

Record of officer decision

Decision title:	EZ Infrastructure and Asset Information Management Services contract extension
Date of decision:	7 October 2019
Decision maker:	Director of Economy and Place
Authority for delegated decision:	Enterprise Zone capital interventions phase 5 – cabinet member decision, 8 August 2019 http://hc-modgov:9070/ieDecisionDetails.aspx?ID=6182
Ward:	Dinedor Hill
Consultation:	None. This is not a new service
Decision made:	To extend the contract with Robert West Consulting Limited for completion of Infrastructure and Asset Information Management Services (Principal Designer) to Hereford Enterprise Zone, at an additional cost of £10,460 + VAT
Reasons for decision:	<p>Robert West Consulting Ltd was appointed following an open tender exercise via the Council's procurement portal. A contract was issued for £47,940 for the provision of this service from 25 May 2018. This contract is still extant so this represents an extension to that.</p> <p>One of the projects in the brief was the North Magazine spoil heap removal project, part of a wider EZ flood mitigation strategy implementation including spoil heap removal, movement and ground raising.</p> <p>Robert West acted as principal designer for the project. This involved generating the designs for the ground works, referencing the Materials Management Plan for the project, linking to the specialist contractor advising on that, providing construction advice support and liaison with BBLP and their sub-contractor Wye Valley Engineering, including resolution of technical issues on the detailed project delivery.</p> <p>The first phase of these works were halted in November 2018 to avoid winter weather. The expectation was to continue with Phase 2 in Spring 2019.</p> <p>Unfortunately Phase 2 was then significantly delayed pending approval of the EZ Capital Interventions Phase 5 budget, and the approval of BBLP implementing the project only made on 13 September 2019. http://hc-modgov:9070/documents/s50070078/Enterprise%20Zone%20flood%20mitigation%20strategy%20implementation%20including%20spoil%20heap%20removal%20movement%20and%20.pdf</p> <p>In the intervening period Robert West were utilized on other infrastructure projects as principal designer under the terms of the contract including the Straight Mile. Now that commissioning of Phase 2 has been approved, with BBLP and sub-contractor, there is extreme urgency in this work, with an imperative to get on with this before the worst of the winter weather sets in.</p> <p>There is an immediate need for the principal designer to work with the principal contractor providing construction advice and support, and liaison with all relevant parties. The project is multifaceted and is very much reliant on the real time advice from the principal designer on the technical issues faced. The principal designer will</p>

	<p>then need to compile a H&S file on completion of the project, including collating information from the principal contractor.</p> <p>The hourly rates proposed are the same as previously procured and set in the existing contract.</p> <p>There is sufficient budget remaining in the 'Spoil heap removal, movement and ground raising Phase 2 delivery' budget line to accommodate the cost of this additional sum. http://hc-modgov:9070/ieDecisionDetails.aspx?ID=6182</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>Re procuring for this service would delay the start of the project and would likely incur additional costs. Robert West Consulting have provided all the designs for the project, are familiar with the project background, scope, partners and are able to start work straight away.</p> <p>Any new designer would have to read into the project and be willing to inherit a whole set of technical designs, methodologies all already partly delivered. This is not a given. By the time we do all that, we would be into the middle of winter, and then face a further pause to the Spring. It is unclear how the principal contractor or subcontractor would react to that situation.</p>
Details of any alternative options considered and rejected:	<p>Procure a new principal designer – this project is time constrained by the weather dependent, and it is therefore essential that it commences before inclement weather sets in. A delay is not acceptable and any new procurement process is likely to take several weeks to implement and hence likely to delay the project by more than a year.</p>
Details of any declarations of interest made:	<p>None</p>

Signed R Ball
Director of Economy and Place

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