

TO: EXECUTIVE
DATE: 18 JUNE 2019

HORSESHOE LAKE, NEW COUNTRY PARK PROCUREMENT PLAN
Director: Place, Planning & Regeneration

1 PURPOSE OF REPORT

- 1.1 To seek approval to tender the construction works to create a New Country Park Pavilion at Horseshoe Lake, Mill Lane, Sandhurst.

2 RECOMMENDATION

- 2.1 **That the Executive approve the Procurement Plan to tender the construction works to create a New Country Park Pavilion at Horseshoe Lake, attached in Annex A (restricted paper) is approved.**

3 REASONS FOR RECOMMENDATION

- 3.1 It is a requirement of the Contract Standing orders that the Executive approve any Procurement Plan with a value more than £1m. This decision seeks approval for the procurement process.
- 3.2 On the 12 February 2019 the Executive approved the business case for the implementation of a new Country Park and the application for capital funding.

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.
- 5.2 As this is below the OJEU threshold, the opportunity to tender will be advertised on the South East Business Portal and Contracts Finder.
- 5.3 The construction duration will be based on the successful tenderer submission. Currently the programme dates are as follows:

Task	DATE
Publish SQ to South East Business Portal	18 June 2019
Issue selection questionnaire (SQ)	15 July 2019
SQ response deadline	12 August 2019
Evaluate complete	26 August 2019
Planning Approval	27 December 2019
Complete design and draft tender documents	20 January 2020
Issue of Invitation to Tender	24 February 2020
Tender Returns	27 March 2020
Contractor Interviews (If Required)	April 2020
Tender Evaluation and submit recommendations	17 April 2020
Approval to award contract	19 June 2020
Mobilisation Period	24 July 2020
Construction commencement date	27 July 2020
Programmed completion date	April 2021

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 There are no specific legal issues arising from this report and accompanying procurement plan. The process is being conducted within the requirements of the Council's Contract Standing Orders and the Public Contracts.

Borough Treasurer

- 6.2 Capital funding has been approved by Council following consideration of the business case by the Executive on the 12 February 2019.

Equalities Impact Assessment

- 6.3 Attached as appendix B.

Strategic Risk Management Issues

- 6.4 Attached as appendix C.

7 CONSULTATION

Principal Groups Consulted

- 7.1 Council Officers including the Head of Procurement, Assistant Director: Legal and the Director: Finance were consulted in the drafting of this plan.

Contact for further information

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