

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 the Construction Works for a New Wall and Fence at St. Mary's Service Yard and Butts, RG1 2HX
2. Date of the decision:	09 May 2024
3. The decision maker:	Assistant Director - Environmental & Commercial Services

4. Decision details:

To award a works contract following an open RFQ process and bid evaluation to **E.W. Beard Limited** who will act as RBC's contractor for support and supply the required construction of the New Wall and Fence at St. Mary's Service Yard and Butts, RG1 2HX. The contract duration will be up to 4 months.

5. Reasons for the decision:

This contract requires an experience contractor to construct a wall on the boundary of a historical cemetery. The bid consisted of 2 evaluation phases: Phase 1 - evaluating the commercial information. Phase 2 – quality questions, three suppliers shortlisted for a Request for Information (RFI) process by a quality questionnaire.

EW Beard Ltd is recommended to progress works following the RFQ and RFI exercise where they obtained a maximum rating for price and quality performance.

Ref# RBC P00001771		Bidder 2	
Bidder Name	Maximum Ascertainable Score	E.W. Beard Ltd	
Commercial Score	70%	55.01%	Rank 4
Quality Score	30%	22.50%	Rank 1
Total	100%	77.51%	Rank 1

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

<p>N/A</p> <p>(Local Planning Authority granted Application Full Planning Permission; Ref. application no. 230228 & 230381, for the erection of a new half brick wall and railing fence and gates in St. Mary's Service Yard with Listed Building Consent).</p>
<p>7. List of open Background Papers:</p> <p>Application For Full Planning Permission no. 230228 & 230381</p>
<p>8. List of confidential or exempt Background Papers:</p> <p>N/A</p>

9. Any other matters taken into consideration:	
<input type="checkbox"/> Legitimate expectation of consultation	<input type="checkbox"/> Procedural requirements
<input type="checkbox"/> Public Health implications	<input type="checkbox"/> Environmental or Climate Change
<input type="checkbox"/> Health and Safety	<input type="checkbox"/> Risk Management implications
<input type="checkbox"/> Transparency of Information (FOI etc)	<input type="checkbox"/> Privacy Impact Assessments
<input type="checkbox"/> Human Rights Act Duties	<input type="checkbox"/> Equality Impact Assessment
<input type="checkbox"/> Corporate Parenting	<input checked="" type="checkbox"/> Community Safety
<input type="checkbox"/> Regulatory duties	<input type="checkbox"/> EU withdrawal
<input type="checkbox"/> Armed Forces Covenant	<input type="checkbox"/> Other
<p>Details of the matters</p> <p>RBC is legally required to maintain public safety:</p> <p>(in accordance with Section 18 of the Town and Country Planning Act 1990 as amended by section 51 of the Planning and Compulsory Purchase Act 2004).</p> <p>(in pursuance of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).</p>	

<p>10. Legal considerations</p> <p>The Town and Country Planning Act 1990</p>
<p>11. Financial considerations</p> <p>Capital Town Improvement Capital Fund C8280-Z201-ZF0093.</p>
<p>12. Internal consultations</p> <p>Highways</p> <p>Development Control</p> <p>Planning</p> <p>Legal Services</p> <p>Streetscene</p> <p>Waste Services</p>

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