RECORD OF DELEGATED DECISION BY THE HEAD OF HOUSING

|  |  |
| --- | --- |
| Delegated Decision of Head of Health & Communities | Date of Decision: 27.4.21 |
| AWARD OF CONTRACT FOR AN EXTERNAL LIFT INSTALLATION AT WATER MEADOWS SWIMMING AND FITNESS COMPLEX |
| Consultee member (if applicable):  |
| Key Decision – No | Delegation Reference: 21/21/HW |
| Report and background  | **Yes** | Public  | Exempt | Confidential  |
| Record of DecisionThat the contract to install an external lift at Water Meadows Swimming and Fitness Complex is awarded to the winning contractor Vaughandale Construction Ltd (identified in exempt appendix 1); |
| Reasons for decision The Head of Health and Communities authorised the open tender process for these works (Decision 20/10/HW) on 29 September 2020. Tenders were sought by invitation to bidders through the Council’s Shared Procurement Service and advertised on Proactis. This is due to the specialist nature of this installation.  There were two interested parties, however one company removed themselves from the bidding process. Therefore 1 tender was received. The form of tender was evaluated with the evaluation being weighted at 100% cost. The contract period is for twelve weeks. Exempt appendix (1) provides a summary of all tenders received.  It is recommended that the contract is awarded to the winning contractor of Vaughandale Construction Ltd with the lowest tender cost, identified in appendix 1 (exempt appendices). Design Services have considered the quote and are satisfied that the quote represents value for money. |
| Other options considered but rejectedThat the Head of Health & Communities does not authorise the award of the contract. This option is not recommended as it will not be possible to carry out the work that is reliant upon having this contract in place with the resultant risk to accessibility issues for people with mobility restrictions at Water Meadows.  |
| Decision subject to call in: No |

Signed: David Evans, Head of Health & Communities

Date 27.4.21

Contact Officer: Marie Clay, Leisure Services Manager