

NORTH EAST JOINT TRANSPORT COMMITTEE

RECORD OF DELEGATED DECISION BY OFFICER

1. Subject of decision

Procurement Award – Project management support for the Levelling Up Fund (Round 2) project

Delegation Reference (Refer to Meeting Minute Number or Delegation Scheme in the Constitution)

Joint Transport Committee Scheme of Delegation -- Proper Officer for Transport

3 Contracts and Accounts:

- (ii) The acceptance of the tender or quotation duly assessed as being the lowest or the most economically advantageous:
 - a) For the supply of goods, materials or services for which financial provision has been made in JTC's Revenue Budget up to a limit of £100,000 in value for any one transaction

This decision has been delegated to one or more officer(s) under:

- (a) A specific express authorisation was given to make and enter into appropriate contracts in relation to each project after specified consultation.

- (b) a general authorisation to take such decisions **and**, the effect of the decision is to:

- (i) grant a permission or license;

- (ii) affect the rights of an individual; or

- (iii) award a contract or incur expenditure which, in either case, materially affects the Authority's financial position.

2. Name and Title of Decision Maker

Managing Director, Transport North East (as Proper Officer for Transport).

3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

None

4. Executive Summary

A procurement process has been carried out on behalf of Transport North East by Durham County Council using their procurement contractor Bloom for the project management support required to deliver the regional Levelling up Fund project. The procurement was carried out via a competition and seven potential suppliers were invited to bid. Returns were assessed by three evaluators and independently moderated to ensure quality. The proposed supplier, AECOM, offers the greatest quality and value for money. The tender price of £84,400 falls within the available budget of £87,900

5. Decision(s)

Aecom will be notified of the intention of Transport North East to award the contract and enter in the agreement. A contract will be prepared and sent to them for signature.

5(b) If Exempt or Confidential, please provide a reason:

6. Alternative options considered

There were no alternative options considered, as this is seen as an important piece of work in delivering the regions Levelling Up Fund transport decarbonisation package.

7. Reasons for the Decision(s)

To assist in the project management of the various elements set out in Transport North East's Levelling Up Round 2 funded transport decarbonisation package. This package will deliver significant decarbonisation and air quality improvements for the region.

8. Contact Officer

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9. Date of Publication

26/04/2023

10. Date of Call-In Deadline

n/a (not a key decision)

11. Implementation Date

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Signature of the Decision-Maker



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Please return the following to Emma Reynard in Democratic Services (emmareynard@gateshead.gov.uk) **within 2 working days of the decision having been taken.**

- A Word version of the completed Delegated Decision report
- A Word version of the completed Delegated Decision Record
- A scanned PDF version of the completed and signed Delegated Decision Record

The Delegated Decision will be published by Democratic Services within three working days of it being taken, and it will then be open to call-in for a further five working days.

Decisions must not be implemented until the call-in process is completed. Democratic Services officers will advise report authors and decision makers of the relevant deadlines for call-in.