

Report to:	Cabinet	Date of Meeting:	Thursday 7th September 2017
Subject:	Procurement of Transport Technical Support Services		
Report of:	Head of Locality Services - Commissioned	Wards Affected:	(All Wards);
Portfolio:	Cabinet Member - Locality Services		
Is this a Key Decision:	Y	Included in Forward Plan:	Yes
Exempt / Confidential Report:	N		

Summary:

To seek Cabinet approval to invite tenders through the appropriate procurement route for the provision of transport technical support services to assist in the preparation of business cases, funding bids and the development of transport investment projects.

Recommendation(s):

That Cabinet :

- (1) Approves the tender process to procure the provision of transport technical support services, to be published on The Chest using an OJEU Open Tender process, as outlined in the report.
- (2) Authorises the contract period of 3 years from 1st November 2017 to 31st October 2020.
- (3) Gives delegated authority to the Head of Locality Services (Commissioned) to award the Contract resulting from the procurement, subject to consultation with Cabinet Member Locality Services.

Reasons for the Recommendation(s):

The Council has an ongoing programme of strategic transport investment. Development of these proposals, including the preparation of business cases and funding bids, requires a range of technical capabilities and a requirement to respond at short notice to bidding opportunities. The Council does not have the capability or capacity to undertake all the elements of work involved in developing and delivering this programme. It is proposed to procure a contract where the specialist services the Council needs to be able to develop and deliver the programme of strategic investment can be provided at short notice.

Alternative Options Considered and Rejected: (including any Risk Implications)

The provision of all the specialist skills and capabilities through an in-house team would require substantial additional recruitment which is not practicable within current budget constraints and controls on recruitment.

Individual schemes could continue to be procured individually and independently through separate procurement processes. This would require officer time and resources for each procurement. In some situations, the timescales imposed for submitting proposals and funding bids mean that a stand-alone procurement process is either not feasible or would substantially detract from the time available for completing the submission. This approach would also mean that there is much less potential to develop strong working relationships with an individual service provider and for them to develop local knowledge.

What will it cost and how will it be financed?

(A) Revenue Costs

There are no direct revenue costs as it is expected that the services commissioned will be primarily associated with capital schemes.

(B) Capital Costs

It is proposed to procure a 3 year contract, with individual pieces of work let on a 'call-off' basis and funded through individual scheme budgets. No work would be commissioned without an allocated scheme budget, the majority of which will be through the Annual Transportation Capital Programme. The total value of the contract over the three year period would not exceed £1m.

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets):

The contract will support existing staff in Transportation and Highways Infrastructure in the development of scheme proposals, including preparation of business cases.

The total cost of services commissioned over the 3 year contract will not exceed £1m.

Legal Implications:

As determined by the Council's Contract Procedure Rules, the contract will need to be sealed as its total value will be in excess of £100,000.

Equality Implications:

There are no equality implications.

Contribution to the Council's Core Purpose:

<p>Protect the most vulnerable: The strategic transport investment programme includes measures that are intended to improve accessibility for all, which will help all the community to gain access to essential services and facilities.</p>
<p>Facilitate confident and resilient communities: Transport infrastructure is essential for communities to function effectively and a successful transport investment programme will help to build confidence in communities.</p>
<p>Commission, broker and provide core services: Not applicable</p>
<p>Place – leadership and influencer: The condition and functionality of transport infrastructure is a key component of place, setting the physical parameters. A well developed and forward looking transport investment programme will make a very positive contribution to place-making.</p>
<p>Drivers of change and reform: Not applicable</p>
<p>Facilitate sustainable economic prosperity: Economic prosperity depends on reliable and efficient movement of people and goods. Investing in the Borough's transport infrastructure is essential for its future economic prosperity.</p>
<p>Greater income for social investment: Not applicable.</p>
<p>Cleaner Greener Creating an improved environment through better public realm, more accessible facilities and reducing emissions are key components of the transport investment programme and will contribute to an enhanced quality of life for residents.</p>

What consultations have taken place on the proposals and when?

(A) Internal Consultations

The Head of Corporate Resources (FD4773/17) and Head of Regulation and Compliance (LD4057/17) have been consulted and any comments have been incorporated into the report.

(B) External Consultations

Not applicable

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet Meeting

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Appendices:

There are no appendices to this report

Background Papers:

There are no background papers available for inspection.

1. Introduction/Background

- 1.1 Following on from the City Region 'transport pipeline schemes' process, a programme of strategic transport schemes for Sefton has been developed and discussed and agreed with Members. These schemes are at various stages of development, but all will require detailed appraisal, development and design if they are to be funded and delivered. In addition, there are significant emerging proposals for development of the key town centres of Bootle, Southport and Crosby, all of which will require a review of transport and access issues.
- 1.2 The Council does not have the capability or capacity to undertake all the elements of work involved in developing and delivering this programme of strategic transport investment and technical support and evidence gathering for the town centre development strategies. It is clear that with a significant number of projects all necessitating development within 2017/18 and 2018/19, there is significant pressure on staff within the Strategic Transport Planning and Investment and Design and Development teams.
- 1.3 The process of scheme development and preparation of business cases frequently requires extensive data collection and review and specialised pieces of work utilising specific software packages, particularly in relation to economic costs and benefits. The Council does not have the resources to undertake such assessments and if we wish to be in a position to bid for City Region funding to invest in the Borough's infrastructure we need to be able to call on these services, often at short notice.
- 1.4 Other services where the Council may need to procure assistance include traffic modelling, economic assessment, transport and access studies, review of planning related transport assessments, junction modelling and engineering design, wider economic impacts and contract supervision.
- 1.5 The timescales for funding bids are often quite short, requiring work to be started immediately and completed in a short space of time. Where the Council does not have the capability in house, there is often insufficient time to complete a procurement exercise to commission the work. If the Council wishes to be able to take advantage of funding opportunities, it would be prudent to establish a contract where such services can be provided at short notice.
- 1.6 It is therefore proposed to procure a service provider to assist in providing technical expertise and capability that is either not currently available or where there is insufficient staff resource within the Council.

2. Procurement Process

- 2.1 It is proposed to procure a 3 year contract, with individual pieces of work let on a 'call-off' basis and where the total value of the contract over the three year period would not exceed £1m. One company would be appointed as the lead service provider, with a second company identified as a reserve, which can be called on if the lead company is not able to meet the requirements of any individual commission (e.g. due to timescales, availability of specialist staff etc.). The Council will reserve the right to tender individual pieces of work if that is

considered to provide the best option and any large individual commissions, those likely to exceed £328k (i.e. twice the OJEU threshold for services, 164,176 as of January 2016), would be commissioned separately through a competitive tendering process.

- 2.2 A single supplier framework company will be procured via The Chest using an OJEU Open Tender process in accordance with the Council's Contract Procedure Rules. The basis of evaluation will be MEAT (Most Economically Advantageous Tender) taking into consideration a balance between Quality and Cost. As the contract is expected to be for three years, there will be a strong emphasis on Quality as part of the tender evaluation, with costs based on an agreed set of fee rates.
- 2.3 The performance of the service provider will be reviewed annually and the Council will include a provision to terminate the contract if their performance does not meet the agreed performance indicators.
- 2.4 The contract is proposed to be for three years, from 1st November 2017 to 31st October 2020.
- 2.5 Development of the Council's strategic transport investment programme requires a wide range of technical capabilities and the capacity to respond at short notice to bidding opportunities. The Council does not have the full range of technical capabilities required. Specifically, the Council is not able to undertake specialised pieces of work utilising specific software packages, particularly in relation to traffic modelling, junction modelling and economic costs and benefits. Other services where the Council will need technical support include the development of business cases, from strategic outline case to full business case, transport and access studies involving extensive data collection and review, additional engineering design in support of the Council's existing design team and estimation of wider economic impacts.