

# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 7 September 2015

<b>Portfolio:</b>	Leisure and Community
<b>Subject:</b>	<b>Award of Contract for the Refurbishment of Segensworth Play Area and Stubbington Recreation Ground Play Area</b>
<b>Report of:</b>	Director of Community
<b>Strategy/Policy:</b>	Leisure Strategy
<b>Corporate Objective:</b>	Leisure for Health and Fun

**Purpose:**

This report considers the tenders received for the design, supply and installation of new play equipment at Segensworth Play Area and Stubbington Recreation Ground Play Area and recommends an award of contract for both improvement projects to one contractor.

**Executive summary:**

In March 2015 the Executive approved a three -year improvement programme for the Council's play areas utilising section 106 developer contributions.

The play areas identified for improvement in years 2015/16 of the Open Space Improvement Programme are; Segensworth and Stubbington Recreation Ground Play Areas.

This report provides the Executive with information regarding the tenders received for these proposed play area improvements and seeks an award of contract decision.

**Recommendation/Recommended Option:**

That the Executive agrees that the tender submitted by the contractor ranked 1 (as set out in the confidential appendix A) being the most advantageous tender received, be accepted and the contract to refurbish all three play areas be awarded to that company.

**Reason:**

To refurbish existing play areas, to provide new and improved play facilities for local children and young people.

**Cost of proposals:**

The total budget of refurbishing both play areas is £160,000. This can be met from section 106 developer contributions as detailed in the Council's Open Space Improvement Programme, subject to the Executive decision to award the contract.

**Appendices:** A: Tender Prices and Evaluation Table – Confidential

**Background papers:** September 2014, Leisure and Community Policy  
Development and Review Panel, Open Spaces Improvement  
Programme – Play Areas and other (non-sport) Recreational  
Facilities

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## BOROUGH COUNCIL

### Executive Briefing Paper

**Date:** 02 March 2015

**Subject:** Award of Contract for the refurbishment of Segensworth Play Area and Stubbington Recreation Ground Play Areas

**Briefing by:** Director of Community

**Portfolio:** Leisure and Community

#### INTRODUCTION

1. As part of the Play Area Improvement Programme for 2015/16 the Council will be refurbishing Segensworth and Stubbington Recreation Ground Play Areas.
2. The total budget to undertake these improvement works at both sites is £160,000 and can be funded from the existing Open Space Improvement Programme, using section 106 developer contributions.
3. A series of consultation exercises have been undertaken with local residents, schools and groups to help identify how best to improve the play facilities to help ensure the needs of the local community are met.
4. An invitation to tender for this project was issued on 7<sup>th</sup> July 2015 via the South East Business Portal to the nine (9) suppliers listed on ESPO framework agreement (Ref no. ESP0115)

#### PROPOSAL

5. On the 18 August 2015, 4(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 documents 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 for all 4 (four) tenders received are represented in the confidential appendix A.
8. Tenderers were required to complete a 'Tenderers Compliance and Response' pro-forma. This enabled officers to score the quality and service elements of their submission, assessing their method of approach to delivering the service.

9. Based on the evaluation of the tenders received, the 4 (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 present in this type of project have been negated through the Council's rigorous and structured procurement process.
11. All suppliers have undergone all of the checks associated in order to be part of the ESPO framework agreement (No. ESPO 115) for the provision of this type of work/supply.
12. Regular monitoring will take place and a series of project progress meetings will be held during the course of the implementation to reduce potential risks.

## **FINANCIAL IMPLICATIONS**

13. The works and charges associated with this contract can be financed from section 106 developer contributions as detailed in the Open Space Improvement Programme.

## **CONCLUSION**

14. Four valid tenders were received for the improvement works required to be undertaken at Segensworth Play Area and Stubbington Recreation Ground Play Area. 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 award accordingly.

## **Reference Papers:**

September 2014, Leisure and Community Policy Development and Review Panel,  
Open Spaces Improvement Programme – Play Areas and other (non-sport)  
Recreational Facilities