

To: Finance, Resources and Customer Services Policy Board

On: 10 November 2021

Report by: Joint Report by the Chief Executive, the Director of Children's Services and the Director of Environment and Infrastructure

Heading: Contract Authorisation Report for a Framework Contract for Transportation (RC-CPU-20-385)

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to enter into a Framework Contract for Transportation (RC-CPU-20-385).
 - 1.2 The procurement exercise was conducted in accordance with the Council's Standing Orders Relating to Contracts and in compliance with the above GPA threshold Procurement Rules.
 - 1.3 A Contract Strategy was approved by the Head of Schools, the Head of Operations and Infrastructure and the Procurement Manager in March 2021.
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2. Recommendations

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise the Head of Corporate Governance to:

- 2.1.1 to enter into a Framework Contract for Transportation (RC-CPU-20-385) with the Service Providers listed in Appendix 1 attached to this report;
 - 2.1.2 the maximum total of spend under the Framework Contract of up to £8,000,000 excluding VAT;
 - 2.1.3 a Framework Contract period of 2 years with the option to extend on 2 occasions for a period of up to 12 months on each occasion starting on 20 December 2021;
 - 2.1.4 where the value of any contract to be awarded under the terms of the Framework Contract exceed the GPA threshold for services, authorise the Head of Corporate Governance to award the contract.
- 2.2 It is recommended that the Finance, Resources and Customer Services Policy Board note:
- 2.2.1 that the Framework Contract includes four (4) Lots.
 - 2.2.2 that the Framework Contract is unranked
 - 2.2.3 that the Council has an option to carry out mini-competitions under the Framework Contract to drive best value on large Contracts. Contracts under the Framework Contract will be awarded on a Lot by Lot basis and with the Service Providers awarded onto the specific Lot applicable to the Service required for each Contract.
 - 2.2.4 that the Council has an option to direct award Contracts for Services where continuity of Service is essential for Service Users.

3. **Background**

- 3.1 The Council has a requirement to provide transportation with or without escort for children with additional support needs (ASN) to and from their home address and school as well as protected adults. There is also a requirement for ad hoc bus and taxi/private hire services which may be required from time to time.
- 3.2 The Framework Contract will be formed under the Council's General Conditions of Contract. All Call-offs from the Framework Contract will be governed by the Council's Standard Terms of Appointment including the Council's Special Conditions of Contract.
- 3.3 The Framework Contract will have four (4) Lots as detailed below:

Lot 1 – ASN Buses
Lot 2 – ASN Taxis/Private Hire
Lot 3 – Ad Hoc Buses
Lot 4 – Ad Hoc Taxis/Private Hire

- 3.4 The Framework Contract was tendered as an above GPA Threshold Services Framework Contract using the Open Procedure. The Contract notice was dispatched via the Public Contracts Scotland portal on 12 July 2021 and advertised in the Find a Tender Service (FTS) on the same date. The tender documents were available for download through the Public Contracts Scotland – Tender portal.
- 3.5 During the tendering period, twenty-eight (28) companies expressed an interest in the Framework Contract. By the closing date set for return of electronic tenders, 12 noon on Monday, 30 August 2021, fifteen (15) companies provided a response and thirteen (13) failed to respond. The Tender Submissions received were evaluated by a panel comprising representatives from Children’s Services and the Corporate Procurement Unit.
- 3.6 The Tenderers were initially evaluated against a pre-determined set of criteria in the form of the Single Procurement Document, SPD (Scotland). All fifteen (15) Tenderers satisfied the Council’s requirements in respect of their responses to the SPD (Scotland).
- 3.7 During the evaluation of the commercial responses, five (5) Tenderers responses could not be fully evaluated and were excluded from the evaluation process due to either an incomplete bid or failing submitting a bid.
- 3.8 The technical and commercial responses of the remaining ten (10) bidders were scored against Award Criteria of 40% technical and 60% commercial. The scores achieved by the Tenderers per Lot are as set out in Appendix 2 (attached to this report).
- 3.9 Tenderers were invited to volunteer Community Benefits. Some Tenderers have committed to the delivery of Community Benefits during the period of the Framework Contract.

Implications of the Report

1. **Financial**
The cost of the Service will be met from revenue funds.
2. **HR & Organisational Development**

Not applicable.

3. **Community/Council Planning –**

Tackling inequality, ensuring opportunities for all – the Framework Contract proposed will support the delivery of this outcome

4. **Legal**

The tendering procedure for this Services Contract was conducted in accordance with the Public Contracts (Scotland) Regulations 2015 under the Open Procedure and Renfrewshire Council's Standing Orders Relating to Contracts for over GPA threshold Services contracts.

5. **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. 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**

All Service Providers 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 within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

10. **Risk**

All Service Providers 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 anticipated.

13. **Climate Risk**

The level of impact associated with this service has been assessed using the Scottish Government Sustainability Test and considered high risk. Service providers awarded a place under this Framework Contract are required at all times to undertake the most direct and safest route possible subject to formal traffic management changes and to minimise the impact their activities have on the environment

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List of Background Papers

None

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Appendix 1

Lot 1 – ASN Buses
Service Provider
Boyds Coach Hire Limited
GMT Travel Limited t/a Westway Coaches
Ian MacMillan t/a Marleigh Hire
Marbill Coach Services Limited

Lot 2 – ASN Taxis/Private Hire
Supplier
Alan Thomson t/a Alan Thomson Taxis
Chester Paul Greig
Ian MacMillan t/a Marleigh Hire
Paisley Cab Co. Ltd. t/a Renfrewshire Cab Company
Robert McCue
Ryan Kidd t/a Ryan Kidd Hires
TOA Cabs Ltd.

Lot 3 – Ad Hoc Buses
Supplier
Boyds Coach Hire Limited
Ian MacMillan t/a Marleigh Hire
Marbill Coach Services Limited

Lot 4 – Ad Hoc Taxis/Private Hire
Supplier
Alan Thomson t/a Alan Thomson Taxis
Chester Paul Greig
Ian MacMillan t/a Marleigh Hire
Paisley Cab Co. Ltd. t/a Renfrewshire Cab Company
Robert McCue
Ryan Kidd t/a Ryan Kidd Hires
TOA Cabs Ltd.

Appendix 2

Lot 1 – ASN Buses			
Tenderer	Price	Quality	Total
Ian MacMillan t/a Marleigh Hire	50.52%	28.75%	79.27%
Boys Coach Hire Limited	60.00%	17.50%	77.50%
GMT Travel Limited t/a Westway Coaches	51.16%	16.25%	67.41%
Marbill Coach Services Limited	35.46%	20.00%	55.46%

Lot 2 – ASN Taxis/Private Hire			
Tenderer	Price	Quality	Total
Alan Thomson t/a Alan Thomson Taxis	60.00%	25.00%	85.00%
Paisley Cab Co. Ltd. t/a Renfrewshire Cab Company	40.76%	37.50%	78.26%
Ian MacMillan t/a Marleigh Hire	41.09%	28.75%	69.84%
TOA Cabs Ltd.	34.47%	27.50%	61.97%
Ryan Kidd t/a Ryan Kidd Hires	29.40%	31.25%	60.65%
Robert McCue	33.19%	26.25%	59.44%
Chester Paul Greig	29.54%	25.00%	54.54%

Lot 3 – Ad Hoc Buses : Route Kirklandneuk 1			
Tenderer	Price	Quality	Total
Marbill Coach Services Limited	60.00%	22.50%	82.50%

Lot 3 – Ad Hoc Buses : Route Bridge of Weir 1			
Tenderer	Price	Quality	Total
Ian MacMillan t/a Marleigh Hire	60.00%	27.50%	87.50%
Marbill Coach Services Limited	53.33%	22.50%	75.83%
Boys Coach Hire Limited	48.00%	18.75%	66.75%

Lot 3 – Ad Hoc Buses : Route Williamburgh 1			
Tenderer	Price	Quality	Total
Marbill Coach Services Limited	60.00%	22.50%	82.50%
Boys Coach Hire Limited	60.00%	18.75%	78.75%

Lot 3 – Ad Hoc Buses : Route Bargarran 1			
Tenderer	Price	Quality	Total

Boyds Coach Hire Limited	60.00%	18.75%	78.75%
Marbill Coach Services Limited	50.77%	22.50%	73.27%

Lot 3 – Ad Hoc Buses : Route St Peters 1			
Tenderer	Price	Quality	Total
Marbill Coach Services Limited	60.00%	22.50%	82.50%
Boyds Coach Hire Limited	51.43%	18.75%	70.18%

Lot 4 – Ad Hoc Taxis/Private Hire			
Tenderer	Price	Quality	Total
Paisley Cab Co. Ltd. t/a Renfrewshire Cab Company	53.59%	40.00%	93.59%
Alan Thomson t/a Alan Thomson Taxis	60.00%	23.75%	83.75%
Ian MacMillan t/a Marleigh Hire	44.72%	27.50%	72.22%
Ryan Kidd t/a Ryan Kidd Hires	36.56%	35.00%	71.56%
TOA Cabs Ltd.	43.77%	27.50%	71.27%
Robert McCue	39.17%	27.50%	66.67%
Chester Paul Greig	30.32%	27.50%	57.82%