

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: [SYMCAMeetings@southyorkshire-ca.gov.uk](mailto:SYMCAMeetings@southyorkshire-ca.gov.uk)

1	Subject of decision/report title:	Appoint Dunelm for a Geotechnical Survey for the Depot Project
2	Decision Date:	06/08/24
3	Background/reason for decision/purpose of report:	The extent of the survey will cover the entire existing depot site and in addition, within the scope of the new depot expansion, there is a proposal to construct a new building which will be located within the current Supertram site at Nunnery, therefore there is a need for a Geotechnical survey to provide a detailed examination of the ground to ascertain its capacity to support structures ensuring that construction projects are built on solid foundations.
4	Options considered:	<p><b>Do minimum</b>  Appoint Dunelm to complete the Geotechnical survey at a cost of £128,000 as they provided the most economically advantageous tender.</p> <p><b>Viable alternative option</b>  Do not appoint either of the current tenders and the Geotechnical Survey will need to go out to tender again. This will increase the delay to the project timeline, as such we do not recommend this approach.</p>
5	Decision:	The recommendation is to appoint Dunelm to complete the Geotechnical Survey at a cost of £128,000. Of the four companies that were invited to submit an offer, two tenders were received, and both were scored according to a framework exercise. As the result of this framework exercise Dunelm scored the 77.6% which makes them the most economically advantageous tender.
6	Background documents:	N/A
7	Type of decision Key/Non-Key:	Non-Key
8	Officer making decision: (Director or Statutory Officer)	Melanie Corcoran Executive Director of Transport
9	Contact details (telephone number or email):	<a href="mailto:melanie.corcoran@southyorkshire-ca.gov.uk">melanie.corcoran@southyorkshire-ca.gov.uk</a>
10	Does the decision maker have a conflict of interest?	No

11	Consultations (where appropriate):	N/A
	i. If a Key Decision have you consulted Portfolio Lead Member?	i. N/A
	ii. Other	ii. N/A
12	Any Legal, Financial, or Equality Implications considered:	No
13	Have Finance Team confirmed budget availability	Yes <b>Redacted</b>
14	Signature (Stat Officer or Director) and Date:	<b>Signature Redacted</b>  Melanie Corcoran Executive Director of Transport 06 August 2024

<b>For Democratic Services Team use only:</b>	
<b>Date received by Governance Team:</b>	<b>08/08/2024</b>
<b>Processed by:</b>	<b>Marcus O'Callaghan</b>
<b>Dem Services Ref No:</b>	<b>2024-087</b>