

REPORT TO CABINET

17 April 2019

Subject:	Approval to Award Contract for Technology Hardware
	Councillor Steve Trow – Cabinet Member for Core Council Services
Director:	Executive Director – Resources – Darren Carter
Contribution towards Vision 2030:	
Key Decision:	Yes
Forward Plan (28-day notice) Reference:	SMBC08/04/2019
Cabinet Member Approval and Date:	Councillor Steve Trow
Director Approval:	Darren Carter
Reason for Urgency:	Existing technology hardware contract has reached expenditure limit
Exempt Information Ref:	Exemption provisions do not apply
Ward Councillor (s) Consulted (if applicable):	This is a Council wide amendment therefore not applicable to individual wards.
Scrutiny Consultation	This report has not been presented to Scrutiny
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DECISION RECOMMENDATIONS

That Cabinet:

1. Authorises the Executive Director - Resources, to appoint XMA Limited for a three-year period from 1 May 2019 to 30 April 2022 to provide technology hardware to the Council.
2. Subject to (1) (above), authorises the Director - Law and Governance and Monitoring Officer to enter into, or execute under seal, any documentation in relation to the award of the framework contracts and/or other agreements with XMA Limited, as may be deemed necessary.

1 PURPOSE OF THE REPORT

In order that the council can continue to procure a range of technology hardware (e.g. laptops, desktops, servers, etc.) ICT Services are seeking to award a new contract.

- 1.1 The previous contract for the provision of technology hardware has reached its expenditure limit of £1,000,000. To ensure that suitable arrangements continue to be in place, a tender exercise has been undertaken to identify a suitable supplier.
- 1.2 In line with the Council's Procurement and Contract Procedure Rules and OJEU legislation, a procurement exercise has been undertaken using Crown Commercial Service Framework RM3733 Technology Products, Lot 1 Hardware.
- 1.3 This report seeks approval to award a contract for the provision of technology hardware for a period of 3 years from 1 May 2019 to 30 April 2022 up to a maximum value of £3,000,000.

2 IMPLICATION FOR THE SANDWELL VISION 2030

- 2.1 An ICT infrastructure that supports the delivery of modern, flexible services will be crucial to the delivery of our ambitious 2030 vision.

3 BACKGROUND AND MAIN CONSIDERATIONS

- 3.1 The council needs to achieve savings in its operational costs whilst maintaining and improving services to the people of Sandwell. ICT is a key enabler and supports the council in its endeavours by providing a more agile ICT infrastructure to deliver the systems and services that enable the workforce to operate more flexibly and efficiently.
- 3.2 To support the delivery of ICT, the council requires a single supplier to provide a range of hardware devices such as servers, PCs, laptops, tablets and thin client devices through to other peripherals such as mice, keyboards and memory sticks.
- 3.3 A tender exercise commenced on the 10th October 2018 using Crown Commercial Services Framework RM3733 Technology Products 2, Lot 1 Hardware. This is in accordance with the Public Contracts Regulations 2015.
- 3.4 The returned tenders have been evaluated and the most economically advantageous tender was received from XMA Limited.

4 THE CURRENT POSITION

- 4.1 Over the past 3 years a considerable amount of work has been completed to refresh end user devices with Citrix and Windows 10.
- 4.2 In April 2018 Cabinet approved annual capital investment of £1.2m for ICT (Key Decision Ref. No. SMBC10/04/2018).
- 4.3 This was a major step forward for the Council and provides the means to ensure our ICT infrastructure is well maintained and refreshed and that outdated poor performing ICT becomes a thing of the past.
- 4.4 The hardware to be supplied through the new contract will predominantly be used to support the on-going refresh and modernisation of ICT.

5 CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)

- 5.1 We have business partner roles in place within the ICT Service. These officers consult with services on a regular basis to understand their ICT requirements and obtain feedback on new initiatives.

6 ALTERNATIVE OPTIONS

- 6.1 An alternative approach would be to tender and award contracts as individual purchases are required. However, this would be inefficient as this would be required on an almost continuous basis leading to higher costs and increased delivery times for equipment.

7 STRATEGIC RESOURCE IMPLICATIONS

- 7.1 There are sufficient resources available within the capital programme to support this ongoing investment.

8 LEGAL AND GOVERNANCE CONSIDERATIONS

- 8.1 The contract to be awarded to XMA Limited will be the terms of Crown Commercial Service Framework RM3733 Technology Products, Lot 1 Hardware.

9 EQUALITY IMPACT ASSESSMENT

- 9.1 An equality impact assessment is not required.

10 DATA PROTECTION IMPACT ASSESSMENT

- 10.1 A Data Protection Impact Assessment is not required.

11 CRIME AND DISORDER AND RISK ASSESSMENT

- 11.1 A Crime and Disorder and Risk Assessment is not required.

12 SUSTAINABILITY OF PROPOSALS

- 12.1 This proposal will help to ensure our ICT infrastructure remains fit for purpose both now and in the future.

13 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE)

- 13.1 The hardware technology contract enables the procurement of suitable hardware which can support flexible working which assists in the health and wellbeing of employees.

- 13.2 It is an EU compliant and regulated route to market for Public Sector customers to by commoditised technology products.
- 13.3 An Open Procurement Procedure was used by Crown Commercial Services to set up the Framework Agreement. As part of the process Crown Commercial Services undertook pre-market engagement with over 80 different supplier organisations and nearly 60 buyers got involved in shaping and improving the Framework Agreement.
- 13.4 By listening to the market, Technology Products 2 was re-designed and restructured in line with buyer and supplier needs. Featuring the ‘right’ mix of quality suppliers, products and associated services whilst also offering buyers a flexible route to market.
- 13.5 As part of the evaluation for award of the contracts, Crown Commercial Services considers Social Value is built into the procurement activity and measures the social value element of bids received.

14 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND

- 14.1 No Impact.

15 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 15.1 The current hardware contract has now reached its maximum expenditure under the terms of which it was awarded. A new contract is now required to ensure the council is able to procure ICT hardware as required to fulfil its ongoing technology refresh cycle.
- 15.2 Following the council’s procurement process, XMA are, in the council’s opinion, the most economically advantageous supplier

16 BACKGROUND PAPERS

- 16.1 None.

17 APPENDICES:

None

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Head of ICT and Revenues and Benefits

Darren Carter
Executive Director – Resources