

**Freedom of Information Act 2000
REQUEST FOR INFORMATION
TO BETHERSDEN PARISH COUNCIL ('BPC')**

IN RELATION TO: The contract for new pathways on the George Field approved by BPC on 14 November 2018 (Item 197/2018) which was awarded to 'Company A'

PLEASE PROVIDE:-

1. All communication, be it written letter email telephone or through social media, between Bethersden Parish Council (including the chairman (Cllr A. Boyd), the Bethersden Parish clerk (Colin Tearle) and any others in relation to all works (both capital works and maintenance works) to be carried out in connection with the assessment, planning, tendering, construction, supervision, approval and payment for the new footpaths constructed on the George field, Bethersden.
2. The time period covered by this FOI request is 1st January 2018 to 31 January 2019.
3. Details on how chosen tenderers were selected and how invitation to tender was drafted, with details on how it met Council Constitution, Policies and Procedures for Procurement.
4. Disclosure of any relationship by members of the Council and BPC Officers with chosen tenderers, whether direct or indirect through family members and their known acquaintances
5. Information and details on how the invitation to tender was made to companies or individuals for these works, including related phone conversations and texts.
6. Copies of invitations to tender and/or specifications for this project as sent to all prospective contractors selected by BPC, together with their accompanying e-mails or covering letters.
7. Copies and details of all unredacted responses received to the invitation to tend, including quotation and questions raised.
8. Details of references taken with dates, names, and transcript to assess the quality of the past work of each tenderer, their reliability, and delivering on time and to price
9. Details on the criteria of how tenders were scored and the name of the selected contractor and why the contract was awarded to them since it is understood they were the most expensive
10. Details of Planning Approval from Kent County Council and Ashford Borough Council, and a copy of decision notices
11. How the contract award process satisfied BPC Constitution, Policy and Procedures for Procurement
12. A complete and full copy of the final contract signed between BPC and Contractor, including all design drawings, sketches and specifications for works to be undertaken
13. Details of guarantees given and maintenance regime offered by the Contractor to ensure good value to the Parish Council and the village community
14. The measures taken by BPC and guarantees obtained to ensure that the newly completed works do not suffer from the construction problems related to the original build of George field paths
15. Details of quality controls employed at key stages of works and eventual sign off and certification that the Contract was delivered to the building standards for footpaths laid down by KCC and all other interested construction bodies.
16. Details of the financing of the works and the source(s) of the funds utilized including any correspondence relating to the source of the funding, particularly if provided from 106, and the agreement of the full BPC, ABC and Kent County Council.