

Operational Decision Record

Publication Date 13 June 2024	Decision Reference Number 5132
Decision Title	
Direct award of a 2-year maintenance agreement and peripherals to APT SkiData	
Decision Value	
£231,742	
Revenue or Capital Spend?	
Revenue	
Spend Control Approval	
Has the spend been approved by Spend Control Board? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a Spend Control Board approval reference number: 3928	
Department	
Parking Services	
Contact Officer (Name, job title, and contact details)	
Karen Day, Service Manager, Parking Services, karen.day@nottinghamcity.gov.uk	
Decision Taken	
To do a direct award to APT Skidata under the ESPO procurement framework	
Reasons for Decision and Background Information	
<p>The parking infrastructure (barriers, pay stations and management system) at our multi-storey car parks and Loxley House is out of formal contract. However, we need to have a maintenance agreement in place and the ability to purchase peripherals such as barrier arms, bolts, software updates etc. to ensure continued operation of these income generating sites.</p> <p>This approval will give the time needed for the service area to undertake a full review of the parking infrastructure and payment mechanisms across all of its assets both on and off street as they are nearing end of life, this review and procurement process will take around 2 years to complete including installation of new equipment.</p> <p>APT Skidata is the only organisation that can provide the ongoing maintenance and peripherals for this parking infrastructure and will be awarded the contract</p>	

through the ESPO Procurement Framework as agreed and discussed with Holly Fisher – Procurement.

Breakdown of costs:

Yr 1 Maintenance Agreement £90,871

Yr 1 Peripherals £25,000

Yr 2 Maintenance Agreement £90,871

Yr 2 Peripherals £25,000

Other Options Considered and why these were rejected

Obtain repair quotes at the point of requirement – this solution is not available and would put the equipment at risk of disrepair

Undertake a procurement exercise for this contract – this would not meet the immediate need for a fit for purpose maintenance agreement and would put the equipment at risk of disrepair.

Do nothing - would put the equipment at risk of disrepair.

Reasons why this decision is classified as operational

To ensure this frontline service remains operational for its customers, staff and citizens of Nottingham

Additional Information

Advice

Finance

There is budget in the MTFP to cover these costs. This account is also part of the Special Parking Account (SPA) which allows the income from Parking fees to offset eligible spend such as this. In the unlikely event that this service was to over spend, there is a ring-fenced reserve available to allow any draw down to ensure there is no negative impact to the General Fund.

Michelle Pullen – Senior Commercial Business Partner 16th May 2024

Procurement Team

The request to enter into a call-off contract under the terms of the ESPO Parking Management Solutions framework, Lot 2, does not pose any procurement risk to the Council. This request complies with the terms of the framework and the Council's contract procedure rules.

The preferred provider has already been through a best value exercise to be granted a place on the framework, and the framework rates cannot be exceeded in any all-off agreement. Advice provided by H. Fisher, Lead Procurement Officer (Products)

Decision Maker (Name and Job Title)

Sajeeda Rose, Corporate Director

Scheme of Delegation Reference Number
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Date Decision Taken

16/05/2024
