

TRAFFORD COUNCIL

Report to: Executive
Date: 23rd January 2023
Report for: Decision
Report of: Executive Member for Regeneration and Economy

Report Title

Award of a contract for parking enforcement and ancillary services

Summary

This report details:-

- **The reasons for procuring a contract for parking enforcement and ancillary services;**
- **The outline of the EU Tender process undertaken;**
- **The outcome of the selection process;**
- **The proposal to award a contract for the delivery of parking enforcement and ancillary services to the winning bidder.**

Recommendation(s)

That the Executive:

- 1) Notes the content of the report; and**
- 2) Approves the proposal to award the contract for the provision of parking enforcement and ancillary services to the winning bidder.**
- 3) Delegate authority to the Corporate Director for Place, in consultation with the Director of Legal and Governance and the Director of Finance and Systems to agree final terms of the contract with the winning bidder;**
- 4) Delegate authority to the Director of Legal and Governance to enter into contracts as required to implement these recommendations.**

Contact person for access to background papers and further information:

Name: Sharon Walls, Head of Highways, Transportation and Greenspaces
Extension: 4152

Implications:

Relationship to Policy Framework/Corporate Priorities	Supporting people out of poverty and addressing our climate crisis.
Financial	The procurement exercise for this contract is within the current financial budget plans from April 2023.
Legal Implications:	No direct implications
Equality/Diversity Implications	No direct implications
Sustainability Implications	No direct implications
Carbon Reduction Implications	The successful bidder has outlined a number of Social Value measures which includes the use of low emission vehicles within the contract lifetime.
Staffing/E-Government/Asset Management Implications	This process does not require a Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) as the successful contractor is currently the incumbent contractor for all three local authorities.
Risk Management Implications	Risks associated with this award are low as the successful contractor is incumbent in all three local authorities.
Health & Wellbeing Implications	No direct implications
Health and Safety Implications	No direct implications

1. Introduction

1.1 Trafford's current contract for Parking Enforcement services; Cash Collection/Pay and Display machine maintenance expires on 31st March 2023. In early 2022 Salford, Tameside and Trafford councils began the process of retendering for parking enforcement services, agreeing to do this by way of a joint procurement of three separate contracts, one for each council. It was agreed that Salford Council would lead the procurement exercise. It was anticipated that this joint exercise was likely to deliver services providing a financial outcome that demonstrated there were economies of scale for the same services across three councils. Whilst all operational costs are currently rising, including significant wage increases, Trafford's overall contract price is achievable within the financial budget available for 2023/24 if the contract is awarded as recommended in this report. Trafford, Tameside and Salford councils have worked together to ensure that the new contract will deliver quality services and future proof services reviewing technology and smarter ways of deployment and ticketing in the future. This report sets out the details of the proposal to award a new ten year contract (incorporating an initial term of 5 years with an optional extension period of 2 years, plus a further 2 years and a final year) with a commencement date of 1st April 2023.

2. Procurement Exercise

2.1 Salford, Tameside and Trafford officers have undertaken a fully compliant Official Journal of the European Union (OJEU) procurement process to establish three new contracts for Parking Enforcement Services. Trafford, Tameside and Salford will be required to enter into their own contracts with the winning bidder.

- 2.2 The OJEU exercise was undertaken as a joint procurement exercise led by Salford City Council. An OJEU notice was placed via the North West Procurement CHEST web portal, used for e-tendering, on 20th September 2022.
- 2.3 The closing date for submissions was Monday 31st October 2022. There were two submitted bids for the contracts.

3. Evaluation Process

- 3.1 The bids were assessed on price and quality by the evaluation panel and moderated by staff from Salford, Tameside and Trafford. All selection and award questions were scored out of 5 marks. Each question had varying weightings depending on its importance. These were outlined in the Invitation to Tenderers (ITT) documentation for bidders to view.
- 3.2 The tenders were evaluated based on a 40% price and 45% quality ratio and 15% social value.
- 3.3 All councils' procurement and finance teams undertook the evaluation and checking of the financial submissions on company profiles and pricing. One pricing schedule was provided for all three contracts describing the services to be provided in detail.
- 3.4 After the evaluation of price, quality and social value and weighting totals a combined price and quality total was calculated. Details of the evaluation and scoring are provided in the associated Part II report.

4. Selection of Contractor

- 4.1 Bidders have not yet been informed of the outcome of the procurement exercise and therefore, details of the evaluation of the two bids, and the scores allocated to each of the bidders, are contained in the associated report to be considered in Part II of this agenda (due to the commercially sensitive nature of the information at this stage). Both bidders will be notified by Salford City Council of the outcome of the tender process following formal approval by all three Councils.

5. Contract Value and Potential Savings

- 5.1 The new parking enforcement contract will provide Trafford Council with ongoing service delivery and quality services, within the current annual budget plans for Parking Enforcement services from April 2023. The tenders have been calculated by the bidders at current prices and in accordance with baseline service volumes provided by all three Councils.

6. Next Steps

- 6.1 Following notifications to both the successful and the unsuccessful bidders Salford, Tameside and Trafford Councils will work with the winning bidder to ensure that the implementation process takes place to meet the commencement date. The new contract will go live on 1st April 2023.

7. Other Options

- 7.1 If the contract award is not made then the Council would have to extend the current parking enforcement contract in order to either retender for the service or to develop an in-house service. This would be likely to incur substantial additional costs to the Council.

8. Consultation

- 8.1 No formal consultation is required.

9. Reasons for Recommendation

- 9.1 The recommendation is made on the basis that a fully compliant OJEU procurement process has been followed and a winning bidder has been identified. The procurement process has also delivered a new contract that will provide a quality service for the future capable of meeting the current financial budgets available to the Council.

Key Decision (as defined in the Constitution): Yes
If Key Decision, has 28-day notice been given? Yes.

Finance Officer Clearance PC
Legal Officer Clearance TR

[CORPORATE] DIRECTOR'S SIGNATURE (electronic) 

To confirm that the Financial and Legal Implications have been considered and the Executive Member has cleared the report.

Exempt Information

By virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order, the following information has been excluded from Part 1 of this report and included in Part 2 of the report:

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

In all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.