

Appendix A

Bourdillon Playground Evaluation Work Group (EWG) – Report to the Playgrounds Committee

27th February 2025

Following the Invitation to Tender (ITT) registered on the HMG Contracts Finder website in November 2024 for the redevelopment of the Bourdillon Playground six specialist suppliers of playground equipment submitted a formal Tender to bid for the work. These tenders were received on Friday 7th February.

As per the ToR, the scope of the EWG is:

- To define and approve an objective evaluation process
- To fully evaluate all Tenders and document a brief explanation of all Tenders
- To recommend a preferred supplier and design to the Playgrounds Committee
- To document a recommended solution including the detailed design, costs and implementation plan.

The Evaluation Process was agreed and documented as follows:

- Each member to independently evaluate all 6 Tenders and give scores under the agreed headings of:
Quality of Design,
Quality of Materials,
Value for Money
Installation.

This has been completed

- The EWG then conducted a group review to discuss individual scores and the advantages and disadvantages of each Tender.
- During the review and discussion, members could revise their individual scores if appropriate.

Individual scores were then consolidated to produce an overall recommendation.

Following the evaluation and review a preferred supplier has been identified, together with a second choice. Before the final recommendation can be made to council, further discussion will take place with the preferred supplier to clarify a number of points. They will not be told they are our choice at this stage. Additionally, references will be followed up w/c 7th March with the three councils that currently use the preferred supplier.

The WG hopes to finalise the detailed design, implementation plan and costings from the preferred supplier by 3rd March. A recommendation will be made to the Playgrounds Committee as soon as possible in March 2025.

Because of its commercial sensitivity, the detailed evaluations of individual Tenders will remain confidential to the Council.