

Record of officer decision

Decision title:	Appointment of Project Manager to Colwall New School project
Date of decision:	02.10.2017
Decision maker:	Chief Finance Officer & S151 Officer
Authority for delegated decision:	The chief executive's scheme of delegation
Ward:	Colwall
Consultation:	NA operational decision effecting 1 ward
Decision made:	To award a contract to Place Partnership for the provision of Project Management services to Herefordshire Council for the new Colwall School for a period of 3 months at a total cost of £ 12,000.
Reasons for decision:	<p>The Colwall school project is ongoing and due to the loss of the existing Project manager a new Project manager was required to complete the project in accordance with the Contractual requirements of the NEC 3 form of contract being used and to ensure the successful completion of the project within the time frames and the cost envelope agreed.</p> <p>The contract was awarded after a tender process inviting 4 consultants to submit quotations.</p> <p>The pace partnership was adjudged to be the best value in terms of both cost and quality following this process.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>The decision was discussed with finance but there were no apparent, major equality considerations that were apparent with this decision to appoint a project manager.</p> <p>The legal implications were not complying with the NEC contract which requires a named, suitably qualified and experienced Project manager, and the cost of delays through being unable to meet the terms of the contract.</p> <p>There are any health and safety implications and legal implications in not taking this decision as it would have meant the Council was not acting in accordance with the contract it has with Kiers construction and there was a risks, and of delays and cost penalties if this was done.</p>
Details of any alternative options considered and rejected:	<p>Do nothing not accepted as this would have meant a breach of contract and delays and costs on the project</p> <p>Try to source the Project Manager in-house, this was not pursued as the in-house resource is stretched on existing works.</p>

Details of any declarations of interest made:	NA

Andrew Lovegrove, Chief Finance Officer

Date: 16 October 2017