

Decision Recording Form

Title	Drainage remedial works at Elm Street Car Park	Decision Maker	Operations Manager Major Capital Schemes
Date of decision	09.09.21	Source of authority	Constitution, Part 3, Section 5, paragraph 8.2 a & b
Date of Publication			

Background and Reason for decision

The surface water drainage system at Elm St. Car Park has been experiencing some ponding following heavy downpours. The installation of some additional slot drainage is now required, in order to address these ponding issues.

Following a competitive procurement process whereby three quotes were sought, a single quote was received and evaluated for the provision of these works. This single quote is considered by officers to be competitive and the works will be funded from existing budgets.

The winning company who was the most economically advantageous under the agreed scoring criteria was Brooks and Wood Ltd.

The contract value is £11,509.01 plus VAT.

Decision: To approve the appointment of Brooks and Wood Ltd to carry out these works.

Reason: To enable Ipswich Borough Council to continue to maintain Elm St. car park without having significant ponding issues occurring after heavy downpours of rain.

Internal Consultees: MCS, Parking Services, Procurement

Conflict of interest	N/A	Relevant Portfolio(s)	Property
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ALL WARDS				Use a Y in the table below to mark the wards affected if not all wards					
NW		NE		CENTRAL		SW		SE	
Castle Hill		Bixley		Alexandra		Bridge		Gainsborough	
Whitton		Rushmere		St Margaret's		Gipping		Holywells	
Whitehouse		St John's		Westgate	x	Sprites		Priory Heath	
						Stoke Park			

Once complete the Decision Maker must send this form and any background documentation for publication to Monitoring.officer@ipswich.gov.uk

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