



Vale of White Horse

District Council

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000

RECORD OF DECISION OF CABINET MEMBER OR KEY DECISION OF OFFICER			
1	Name of decision maker	Councillor Charlotte Dickson	
2	Type of decision (Please <input type="checkbox"/> as appropriate)	Key Yes	Other
3	Date of decision (This should be the same as the date form signed)	26 May 2016	
4	The decision	To authorise the head of corporate strategy to enter into a contract with Dantherm to refurbish two Air Handling Units (AHUs) at the White Horse Leisure and Tennis Centre.	
5	Reasons for decision	<p>As part of its bid for the ten year joint 2014 leisure management contract, GLL proposed a number of capital investment schemes, which the Vale Council agreed to fund in return for increases in the leisure management fee paid by GLL. These schemes include making improvements to plant and machinery with a view to reducing the Vale Council's carbon footprint. At full council in May 2014, money was allocated to the capital programme in order to fund these schemes.</p> <p>GLL and the leisure team have been working on options to refurbish and / or replace plant and machinery to improve the council's carbon footprint and / or save money on the cost of utilities. Both South Oxfordshire and Vale of White Horse council's issued a detailed specification to the market for schemes to renew or replace air handling units as a joint contract. The major piece of work for the Vale Council is to renew air handling units 4 and 5 (which manage air quality for the dry side facilities) at the White Horse Leisure Centre (WHLTC). These are original units from when the centre was built in 2002. Because of the quality of the existing units and the fact that they are situated on the roof and therefore exposed to the elements both carbon and financial savings can be achieved by replacing them.</p> <p>To assist the Vale Council in appointing a suitable supplier for</p>	

		<p>these works, ENG Design was engaged to oversee the design and specification of the new units and evaluate and recommend a supplier to undertake the works.</p> <p>Three tenders were evaluated in line with the council's procurement procedures for the works on a 60:40 price: quality basis. After discussing each proposal and evaluating the advantages and disadvantages of each, it was the unanimous decision of the panel to appoint Dantherm to provide the new AHUs for the WHLTC. An example of the evaluation criteria is shown in appendix one.</p>
6	Alternative Options rejected	If the AHUs are not replaced, they will continue to operate inefficiently and potentially fail without notice. This would cause significant loss of service and customer dissatisfaction to users of WHLTC, as well as continuing to use more gas and electricity than the proposed solution.
7	Resource implications	None.
8	Legal implications	None.
9	Financial implications	<p>At its meeting on 15 May 2014, full council approved a budget of £ 398,359 to undertake 'spend to save' projects to reduce the Vale Council's carbon footprint. The cost of these works will be met from an existing allocation for this project in the approved capital programme.</p> <p>GLL based its contract submission on the basis that the capital improvements would be funded and delivered as per the proposals in its bid submission. The management fee, which has been factored into the medium term financial plan revenue budgets, already reflects the additional management fee that is being provided as result of the capital works being implemented.</p>
10	List of consultees (See guidance below)	<p>Finance – Emma Creed – Agreed 18 May 2016</p> <p>Legal – Deirdre Smith – Agreed 18 May 2016</p> <p>Head of Service – Clare Kingston – 23 May 2016</p> <p>Cabinet member - Charlotte Dickson – 26 May 2016</p>
11	Reports and background papers considered	Tender Evaluation Criteria
12	Date of receipt of reports	N/A
13	Declarations of interests	None
14	Dispensations	None

15	Is this decision confidential and if so, under which exempt category?	No
16	“Call in” waived?	No
17	Signature and date	Charlotte Dickson Decision maker Dated 26 May 2016
18	This form must be physically handed to a member of the democratic services team	Note: The date and time at which this form is received will be recorded by the head of democratic services. The decision will then be published and is subject to “call in”. Date and time form received Date...27 May 2016.....Time...8:30..... Head of democratic services
19	Details of publication on the web and date of expiry of “Call In” Note: This part of the form will be completed by democratic services	Date of expiry of “Call In” ...6 June 2016..... Date published...27 May 2016..... Date published...27 May 2016.....

Appendix One

VALE OF WHITE HORSE AND SOUTH OX - INTERVIEW SCORE CARD

<u>QUALITY (50%)</u>			Dantherm		ESG		Hydro	
	Criteria	% WEIGHT %	Score 0-5	Weighted score	Score 0-5	Weighted score	Score 0-5	Weighted score
Health and Safety	10	20		20		20		20
Project Management	10	20		20		20		20
Program	15	30		30		30		30
Quality of AHU's	10	20		20		20		20
Technical Knowledge	5	10		10		10		10
				100		100		100
	50	100		20		20		20
<u>PRICE (40%)</u>								
Offer								
Lowest Tender								
Price Score				#DIV/0!		#DIV/0!		#DIV/0!
<u>INTERVIEW(10%)</u>								
Score 1-10								
<u>TOTALS</u>								
Quality weighted score				10		10		10
Price weighted score				#DIV/0!		#DIV/0!		#DIV/0!
Interview weighted score				0		0		0
Total Score				#DIV/0!		#DIV/0!		#DIV/0!
Position								