

**TO: EXECUTIVE MEMBER FOR TRANSFORMATION & FINANCE
04 SEPTEMBER 2017**

**AWARD OF THE WORKS CONTRACT FOR THE REFURBISHMENT & REMODELLING
OF TIME SQUARE
Director of Corporate Services**

1 PURPOSE OF REPORT

The purpose of this report is to seek approval to award the works contract to Tenderer B identified in the attached Confidential Annexe and Atkins Confidential Tender Evaluation Report (Annexes A and B respectively).

2 RECOMMENDATION

- 2.1 That the Executive Member for Transformation & Finance approves the contract award to Tenderer B in accordance with Annexes A & B.**

3 REASONS FOR RECOMMENDATION

- 3.1 In accordance with the recommendation set out in the Procurement Plan dated the 14 March 2017 and approved by the Executive that the decision to award the works contract for Time Square is delegated to the Director of Corporate Services and the Executive Member for Transformation & Finance for approval.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 The Office Accommodation Strategy dated July 2011 refers to a survey of Easthampstead House carried out in 2009 and a projected cost of £4,353,500 to undertake full refurbishment of the building. However, it was stressed that this would do nothing to improve the appearance of the building and little to improve the comfort of staff. Since 2011 £437,692 has been spent on essential repairs to the building. The building costs the Council approximately £300K - £400K pa to run. The Town Centre regeneration is progressing rapidly and once complete the dated and aesthetically unpleasing building will soon become something of an eyesore.
- 5.2 This project will enable the Council to consolidate its property portfolio into one main office building, Time Square and reduce the existing operational arrangements and budgets required in order to maintain both sites.

Equalities Impact Assessment

- 5.3 The equality impact issues were taken into account as part of the tender process and an EIA screening was completed as part of the approved Procurement Plan, with no full impact required.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 There are no specific legal implications arising from the recommendations. The Tender process has been undertaken in compliance with the provisions of the Public Contract Regulations and the Councils Contract Standing Orders.

Borough Treasurer

- 6.2 As outlined in the report the Council's current Capital Programme contains sufficient budget to meet the costs of the project given the winning tendered bid.

7 STRATEGIC RISK MANAGEMENT ISSUES

- 7.1 None.

8 CONSULTATION

Principal Groups Consulted

- 8.1 The Borough Solicitor and the Borough Treasurer were consulted during the course of this procurement.

Method of Consultation

- 8.2 At project initiation, the Procurement Plan was reviewed by the Service Efficiency Steering Group and approved by the Executive on the 14 March 2017.

Background Papers

Confidential Annex and Atkins Tender Report

Contact for further information

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