

# RECORD OF DECISION TAKEN UNDER DELEGATED AUTHORITY FROM EXECUTIVE/COUNCIL/COMMITTEE



<b>DELEGATED OFFICER</b>	Denise Park
<b>DECISION TAKEN BY:</b>	
<b>DELEGATED BY:</b>	Executive (date of delegation)
<b>IN CONSULTATION WITH:</b>	Executive Member
<b>PORTFOLIO AREA:</b>	Regeneration

**SUBJECT: Award of Contract for Maintenance Services to Urban Traffic Control Communications and CCTV Infrastructure**

## 1. DECISION

To award the contract for Maintenance Services to Urban Traffic Control Communications and CCTV Infrastructure to the sole bidder for a period of 8 years, with extensions upon satisfactory performance for a further 2 years.

## 2. REASON FOR DECISION

Approval was given by Executive Member Decision (published on 18<sup>th</sup> December 2017) to undertake a procurement exercise for the provision of a new traffic signals maintenance contract.

Following discussions with the industry about how best to manage the increased infrastructure installed since the previous contract was let, this procurement exercise was split in to two related tenders, incorporating the same terms and conditions and broadly similar specification requirements. The tenders are:

Tender 1: Provision of Maintenance Services to Traffic Control Devices and Infrastructure

Tender 2: Provision of Maintenance Services to Urban Traffic Control Communications and CCTV

This report refers to Tender 2 and response received.

### 2.1 ITT

Following Executive Member Decision, an Invitation to Tender (ITT) was loaded onto the Council's procurement portal, 'The Chest', for completion by potential suppliers with a submission deadline of 11<sup>th</sup> May 2018.

Six bidders expressed an interest in the tender however five subsequently opted out due to timescales or being unable to meet the qualification requirements.

The Standard Questionnaire responses were evaluated by the Procurement team and each was scored on their responses to individual questions covering economic and financial standing and technical and professional ability as well as those relating to insurance levels, compliance with equality legislation and approach to environmental management and health and safety.

The ITT asked each bidder to respond to 15 method statements on how they would operate the various aspects of the contract, performance monitoring, innovation and risk management, as well as provide prices for a basic schedule of rates and an aggregated cost for maintenance of the

various UTC communications infrastructure and the associated traffic CCTV system.

Due to only a single bid being forthcoming, a full evaluation of the submitted documents was not carried out, however from a technical perspective the submission complies with and in some areas exceeds the Councils requirements.

Given the extensive market testing the sole bidder is recommended for award of the tender.

### **3. BACKGROUND**

Following Executive Member Decision on 18<sup>th</sup> December 2017, delegated authority was given to the Director of Regeneration in consultation with the Executive Member for Regeneration, to award the contract for the Provision of Maintenance Services to Urban Traffic Control Communications and CCTV Infrastructure.

### **4. OPTIONS CONSIDERED AND REJECTED**

The tender was compiled specifically to comply with the Councils performance obligations for DfT Level 3 funding for highways maintenance and management and takes features suited to the Borough from a number of different local authority tenders.

Including the UTC and CCTV infrastructure in to the associated Traffic Control Devices maintenance contract was considered however discussions with the traffic control industry suppliers recommended that a separate contract would be more cost effective, given the nature of the work.

In addition, the maintenance and management of communications infrastructure for traffic control systems is highly specialised, requiring on-street working experience as well as technical networks expertise. It is therefore not possible to adjust the specification to open up the work to potentially more bidders.

*Further information is available from the report author*

### **5. POLICY IMPLICATIONS**

The new contract will be important for the Councils continuing duties and obligations to efficiently manage traffic under its Network Management Duty and safely manage its highways assets.

### **6. FINANCIAL IMPLICATIONS**

The costs will be met from the existing traffic signals revenue budget.

### **7. LEGAL IMPLICATIONS**

The ITT process outlined above complies with the Council's Contract Procurement Procedure Rules and EU procurement law.

Advice has been, and will continue to be taken as appropriate from the Legal Services and Procurement teams to ensure compliance with procurement rules and law.

As part of the procurement process, the final contract will be in a form approved by Legal Services.

### **8. RESOURCE IMPLICATIONS**

There will be an impact on the Traffic team in order to ensure that certain sections of the contract are complied with and that existing asset records are collated and made available to the contractor.

### 9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

### 10. CONSULTATIONS

No internal or external consultations have been carried out.

### 11. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Chris Pearson</b>
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<b>DATE:</b>	19 <sup>th</sup> June 2018
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<b>BACKGROUND DOCUMENTS:</b>	n/a
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DIRECTORS - has legal and finance advice been considered ?

YES

NO

No internal or external consultations have been carried out.