

OFFICER DECISION RECORD SHEET

Name of decision maker: Robert Smyth

Service Area: Assistant Director (Performance, People and Innovation)

Title of Decision: To award 2 contracts for the Council's Data Circuits Infrastructure (Known as the Wireless Area Network).

Decision made and reasons:

Decision:

To award 2 contracts for the following:

- 1) **Primary Circuit – to be purchased through Udata**
- 2) **Secondary Circuit – to be purchased through Herts County Council.**

Reason:

- 1) Primary Circuits – These are for connections to the Forum Building. We already have an agreement in place for remote sites such as Berkhamsted, Tring and Cupid Green. We will be utilising the Bucks County Council's Public Service Network. This is for an initial 1 year agreement and the costs are as follows:

Installation - £9,581.80 (capital spend)

Civic works – currently estimated at £16,000.00 (capital spend).

1 year rental charge - £27,815.70 (revenue spend).

TOTAL = £53,397.50

- 2) Secondary Circuit – These are connections to the Forum Building. The work will be carried out by Udata however we will pay Herts County Council directly as we will be utilising their PSN contract with Udata. This is for a 1 year agreement:

Installation - £4,214.05 (capital)

1 year rental charge - £6,118.50 (revenue)

TOTAL = £10,332.55

These contracts will be awarded using existing Framework Agreements with both Bucks County Council and Herts County Council.

Reports considered:

None.

Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Group Manager – Technology Digital Transformation

Group Manager – Commissioning, Procurement & Compliance

IT Operations Team Leader

Team Leader – Commissioning, Procurement & Compliance

Financial Comments:

The Forum budget includes £313k for ICT infrastructure costs, a previous ODRS for

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the network infrastructure included capital costs of £122k, therefore there is currently £191k remaining from which this cost can be met. The revenue costs for the element of dual running are likely to be a pressure on the ICT revenue budget for 2016/17, once the dual running period is complete it is anticipated that the revenue budget will be sufficient for the ongoing revenue costs.

Jackie Doyle – 15th July 2016.

Monitoring Officer Comments:

No comments to add to the report.

Deputy S151 Officers Comments:

The contract awards can be met from approved budgets.

Implications:

Value for Money: The Council utilised Framework Agreements with both Bucks County Council and Herts County Council. We have also carried out a cost exercise using our current supplier and the cost supplied by Updata/Herts County Council was significantly lower.

Financial: The overall cost of the contracts is £63,730.05. Please also see financial comments above.

Risk: The risks associated with not having a robust and resilient solution installed are that the Council could experience IT outages that would result in a complete shutdown of office based services in addition to the damage to the Council's reputation.

Officer Signature:

Date: