

NOTICE OF DECISION OF OFFICER

In accordance with the authority delegated at the Cabinet meeting held on 11 February 2020, the following decision has been made:

Subject	Decision	Reason for decision	Date for Decision to be taken
Brinton Park Procurement of National Lottery Heritage Fund (NLHF) project works	To approve the revised procurement strategy in the exempt appendix to the attached report. To approve the evaluation criteria for the capital works that comprise the main building contract, as set out in the attached report.	To enable procurement to proceed, in accordance with the revised scope of the project.	14 July 2023

The appropriate Officer & Cabinet Member consultation has taken place with regard to this decision.

Dated: 14 July 2023

Signed: 

..... Ian Miller
Chief Executive

Report to Chief Executive

11 July 2023

Brinton Park Procurement of National Lottery Heritage Fund (NLHF) project works

OPEN WITH EXEMPT APPENDIX

The procurement strategy attached to this report is exempt from disclosure because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

Background

At Cabinet on 11 February 2020, the Chief Executive was given delegated authority in consultation with the Corporate Director: Resources, Solicitor to the Council and Cabinet Member for Culture, Leisure and Community Protection to award the contract for professional and building services in accordance with the procurement strategy.

Delegated authority was also given to the Chief Executive in consultation with the Corporate Director: Resources, Solicitor to the Council and Cabinet Member for Culture, Leisure and Community Protection to make any amendments as may be necessary to the procurement strategy and to decide the evaluation criteria as a result of the final business case.

Purpose

This report seeks approval for the revised Procurement Strategy. The February 2020 version has been updated due to changes in the project's approved purposes. The report provides a suggested evaluation criteria and an indicative procurement timetable for agreement ahead of commencing the tendering process.

Procurement Strategy

The revised Procurement Strategy is at Appendix One. The amended approved purposes were given formal verbal agreement by NLHF via the Project Monitor at a meeting on 24 May 2023. The significant change is the removal of the Sons of Rest Pavilion from the capital works programme.

Proposed Evaluation Criteria

As outlined in the Procurement Strategy, the project capital works have been split into a number of packages. Bidders will be invited to tender for as many or as few of the packages as they wish.

As outlined in the Procurement Strategy, tenders will be evaluated Quality/Price ratio of 70/30.

Quality and Price Criteria and Weighting

Tenders will be evaluated on a Quality and Price basis. Bidders are invited to complete both categories which will be evaluated by members of the Project Team.

The weightings for each category are as follows:

Category	Weighting %
Quality assessment	70%
Price assessment	30%

Price assessment

The price assessment will be based on the tender returns and are worth 30% of the overall marks.

The bidder with the lowest tender price will score the maximum score of 30%. The other tenders will be scored pro rata as a percentage of their tender sum compared with the lowest tender.

Quality assessment

The Project Team will design the quality assessment criteria which Bidders will be required to provide a written response.

Timetable

It is proposed that the procurement process will be completed by the end of September 2023, with capital works commencing on site by the end of the year.

Ali Bakr
Community and Environment Strategic Manager