

Record of officer decision

Decision title:	Award of contract to undertake petrol Interceptors & Desludging Checks & Servicing on various Council sites across Herefordshire.
Date of decision:	28 th March 2022
Decision maker:	Director for Resources and Assurance
Authority for delegated decision:	The service delivery and management of the Building Maintenance and Cleaning contract is through a service level agreement with Hoople Ltd and was authorized on 9 February 2021 through a cabinet member decision http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?id=7636
Ward:	Countywide
Consultation:	The strategic property service manager
Decision made:	<p>A requirement for the Councils Building, Cleaning and Maintenance contract is to provide Petrol Interceptors & Desludging Checks & Servicing on various Council sites across Herefordshire</p> <p>A compliant, closed quotation procurement process was conducted in accordance with Herefordshire Council's Contract Procedure rules to appoint a single company to provide these services over a 2 (two) year period.</p> <p>2 (two) bids were received by the tender close date and the evaluation of both bids has concluded. Metro Rod provided the most economically advantageous tender and are recommended for award. The cost of providing this service per tank will be dependent on the size of the tanks however as a guide this will be circa £2,800 - £3,510 per tank</p> <p>This decision is to request authorisation to award this contract to Metro Rod and spend from Building Maintenance and Cleaning budget</p>
Reasons for decision:	<p>This decision will allow the continuation of Petrol Interceptors & Desludging Checks & Servicing on the expiry of the current contract so as to ensure continuity of the scheduling of works.</p> <p>The closed procurement process adhered to the Councils contract procedure rules (CPR) which has evidenced value for money.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>Risks:</p> <ul style="list-style-type: none"> • Not carrying out the inspection, servicing and desludging of the petrol interceptors may result in the failure of plant and equipment and allowing polluting substances to enter watercourses and such like, which would put council in breach of its environmental statutory obligations and lead to possible prosecution. • Challenge from contractors who would disagree with the evaluation outcome. However, this was mitigated by evaluating the bids in accordance with the evaluation criteria as stated within the tender documentation.

Details of any alternative options considered and rejected:	Do nothing – <ul style="list-style-type: none"> • This is not recommended as not maintaining interceptor and sewage plant could lead in them failing and allowing polluting substances to enter into water courses and such like which would put the council in breach of its environmental statutory obligations and lead to possible prosecution • This is not recommended as a closed procurement process following the Councils CPRs has been undertaken and a successful provider has been identified.
Details of any declarations of interest made:	None.

I am an officer delegated to make the decision

Signed:

Print Name: Andrew Lovegrove

Job Title: Director of Resources and Assurance