

BRIEFING REPORT

Smart Sound Connect Transfer of Offshore Advanced Communication System contract from Delt Shared Services Ltd to Plymouth Marine Laboratory Applications LTD.

**Project Summary:**

In accordance with the delegated authority granted by the Executive Decision made by the Leader of the Council on 12th August 2020 the project contracted Delt Shared Services Ltd to undertake the procurement service up to award and novation. Due to the off the shelf requirements an above GPA threshold tender was undertaken using the open procedure. On evaluation of submissions received a notification of award decision was communicated to the supplier.

We are requesting:-

To novate the contract to project partner Plymouth Marine Laboratory Applications LTD to enable the service procured and responsibility to purchase, issue payment and install the assets purchased from Steatite for the Advanced Offshore Network alongside their own tasking using the funding obtained from HoTSW LEP. In addition, Plymouth Marine Laboratory Applications LTD will own the assets out right and therefore they will not be a part of the Council's estate.

To authorise the facilitation (raising of) a PO for the total contract value from (budget holder) Plymouth City Council to the engaged project partner Plymouth Marine Laboratory Applications LTD to manage and issue payment for the Advanced Offshore Network contract with Steatite.

Alternative options considered and rejected:

There are no viable alternatives.

Financial implications and risks:

Financial risks have been mitigated:

Provision has been made for this contract within the project budget using HoTSW LEP funding.

A fixed quotation has been provided by the supplier for works to be undertaken.

Procurement have completed a financial due diligence on the supplier.

Recommendation:

1. To instruct Delt Shared Services Ltd to novate / transfer the contract with Steatite for the Advanced Offshore Network to the engaged project partner, Plymouth Marine Laboratory Applications LTD.

2. To authorise the facilitation (raising of) a PO for the total contract value from (budget holder) Plymouth City Council to the engaged project partner Plymouth Marine Laboratory Applications LTD to manage and issue payment for the Advanced Offshore Network contract with Steatite.