

| REPORT TO | DATE OF MEETING |
|------------------|------------------------|
| Cabinet | 7 November 2012 |

Report template revised June 2008



| SUBJECT | PORTFOLIO | AUTHOR | ITEM |
|--|--------------------------------|-------------------|-------------|
| Worden Park Footpath Improvement Works | Neighbourhoods and Streetscene | Andrew Richardson | 8 |

SUMMARY AND LINK TO CORPORATE PRIORITIES

This report requests approval to accept the most economically advantageous tender for footpath improvement works at Worden Park. Cabinet approved the capital expenditure for this scheme earlier this year in March.

The improvement works are classed as essential due to the deteriorating condition of these footpaths.

The proposals in the report link directly to all of the Council's corporate priorities but especially Clean, Green and Safe.

RECOMMENDATIONS

That Cabinet approve:

1. the award of tender to Tenderer no. 5 in Table 1 for the footpath improvement works at Worden Park.
2. the virement of £16,563 from savings in the neighbourhoods revenue staffing budget to the capital financing budget to fund the difference in cost.

DETAILS AND REASONING

Background

Cabinet agreed to incur capital expenditure of £135,000 for improvement works at Worden Park at the meeting held on 21March 2012. The sum included £60,000 for the completion of a tarmac footpath from North lodge to the play area and the resurfacing of the footpaths in the formal gardens. These footpath works have been tendered and are covered by the proposals in this report.

Tendering Process

Open tenders were invited in line with the Council's Contract Procedure Rules via the Chest. The Chest is the regional e-procurement portal that enables tenders and quotations to be advertised, invited, received, completed and submitted electronically.

The invitation to tender documentation included details of the evaluation criteria to be used to determine the most economically advantageous tender (MEAT). This was 70% cost and 30% quality, taking account of methodology, work programming, to include allocation of resources at each stage and examples of previous works.

The tender submissions were received via the Chest and each tender has been evaluated in accordance with the MEAT evaluation criteria. The tenders are listed in Table 1 and Tenderer/Firm 5 is the overall highest scoring compliant tender and is recommended for acceptance.

Table 1 – Worden Park Footpath Improvement Works

| Tender / Firm | Cost £ | Cost Score (70%) | Quality Score (30%) | Total Score (100%) |
|---------------|------------|------------------|---------------------|--------------------|
| 1 | £81,347.70 | 66 | 15 | 81 |
| 2 | £90,469.74 | 59 | 11 | 70 |
| 3 | £84,949.80 | 63 | 24 | 87 |
| 4 | £86,469.06 | 62 | 15 | 77 |
| 5 | £76,563.98 | 70 | 26 | 96 |
| 6 | £79,159.79 | 68 | 27 | 95 |
| 7 | £79,615.50 | 67 | 24 | 91 |

The highest scoring tender is also the lowest cost. As can be seen from the range of costs in the table, a significant rise in material costs has resulted in the tender prices received being above the forecast estimates for this work.

WIDER IMPLICATIONS

In the preparation of this report, consideration has been given to the impact of its proposals in all the areas listed below, and the table shows any implications in respect of each of these.

| | | | |
|---|--|---|---|
| FINANCIAL | <p>The approved capital programme for 2012/13 includes a capital budget of £60,000 for the footpath improvement works detailed in this report. The proposed tender for acceptance is at a cost of £76,563. The difference in cost of £16,563 can be met from savings achieved in the current year, from the neighbourhoods' revenue staffing budget.</p> <p>The annual revenue costs associated with the above improvement schemes are included in the revenue budget for 2012/13 and the forecast estimates for future years.</p> | | |
| LEGAL | <p>Procurement has been carried out in accordance with the Council's Contract Procedure Rules and Standing Orders.</p> <p>The successful tenderers will enter into a formal contract with the Council.</p> | | |
| RISK | <p>The proposed footpath improvement works will improve access and address developing health and safety concerns in the areas of the park where the schemes are to be carried out. Should the schemes not go ahead then the risk of health and safety implications will increase.</p> | | |
| THE IMPACT ON EQUALITY | <p>An Equality Impact Assessment is in place for the parks service. There are no adverse equality impacts as a result of the proposals in this report.</p> | | |
| OTHER (see below) | <p>Crime and Disorder Improving access and increasing the use of these sites should deter crime and anti-social behaviour by increasing the natural surveillance by park visitors.</p> <p>Equality, Diversity and Community Cohesion The design proposals for the schemes have taken consideration of equality and diversity matters.</p> | | |
| <i>Asset Management</i> | <i>Corporate Plans and Policies</i> | <i>Crime and Disorder</i> | <i>Efficiency Savings/Value for Money</i> |
| <i>Equality, Diversity and Community Cohesion</i> | <i>Freedom of Information/ Data Protection</i> | <i>Health and Safety</i> | <i>Health Inequalities</i> |
| <i>Human Rights Act 1998</i> | <i>Implementing Electronic Government</i> | <i>Staffing, Training and Development</i> | <i>Sustainability</i> |

BACKGROUND DOCUMENTS

Cabinet report March 2012