

**TO: EXECUTIVE MEMBER FOR CULTURE, RESOURCES & PUBLIC PROTECTION
21 MAY 2018**

**HARMANS WATER COMMUNITY LIBRARY PROCUREMENT PLAN
Director of Environment, Culture & Communities**

1 PURPOSE OF REPORT

1.1 To approve the Procurement Plan to create a new Community Library

2 RECOMMENDATION

2.1 **That the Procurement to create a new Library and ancillary works attached at Appendix A (restricted paper) is approved.**

3 REASONS FOR RECOMMENDATION

3.1 It is a requirement of the Contract Standing orders that the Director and Executive Member approve any Procurement Plan with a value in excess of £400,000. This decision seeks approval for the procurement process.

4 ALTERNATIVE OPTIONS CONSIDERED

4.1 None, as it is a requirement of the Contract Standing orders that any contracts in excess of £181,000 are required to go out to a formal tendering process to ensure value for money and compliance with legislation.

5 SUPPORTING INFORMATION

5.1 It is expected that the tendering process will provide for an increase in the quality of provision whilst ensuring value for money.

Contact Standing Orders no longer require advertising for works of this size. This tender will not be advertised sufficient competition will be achieved by inviting 5 organisations to submit a fixed price tender submission. The 5 organisations that will be selected from Construction line data base.

The Constructionline database will identify contractors who have the experience and capability to carry out projects of a similar size and value.

5.2 The construction duration will be based on the successful tenderers submission. Currently the programme dates are as follows:

Task	DATE
Procurement Plan Sign Off	21 May 2018

Unrestricted

ITT issued	03 September 2018
ITT response deadline	5 October 2018
Contract award	19 October 2018
Construction starts	05 November 2018
Construction works complete	June 2019

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 This is a works contract for the purposes of the Public Contract Regulations. The value of the contract is well below the thresholds set out in the Regulations and Contract Standing Orders relating to advertising requirements and as such the proposal to seek 5 quotes is legally compliant.

Borough Treasurer

- 6.2 The financial implications are contained within Appendix A.

Equalities Impact Assessment

- 6.3 Attached as Appendix B.

Strategic Risk Management Issues

- 6.4 To be produced during the detailed design process.

7 CONSULTATION

Principal Groups Consulted

- 7.1 Council Officers including the Head of Procurement, Borough Solicitor and the Borough Treasurer were consulted in the drafting of this plan.

Contact for further information

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