

TO: DIRECTOR OF CORPORATE SERVICES

DATE OF MEETING: 29TH APRIL 2014

**Consultation and Engagement Services
Director of Corporate Services**

1 PURPOSE OF DECISION

1.1 To approve the decision set out in Annex A - Contract Award Report.

2 RECOMMENDATION(S)

2.1 **That the recommendation set out in Annex A - Contract Award Report is approved.**

3 REASONS FOR RECOMMENDATION(S)

3.1 Under the Council's contract standing orders, the value of this contract requires the approval of the Director of Corporate Services prior to contract award.

4 ALTERNATIVE OPTIONS CONSIDERED

4.1 See Annex A for further detail.

5 SUPPORTING INFORMATION

5.1 The procurement was carried out as a joint tender exercise with the Bracknell Forest Partnership.

5.2 As a result of the procurement exercise, a framework agreement has been set up for use by Bracknell Forest Council and the Bracknell Forest Partnership.

5.4 The framework agreement will be in place for a maximum of 4 years with a commencement date of 2 June 2014.

5.5 The timescales for the tender exercise were as follows

Publish OJEU Contract Notice and Advert in South East Business Portal	Monday	11 November 2104
Issued Invitation to Tender	Monday	3 February 2014
Received Response from Tenderers	Friday	14 March 2014
Tender Evaluation	Wednesday	6 March 2014
Contract Award Approval	Tuesday	29 th April 2014
Contract Start Date	Monday	2 June 2014

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 Nothing to add to this report

Borough Treasurer

- 6.2 The financial implications are included in the attached Contract Award Report - Annex A

Equalities Impact Assessment

- 6.3 An Equality Screening Record has previously been completed and can be found at:

<http://www.bracknell-forest.gov.uk/equalitiesassessmentandconsultation>

7 CONSULTATION

Principal Groups Consulted

- 7.1 Officers from Bracknell Forest Council and members of the Bracknell Forest Partnership were consulted during the course of this procurement.

Background Papers

Annex A – Award Report

Contact for further information

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