

From: Peter Mullan
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To : Management Board

Continuity of Contracts – Management Board Decision Required

Contract – Provision of EDRMS including Annual Software Maintenance

Contract Information – There was some confusion as to when this contract actually started but I have been advised by CPD that the effective date was January 2006. The contract was for one year with four options of one year each. I have not received correspondence from CPD asking EONI if we wanted to proceed with options 1,2 & 3. Hence we have already commenced with option 3 on 1st January 2009.

Decision Required – Whether or not to take-up the fourth and final option which commences on 1st January 2010. The time line required to set-up a new contract is one year.

Options

- Take up fourth option
- Terminate the contract after the 3rd option expires on 31st December 2009 and draw up a new specification to re-tender this contract
- Do without an EDRMS system

Recommendation – Take up the fourth option. The system is working well and is now bedded down. Added to this we have the IT Refresh taking place at present allowing little time for an undertaking such as this.