

## OFFICER DECISION RECORD SHEET

**Name of decision maker:** Assistant Director – Neighbourhood Delivery

**Service Area:** Environmental Services

**Title of Decision:** To award a contract for the supply of Commercial Loading Shovels and Large Wheeled Telescopic Loaders

**Decision made and reasons:**

**Decision:** To award a 4 year agreement to Greenshields JCB Limited to supply 2 Commercial Loading Shovels and 2 Large Wheeled Telescopic Loaders over the next 4 years.

**Reason:** As part of the Council's Fleet Replacement programme, there are 2 Commercial Loading Shovels and 2 Telescopic Loaders which need to be replaced over the next 4 years. The timescales for these replacements are as follows:

Commercial Loading Shovels:

April 2018 to March 2019 – Quantity one (1)

April 2021 to March 2022 – Quantity one (1)

Large Wheeled Telescopic Loader:

April 2018 to March 2019 – Quantity one (1)

April 2021 to March 2022 – Quantity one (1)

The above replacements are included within the Council's Capital Programme.

**Reports considered:**

The procurement report is attached.

**Officers/Councillors/Ward Councillors/Stakeholders Consulted:**

Simon J Smith – Transport Manager

Craig Thorpe - Group Manager of Environmental Services

Graham Patterson – Operations Manager, Waste

Andrew Linden – Team Leader, Commissioning, Procurement & Compliance

**Financial Comments:**

The programme provides £200,000 in 18/19 & £255,000 in 21/22 for these vehicles. As part of the 19/20 budget setting process the additional £30,000 required for the 18/19 purchase has been built in.

The running costs will need to be covered by approved revenue budgets.

Lucy Tash

Accountant (Housing)

**Deputy Monitoring Officer Comments:**

Full consideration of the various bids will need to be undertaken and a contract in place before any works are undertaken.

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### S151 Officers Comments:

The 2019/20 budget approval process approved the 2019-23 capital programme that included £485k for the delivery of these vehicles, hence the award of this contract is within existing approved budget levels.

### Implications:

#### Value for Money:

The Council carried out an OJEU compliant tender processes using both price and qualitative criteria. This ensures that the Council does not look solely at the lowest priced tender, but takes into consideration other aspects of the requirement to ensure true value for money.

#### Financial:

The Council looked at both the purchase cost and the running cost of the Commercial Loading Shovels and Large Wheeled Loaders when evaluating price. The summary of these costs are as follows:

#### Commercial Loading Shovels:

Purchase price	Running costs	Total cost for both Loading Shovels.
£328,644.16	£44,019.44	£372,663.60

For the purpose of the capital budget, only the purchase price needs to be taken into consideration.

The running costs will consist of both revenue costs and staff costs which are included in existing budgets.

#### Large Wheeled Telescopic Loader:

Purchase price	Running costs	Total cost per vehicle
£162,091.10	£24,464.34	£186,555.44

For the purpose of the capital budget, only the purchase price needs to be taken into consideration.

The running costs will consist of both revenue costs and staff costs which are included in existing budgets.

**Risk:** If this contract is not awarded then the Council will be unable to order new Loading Shovels which are required to replace the current fleet. The current Loading Shovels are getting to a point where they require a lot of upkeep which will mean higher revenues costs for repairs and/or hire costs.

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**Officer Signature:**

Date: