

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

*PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted [*if applicable*]

DIRECTORATE: RESOURCES

1. DECISION TAKEN

To enter two-year term contract for enhancement works to Letchworth and Lairage multi-storey car parks for both capital and revenue funded projects. Works will only be undertaken subject to budget availability. The selected contractor details are as follows:

Cemplas Waterproofing & Concrete Repairs Ltd
Cemplas House
25a Breakfield
Ullswater Industrial Estate
Coulson
CR5 2HS

2. DECISION TAKER

Ian Couper, Service Director- Resources

3. DATE DECISION TAKEN:

2nd June 2021

4. REASON FOR DECISION

- 4.1 The tender process managed via intend was led by our consultant Stevenage Borough Council, with the assistance of North Hertfordshire District Council's (NHDC) Procurement Officer, Legal Services and Property Services.
- 4.2 A full procurement process was undertaken and assessed based on 20% quality and 80% price. This determined that Cemplas Waterproofing Ltd offered the most economically advantageous tender.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 None – the existing car parks due to their age require extensive repairs as identified in the condition survey.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 Consultation on the option described above and the costs with the Service Director - Regulatory, Strategic Infrastructure & Projects Manager, portfolio holders and Parking Enforcement Manager

7. RELEVANT CONSIDERATIONS

- 7.1 The Council has an obligation to ensure the car parks are maintained in a safe manor to comply with health and safety legislation.

8. LEGAL IMPLICATIONS

8.1 Under 14.6.12 (a) (i) A the Service Director- Resources will “manage, direct and control all resources allocated to the Directorate in accordance with the Council’s policies”. Under 14.6.4 (a) (ii) Service Directors have a general authorisation for “entering into contracts to carry out works and/or for the supply of goods and services within approved budgets”.

8.2 This contract was let in accordance with the Council’s Contract and Procurement regulations.

9. FINANCIAL IMPLICATIONS

9.1 A capital budget of £133.8K has been approved and it is anticipated that the project will be completed within this budget allocation.

10. RISK IMPLICATIONS

10.1 Risk mitigations are as follows:

- Finance have carried out a financial risk assessment.
- The contractor’s insurance and RAMS will be checked prior to commencement of the works.

11. EQUALITIES IMPLICATIONS

11.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

11.2 There are no equalities implications in relation to this procurement.

12. SOCIAL VALUE IMPLICATIONS

12.1 The Social Value Act and “go local” policy does not apply to this decision.

13. HUMAN RESOURCE IMPLICATIONS

13.1 There are no direct HR implications arising from the award of this contract.

14. BACKGROUND PAPERS

None.

15. NOTIFICATION DATE

2nd June 2021

Signature of Executive Member ConsultedNot applicable.....

Date



Signature of Decision Taker

Please Note: that unless urgency provisions apply EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.

Call-in does not apply to NON-EXECUTIVE DECISIONS