

OFFICER DECISION NOTICE



Reading
Borough Council
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This notice is to be used for the following types of officer decisions. (Select one option).

☐ **A.** Decisions taken by officers under a specific express delegation from Council or a Committee.

☒ **B.** Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over £100,000.

1. Title of decision:	Decision to award a contract for Minor Roads - Carriageway Surfacing Works 2024/2025
2. Date of the decision:	02 September 2024
3. The decision maker:	Executive Director of Economic Growth and Neighbourhood Services

4. Decision details:

It has been decided to award a works contract following an open tender process and bid evaluation to **Kiely Bros Limited** who will act as RBC's contractor for supplying works on Minor Roads-Carriageway (Micro Asphalt) surfacing. The contract is for 1 year with no extension.

5. Reasons for the decision:

Kiely Bros Limited scored maximum marks against both quality and pricing scoring criteria placing ahead of other competitors.

Following the conclusion of the Moderation of Quality Submissions and Review of Financial Submissions, the result of the evaluation as the following table:

Ref No. RBC 00001946		Bidder 3	
Bidder Name	Maximum Ascertainable Score	Kiely Bros Ltd	
Quality Score	30%	27.50%	Rank 1
Commercial Score	70%	70.00%	Rank 1
Total	100%	97.50%	Rank 1

6. Alternative options considered (if any) and rejected:

None.

7. List of open Background Papers:

None.

8. List of confidential or exempt Background Papers:

None.

9. Any other matters taken into consideration:

☐ Legitimate expectation of consultation	☐ Procedural requirements
☐ Public Health implications	☒ Environmental or Climate Change
☐ Health and Safety	☐ Risk Management implications
☐ Transparency of Information (FOI etc)	☐ Privacy Impact Assessments
☐ Human Rights Act Duties	☒ Equality Impact Assessment
☐ Corporate Parenting	☐ Community Safety
☐ Regulatory duties	☐ EU withdrawal
☐ Armed Forces Covenant	☐ Other

Details of the matters taken into account:**10. Legal considerations**

Legal support for this project has been provided by Legal Services. All relevant legal matters have been taken into account.

The Council has a duty under the Highways Act 1980 to maintain a safe public highway.

11. Financial considerations

The Highway Maintenance programme 2023/2025 is fully funded:

Year-2 of the Council's £8M 5-year (2022/23 to 2026/27) additional Capital Residential Roads & Pavement Investment of £2M and the Local Transport Plan for Bridges and Carriageways (2024/25 and 2025/26).

12. Internal consultations

The following internal teams/people have been consulted and involved during the development of the specification, sourcing strategy and contract:

Legal Services
Procurement Hub
Streetscene
Highway Asset Management
Network Management

Sections 13 - 18: To be completed only for Decision A (express delegation from a Committee)	
13. The name of the Committee:	NA
14. Date of the meeting:	NA
15. Minute number:	NA
16. The delegation given by the Committee:	NA
17. The name of any member of the committee who declared a conflict of interest in relation to the decision:	NA
18. Any Councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.	NA