

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	1089371
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1. **TITLE:** Enforcement and Parking Management Services Contract Award

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

In accordance with the approval of the Procurement Plan by The Executive on 23rd July 2019, which agreed the delegation of the award of the new contract to the Executive Director: Delivery, the purpose of this report is now to seek approval to award the new contract.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive Director: Delivery

6. **DECISION:**

The Enforcement and Parking Management Services contract that is due to commence on 1st July 2020 be awarded to Tenderer B.

7. **REASON FOR DECISION**

To ensure the delivery of a high-quality enforcement and parking management service provided at the best value for money.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The current enforcement and parking management service contract had to be retendered under EU procurement rules. Further extensions of the contract would not be permitted.

An option for insourcing the administration of Penalty Charge Notices was included in the tender documents (Lot 1). Following evaluation this option was not deemed suitable due to the potential risk of delivering this service inhouse. The evaluation team concluded that any risk would be minimised if a contractor provided a full end to end service.

9. **PRINCIPAL GROUPS CONSULTED:** BRP

10. **DOCUMENT CONSIDERED:** Report of the Executive Director: Delivery

11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
10 February 2020	18 February 2020

