

RECORD OF OFFICER DECISION

<p>This form must be completed by or on behalf of the relevant Officer immediately after any decision has been made. Please send to the Proper Officer for publication in accordance with the Council's Constitution.</p>	
NAME OF OFFICER MAKING DECISION (INCLUDING JOB TITLE) AND THE DECISION BEING MADE	Anne Adams Head of Property Services
TITLE OF REPORT	Reactive and Planned Term Maintenance Contract – Award of contract
DATE THE DECISION WAS TAKEN	11 th July 2018
SUMMARY OF REASONS FOR DECISION	The Cabinet Member explained that the current contract expired at the end of September 2018, and the next contract would commence on 1 October 2018.
BACKGROUND	https://services.swale.gov.uk/meetings/ieListDocuments.aspx?CId=129&MId=1992&Ver=4
DETAILS OF ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
DETAILS OF ANY CONSULTATION UNDERTAKEN	Following the ITT completed on the Business portal 25 th May 2018. 5 Tenders were submitted on time and met the criteria. The evaluation panel consisted of Debbie Hardy, Eva Harris, Alan Marolia. All 5 tenders were evaluated on a 60% price 40 % quality criteria. On this basis the contract was awarded to Kirkman and Jourdain Ltd.
DETAILS OF ANY CONFLICTS OF INTERESTS	
CONTACT FOR ENQUIRIES/FURTHER INFORMATION	Eva Harris evaharris@swale.gov.uk
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Please complete this form electronically and forward to the Corporate Services PA (on behalf of the Proper Officer).