











Vehicle Compound – 9.12.19

<ol style="list-style-type: none"> 1. Can the full costs for item 7.6 (Vehicle Compound) be made public on the minutes of this meeting? 2. Can a full explanation be given as to how the quotes were obtained, and how the procurement process was managed from production of a specification to contract award for item 7.6 and can this information be made public on the minutes of this meeting? 3. Can a full explanation be given as to how the vehicle compound at item 7.6 is to be funded, as there does not seem to be any mention of this in the previous full council minutes, the precept is not on the agenda for this meeting, and the article from Just North Walsham declaring the precept increase before being ratified at full council does not reflect sufficient funds available, and can this information be made public on the minutes of this meeting? 	<p>Request received Date: 9.12.19</p> <p>To reply by Date: 14.1.20</p>
<p>To answer your questions.</p> <ol style="list-style-type: none"> 1. Byelaws were discussed in confidential session in September as these are a legal document 2. HR consultant as discussed at the meeting is to be used adhoc as necessary 3. Costs will be in the minutes 4. Costs will be in the minutes 5. Requested Vehicle compound details are attached 6. Funding question was answered by Cllr Hester at the meeting 7. The precept was debated and agreed at Novembers meeting 	<p>Reply Date: 12.12.19</p> <div style="text-align: center;">  Arbicultural Report.pdf </div> <div style="text-align: center;">  12036_Calc_01_REV_D.pdf </div> <div style="text-align: center;">  Core tree root protection.pdf </div> <div style="text-align: center;">  Pier drawing.pdf </div> <div style="text-align: center;">  1-200 site plan co-ordinates.pdf </div> <div style="text-align: center;">  Bill of Quantities Pier & Rd.pdf </div> <div style="text-align: center;">  Levels Vehicle compound.pdf </div>
<p>I've looked through the documents re the vehicle compound. Sorry, but I have a few additional questions.</p> <ol style="list-style-type: none"> 1. What were the tenderers invited to do, please? Do you have a copy of the Invitation to Tender, as I didn't see it in the press. 2. Could you please let me know where the project was advertised to potential tenderers? 	<p>Response received Date: 16.12.19, making a new FOI</p> <p>To reply by Date: 20.1.20</p>

<p>3. It seems on the Bill of Quantities, that 2 items are to be purchased separately, namely the 'Size steel within pier' and the 'Gates'. What are the figures for these 2 items please, and from where have the quotes been obtained?</p> <p>4. It's not clear if the contractor who has been awarded this contract accepted at the NWTC meeting earlier in the week is also to erect the building.</p> <p>5. It's not clear if the tender award amount of c. £19k is for the items on the Bill of Quants, as this isn't defined in a Schedule of Works</p>	
<p>Thank you for your questions, I will answer in turn</p> <ol style="list-style-type: none"> 1. We didn't advertise for tenders as it's not over the £25K required for contracts finder. We want to keep all works local if possible and asked 5 contractors to come in and discuss the project with myself, the head Groundsman and the Chair. There is no copy of an invitation to tender or press advert. You have already been sent you all information we have regarding the specification and bill of quantities for the piers and roadway. 2. Again it was not advertised as it wasn't required. We are project managing ourselves and organising individual quotes as necessary 3. The gates and steel are only one item. A gate 5M wide and two steel posts with extended hangers each side. We have 3 quotes, 2 from online suppliers, and 1 from a local firm who will fabricate them for us. We have accepted the local company. Quotes attached 4. This contractor is not doing the building as the building will be done by a fabricator and quotes for this will go to Full Council for decision when they have been acquired. 5. A schedule of works is not needed when using a bill of quantities and the 19K is for the exact works asked for on the bill of quantities 	<p>Reply Date:</p> <p> Gates ABC.pdf</p> <p> Gates Newnham.pdf</p> <p> Gates Arundel.pdf</p>
<p>Thanks for your reply. I would be pleased if you could answer the following, which still seems unresolved.</p> <ol style="list-style-type: none"> 1. Even though I know that the NWTC did not need to advertise for this contract on the Govt Contracts Finder, it really should be a requirement that this was advertised locally and a tender process carried out in a fair & transparent way, in accordance with Standing Orders & Financial Regs, a couple of extracts are below. Did the NWTC satisfy their own Financial Regs & Standing Orders, re supply of goods & materials over £6,000.00, as per the Fin Regs & SO's below? 2. You refer to the BoQ, attached, but this is a blank form. Did the contractor complete the form, and is this available, please? 3. Where you refer to the gates & pier, there are 3 quotes. One of these is from Newnham, the local company which has a price for supply only and is comprehensive. The quote from Arundel only seems to be an online gates only, no delivery price and no spec, the Gates ABC doesn't have any information. These last 2 attachments don't really look like quotes at all, were they given the same enquiry which was given to Newnham? 4. I know that you mentioned you've awarded this supply only to Newnham, so what is the price for demolition of the current gates, and erection / installation of the new gates? 5. Will the groundworks contractor be demolishing the current gates & installing the new gates? 	<p>Response received Date: 21.1.20</p> <p>Making new FOI</p> <p>To reply by 18.2.20</p>

<p>6. What guarantees does the groundworks contractor give for this element of this project?</p>	
<p>Thank you for your questions received on 21 January, I will attempt to answer each one in turn, to give you as much information as we have, to add to the information that we have already supplied</p> <ol style="list-style-type: none">1. The Council did satisfy their own Financial Regulations. Thank you for pointing out that we need to amend these to say tenders/quotes2. The information on the form is part of the total of the quote, its not been filled in separately - already supplied3. All gates are the same size and the only specification was the size4. Price is included in the quote by the contractor for the pillars and road works - already supplied5. Yes price is included in the quote for the pillars and road works - already supplied6. Guarantee doesn't come with road works	