



## Annex A

## Decision Ref No (If Key Decision)

B...058.... /...20.....

**Subject:** Award of a Grounds Maintenance Call-Off Contract for Schools in Letchworth Area (G) *(If Key decision please use the same title as provided in the Forward Plan)*

**Officer Contact:** Paul Bishop, Facilities Services Manager

**Tel:** 01707 292384

**Executive Member:**

**Portfolio:** Resources

That the Director of Resources:

1. Has determined that Annex A of the Decision Record should not be disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A the public interest in maintaining the exemption outweighing the public interest in disclosing that information.
2. Award of a Grounds Maintenance Call-Off Contract for Schools in Letchworth Area (G):

Frank Copper and Son Ltd  
Unit 1 The Old Barns  
Stringers Lane  
Aston  
Hertfordshire  
SG2 7EF

Value – Approximately £68,000 p/a ((£340,000 for five years), although there is no guarantee of work within the contract

Possible extension of up to a further two years.

3. Approves the award and signing of the contract.
4. Notes that the unsuccessful bidders were:

The CGM Group (East Anglia) Limited  
PGSD Limited  
Stewart Bullard and Son Limited  
John O'Conner (Grounds Maintenance) Limited



Following the mini tender for the Call-Off, the evaluation panel determined that the contract be awarded to Frank Copper and Son Ltd as the price and quality was the most advantageous to the Council, please see attached evaluation matrix titled – HCC2012077 Tender Evaluation Matrix.

**The contract referred to in the attached Officer Decision record is awarded to:**

Frank Copper and Son Ltd