (PRFM) currently provide a multi disciplinary design consultancy offering all design, procurement and management services pursuant to the Council's building portfolio
- 2.2 In-house resources are not sufficient to deliver anticipated future programmes and therefore it is proposed to procure 'Framework Agreements' with external Consultants to address peaks in demand.

## **3.0 RECOMMENDATION**

- 3.1 That approval is given to:-
- Issue tender documents pursuant to Consultant Framework Agreements in accordance with section 5.
  - Accept the most economically advantageous tenders in accordance with section 5.

#### 4.0 BACKGROUND

- 4.1 Property Resources & Facilities Management (PRFM) currently provide a multi disciplinary design consultancy offering all design, procurement and management services pursuant to the Council's building portfolio.
- 4.2 PRFM currently procure Consultants on an ad hoc project basis to supplement the in-house resource as required.
- 4.3 Council approval of the Key Leisure Sites Programme and other Capital Projects (14/02/2009), which, when combined with PRFM's existing and anticipated workload (School Estate Projects, Regeneration Projects etc.) will require a more structured and accessible procedure to use Consultants to supplement in-house resources to deliver Programmes.
- 4.4 It is anticipated the cumulative value of the 'Framework Agreements' will exceed £250,000 (Per Financial Regulations 26.5).

#### 5.0 PROPOSALS

- 5.1 PRFM propose to tender and enter into Framework Agreements with Preferred Consultants and thereby eliminate the requirement to continually tender Consultant Engagements for Professional Services that cannot be resourced in-house.
- 5.2 The tender process will be executed in accordance with European Procurement Directives, and all relevant matters referred to the Chief Legal Officer in accordance with Council Standing Orders 2.4.
- 5.3 It is proposed that a Price/Quality tender evaluation model will be used.

#### 6.0 IMPLICATIONS

- 6.1 Legal:  
The tender process will be executed in accordance with European Procurement Directives, and all relevant matters referred to the Chief Legal Officer in accordance with Council standing orders 2.4.
- 6.2 Finance:

##### Capital

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
	Various Projects	2009/11/12	Approximately £2,000,000		Will be contained within approved capital budgets

##### Revenue

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
Technical Services	Consultants	2009/11/12	Approximately £2,000,000	Increase Fee Recharges to Capital	N/A

6.3 Personnel:

N/A

6.4 Equalities:

Equal Opportunities processes and procedures are embedded within the operational practices of Inverclyde Council.

**7.0 CONSULTATION**

7.1 The Head of Legal and Administration has been consulted.

7.2 The Chief Financial Officer has been consulted.