



WELWYN HATFIELD

OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014 RECORD OF OFFICER DECISION TAKEN UNDER DELEGATED AUTHORITY

1. SERVICE AREA

Development Services / Bereavement Services

2. CASE REFERENCE

C895

3. DECISION
TITLE

Award of Contract for the construction of a new Bereavement Centre

4. AUTHORITY TO TAKE THE DECISION (tick)

This decision has been taken under a specific express authorisation



This decision has been taken under a general authorisation

The effect of the decision is to:

(a) grant a permission or licence

(b) affect the rights of an individual

(c) award a contract or incur expenditure which materially affects the Council's financial position



5. DETAILS OF THE DECISION MAKING OFFICER

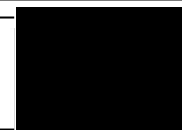
Name of decision making Officer

Ka Ng

Job title

Chief Executive

Signature



Date this decision was taken

2 Sept 2021

DETAILS OF THE DECISION

Decision taken

To award the contract for the Construction of a new Bereavement Centre to RG Carter Cambridge Limited in accordance with the tender evaluation report in Appendix 1

Reasons

- On 15th June 2021, Cabinet agreed to give delegated authority to the Chief Executive, in consultation with the Cemetery Procurement Board and the Executive Member to award the contract for the main construction contractor .
- On 11th August 2021, The Cemetery Procurement Board unanimously agreed to the recommendation that subject to satisfactory outcome of the clarification discussions, that the Cremation Procurement Board authorise the Chief Executive to award the Bereavement Centre Construction project to RG Carter Cambridge Limited
- Clarifications with RG Carter have now been concluded and the outcome is detailed in Appendix 1 of this report.

Alternative options considered and reasons for their rejection (if any)

None considered


6. BACKGROUND PAPERS USED TO INFORM THE DECISION

Background Papers	Location
TENDER DOCUMENTS, TENDER RETURNS AND FULL EVALUATION RECORDS	Procurement

7. DETAILS OF ANY MEMBER(S) CONSULTED

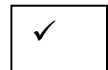
The Cemetery Procurement board and the Executive Member for the environment unanimously agreed with the recommendation at the meeting on 11th August 2021

8. DETAILS OF ANY OFFICER(S) CONSULTED

		I have been consulted and agree with the decision
Officer		
Andrew Harper – Procurement Manager		Signature Date 31/8/21

9. OPINION OF DECISION MAKING OFFICER AS TO CONFIDENTIAL/EXEMPT INFORMATION

In my opinion this record and/or background papers contain confidential/exempt information and the material is therefore not to be placed on the website or disclosed to the public

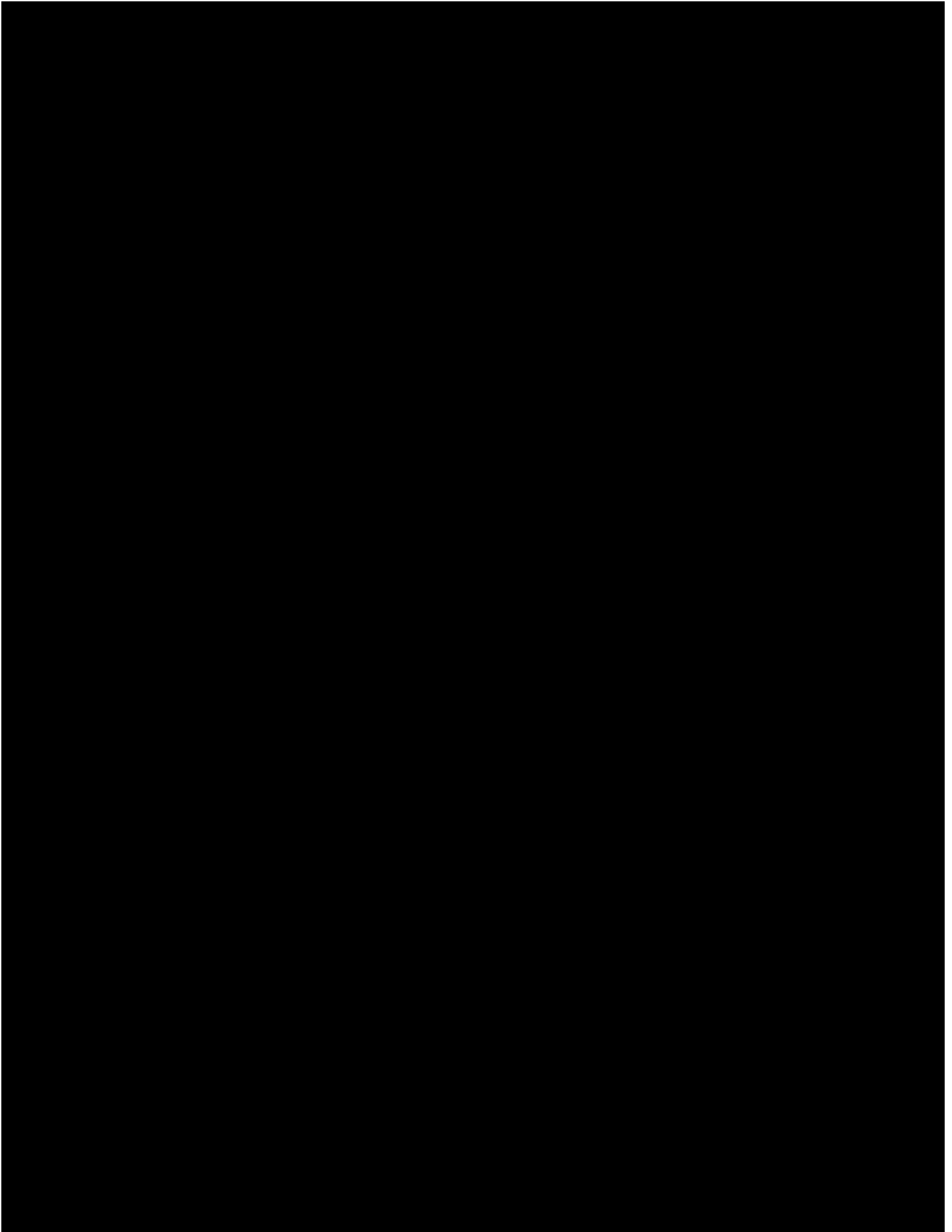


10. ACTION FOLLOWING THE DECISION

Date of publication

14 September 2021

Appendix 1 – Tender evaluation report (Confidential)



Appendix 2 – Quality Scores

