

# BRIDGEND COUNTY BOROUGH COUNCIL

## REPORT OF THE CLERK & TECHNICAL OFFICER

### COYCHURCH CREMATORIUM JOINT COMMITTEE

FRIDAY 3 MARCH 2017

#### NEW LAND EXTENSION INFRASTRUCTURE

##### 1. Purpose of the Report

- 1.1 The purpose of this report is to advise the Joint Committee on the progress of the expansion of the infrastructure in the new land extension and to request approval to award the Contract resulting from the tender process as detailed in the report.

##### 2. Background

- 2.1 On 6<sup>th</sup> February 2009 the Joint Committee approved the construction of an access road and additional car parking into the new land. Phase 1 of these works was completed in June 2009, which provided an access road to a new memorialisation area and a car park.
- 2.2 At the meeting on 4<sup>th</sup> March 2016 the Joint Committee approved the Service Level Business Plan for 2016/17 which included design costs of £30,000.00 for the planning of Phase 2 infrastructure, to facilitate the continuation of the access road and an additional car park. Construction work was planned for 2017/18.
- 2.3 At the meeting on 2<sup>nd</sup> December 2016 the Joint Committee approved the issue of tenders to potential contractors in accordance with Bridgend County Borough Council's Contract and Financial Procedures Rules. The construction costs had been estimated at £340,000.00.

##### 3. Current Situation/Proposal

- 3.1 Tender documents were issued to six contractors and the returned tenders have been checked and are detailed below:

| CONTRACTOR | Tender Sum (£) | Corrected Tender Sum (£) |
|------------|----------------|--------------------------|
| 1          | £269,500.66    | £269,498.68              |
| 2          | Declined       | Declined                 |
| 3          | £312,322.11    | £312,323.00              |
| 4          | £293,627.20    | £293,698.67              |
| 5          | £373,690.12    | £373,680.21              |
| 6          | £314,777.16    | No corrections           |

3.2 The lowest tender was submitted by Alun Griffiths Contractors Ltd at a corrected total of £269,498.68.

#### 4. **Effect upon Policy Framework and Procedure Rules**

4.1 There are no effects.

#### 5. **Equalities Impact Assessment**

5.1 There are no effects.

#### 6. **Financial Implications**

6.1 The construction works are included in the expenditure budget and Service Level Business Plan for 2017/18.

#### 7. **Recommendation**

7.1 The Joint Committee is recommended to approve Tender Number 1 from Alun Griffiths Contractors Ltd in the sum of .£269,498.68 and to award the Contract to this contractor.

7.2 The Joint Committee delegates to the Clerk and Technical Officer the power to approve the final terms of the Contract in consultation with Bridgend County Borough Council's Corporate Director of Operations and Partnerships, and thereafter arranges for the execution of the Contract by the Corporate Director of Operations and Partnerships on behalf of the Joint Committee.

**Zak Shell**  
**CLERK AND TECHNICAL OFFICER**  
**March 2017**

**Contact Officer:**

Joanna Hamilton, Bereavement Services Manager and Registrar,  
Telephone No. 01656 656605

E-mail: [joanna.hamilton@bridgend.gov.uk](mailto:joanna.hamilton@bridgend.gov.uk)

**Background Papers:**

- Equalities Impact Assessment Toolkit.
- Joint Committee Report 6<sup>th</sup> February 2009, Access Road to Grounds Extension Contract.
- Joint Committee Report 11<sup>th</sup> September 2009, Access Road Contract.