

## RECORD OF OFFICER DECISION

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><b>NAME OF OFFICER MAKING DECISION (INCLUDING JOB TITLE) AND THE DECISION BEING MADE</b></p>	<p><b>Nick Vickers – Chief Finance Officer and Section 151 officer</b></p> <p><b>Martyn Cassell – Head of Commissioning, Environment and Leisure</b></p> <p>Award of Contract for 'Construction and Landscape' works for the Faversham Recreation Ground Heritage Lottery Fund Project to Coombs (Canterbury) Ltd for a total of £1,488,464.66</p>																																			
<p><b>TITLE OF REPORT</b></p>	<p>Award of Contract for 'Construction and Landscape' works for the Faversham Recreation Ground Heritage Lottery Fund Project</p>																																			
<p><b>DATE THE DECISION WAS TAKEN</b></p>	<p>24th April 2019</p>																																			
<p><b>SUMMARY OF REASONS FOR DECISION</b></p>	<p>Cabinet on the 12 December 2018 agreed to delegate authority to the Head of Commissioning, Environment and Leisure and the Chief Finance Officer, in consultation with the Cabinet Member for Environment and Rural Affairs and the Cabinet Member for Finance and Performance, to approve the most economically advantageous tender for construction and landscape restoration and enhancement works at Faversham Recreation Ground.</p> <p>Six tenders were received on 10 February 2019 for the capital works, estimated through pre-tender cost plans at a total of £1,284,855. These were fully evaluated for price and quality.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">Company name</th> <th style="text-align: center;">Price</th> <th style="text-align: center;">Price score</th> <th style="text-align: center;">Quality score</th> <th style="text-align: center;">Total score</th> </tr> </thead> <tbody> <tr> <td>Coombs (Canterbury) Ltd</td> <td style="text-align: right;">£1,493,662.00</td> <td style="text-align: center;">60.0</td> <td style="text-align: center;">32.90</td> <td style="text-align: center;">92.90</td> </tr> <tr> <td>Company B</td> <td style="text-align: right;">£1,512,701.00</td> <td style="text-align: center;">59.24</td> <td style="text-align: center;">25.0</td> <td style="text-align: center;">84.24</td> </tr> <tr> <td>Company C</td> <td style="text-align: right;">£1,603,492.79</td> <td style="text-align: center;">55.89</td> <td style="text-align: center;">25.67</td> <td style="text-align: center;">81.56</td> </tr> <tr> <td>Company D</td> <td style="text-align: right;">£1,628,897.20</td> <td style="text-align: center;">55.02</td> <td style="text-align: center;">29.0</td> <td style="text-align: center;">84.02</td> </tr> <tr> <td>Company E</td> <td style="text-align: right;">£1,689,192.00</td> <td style="text-align: center;">53.05</td> <td style="text-align: center;">18.40</td> <td style="text-align: center;">71.45</td> </tr> <tr> <td>Company F</td> <td style="text-align: right;">£1,724,467.39</td> <td style="text-align: center;">51.97</td> <td style="text-align: center;">17.5</td> <td style="text-align: center;">69.47</td> </tr> </tbody> </table>	Company name	Price	Price score	Quality score	Total score	Coombs (Canterbury) Ltd	£1,493,662.00	60.0	32.90	92.90	Company B	£1,512,701.00	59.24	25.0	84.24	Company C	£1,603,492.79	55.89	25.67	81.56	Company D	£1,628,897.20	55.02	29.0	84.02	Company E	£1,689,192.00	53.05	18.40	71.45	Company F	£1,724,467.39	51.97	17.5	69.47
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	<p>Tenders were all over budget. The gap in budget was estimated at £227,000 based on the lowest tender.</p> <p>New site utilities, changing pavilion costs particularly in relation to the mechanical and electrical systems and significant contractor preliminaries due to the complex nature of the site are the main reasons for the variation in tender cost.</p> <p>The Project Board and Strategic Management team considered and agreed the strategy for attempting to close the gap, with the design team and our consultants looking at value engineering through changes to the specification and seeking a package of savings that could be acceptable to both the Project Board and HLF.</p> <p>All six tenderers submitted a tender addendum which included the value engineered elements and these were further evaluated.</p> <p>Having carried out the evaluation based on the most economically advantageous tender evaluated on 60% price and 40% quality, it is proposed to enter into a contract with the company with a combined score of 92.90, Coombs (Canterbury) Ltd at an adjusted tender price of £1,488,464.66.</p> <p>In addition to tender savings, HLF have agreed that £30,000 of contingency funding in the budget could be utilised and a total of £106,300 is to be funded by SBC.</p> <p>The decision confirms the amount will be funded using existing earmarked reserves for Greenspaces improvement, £23,025 recently received from Government for the 'Local Authority Parks Improvement Funding scheme and the remainder from commuted sums capital funding.</p>
<p><b>DETAILS OF ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b></p>	<p>To not continue with the project. This was not recommended given the commitment and funding granted by the HLF and its legal agreement with the Council along with the need for improvement identified both by members of the community and owners of the Recreation Ground Faversham Municipal Charities.</p> <p>To take the decision back to Cabinet following the evaluation of the Construction and Landscape submissions for approval. This was not recommended as it would not have been possible to meet the programme of improvements for 2019, further delaying the much-needed improvements.</p>

<p><b>DETAILS OF ANY CONSULTATION UNDERTAKEN</b></p>	<p>Details of the tender submissions were discussed at the Project Board including officers and Members.</p> <p>Details were also shared with our Project officer at Heritage Lottery Fund. A formal HLF process is required to award the contract called 'HLF Contract Award Recommendation Report'.</p> <p>The progress has been shared with the Cabinet member for Environment and Rural Affairs and Cabinet member for Finance and Performance throughout the process.</p> <p>Both Cabinet members have approved this final decision notice.</p>
<p><b>DETAILS OF ANY CONFLICTS OF INTERESTS</b></p>	<p>n/a</p>
<p><b>CONTACT FOR ENQUIRIES/FURTHER INFORMATION</b></p>	<p>Martyn Cassell – Head of Commissioning, Environment and Leisure</p>
<p>A copy of this Notice will be published on the Council's website (<a href="http://www.swale.gov.uk">http://www.swale.gov.uk</a>)</p>	

*Please complete this form electronically and forward to the Resources PA (on behalf of the Proper Officer).*