

Report of	Meeting	Date
Director of Development and Growth (Introduced by the Executive Member for Economic Development and Public Service Reform. )	Exec Member Decision	8 March 2019

## **CONTRACT AWARD FOR THE REFURBISHMENT OF THE PLAY AREA AT DELPH WAY.**

### **PURPOSE OF REPORT**

1. This report sets out the procurement process and recommendations to award the contract for the refurbishment of the play area at Delph Way.

### **RECOMMENDATION(S)**

2. To award the contract for the refurbishment of the play area on Delph Way to Thompson Groundworks Ltd.

### **EXECUTIVE SUMMARY OF REPORT**

3. In order to implement the refurbishment of Delph Way play area a procurement exercise has been carried out, setting out the design brief and aspirations within an invitation to quote (ITQ).
4. A report to Exec Cabinet on 17<sup>th</sup> December 2017 approved the project delivery at this site and noted the S106 allocated towards the project. In order to bring this project forward for delivery, Whittle-le-Woods Parish Council have contributed an additional £5000. The fixed price budget for the project is £24,000. This is an intermediate value procurement project and did not require approval of the evaluation criteria through exec cabinet.
5. This report sets out the procurement process which has been followed, together with the evaluation method and scoring and makes a recommendation to award the contract.

<b>Confidential report</b> Please bold as appropriate	Yes	<b>No</b>
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<b>Key Decision?</b> Please bold as appropriate	Yes	<b>No</b>
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### **REASONS FOR RECOMMENDATION(S)**

#### **(If the recommendations are accepted)**

6. The recommendations are based on a competitive procurement process. The play area refurbishment was tendered direct to companies specialising in play area equipment and construction. Two tender proposals were submitted on time.

- These submissions were evaluated carefully against robust criteria by an evaluation team of the Open Space Strategy Officer along with three residents of Delph Way accompanied by their children who use the play area. Thompson Groundwork Ltd scored the highest points owing to the aesthetics, design response, durability, functionality and play value.

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- Two compliant bids were received by the deadline in response to the ITQ. Each bid was carefully considered against the evaluation criteria by an evaluation team of 4 adults with input from children. The bid which scored below 84 was rejected at this stage, pending the shortlisted bidder providing more detailed information.

### CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	✓	A strong local economy	
Clean, safe and healthy homes and communities	✓	An ambitious council that does more to meet the needs of residents and the local area	✓

### BACKGROUND

- The Play, Open Space and Playing Pitch Strategy 2014-19 sets out the Council's plans to invest in local community assets using a mix of section 106, external funding and Council resources. The programme for improvement was based on robust assessments of the quality and value of those assets, identifying those requiring improvements and replacement.
- Delph Way Play Area was identified in the action plan and over the past 12 months there has been engagement with ward members, Whittle-le-Woods Parish Council and the local community to draw up a design brief for the site.
- This report sets out the procurement and evaluation process used to select the preferred contractor to implement the works.

### PROCUREMENT PROCESS

- An Invitation to Quote (ITQ) document for the Refurbishment of the Play Area at Delph Way was prepared and issued on the North West Procurement Chest to selected suppliers on the 8 February 2018 for a period of three weeks for a fixed cost of £24,000. 2 responses were received on time and were considered against the evaluation criteria of 40% Aesthetics / Design Response, 30% Durability and Functionality and 30% Play Value.
- The evaluation of tenders was carried out by a team consisting of Open Space Strategy Officer, three parents/residents of Delph Way accompanied by their children. This provided a range of knowledge backgrounds and skills in order to make an informed decision.
- The total scores of the companies which tendered for the play area are set out below.

Bidder	Total Score / 100
Ludus Leisure Ltd	81/100
Thompson Groundworks Ltd	<b>84/100</b>

16. Based on the evaluation it is recommended that the play area contract is awarded to Thompson Groundworks Ltd for an agreed cost of £24,000.

17. If this recommendation is approved, the contract to deliver the play area refurbishment will start as soon as possible and is proposed to be complete by May 2019.

## IMPLICATIONS OF REPORT

18. This report has implications in the following areas and the relevant Directors' comments are included:

Finance	✓	Customer Services	
Human Resources		Equality and Diversity	
Legal	✓	Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

## COMMENTS OF THE STATUTORY FINANCE OFFICER

19. The budget for these works is included in the capital programme under the play and open space projects budget and will be funded through the S106 and parish contributions.

## COMMENTS OF THE MONITORING OFFICER

20. It is proposed to award the contract in accordance with the scoring matrix and therefore I have no comments.

MARK LESTER  
DIRECTOR OF REGENERATION AND GROWTH

Report Author	Ext	Date	Doc ID
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\_\_\_\_\_ Dated 08/03/19 \_\_\_\_\_

**Councillor Alistair Bradley**  
**Leader of the Council**  
**Executive Member for Economic Development and Public Service Reform**