



## North Devon Council

MeetingDate

### Request for Waiver

1. NAME AND JOB TITLE OF OFFICER REQUESTING WAIVER:

Will Caddick, Property Maintenance Officer

2. TITLE OF PROPOSED CONTRACT:

Cove cliff stabilization (Consultant fees)

The proposed contract for the above will be between £5,000 and £74,999.99.

With this RFW I include a copy of the specification or brief which has been prepared for this contract and which details the goods, services and/or works which will be provided.

*Specification Attached (and provide a brief description of the contract below):*  
FS had already been appointed to provide us with their services for Geotechnical engineering inspection & production of spec/BoQ/Drawings, and that this is a continuation of this for the tender and construction phase of the works. Furthermore, their expertise is limited in this field in the SW, and we are confident & familiar with their performance.

I can also confirm that the contract terms which will be used for this contract will be the Council's standard terms and conditions for goods and services or (where relevant) works or, where this is not the case, I have sought the approval of Legal Services to the alternative terms and conditions that I propose to use for this contract.

In accordance with the Council's Contract Procedures Rules, three alternative quotes should be obtained and the lowest quotation should be accepted.

I can confirm that I have sought advice from Legal Services and we have agreed that it is appropriate that this requirement be waived for the following reason(s):

*(Delete A, B OR C as applicable)*

**A Obtaining three price quotes is not appropriate**

**NOTE:** This form, and the decision, must be kept on file and properly recorded for audit purposes.

It is a legal requirement that details of the contract being procured pursuant to this RFW must be included on the Council's Contract Register. A copy of this RFW must be sent to [supplyingndc@northdevon.gov.uk](mailto:supplyingndc@northdevon.gov.uk) immediately following approval.



3. THE PROPOSAL IS TO AWARD THIS CONTRACT TO THE FOLLOWING SUPPLIER:

Frederik Sherrell Ltd

4. DETAIL

I can confirm that, despite non-compliance with the requirement to seek at least three quotes, the award of this contract to the above supplier will be best value for the Council for the following reason(s):

Frederick Sherrell are our existing consultants across all of NDC cliffs. Therefore they are best placed to consult on this project.

*Where quotes were received (option B or C above) please provide summary information below:*

Quotation 1:

*Does the quotation conform to the provided specification? Y*

*(If no, please provide detail)*

*Supplier Name:Frederick Sherrell Ltd*

*Quotation Price:£13,577*

5. DECISION TO BE MADE BY: Jon Triggs, Chief Financial Officer.

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To be completed by Decision Taker:

6. REQUEST FOR WAIVER AUTHORISED BY DECISION TAKER?: Yes
  
7. DECISION TAKER'S COMMENTS: Continuation of specialist consultancy work for the tender and construction phase of the project with the existing contractor who has the background and expertise on this project.
  
8. DATE OF DECISION: 20/09/2023

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