



Officer Decision Record

1. Subject and details of the matter (to include reasons for the decision)

Purchase of Sweepers

The Council is seeking approval to award contracts for the purchase of the following types of sweeper:

Three 4.5 tonne to 5 tonne GVW compact sweepers.

Two 15 tonne truck mounted road sweepers.

The total value of the purchase is £483,281.61.

The opportunity was split into two lots:

Lot 1 three 4.5 tonne to 5 tonne GVW compact sweepers.

Lot 2 two 15 tonne truck mounted road sweepers.

Cabinet approval to undertake the procurement and delegate the award decision was received on the 13th January 2021 (DN.78)

An exception to run a further competition under the YPO Specialist Vehicles Framework (960) Lot 3 Purchase of Sweepers was approved on the 10th February 2021.

Following completion of the evaluation process, Scarab Sweepers Ltd (Lot 1) and Bucher Municipal (Lot 2) have been identified as the Most Economically Advantageous Tender.

2. Is it a Key Decision as defined in the Constitution?

Yes.

3. Details of Decision

Award the contract for Lot 1 to Scarab Sweepers Ltd and the contract for Lot 2 to Bucher Municipal.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No.

5. Anticipated outcome(s)

The contract for Lot 1 is awarded to Scarab Sweepers Ltd and the contract for Lot 2 is awarded to Bucher Municipal.

6. Details of any alternative options considered and rejected by the officer when making the decision

Not award the contracts. As both Scarab Sweepers Ltd and Bucher Municipal have been identified as the most economically advantageous tenderers for their respective lots, there is no reason to not award.

7. Background documents considered

None.

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

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9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No conflicts of interest have been identified.

10. Monitoring Officer Comments (Monitoring Officer or Deputy Monitoring Officer)

The contract awards are consistent with the Cabinet decision and delegations and have followed an approved framework. Legal colleagues will support the provision of requisite legal documentation.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The procurement process seeks to ensure that the Council achieves best value from the awarding of the tendered contracts. The cost of the purchases will be funded through the approved capital budget held for replacement of fleet vehicles and equipment.

12. Human Resource Comments (Strategic Workforce Lead or nominee)

There are no direct HR implications.

13. Risk Assessment (in accordance with the Report Writing Guide)

If the award is not approved, then there is a significant risk of the current revenue budgets being affected due to increased costs of repairing and maintaining our aging fleet. There is also a significant risk to the Council Operators Licence which has strict guidelines on the upkeep and maintenance of our heavy goods vehicles.

14. Decision Maker(s):

Name: Sharon Wroot

Title: Executive Director, Environment, Economy and Resources

Signed: REDACTED

Dated: 12th April 2021

15. Consultation carried out with Portfolio Holder(s):

Name: Councillor Stewart Swinburn

Title: Portfolio Holder for Environment and Transport

Signed: REDACTED

Dated: 19 April 2021

**16. If the decision is urgent then
consultation should be carried out
with the relevant Scrutiny
Chair/Mayor/Deputy Mayor**

Name: N/A

Title: N/A

Signed: N/A

Dated: N/A