

RELEVANT INFORMATION FOR COMMITTEE

FILE: 2015/646556 **DATE:** 7 December 2015
TO: Lord Mayor and Councillors
FROM: Ann Hoban, Director City Life
THROUGH: Monica Barone, Chief Executive Officer
SUBJECT: Information Relevant To Item 19 - Tender – Selection, Supply and Shelf Ready Processing of Library Materials - At Corporate, Finance, Properties and Tenders Committee - 7 December 2015

Alternative Recommendation

It is resolved that:

- (A) Council accept the tender offer of Tenderer 'A' for the selection, supply and shelf ready processing of library materials for a period of three years, with the option to extend for a further two years, **based on the schedule of rates set out at confidential Attachment A to the memo dated 7 December 2015 from the Director City Life and circulated prior to the meeting of the Corporate Finance Properties and Tenders Committee**, subject to satisfactory performance;
- (B) authority be delegated to the Chief Executive Officer to negotiate, execute and administer the contracts relating to the tender; and
- (C) authority be delegated to the Chief Executive Officer to exercise the option referred to in clause (A), if appropriate, and negotiate the price to apply to **extend the contract accordingly**.

Purpose

To provide an alternative to ensure that Council is approving the schedule of rates provided by the successful tenderer.

Background

The schedule of rates of the successful tenderer was not included as a confidential attachment to the subject report. The schedule of rates is now included as confidential Attachment A to this memo. To ensure that Council approves the schedule of rates, it is recommended that the Alternative Recommendation in this memo is adopted.

Ann Hoban, Director City Life


Prepared by: Sharlene Louey, Collections and Contract management team leader

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Attachments

Schedule of Prices - Selection, Supply and Shelf Ready Processing of Library Materials

2015/646556-01

approved	 Monica Barone, Chief Executive Officer
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