

Chichester District Council

CABINET

6 June 2023

Car Parks Maintenance Contract

1. Contacts

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2. Recommendation

- 2.1. **Cabinet approves a 3-year contract with contractor B, in appendix one, to undertake maintenance works within CDC's car parks.**
- 2.2. **Cabinet approves delegated authority to the Divisional Manager of Place to agree an option to extend the contract for a further 2 years subject to performance.**

3. Background

- 3.1. The council currently undertakes maintenance within its 31 car parks, using the services of contractors. The maintenance undertaken ranges from repairs of surfaces, fences and painting, along with other minor works. The contract in place to undertake the works has expired and as a result of this a tender exercise has been undertaken.
- 3.2. Car park maintenance work is carried out using the existing revenue budget which is in place. The car park maintenance tender was published on the SESS In-Tend portal and sought a contractor for a period of three years with an option to extend by a further two.
- 3.3. Contract monitoring arrangements are in place to ensure that the work provided is of a satisfactory standard and that contractors are working in line with health and safety requirements.

4. Outcomes to be achieved

- 4.1. To appoint a single contractor to undertake minor works and repairs in the council's car parks.
- 4.2. To ensure that best value is achieved for maintenance work to be undertaken as part of the council's revenue budget.
- 4.3. To ensure that contractors undertaking maintenance work in CDC's car parks do so in a timely manner.

- 4.4. To ensure that health and safety requirements are adhered to when works are undertaken in the council's car parks.

5. Proposal

- 5.1. The proposal is to award the contract to contractor B as shown in the Part 2 Appendix to this report.

6. Alternatives that have been considered

- 6.1. Not to appoint a contractor, however given the level of estimated expenditure this would not be in line with the council's standing orders and may not achieve efficiency in resources.

7. Resource and legal implications

- 7.1. No additional budget is required, the estimated expenditure is within existing revenue budgets. Contact monitoring arrangements will be in place throughout the term to ensure that works are undertaken to a satisfactory standard.
- 7.2. Whilst there were limited contractors who submitted a bid for the works, having a contractor in place assists with ensuring that the team can request and arrange works in a timely manner.

8. Consultation

- 8.1. None – not relevant to this particular contract.

9. Community impact and corporate risks

- 9.1. Without a contractor to undertake maintenance in car parks there is a risk that repairs might not be undertaken in a timely manner which could result in a health and safety risk to the community, or to the expected quality.
- 9.2. Car parks which are well maintained help to create a positive lasting impression for the community and visitors which can assist with encouraging footfall in areas.

10. Other Implications

	Yes	No
Crime & Disorder		✓
Climate Change		✓
Human Rights and Equality Impact		✓
Safeguarding and Early Help		✓
General Data Protection Regulations (GDPR)		✓
Health and Wellbeing		✓
Other (Please specify):		✓

11. Appendices

- 11.1. Part II Exempt – Tender Returns

12. Background Papers

12.1. None.