

## Record of operational decision

<b>Decision title:</b>	Award a contract to carry out AHU Ductwork Insulation Replacement up to a value of £74,172.00 at Plough Lane Offices, Hereford
<b>Date of decision:</b>	18 <sup>th</sup> April 2024
<b>Decision maker:</b>	Strategic Assets Delivery Director
<b>Authority for delegated decision:</b>	<p>Initial decision is within the cabinet member commissioning, procurement and assets report dated 18<sup>th</sup> March 2022, it was the decision to agree the property services estates capital programme 2022/25 and residual improvement works from the 2019 Estates Condition Reports.</p> <p><a href="http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50040252">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50040252</a></p> <p>This decision is to apply for the spend of the budget as agreed by the key decision made on 18<sup>th</sup> March 2022 – Appendix A Details of projects Estates Building Improvement Programme 22-25</p>

<b>Ward:</b>	Widemarsh
<b>Consultation:</b>	None
<b>Decision made:</b>	<p>To award a contract to C F Roberts. This decision is to award the contract to C F Roberts to carry out works at Plough Lane Offices, Hereford, following the completion of a successful tender, evaluation and moderation process.</p> <p>Works to include carrying out AHU Ductwork Insulation Replacement at Plough Lane Offices, Hereford.</p> <p>To approve the works expenditure of up to £74,172.00 which includes £6,181.00 contingency and £6,181.00 for internal and external fees of the tendered price.</p> <p>Responsibility for delivering works to be carried out by the Capital Senior Project Manager within the spend budget of the Capital Building Improvement Programme.</p>
<b>Reasons for decision:</b>	<p>These works are part of the programme of residual improvement works from Estates Building Improvement Programme 22-25</p> <p>The required improvement works have been assessed and prioritised based upon select criteria which covers health and safety, operational need, impact and lifecycle and value.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>There is a risk that once on site, further work is identified once the repair works start that was not previously apparent. A contingency has been allowed to cover unforeseen elements once the repair works commence.</p> <p>Should this contingency be insufficient, then a further decision will be required.</p>
<b>Details of any alternative options considered and</b>	Do nothing. This is not recommended as the risk of these works not being completed means that the health and safety risk associated with the continued existence of the building remains

<b>rejected:</b>	
<b>Details of any declarations of interest made:</b>	None

Signed..... Date: 18<sup>th</sup> April 2024  
 Sarah Jowett  
 Strategic Assets Delivery Director