

**South Yorkshire Mayoral Combined Authority
Officer Scheme of Delegation
Record of Officer Decision Form**



(Regulation 7 of The Openness of Local Government Bodies Regulations 2014)

Please send this completed form to: governance@southyorkshire-ca.gov.uk

1	Subject of decision/report title:	Approval for the award of contract for water hygiene monitoring and maintenance services starting 1 st July 2024
2	Decision Date:	25/4/24
3	Background/reason for decision/purpose of report:	Decision required to award a new 3 year plus 2 contract to cover all water systems monitoring throughout the SYMCA portfolio. Total indicative spend over the 5 years of the contract will be £68,573. A tendering process took place, which resulted in 13 contractors submitting bids. The tender was evaluated against quality questions (accounted for 60% of final evaluation mark) and price (accounted for 40% of final evaluation mark). The successful tenderer was HSL compliance ltd, with a final evaluation mark of 83.43%.
4	Options considered:	No other options considered as the provision of this contract is essential to ensure compliance and the procurement route was dictated by advice from the procurement team.
5	Decision:	Approved
6	Background documents:	None. Tender and evaluation documents can be provided on request
7	Type of decision Key/Non-Key:	Non-Key
8	Officer making decision: (Director or Statutory Officer)	Executive director of Resources and Investment
9	Contact details (telephone number or email):	Gareth.sutton@southyorkshire-ca.gov.uk
10	Does the decision maker have a conflict of interest?	No
11	Consultations (where appropriate):	Non applicable

12	Any Legal, Financial, or Equality Implications considered:	Legal team have been consulted on the contract documentation.
13	Have Finance Team confirmed budget availability	Yes Budget code: REDCATED
14	Signature (Stat Officer or Director) and Date:	SIGNATURE REDACTED Gareth Sutton 25 April 2024

For Democratic Services Team use only:	
Date received by Governance Team:	26/04/2024
Processed by:	Sarah Pugh, Democratic Services Officer
Dem Services Ref No:	2024-039