

Parish Council Meeting	
18 December 2017 at 18.30	
Kings Worthy Community Centre, Fraser Road, Kings Worthy	
Clerks	Richard Hanney and Christopher Read
Chairman of the Meeting	Councillor Stewart Newell
Councillors	Ian Gordon, Mandy Hallisey, Les Haswell, Dorry Lawlor, Karen McCleery, Noel McCleery, Martin Taylor, Denis Welstead and Sarah White.
Hampshire County Council (HCC)	None
Winchester City Council (WCC)	None
Members of the Public	1

PC/17/173- Apologies for absence
CLLrs Matthew Page and Judith Steventon Baker.

PC/17/174 – Public Question Time
None.

PC/17/175 – Awarding the Grounds Maintenance Contract
<p>The tendering process was summarised including reference to legal advice received. The tender was advertised in the Hampshire Observer paper and both the government Contract Finder and Parish Council websites.</p> <p>6 bids were received and 2 were excluded on the grounds of non-compliance. The remaining 4 bids were considered by the delegated committee. Two were found to be unaffordable and the remaining two bidders were invited to interview. The committee conducted the interviews scoring each on an advertised system. The anonymised results were presented to the Parish Council with a recommendation to accept the highest scoring bid (see scoring sheets attached).</p> <p>It was unanimously agreed to accept the recommendation and to award the contract to the highest scoring bidder, Green Smile Ltd.</p> <p>It was also agreed to accept the offer of a 2-year extension at the same annual cost, subject to a review meeting before the extension takes effect.</p>

PC/17/176 – Approve 2018/19 budget for the Grounds Maintenance Contract
The 2018/19 budget for grounds maintenance was agreed at £35,940.00.

PC/17/177 – Appointment of Councillors to committees

It was agreed to appoint Cllrs Hallisey and Lawlor to the Planning and Highways committee and Cllrs Haswell and White to the Finance Committee.

The Finance committee meeting may be held in the evenings.

Meeting Closed: 18.50

Signed:

Date:

Initial Assessment Scoring

Tenderer	A	B	C	D	E	F
3 Year Tender Value (exc. VAT)	£ 134,970.00	£ 107,820.00	£ 142,303.94	£ 80,430.00	£ 66,690.75	£ 122,999.97
Annual Tender Value (exc. VAT)	£ 44,990.00	£ 35,940.00	£ 47,434.64	£ 26,810.00	£ 22,230.25	£ 40,999.99
Hedge Cutting	£ 1,650.00	£ 5,895.00	£ 8,583.04	£ 3,600.00	£ 3,036.23	£ 4,955.24
Grass Cutting (exc. Football pitches)	£ 11,000.00	£ 10,582.00	£ 11,236.65	£ 2,640.00	£ 6,392.06	£ 14,333.11
Grass Cutting on football pitches	£ 1,500.00	£ 1,750.00	£ 1,908.94	£ 5,204.00	£ 319.62	£ 5,266.56
Football pitches – lining of pitches	£ 360.00	£ 995.00	£ 3,408.13	£ 2,650.00	£ 661.31	£ 3,494.70
Football pitches – through season maintenance	£ 500.00	£ 1,798.00	£ 2,177.30	£ 2,100.00	£ 2,024.15	£ 1,663.88
Football pitches – end of season renovations	£ -	£ 2,800.00	£ 4,383.79	£ 2,400.00	£ 2,430.05	£ 4,950.00
Football pitches – summer season maintenance	£ 450.00	£ 975.00	£ 470.57	£ 1,400.00	£ 159.80	£ 1,353.31
Football pitches – pre-season maintenance	£ 450.00	£ 394.00	£ 184.54	£ 1,100.00	£ 50.44	£ 263.33
Litter bin emptying	£ 5,200.00	£ 4,998.00	£ 2,574.91	£ 3,100.00	£ 512.42	£ 2,133.85
Remaining works	£ 23,880.00	£ 5,753.00	£ 12,506.77	£ 2,616.00	£ 6,644.17	£ 2,586.01
References provided	Yes	Yes	Yes	No	No	Yes
	Non invited to interview as unaffordable		Non invited to interview as unaffordable	NON COMPLIANT	NON COMPLIANT	
Price Scoring	Score	Weighted				
Tender E	5.000	2.500				
Tender D	5.000	2.500				
Tender B	4.506	2.253				
Tender F	3.950	1.975				
Tender A	3.600	1.800				
Tender C	3.414	1.707				

Interview Assessment Scoring

Tenderer	B	F
3 Year Tender Value (exc. VAT)	£ 107,820.00	£ 122,999.97
Annual Tender Value (exc. VAT)	£ 35,940.00	£ 40,999.99
	Score	Score
Price (weighted)	9.01	7.90
Supervision (weighted)	2	1.1
Staff (weighted)	1.9	1
Resources (weighted)	1.7	1.35
Experience (weighted)	2.5	1.25
General (weighted)	1.5	0.825
Total Scores	18.61	13.43