

To: Finance, Resources and Customer Services Policy Board

On: 14 September 2023

Report by: The Director of Finance and Resources and the Director of Environment, Housing and Infrastructure

Heading: Traffic Signals Planned and Unplanned Inspection and Maintenance

1. **Summary**

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy to award a contract for Traffic Signals Planned and Unplanned Inspection and Maintenance, reference RC-CPU-22-342, to Swarco UK & Ireland Ltd.
- 1.2 The tendering procedure for this Services Contract followed the Public Contracts (Scotland) Regulations 2015 under the Open Procedure and Renfrewshire Council's Standing Orders Relating to Contracts.
- 1.3 A Contract Strategy was approved by the Head of Operations and Infrastructure (now the Head of Service for Operations and Service Development Manager) and the Strategic Commercial and Procurement Manager in June 2023.
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2. **Recommendations**

It is recommended that the Finance, Resources and Customer Services Policy Board:

- 2.1 Authorise the Head of Corporate Governance to award the Contract for Traffic Signals Planned and Unplanned Inspection and Maintenance, reference RC-CPU-22-342, to Swarco UK & Ireland Ltd.
 - 2.2 Note that the intended *starting date* is 1 November 2023 with the *service period* being 24 (twenty-four) months from the *starting date* with the Council having the option, at its sole discretion, to extend the *service period* on 2 (two) occasions for a period of up to 12 (twelve) months on each occasion. The actual *starting date* will be confirmed in the Council's Letter of Acceptance.
 - 2.3 Note that the cumulative spend under this Contract will be up to a maximum value of £3,000,000 excluding VAT.
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3. **Background**

- 3.1 Renfrewshire Council has a statutory obligation to maintain and approve all traffic signals in operation within the Council boundary. Given this obligation, the Council has a requirement for a suitably qualified and experienced contractor to carry out the repair and maintenance work to the Council's traffic signal infrastructure and to also carry out works for improvements and new developments to this infrastructure.
- 3.2 The Contract will be formed under the NEC3 Term Service Short Contract April 2013 with bespoke Z Clauses.
- 3.3 The Contract was tendered using the Public Contracts (Scotland) Regulations 2015, as amended. The contract notice was dispatched via the Public Contracts Scotland portal on 26 June 2023 and advertised on the Find a Tender Service on the same date. The tender documents were available for download through the Public Contracts Scotland – Tender portal.
- 3.4 During the tendering period, three (3) companies expressed an interest in the Contract. By the closing date set for return of electronic tenders, 12 noon on Monday, 31 July 2023, two (2) companies provided a response and one (1) failed to respond. The Tender Submissions received were evaluated by a panel comprising representatives from Environment, Housing and Infrastructure, Health and Safety, Risk and the Corporate Procurement Unit.

- 3.5 The Tenderer Submissions were evaluated against a pre-determined set of criteria in the form of the Single Procurement Document, SPD (Scotland). All Tenderers satisfied the Council's requirements in respect of their responses to the SPD (Scotland).
- 3.6 The technical and commercial responses in each Tender Submission were then scored against the award criteria of 50% technical (Quality) and 50% commercial (Price).
- 3.7 The scores relative to the award criteria of the Tenderers are noted below:

		Price (50%)	Quality (50%)	Total (100%)
1	Swarco UK & Ireland Ltd	50.00%	48.75%	98.75%
2	Yunex Limited	41.44%	48.75%	90.19%

- 3.8 The evaluation of Tender Submissions received identified that the submission by Swarco UK & Ireland Ltd was the most economically advantageous tender.
- 3.9 Community Benefits were requested as part of the procurement process and Swarco UK & Ireland Ltd have committed to the following Community Benefits:

Community Benefit Description	No of People / Activity
Job for an unemployed individual	1
Work Experience Placement for an individual 16+ years of age (who is not currently in employment, education or training) and preferably from an identified priority group.	1
S/NVQ (or equivalent) for <ul style="list-style-type: none"> • New Tenderer Employee working on this contract • New Supply Chain Employee working on this contract 	1
Industry Awareness Events <ul style="list-style-type: none"> • Schools • Invest in Renfrewshire – Employability • Further Education 	1
Business advice/support to an SME /Social Enterprise/ Voluntary organisation	1
Event to promote supply chain opportunities	1

Implications of the Report

1. **Financial**

The costs of any planned and unplanned maintenance in this Contract will be met from Environment, Housing and Infrastructure Revenue – General Services funds. Any developments and improvements will be met from capital budgets or funds granted by external agencies.

2. **HR & Organisational Development**

Not applicable

3. **Community/Council Planning**

Green – Leading Renfrewshire to Net Zero – the Contract proposed will support the delivery of this outcome.

4. **Legal**

The tendering procedure for this services Contract followed the Public Contracts (Scotland) Regulations 2015 under the Open Procedure and Renfrewshire Council's Standing Orders Relating to Contracts.

5. **Property/Assets**

This Contract will ensure that all traffic signal assets will be maintained.

6. **Information Technology**

No Information Technology implications have been identified or are anticipated.

7. **Equality & Human Rights**

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because, for example, it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety**
Swarco UK & Ireland Ltd health and safety credentials were evaluated by Corporate Health and Safety and met the Council's requirements regarding Health and Safety.
9. **Procurement**
The procurement procedures outlined in this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.
10. **Risk**
Swarco UK & Ireland Ltd insurances have been assessed and evaluated to confirm that they have met the minimum requirements regarding insurable risk.
11. **Privacy Impact**
No Privacy Impact implications have been identified or are anticipated.
12. **Cosla Policy Position**
No Cosla Policy implications have arisen or are anticipated.
13. **Climate Risk**
The level of impact associated with works connected with the Contract has been assessed using the Scottish Government Sustainability Test and is considered to be low risk.

List of Background Papers

None

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