

Record of officer decision

Decision title:	To commission project management, full design team, quantity surveyors and contract management services for the Hereford Museum and Art Gallery project (RIBA4b)											
Date of decision:												
Decision maker:	Corporate Director, Community and Wellbeing											
Authority for delegated decision:	<p>On 21 August 2024 the Cabinet Member Community Services and Assets made a decision to delegate to the Corporate Director Community Wellbeing, in consultation with the Cabinet Member for Community Services and Assets, authority to make all operational decisions required, including the expenditure of all remaining capital funding, to progress the Hereford Museum and Art Gallery.</p> <p>Printed decision Hereford Museum and Art Gallery progress update and recommendations no longer a B.pdf (herefordshire.gov.uk)</p>											
Ward:	Central Ward											
Consultation:	Consultation has taken place with Cabinet Member Community Services and Assets.											
Decision made:	<ol style="list-style-type: none"> 1. To commission Mace Limited to provide project management, design, quantity surveying and contract management services for RIBA stage 4b in relation to the Hereford Museum and Art Gallery for the sum of £215,000.00. 2. To allow a contingency of £10,000.00 from the budget for the above contract. 3. All operational decisions in respect of decisions 1 and 2 above are sub-delegated to the Museum Lead and Service Director Economy and Growth in collaboration and in consultation with the Cabinet Member for Community Services and Assets. 											
Reasons for decision:	<p>A Cabinet decision was taken on 21 August 2024 to release the remaining budget of £16,749,916.90 to deliver the project to RIBA 7 (completion) and to delegate all remaining operational decisions to the Corporate Director, Community and Wellbeing in consultation with the Cabinet Member for Community Services and Assets.</p> <p>Following a compliant procurement process a decision to award a contract to Mace Limited was made on 9 August 2022 by the Corporate Director Economy and Environment, for the HMAG project on a call-off arrangement through the NCWH framework. This decision is to award the next stage of the contract for RIBA4b, to draw up all procurement documents to enable a principle contractor to be procured, to evaluate the submissions, then, to manage the contractor including early works package.</p> <p>The cost of the above work is £215,000 plus £10,000 contingency.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #cccccc;">Available Budget</td> <td style="text-align: right;">19,150,000</td> </tr> <tr> <td>Capital cost of project</td> <td></td> </tr> <tr> <td>Spend to Date</td> <td style="text-align: right;">2,330,906.80</td> </tr> <tr> <td>Commitments</td> <td style="text-align: right;">286,640.28</td> </tr> <tr> <td>Remaining Budget</td> <td style="text-align: right;">16,532,452.90</td> </tr> </table>		Available Budget	19,150,000	Capital cost of project		Spend to Date	2,330,906.80	Commitments	286,640.28	Remaining Budget	16,532,452.90
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Highlight any associated risks/finance/legal/equality considerations:	<ol style="list-style-type: none"> a) If this work is not commissioned a principle contractor cannot be procured or managed following procurement and the project will stall. b) There is a risk that the procurement process to identify a principle 											

	contractor will not be successful. This is mitigated by soft market testing and discussions with construction partners to develop interest in the project.
Details of any alternative options considered and rejected:	If Mace are not commissioned to provide this work, a re-procurement exercise would have to be undertaken for the commission which would result in heavy delays to the project and likely increase in costs through non-continuity of design team. This is not recommended.
Details of any declarations of interest made:	None

Signed:  Date: 29/08/2024