



Stratfield Mortimer Parish Council Report

Date 11/06/2026

Full Meeting

Clerk's Report- Appendix 26-036 6.a

Procurement Report – Mortimer to Burghfield Cycleway Phase C

Purpose

To consider the procurement arrangements for the delivery of Phase C of the Mortimer to Burghfield Cycleway and to provide a recommendation regarding contractor appointment.

Background

The Mortimer to Burghfield Cycleway has been delivered in phases to allow construction to proceed as funding has become available.

Following a competitive tender process, RC Saunders was appointed to undertake the construction of Phases A and B. The works have progressed satisfactorily, with the contractor demonstrating a detailed understanding of the project, site constraints, planning requirements, ecological considerations and stakeholder expectations.

In considering the procurement arrangements for Phase C, the Clerk sought additional advice from the Council's Internal Auditor regarding the application of the Council's Financial Regulations to continuation works. The recommendation contained within this report has been prepared having regard to that advice and the provisions of Financial Regulations 9.1.6 and 9.4.1.

Phase C represents the next section of the same continuous project, extending the route beyond Longmoor Lane and Five Oaken Common and creating the first continuous active travel route between Mortimer and Burghfield.

The estimated value of Phase C is approximately £75,000.

Relevant Financial Regulations

Financial Regulation 9.1.6

Financial Regulation 9.1.6 permits the extension of an existing contract where additional works are closely related to the original contract and where changing contractor would be impractical, uneconomic or otherwise not in the Council's best interests.

Phase C forms a direct continuation of the works already undertaken by RC Saunders under the existing Cycleway project. The works utilise the same construction methods, specification, materials, project management arrangements and site knowledge developed through Phases A and B.

Financial Regulation 9.4.1

Financial Regulation 9.4.1 permits the Council, by resolution, to waive normal procurement requirements where it is satisfied that exceptional circumstances justify doing so and where the decision represents best value for the Council.

Considerations

Continuity of Delivery

RC Saunders has already mobilised equipment, supply chains and specialist knowledge for the project. They have developed detailed familiarity with:

- The approved planning permission and conditions;
- The site-specific ecological requirements;
- Landowner agreements;
- Existing construction details and specifications;
- Stakeholder and community expectations.

Appointing an alternative contractor would require significant familiarisation and could introduce additional risk to project delivery.

Value for Money

The Council has already invested approximately £350,000 in the planning, preparation and construction of the Cycleway project.

Retaining RC Saunders avoids:

- Additional mobilisation costs;
- Duplication of pre-construction activities;
- Delays associated with a new tender process;
- Potential inconsistencies between phases of the route.

The Council is therefore likely to achieve better overall value by continuing with the existing contractor.

Programme and Funding

The Council is actively seeking funding contributions towards Phase C and wishes to maintain project momentum following the successful delivery of Phases A and B.

Undertaking a further procurement exercise would introduce delay and could impact the timing of delivery and future funding opportunities.

Risk Management

The performance of RC Saunders during the delivery of Phases A and B has provided the Council with direct evidence of the contractor's capability, competence and understanding of the project.

The risk associated with appointing a new contractor is considered greater than the risk associated with continuing with an established contractor already delivering the scheme.

Recommendation

Having considered the provisions of Financial Regulations 9.1.6 and 9.4.1, it is recommended that the Council:

- 1 Notes that Phase C forms a continuation and extension of the existing Mortimer to Burghfield Cycleway project;
- 2 Determines that continuation with RC Saunders represents best value and the most efficient means of delivering the project;
- 3 Resolves, pursuant to Financial Regulation 9.4.1, to waive the requirement for a further competitive tender exercise; and
- 4 Resolves, pursuant to Financial Regulation 9.1.6, to treat Phase C as an extension of the existing contractual arrangements and accept the quotation submitted by RC Saunders for the Phase C works.
- 5 Determines a maximum contract value for the Phase C works, up to which the Clerk is authorised to accept a quotation from RC Saunders and progress the contract.

Proposed Resolution

"RESOLVED that, having considered Financial Regulations 9.1.6 and 9.4.1, the Council agrees that Phase C of the Mortimer to Burghfield Cycleway constitutes a continuation and extension of the existing contract with RC Saunders. The Council further resolves that undertaking a further tender exercise would not represent best value or the most efficient means of delivery and therefore waives the requirement for further competitive tendering. The quotation submitted by RC Saunders for the Phase C works is accepted and the Clerk is authorised to take all necessary steps to progress the contract."

Miss Danielle Davis

05/06/2025