

## OFFICER DECISION RECORD SHEET

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

**Service Area:** Environmental Services

**Title of Decision:** To award a contract for the Design, Supply and Installation of a new Skate Park in Tring

### Decision made and reasons:

**Decision:** To award a contract to Playground Facilities Ltd for the Design, Supply and Installation of a new Skate Park at Pound Meadow in Tring.

**Reason:** As part of the Council's promise to continue to provide quality parks and recreational spaces in the Borough, £100k of capital funds have been allocated to replacing the current skate park in Tring (<https://www.google.co.uk/maps/place/Pound+Meadow/@51.7956344,-0.6553879,266m/data=!3m1!1e3!4m5!3m4!1s0x48765bc519b82285:0xd63e4ade20cb6c7!8m2!3d51.795578!4d-0.654315>). The new skate park will provide additional value to the community and its users.

To support the Council, the Clean, Safe and Green team carried out consultation with the local community, including specific site users who helped draft a template design. This information was included in the tender pack which went out to the interested companies.

The Council carried out an open market tender exercise, advertising the opportunity on both the local portal, Supply Hertfordshire and the national portal, Contracts Finder.

The tender process asked bidders to utilise the £100k to come up with the best design, including the elements included in the consultation period. Bidders were also evaluated on their previous experience, health and safety record, timescales for the installation and warranty periods.

The Council received 4 returns and after some consultation with the 4 bidders, the Council's evaluation team consisting of the Assistant Director of Neighbourhood Delivery and the Parks and Open Spaces Officer scored the 4 companies as follows:

Company	Score
Playground Facilities Ltd	84.00%
Canvas Spaces Limited	80.00%
Bendcrete Leisure Ltd	68.00%
The Freestyle Collective	64.00%

The Council's finance team have also carried out a financial appraisal on the winning bidder and advised that they are happy for Playground Facilities to be awarded the contract from a finance point of view

### Reports considered:

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The procurement report is attached.

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

Richard Le-Brun – Assistant Director of Neighbourhood Delivery

Robert Cassidy - Parks and Open Spaces Officer

Andrew Linden – Team Leader of Commissioning, Procurement & Compliance

**Financial Comments:**

The capital programme offers £500,000 across two years (2022/23 and 2023/24). This includes £80,000 for the Tring Skate Park. The remaining £20,000 will be funded by Tring Parish Council.

Nikita Patel, Accountant

**Monitoring Officer Comments:**

The proposed award of contract follows a procurement process which was compliant with the Council's procurement standing orders.

Officers should ensure that an appropriate contract is completed prior to commencement of services

**S151 Officers Comments:**

The contract award value is within approved capital budgets.

**Financial:**

The contract value will be £100k. There is a capital budget of £100k for the replacement of the current skate park in Tring. .

**Options considered and reasons for rejection:**

The Council are already committed to replacing the current skate park by allocating capital funds through the Council's capital programme.

If this contract is not awarded then the current skate park will not be replaced. The current skate park is in a state of disrepair.

**Officer Signature:**



Date: 9<sup>th</sup> June 2022

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