

Record of Delegated Executive Decision(s)

1. Subject of decision

Construction Project – Accommodation

2. Name and Title of Decision Maker

The Head of Commissioning and Asset Management

3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

None

4. Executive summary

The purpose of this report is to seek approval for the future award of contracts for sub-contractors to carry out the capital works to support the refurbishment and remodeling of the Killingworth site.

At its meeting of 25 June 2018 Cabinet agreed that the Head of Commissioning and Asset Management be authorised in consultation with the Head of Environment, Housing and Leisure, the Head of Finance (who's delegations are now discharged by the Head of Resources), the Head of Law and Governance and the Cabinet Member for Finance and Resources to award contract(s) for the proposed funded works to those bidders successful in the procurement process who provide the Authority with the most economically advantageous tender(s) and in line with the agreed Investment Plan.

In accordance with the decision of Cabinet in June 2018 a procurement exercise is required to be undertaken by the Head of Commissioning and Asset Management and this report seeks authority to award all future contracts to support the refurbishment and remodeling of the Killingworth site.

Following advice from the Head of Law and Governance to simplify and expedite the procurement process (and as this is a standing item on the Forward Plan) all future contract awards linked to the Killingworth Site will be covered by this delegation.

Tenders will be evaluated and scored with the proposed award being recorded on the individual Evaluation Summary schedule(s). This information will then be submitted to the Authority's Law & Governance Service who will record and publish the decision(s) made.

As this will include numerous contracts to single providers, the highest scoring bids on each of the contracts will be awarded contracts.

5. Alternative Options considered

Not to authorise the appointment of future highest scoring bidders in accordance with the process and methodology detailed within the report.

This would make it necessary for the Authority to consider a new procurement process and methodology and seek individual delegated approval(s) for all future work packages linked to the Killingworth Site. This could potentially delay the procurement process and the completion of the capital works to support the refurbishment and remodeling of the Killingworth Site.

6. Decision(s)

To authorise the appointment of future highest scoring bidders in accordance with the process and methodology detailed within this report.

7. Reasons for the Decision(s)

By adopting the process detailed within this report it will ensure that all future bids submitted to the Authority, as the highest scoring bidders, would represent the most economically advantageous to the Authority based on the specification and the response provided.

8. Date Decision Made

25 November 2019

9. Is this decision subject to call-in and if so expiry date of call-in period

Yes, the call-in period expires at 5.00pm on 2 December 2019

10. Date of Publication

25 November 2019

11. Implementation Date (if decision not called in)

After 5.00pm on 2 December 2019