



Officer Decision Record

This form records an officer decision and is published in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and the Openness of Local Government Bodies Regulations 2014.

Decision Maker	Mark Steward
Signature	
Ward(s) affected	All wards

Decision Status (tick as appropriate)	
Key Decision	<input checked="" type="checkbox"/>
None key decision discharging (or connected to the discharge of) an Executive Function	<input type="checkbox"/>
Grant of Permission/licence	<input type="checkbox"/>
Affecting the rights of an individual	<input type="checkbox"/>
Awarding a contract or incurring expenditure which materially affects the financial position of the Council	<input type="checkbox"/>
Subject to Call in - yes	
Decision To award the kitchen replacement contract for this year with an initial value of £130,721 for the first 70 kitchens identified, and an option to extend on a call of basis for three years to Keepmoat Ltd (value of spend up to £600k over 3 years subject to funding)	
Reason for Decision The value of the works falls short of any EU tender thresholds – as this is considered to be a programme of works (not provision of services). However, as the value is over £50k, our CPR's require for us to either run a formal tender process or appoint a supplier via the use of a suitable framework agreement. Our in-depth involvement and understanding of the Efficiency North	

Programme gave us a very sensible and fully compliant access to an appropriate framework, and this is the route we chose to take to market in agreement with our Procurement Advisor (Dale Casson). The Framework Contract allows us to use a Mini Competition Selection: Under the Framework we can use a mini tender using selected contractors within a defined lot within the Group for the works.

Efficiency North - Elemental Works Framework Agreement – Lot 21

Kitchens/Joinery over 100k.

Keepmoat (FHM Ltd) are the Lowest priced at tender,

Alternative Options considered and rejected

None

Background papers

Evaluationreport (attached)

Contact Details for further information

Dave Maycock (Lead officer Assets)



Report to: Mark Steward
Author: David Maycock
Date: 16th January 2014
Subject: Evaluation Report for Programme of Works –

Kitchen Replacement Programme 2014-15

Introduction:

Selby District Council has a full programme of Kitchen Replacement work planned for the next 3 years. The estimated cost of the programme is £600,000.00 Budget has been allocated accordingly.

There are approximately 70 properties (value £130,721) identified in need of immediate repairs in 14/15, and a further replacement programme of 140 nr over years 2 and 3, these immediate replacements have been identified on the phase 1 schedule of works supplied to En Procure that has served as the tender information. This contract gives an option to extend on a call off basis for up to 3 years.

Route to Market:

The value of the works falls short of any EU tender thresholds – as this is considered to be a programme of works (not provision of services). However, as the value is over £50k, our CPR's require for us to either run a formal tender process or appoint a supplier via the use of a suitable framework agreement. Our in-depth involvement and understanding of the Efficiency North Programme gave us a very sensible and fully compliant access to an appropriate framework, and this is the route we chose to take to market in agreement with our Procurement Advisor (Dale Casson). The Framework Contract allows us to use a Mini Competition Selection: Under the Framework we can use a mini tender using selected contractors within a defined lot within the Group for the works.

Efficiency North - Elemental Works Framework Agreement – Lot 21 Kitchens/Joinery over 100k.

Keepmoat (FHM Ltd) are the Lowest priced at tender,

Please see attached report from EN – Procure detailing the tendering process.

What Next?

In accordance with our latest contract procedure rules, I am submitting this report for your approval. Your remit is to (ref section 14.10 CPR's):

- a) be satisfied about the technical capability of our selected supplier to carry out the work
- b) ensure that all evaluation criteria were determined in advance
- c) ensure that the CPR's have been complied with

...I can confirm that the answer to each of the above is 'yes'

The next step is to complete the Notification of Intention to Award Contract (CPR 17) form. I have filled in the basic info, you need to notify the Solicitor to the Council (which happens via the CPR17 form), then notify Keepmoat in writing that they have been awarded the contract. I will ensure that the appropriate CPR's are met with regard to starting the contract

NOTIFICATION OF INTENTION TO AWARD A CONTRACT (CPR 17)

CONTRACT: Programme of Works – Kitchen Replacement Programme

SERVICE RESPONSIBLE: Assets Management

Nature of Contract:

Kitchen Replacement programme of up to £600k over 3 years Initially £130,721 with potential to call off further work over 3 years if required	
Value of contract:	£600,000 Subject to capital funding approval and contract call off quantities

DATE OF AUTHORISATION TO ENTER CONTRACT AND REPORT REFERENCE (WHERE APPLICABLE):

RECEIVED BY THE SOLICITOR TO THE COUNCIL
DATE OF RECEIPT:

RECEIVED BY EXECUTIVE MEMBER (ITEMS WHICH HAVE A VALUE ABOVE EU PROCUREMENT LIMITS ONLY)
DATE OF RECEIPT:

ONCE THE ABOVE RECEIPTS HAVE BEEN OBTAINED, THE CONTRACT MAY BE AWARDED.

COMPLETED FORMS TO BE RETURNED TO LEGAL SERVICES