

# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive Member for Leisure and Community for Decision 06 February 2018

<b>Portfolio:</b>	Leisure and Community
<b>Subject:</b>	<b>Award of Contract – Refurbishment of Funtley Recreation Play Area and Warsash Recreation Play Area</b>
<b>Report of:</b>	Head of Leisure and Corporate Services
<b>Corporate Priority</b>	Leisure Opportunities for Health and Fun

**Purpose:**

This report seeks to award the contract following tenders received for the design, supply and installation of play and recreational equipment at Funtley Recreation Ground and Warsash Recreation Ground.

**Executive Summary:**

In March 2015, the Executive approved a three-year play area improvement programme utilising section 106 developer contributions.

Identified in year 3 of the programme was the provision to refurbish the children's play areas at both Funtley Recreation Ground and Warsash Recreation Ground.

Tenders have been received and it is recommended that a contract be awarded to the contractor with the most advantageous tender as detailed in the evaluation matrix (Appendix A)

**Recommendation:**

To agree to award a contract to the tenderer who submitted the most advantageous tender for the provision of new play and recreational equipment at Funtley Recreation Ground and Warsash Recreation Ground

**Reason:**

To provide new play and recreational facilities for local residents.

**Cost of Proposals:**

The cost is £85,000. This can be met from section 106 developer contributions.

**Risk Assessment:**

All suppliers have undergone all the checks associated to be part of the ESPO framework agreement (No. ESPO 115) for the provision of this type of work.

Appendices:           Appendix A – Confidential tender prices and evaluation

Background Papers: Play Area Refurbishment Programme. Report to the Executive –  
March 2015

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### Executive Briefing Paper

<b>Date:</b>	06 February 2018
<b>Subject:</b>	Award of Contract
<b>Briefing by:</b>	Head of Leisure and Corporate Services
<b>Portfolio:</b>	Leisure and Community

#### INTRODUCTION

1. As part of the Play Area Improvement Programme for 2017/18 the Council will be refurbishing Funtley Recreation Ground and Warsash Recreation Ground Play Areas.
2. The total cost to undertake these improvement works at both sites is £85,000 and this can be funded from the section 106 developer contributions for play area refurbishments
3. A series of consultation exercises have been undertaken with residents, schools and groups to help identify how best to improve the play facilities to help ensure the needs of the community are met.
4. An invitation to tender for this project was issued on 20 November 2017 via the South-East Business Portal to suppliers listed on the ESPO framework agreement.

#### PROPOSAL

5. On the 12 January 2018, four tenders were received and opened by Democratic Services and the Procurement Officer. The tender price details are presented in the confidential appendix A

#### EVALUATION PROCESS

6. The contract document defined a pre-determined scoring mechanism whereby tenders are assessed on price, service and quality including play value.
7. The tender submissions were evaluated and the scores weighted as specified in the invitation to tender. The scores and ranking of all four tenders received are represented in the confidential appendix A.

8. Tenders were required to complete a 'Tenders Compliance and Response' proforma. This enables officers to score the quality and service elements of their submission, accessing their method of approach to delivering the service.
9. Based on the evaluation of the tenders received, the four bids have been ranked in order of economic advantage to the Council. The most advantageous supplier, which achieved the highest overall combined score, is recommended for the award of the contract.

### **RISK ASSESSMENT**

10. Many of the usual and identifiable risks initially presented in this type of project have been negated through the Councils rigorous and structured procurement process.
11. All suppliers have undergone all the checks associated to be part of the ESPO framework agreement (No. ESPO 115) for the provision of this type of work.
12. Regular monitoring will take place and a series of onsite project progress meetings will be held during the implementation to reduce potential risks.

### **FINANCIAL IMPLICATIONS**

13. The works and charges associated with this contract can be financed from the section 106 developer contributions for play areas.

### **CONCLUSIONS**

14. Four valid tenders were received for the improvement works required to be undertaken at Funtley Recreation Ground and Warsash Recreation Ground. It is recommended that the most advantageous tender received, ranked 1<sup>st</sup> in the confidential appendix to this report, be accepted and a contract be awarded.

### **Enquiries:**

For further information please contact Emma Watts (Ext. 4440) Leisure and Community Manager