

OFFICE OF THE POLICE AND CRIME COMMISSIONER
DECISION RECORD



Purpose of Document -

PROCUREMENT PURPOSES -

ESTATES PURPOSES -

SUMMARY SECTION

(To be completed by requester)

Departmental Ref No: TO BE PUBLICISED	Assets		
Decision Title: TO BE PUBLICISED	DP0501 Wyatts Way Plant Room Upgrade		
Background Information to Decision: NOT TO BE PUBLICISED	Works are required to upgrade the plant room to ensure on-going reliability, works include new pipe work, new pumps, and some electrical upgrades to lighting and building controls.		
Decision Notice information that will be publicised: TO BE PUBLICISED	<p>The Customer is managing this procurement process in accordance with the Public Contracts Regulations 2015 (the "Regulations"). This Contract is being procured under the open procedure.</p> <p>The winning bidder was Hallamshire Heating & Air Conditioning Company Ltd</p> <p>The contract value is £ 62,440.00 + FEES + VAT</p> <p>Works will commence late Autumn 2021.</p>		
Decision's Supporting Papers: (e.g. any supporting background papers that add context to the decision and a copy of the contract) NOT TO BE PUBLICISED	<p>In line with Regulations an open tender was run, 9 companies expressed an interest and 4 submitted bids, only 3 bids were compliant and were evaluated.</p> <p>The bids were assessed against the quality criteria set out in the invitation to tender document - most economically advantageous tender criteria (meat): weighting 40% quality (delivery) and 60% price the submission from Hallamshire Heating & Air Conditioning Company Limited is the successful bid. Please attached sheet for details of scoring overall result.</p>		
Contact Name:	Joan Watson 17091		
Date:	26.08.2021	OPCC Decision Reference: (Obtained from exec PA's)	DN55-21

SCRUTINY SECTION
IMPLICATIONS

All implications are assessed and scored to the table below.

HIGH: supporting explanation and narrative required and to be contained within the report.

MEDIUM – narrative to be contained within the report at the discretion of the Author.

LOW – no narrative required.

(To be completed by requester)

Implications	L	M	H
Crime & Disorder	x		
Environment	x		
Equality & Diversity	x		
Financial	x		
Health and Safety	x		
Human Rights	x		
Legal	x		
Personnel	x		

DEPARTMENTAL COMMENTS * departments listed as N/A will be treated as not applicable for comment for this particular decision notice, however, the details as to why will need to be completed still.

(To be completed by requester)

Department:	Comments received from department on:	Checked by procurement/estates on:	If N/A please explain why:
Information Management (DPIA completed if no explain below)			N/A No response
Health & Safety			No response
Strategic Finance	10.06.2021	10.06.2021	
Equality & Diversity (EIA completed if no explain below)	30.06.2021	30.06.2021	
Vetting	23.06.2021	23.06.2021	
Counter Corruption Unit			N/A No response
Human Resources	10.06.2021	11.06.2021	
Representative body consultation (i.e. Unison/Police Fed)	30.06.2021	30.06.2021	
Estates			Originators
IS			N/A No response
Legal	09.06.2021	09.06.2021	
Please state Departments comments as indicated above:	<p>EQUALITY UNIT - no issues</p> <p>LEGAL-I've only added that the Schedule of Amendments to the JCT MW with Contractor's Design 2016 need to be used with the standard form JCT. I'll provide you with a copy of them,</p> <p>POLICE FED – no issues</p> <p>UNISON - No issues to raise from UNISON</p> <p>FINANCE - Provision is included in the capital programme for the Wyatts Way Plant Room upgrade works £65k plus fees.</p> <p>HR - No additional comments from HR</p> <p>VETTING - NPPV2 level would be fine for these plant room staff.</p>		

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PUBLICATION SCHEME CONSIDERATIONS

(To be completed by requester)

Is the decision notice information listed above to be published	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/> (provide details below) If confidential no
Is the publication of this approval to be deferred Very rare to be deferred	YES <input type="checkbox"/> (provide details below)	NO <input checked="" type="checkbox"/>
Date to be deferred to: NB Statutory instrument 2011/3050 (as amended by SI 2012/2479) states that all decisions made by a PCC are in the types of information that must be published as soon as practicable after it becomes available to the elected local policing body.		


FIRST TIER SIGN OFF SECTION

FORCE-AUTHORISATION

(To be completed by Force)

Legal representative	
Comments:	Call-off contract to be awarded in accordance with the Regulations and terms of the Framework Agreement.
Contact Name:	Sabrina Sangha
Date:	27.09.2021
By filling in the above information I confirm agreement to the signing of these Contract Documents by the Police & Crime Commissioner for Derbyshire.	


Head of Procurement/Head of Estates (as appropriate)	<i>Rob Atkinson</i>
Comments:	Tender process and decision to award fully supported.
Contact Name:	R Atkinson
Date:	28.008.2021

Director of Finance	
Comments:	Approved
Contact Name:	Simon Allsop
Date:	27.09.2021

SECOND TIER SIGN OFF SECTION

OPCC – AUTHORISATION

(To be completed by OPCC)

CHIEF EXECUTIVE, OPCC OR CHIEF FINANCE OFFICER, OPCC ASSURANCE/RECOMMENDATIONS:		
Approved under delegation		
I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.		
Signed: 	Date:	18 October 2021

POLICE AND CRIME COMMISSIONER:		
I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct for the Police and Crime Commissioner for Derbyshire. Any such interests are recorded below:		
The above request has my approval.		
Signed: N/A	Date:	

Confidential Annexe

ADMIN SECTION

(To be completed by OPCC Meetings and Records Officer)

WEBSITE PUBLICATION

OPCC Meetings and Records Officer Name:	
OPCC Website Publication Date:	
OPCC Updated Decision Log Date:	
