

Supplementary Committee Agenda



**Epping Forest
District Council**

Cabinet Monday, 6th June, 2011

Place: Council Chamber
Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services: Gary Woodhall (The Office of the Chief Executive)
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**10. DEVELOPMENT OF ALL-WEATHER PITCH - TOWN MEAD, WALTHAM ABBEY
(Pages 103 - 106)**

(Leisure & Wellbeing Portfolio Holder) To consider the attached report (C-003-2011/12).

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Report to the Cabinet

Report reference: C-003-2011/12

Date of meeting: 6 June 2011



**Epping Forest
District Council**

Portfolio: Leisure and Wellbeing

Subject: Construction of Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey – Award of Tender

Responsible Officer: James Warwick (01992 564350).

Democratic Services Officer: Gary Woodhall (01992 564470).

Recommendations/Decisions Required:

(1) That the Cabinet gives approval to award the contract for the construction of a new Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey to AMB Sports Ltd for the sum of £504,583 on the basis of this tender providing best quality and value for money.

Executive Summary:

Nine contractors were invited to tender for the construction contract in respect of the new Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey. These were selected by Surfacing Standards Ltd (SSL), who are the consultants appointed to Project Manage the development on behalf of the Council.

Eight companies submitted tenders for the Construction Contract. These were opened by the Leisure and Well Being Portfolio Holder on April 6th, under the Council's formal tender recording procedures. A thorough initial written assessment of these bids was undertaken by Surfacing Standards Ltd. An evaluation panel including Council Officers, representatives from Essex Football Association and the Leisure and Well Being Portfolio Holder subsequently undertook a further detailed evaluation of the assessments which were presented by SSL, on April 12th.

At this meeting it was however noted that all Tenders received were above the budget threshold for the development, thus resulting in the need for SSL to revise the original specification of works for the pitch and re-issue the Tender Specification to all nine companies in order for them to re-submit their bids.

This took place in May and seven companies submitted tenders for the work. Following a repeat of the evaluation and assessment process the lowest tender price submitted was £504,583.00 on behalf of AMB Sports Ltd. The panel therefore reached a consensus agreement that based on the lowest price and compliance with specified quality criteria, the tender should be awarded to AMB Sports Ltd, for the value of £504,583.00.

This report therefore seeks Cabinet approval to award the construction contract for the Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey, to AMB Sports Ltd for the total sum of £504,583.00.

Reasons for Proposed Decision:

This decision is proposed on the basis that the tender submitted by AMB Sports Ltd represents the best value for money and the specified level of quality required as per the tender preliminaries.

Other Options for Action:

Not to proceed although all abortive costs would need to be charged to revenue.

Report:

1. In February 2010, Cabinet agreed to fund the development of an Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey. The total amount of funding committed to the project was £527,000, which included all professional fees and required surveys.

2. Following Cabinet's decision to progress the development of an Artificial Grass Sports Pitch (AGP) at Townmead, a Tender process was undertaken for Project Management and Professional Services in respect of the development. Five companies were invited to submit tender bids for this work, selected through the Essex Procurement Hub and specialist advice from Essex Football Association. Surfacing Standards Ltd (SSL) was successfully appointed to undertake this contract, based on value for money and quality (method statement and relevant experience). The total sum of this contract being £20,670.

3. A range of surveys and preparatory work was subsequently undertaken by SSL, culminating in the production of drawings and all relevant documentation required for a planning application, which was submitted in February 2011 and is awaiting approval.

4. During the same period, the detailed Tender Specification for the Construction Contract was developed by SSL in consultation with Council Officers and the Essex Procurement Hub. Eight specialist contractors were sourced by SSL and submitted to EFDC for final approval. Invitations to tender for the Artificial Grass Sports Pitch (AGP) Construction works were sent to all of these in March 2011.

5. On April 6th, a formal 'Tender Opening' was undertaken involving the Portfolio Holder for Leisure and Well Being and bids were received from eight companies. These initial bids were then followed up by SSL, who undertook a more detailed assessment which was presented to an Evaluation Panel on Tuesday 12 April. The Evaluation Panel consisted of EFDC officers including the Council's Sports and Health Development Manager, Assistant Director of Community Services and Procurement Manager, the County Football Development Manager from Essex FA and the Leisure & Well Being Portfolio Holder.

6. At this meeting it was noted that all Tenders received were above the budget threshold for the development, thus resulting in the need for SSL to revise the original specification of works for the pitch and re-issue the Tender Specification to all nine companies in order for them to re-submit their bids.

7. Following detailed analysis of the revised tenders and assessment against the set criteria for the contract, the evaluation panel reached a consensus agreement to recommend to Cabinet that the tender should be awarded to AMB Sports Ltd for the sum of £504,583.00.

Resource Implications:

If Cabinet gives approval to award the Town Mead Artificial Grass Sports Pitch (AGP) Construction Contract to AMB Sports Ltd, this will be at a sum of £504,583 including

£63,000.00 contingency, which is within the capital budget of £506,330 for the project. As per the original Cabinet decision, the Council will be entering into a joint management agreement with Waltham Abbey Town Council, which after the establishment of a fund to replace the surface, will provide an income share to the District Council of £19,000 per annum. This is in line with the policy of capital investment producing a revenue return.

Legal and Governance Implications:

The tender and evaluation process undertaken in respect of the construction contract for Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey was conducted in line with the Council's standing orders and procurement procedures.

Safer, Cleaner and Greener Implications:

The development of Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey will result in a wide range of benefits to the immediate local community. It is anticipated that the facility will increase sports participation and help to improve people's health and well-being, as well as offering opportunities for young people to take part in positive activity.

Consultation Undertaken:

A range of consultation has been undertaken with Waltham Abbey Town Council, Essex FA, Environment Agency, Planning Officers and Sport England in respect of the development and this will continue throughout the construction phase.

Background Papers:

Ongar Playing Fields Development/ Waltham Abbey Town Mead Cabinet Report February 2010.

Impact Assessments:

Risk Management

The key risk of entering into a construction contract for an Artificial Grass Sports Pitch (AGP) at Townmead, Waltham Abbey would be that the construction could exceed the stated contract price, due to unforeseen building requirements. However this risk has been minimised by the major surveys (including environmental survey and flood risk assessments) being undertaken prior to award of the construction contract.

Equality and Diversity

This recommendation has a positive Equality Impact, in that the provision of a new community facility at Townmead, Waltham Abbey would enable the Council to reduce health inequalities within Waltham Abbey. These will be achieved through providing greater opportunities for people to take part in sport and physical activity through this new facility. In addition, young people at risk of social exclusion would specifically be supported in terms of their integration within the community and wider society and people with disabilities would have much improved access to the building through design adjustments to meet with DDA.

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications? No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? No

What equality implications were identified through the Equality Impact Assessment process?
N/A.

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?
N/A.