



Supply & Installation of Aluminium Bus Shelters & Groundworks, Call Off Contract, 18-198

Committee Operations

Date of meeting 26 April 2019

Date of report 9 April 2019

Report by Senior Director

1. Object of report

To recommend to the Committee the approval of the award of contract for supply and installation of aluminium bus shelters and associated groundworks, call off contract to Commutaports Ltd.

2. Background

SPT currently operates bus shelter agreements with 10 Local Authorities (East Ayrshire, East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde, North Ayrshire, North Lanarkshire, South Ayrshire, South Lanarkshire, West Dunbartonshire) and one of the requirements of the agreements is to arrange the supply and installation of new or replacement shelters.

A contract is therefore required to enable SPT to call off the required bus shelters when funding is available. The contract will cover the supply and installation of shelters throughout the SPT area (including the council areas we do not currently have agency agreements for). It should also be noted that in addition to SPT's bus shelter agreements, a number of councils have further bus shelter agreements, typically with advertising firms.

Over the past 3 years, under the current aluminium bus shelter supply contract, an average of 65 shelters per year have been supplied and installed which have mostly been replacements of old shelters. Each installation is specified in consultation with local authorities taking account of factors including site constraints, weather protection, bus information provisions, illumination, etc. in support of an improved passenger experience. It is anticipated; around 130 shelters per year will be installed over the next few years, subject to available funding. The increase is a result of SPT now having a shelter agreement with North Lanarkshire Council. Since 1 April 2019, SPT is managing the majority of the non-advertising bus shelters (383 shelters) in North Lanarkshire and there is a requirement to replace many of the older shelters.

The current supplier for these services is Commutaports Ltd.

3. Outline of proposals

The contract was advertised via the OJEU process indicating the evaluation methodology of MEAT (Most Economical Advantageous Tender). A 4-year contract was proposed with

the tender evaluation criteria weightings of 60% commercial and 40% quality. A Health & Safety requirement was also included with a simple pass/fail criteria. The quality criteria was further split into relevant experience, mobilisation and supply chain management and risk.

Tenderers completed a pricing schedule, based on the current estimated yearly requirement, for the supply and installation of 130 shelters of varying sizes and configurations; including shelters provided with no illumination, shelters with mains power illumination, shelters with solar illumination, shelters with illuminated advertising units and also the provision of groundworks for 60 sites.

The quality, commercial and overall combined scores are detailed in the table below:

Tenderer	Quality Score %	Tender price*	Commercial Score %	Combined Tender Score
Commutaports Ltd	40	£3,693,168.22	52	92
Bus Shelters Limited	29	£3,550,776.61	54	83
Externiture	20	£3,173,267.20	60	80
Trueform	30	£4,460,488.88	43	73
Trueform Optional bid**	30	£4,642,875.40	41	71

Notes:

*Tender prices are the total for the 4-year contract period inclusive of any inflation as included by each tenderer.

**Trueform optional tender bid was for an alternative shelter frame to their compliant bid.

Commutaports scored highest in the quality criteria in terms of relevant experience and also their response on mobilisation and methodology scored highly particularly in their time from shelter request to installation. Their proposed approach to supply chain management and materials planning also scored highly. They set out their detailed approach to be undertaken during the potentially challenging period of Brexit, with long term stock and local supply chain, aimed at ensuring continuity of supply to SPT.

Overall Commutaports scored the highest combined score and are recommended as the preferred tenderer.

4. Conclusion

The results of the tender assessment as described in Section 3 above shows that the Most Economically Advantageous Tenderer is Commutaports Ltd.

Committee action

It is recommended the Committee approve the award of the supply and installation of aluminium bus shelters and groundworks, call off contract, to Commutaports Ltd, for a total price up to £3,693,168.22 for the 4-year period.

5. Consequences

Policy consequences:	<i>In line with Regional Transport Strategy and supporting Bus Strategy set out in Appendix 3 at http://www.spt.co.uk/documents/rtp120914_agenda7.pdf.</i>
Legal consequences:	<i>Contract will be awarded in accordance with the advertised and agreed terms and conditions.</i>
Financial consequences:	<i>This is a framework contract and will be able to be flexed in line with available funding and the contract approval limits sought within this report.</i>
Personnel consequences:	<i>None identified.</i>
Equalities consequences:	<i>None identified.</i>
Risk consequences:	<i>SPT have a well-established team and processes in place to manage the risks relating to shelter installation and all risks will be kept under review as a normal part of delivery of the bus shelter installation projects.</i>

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