

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4950
Author:	James David Howe
Department:	Growth and City Development
Contact:	James David Howe (Job Title: Principal Public Transport Officer, Email: james.howe@nottinghamcity.gov.uk, Phone: 0115 876 4676)
Subject:	Cleaning, Inspection & Maintenance of Bus Stop Assets, including Real-Time Passenger Information Hardware
Total Value:	£370,000 (Type: Revenue)
Decision Being Taken:	To approve going to tender, and awarding a new contract to the successful bidder, for the provision of cleaning, inspection and maintenance of bus stop assets, including Real-Time Passenger Information Hardware services, on a 16month + 1yr + 1yr basis (max 40 months), up a contract value of £370,000, funded from the existing Public Transport revenue budget.
Reasons for the Decision(s)	Approval was previously provided to both continue paying the current supplier for the above named services and to undertake a procurement process to award a new contract to the winning bidder. The previous tender process was unsuccessful as it attracted no bids, despite a number of suppliers registering their interest. Upon receiving formal feedback from potential suppliers, the specification has been amended to encourage bids this time around. These services will be delivered by a specialist supplier to produce a high quality service, ensuring that bus stop infrastructure is kept clean and in an excellent state of repair. These services will complement the Council's investment in new infrastructure using external capital grants, such as the purchase of new digital passenger information hardware. Maintaining bus stops and key transport hubs will improve the public transport journey for citizens and visitors and will help to encourage a recovery in passenger numbers since the impact of the pandemic, as well as to help Nottingham meet its CN28 ambitions through encouraging modal shift.
Other Options Considered:	There are no other viable options. In-house services are not suitable as some of the services are specialised and some anti-social working hours will be involved. The services should also not cease as they are very important in helping the council and bus operators to maintain a high quality and safe public transport system.
Background Papers:	None

Published Works:	None
Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	Any lack of cleaning, inspection and maintenance provision will lead to highly visible council assets being in a poor state, which may encourage crime and anti-social behaviour at the stop, leading to increased vandalism of the asset or other assets at a bus stop, which in turn may lead to more damaged assets posing a danger to the public.
Equality:	EIA not required. Reasons: The decision does not relate to new or changing policies, services or functions.
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	05/06/2023
Advice Sought:	Legal, Finance, Procurement
Legal Advice:	<p>Legal notes the difficulties that the client team has been facing in finding a suitable supplier. No objections are raised in relation to a further procurement exercise, provided that it is undertaken in compliance with the Council's Contract Procedure Rules and public procurement regulations. Legal will be happy to support with any contract documents that require drafting throughout the process.</p> <p>Advice provided by Olivia Watkinson (Contracts and Commercial Solicitor) on 04/05/2023.</p>

Finance Advice:

Nottingham City Council intends to go to tender as soon as possible for the provision of a cleaning, inspection and maintenance services contract in regards to bus Stop Assets. The contract would be a maximum 16 month initial length with the possibility of 2 extra 12 month periods of extension, with total value up to £370,000 or £9,250 per month.

The contract will cost up to £86,750 in 23/24 financial year with later, extension years costing £111,000. This cost is already included in the budget. Therefore the proposal will not add financial pressure to the MTFP and can be contained within Local Transport and is supported. This will be monitored by the service for any variance and reflected in the monthly forecast for the service.

Advice provided by Paul Rogers (Commercial Finance Business Partner (G&D)) on 11/04/2023

Procurement Advice:

The requirement was tendered for in 2022, but no responses were received and the contract could not be awarded; the Procurement Team is liaising with the client section to amend the specification and take the requirement out to market again with the intention of having a contract for the service in place for the end of August 2023. While this is not an ideal scenario, approval is required to continue payments to cover service provision by the incumbent contractor until a new contract can be put in place.

Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 06/04/2023.

Signatures

Audra Wynter (Portfolio Holder for Finance and HR)
SIGNED and Dated: 25/05/2023
Sajeeda Rose (Corporate Director of Growth & City Development)
SIGNED and Dated: 25/05/2023