


Delegated authority officer decision notice

Decision made by	Head of Development and Corporate Landlord in consultation with the Cabinet Member for Environment.
Lead officer contact details	John Backley. Technical Services Manager John.backley@southandvale.gov.uk Mobile: 07917 088317
Decision (Keep this succinct)	South Oxfordshire District Council to approve the award of the contract for the works to install new accessible moorings and includes a new ramp and pathways, resurface the road and refurbishment of a hut, to Greenford Limited, Unit 1, London Road, Wheatley, Oxford OX33 1JH at Riverside, Wallingford at the cost of £209,534.50 excluding VAT.
Key decision? (see notes below)	Yes – as it incurs expenditure of more than £75,000.
If key decision, has call-in been waived by the Scrutiny Committee chair(s)?	No
Confidential decision, and if so under which exempt category?	No
Delegated authority reference from the constitution	The following delegations in the Scheme of Delegations apply to this decision: <ul style="list-style-type: none"> • The exercising of delegated powers, of the Head of Development and Corporate Landlord to 1.1 to manage the councils land and property portfolio. • Financial - (1.1) To incur expenditure within approved capital and revenue budgets. • Contractual and financial matters - (6.3) To sign on the council's behalf any contract for works, good or services. • Para 2.6 of procurement procedure rules Table 2 for contracts in excess of £75,000 but not more than FTS Threshold – Acceptance of Quotation / Tender Head of Service in consultation with relevant Cabinet Member.
Risks	<p><u>Risk One</u> - Contractor ceases to trade during contract Mitigation – Payments only made when work complete and credit check on successful company.</p> <p><u>Risk Two</u> – Adverse weather conditions Mitigation – Revise delivery plan within window of work period (when Riverside is closed) if possible.</p> <p><u>Risk Three</u> – River Thames levels within bank. Mitigation - Revise delivery plan within window of work period (when Riverside is closed) if possible.</p>

<p>Reasons for decision</p>	<p>Following the SMT approval of the GW2 on 25 May 2022, a procurement process has been undertaken to identify a suitable supplier to install an accessible mooring and associated pathways, ramps, road and refurbished hut at Riverside Park, Wallingford.</p> <p>In conjunction with the Procurement officer and Legal, it was determined that the most appropriate contract was a JCT contract.</p> <p><u>Tender and Evaluation</u></p> <p>The contract procurement was an open tender on the south east portal and one compliant tender was received, the tender was evaluated by the following team:</p> <p>David Bell – Senior Engineer Ruth Cross – Project Manager</p> <p>The quality of the return was excellent, following individual evaluations the scores were amalgamated, this table shows the summary of the evaluation results.</p> <table border="1" data-bbox="497 913 1372 1137"> <thead> <tr> <th>Rank</th> <th>Contractor</th> <th>Price (%)</th> <th>Quality (%)</th> <th>Combined total (%)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>£209,534.50 (60%)</td> <td>32.5</td> <td>92.5</td> </tr> </tbody> </table> <p>The tender opportunity had 18 views in total, four decided to opt out of submitting a proposal and 13 after looking at the opportunity did not take it any further.</p> <p>Officers consider the lack of tenders is because the construction of the accessible mooring requires specialist knowledge on a river construction. Therefore, the number of tenderers was always anticipated to be limited.</p> <p>Officers considered that this tender represents good value for money taking into account previous tenders for riverbank repairs in Abingdon.</p> <p>The recommendation is to award the contract to Greenford Limited, Unit 1, London Road, Wheatley, Oxford OX33 1JH.</p>	Rank	Contractor	Price (%)	Quality (%)	Combined total (%)	1	A	£209,534.50 (60%)	32.5	92.5
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<p>Alternative options rejected</p>	<p><u>Re-open tender to attract others to tender.</u></p> <p>Officers are not confident that other specialists will be as competitive as Greenford as they are a local company (and therefore less travel) and very experienced in similar works along this part of the River Thames.</p> <p>Specialists' contractors willing to take on this relatively medium sized project are limited.</p>										

	A new evaluation would take at least eight to twelve weeks thereby missing the available timeslot to programme the work in whilst the Riverside area is closed, by which time prices would have increased.			
Legal implications	Legal officers have provided a draft contract (as part of tender) which will require finalising.			
Financial implications	£210,500 in budget A354 (£148,500 + £62,000) all agreed to be CIL funded.			
Climate implications	There are limited climate implications other than solar panels included in the tender for the roof of the small hut to generate some power for use in the hut.			
Equalities implications	The Technical Services team have worked in conjunction with the access officer to ensure that ramps and pathways meet the required standard.			
Risk implications	Officers to consider any risk/ insurance implications and to advise insurance company of new facility.			
Health and Safety implications	The accessible moorings will require a risk assessment to ensure safety checks and maintenance checks are carried out at suitable intervals.			
Other implications	None			
Background papers considered	GW2 approved on 25 May 2022			
Declarations/ conflict of interest?	None			
Consultees		Name	Outcome	Date
	Legal legal@southandvale.gov.uk	Vivien Williams	Head of Legal and Democratic & Monitoring Officer (Interim)	03.01.24
	Finance Finance@southandvale.gov.uk	Damon Cotterill	Confirmation of budget as detailed.	13.12.23
	Climate and biodiversity climateaction@southandvale.gov.uk	Kim Hall	No comment	21.12.23
	Equality and diversity equalities@southandvale.gov.uk	Lynne Mitchell	No comments	19.12.23
	Procurement Procurement@southandvale.gov	Angela Cox	Agreed	02.01.24

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	Risk and insurance risk@southandvale.gov.uk	Yvonne Cutler-Greaves	My comments included – Comments noted, Engineers will ensure RAMS will be completed and work programmed accordingly to river levels.	03.01.24
	Property Assets	Mark Foster	Supportive	15.12.23
	Strategic property StrategicPropertyTeam@southandvale.gov.uk	Karen Lister	Supportive. Property will need to understand timeframes for completion of the works to allow licences to be put in place with users of the moorings and facilities.	19.12.23
	Strategic Property	Chris Mobbs	Agreed.	04.01.24
	Leisure	Jan Smith	No comments.	19.12.23
	Parks Team Leader	Richard Ballard	No comments.	05.01.24
	Carpark Manager	Adrian Lear	Fully support the recommendation.	15.12.23
	Communications communications@southandvale.gov.uk	Andrea Busiko	No comments.	19.12.23
	In consultation with Relevant Cabinet member	Cllr Sue Cooper	Looks forward to this work being done as soon as river conditions allow.	21.01.2024
	Ward councillors	Benson and Crowmarsh – Cllr Andrea Powell Wallingford – Cllr James Barlow and Cllr Katharine Keats-Rohan	Happy with this proposal and has no concern.	26.01.2024
Decision maker's signature To confirm the decision as set out in this notice.	Signature: 			Date: 01.02.2024