

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B053/22

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

Subject: Provision of Conceptual Design Services for The Watford to Croxley Link (W2CL) - Award of Contract

Type of Decision: Executive

Key Decision (Executive Functions only): Yes
(Please delete as applicable)

Executive Member/Committee Chairman:

Phil Bibby

Portfolio (Executive Functions only):

Highways & Transport

Officer Contact: Mark Kemp

Tel: 01992 556130

April 2020

1. **Decision**

Award of contract for the Provision of Conceptual Design Services for The Watford to Croxley Link (W2CL)

2. **Reasons for the decision**

A procurement process has been carried out to award three contracts for the provision of conceptual design services based on the most economically advantageous tenders when evaluated against the following criteria:

- Quality 80%
- Price 20%

The Council issued a tender under a restricted process following a Selection Questionnaire stage.

The procurement sought to award contracts to **three** tenderers who achieved the highest scores when evaluated against the evaluation criteria.

Five Tender were received, and each was evaluated against a pre-disclosed robust set of evaluation criteria.

The names of the successful tenderers are set out in Annex A.

3. **Alternative options considered and rejected**

The procurement process was discussed and agreed with Senior Officers in Highways, HCC Strategic Procurement Group and representatives from the Project Partners (HCC, Watford Borough Council, Three River District Council)

4. **Consultation** (*see Summary of Requirements below*)

Was any Councillor consulted?

No, initial stage of process as concept design work.

If yes:

- (a) Comments of Executive Member/Committee Chairman (*delete as applicable*)

N/A

- (b) Comments of other consultees

N/A

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5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

N/A

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

6. **I am proceeding with the proposed decision**

Signed: Mark Kemp

Title: Director of Environment & Transport

Date: 22 July 2022

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions:

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		Consult Local Councillor
General or County-wide	No	<p>Executive Functions: Consult relevant Lead Executive Member (s)</p> <p>Non-Executive Functions: Consult relevant Committee Chairman</p>
General or County-wide	Yes	<p>Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council</p> <p>Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups</p>