

Decision Recording Form

Title	Architects Appointment for Portman Road Multi-storey car park	Decision Maker	Interim Chief Executive
Date of decision	07.02.2023	Source of authority	Constitution, Part 3, Section 5, paragraph 8.2 a & b Contract Standing Orders 3.2
Date of Publication			

Background and Reason for decision

Ipswich Borough Council is planning to build a new multi-storey car park on the site of the New Portman Road surface car park.

The commissioning of architectural services was approved in 2019, with an award being made to KLH Architects Ltd.

The project was placed on hold during the Covid pandemic but now needs to recommence.

Due to the length of time passing, a renegotiation of the fee proposed by the Architects has become necessary to enable the project design phase to proceed.

A decision to exempt the reappointment for the Architectural services from contract standing orders has been made, as it is within the economic best interests of the Council, to continue to use KLH Architects Ltd. for the sum of **£41,000.00** (excl. VAT) from existing allocated capital budgets.

The above value and related commission include for some services that have already been delivered by KLH Architects Ltd prior to their services being suspended in 2020.

If the exemption had not been agreed, then the Council would have had to re tender the service increasing costs and extending the project programme which would have had negative impacts on revenue income and increasing the costs of the capital project.

Decision: Waive contract standing orders and to re-appoint KLH Architects Ltd.

Reason: To allow for the requisite pre and post (main contract) design services to be progressed.

Internal Consultees: MCS Officers, Procurement, Legal, Finance, S151.

Conflict of interest	N/A	Relevant Portfolio(s)	Resources
-----------------------------	-----	------------------------------	-----------

ALL WARDS	N/A						
NW	NE	CENTRAL	SW	SE			
Castle Hill	Bixley	Alexandra	Bridge			Gainsborough	
Whitton	Rushmere	St Margaret's	Gipping	X		Holywells	
Whitehouse	St John's	Westgate	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

Admin use only