



Award of Infrastructure Cleaning Contract

Date of meeting 3 November 2023

Date of report 24 October 2023

Report by Chief Executive

1. Object of report

To recommend the Committee approve the award of a contract for the cleaning and reporting of defects to bus stops and bus shelters to Confida FM Ltd.

2. Background to report

The contract will cover the cleaning and defect reporting of c.11,300 bus stops which SPT manage on behalf of the 12 unitary authorities in the SPT area and c. 3,300 bus shelters which SPT manage on behalf of 10 unitary authorities (East Ayrshire, East Dunbartonshire, East Renfrewshire, Glasgow, Inverclyde, North Ayrshire, North Lanarkshire, South Ayrshire, South Lanarkshire, and West Dunbartonshire) in the SPT area.

The contract also covers the cleaning and defect reporting of over 13,800 bus stop pole mounted information cases, and the cleaning of over 850 Real Time Passenger Information (RTPI) signs, which was a new addition to the contract.

The councils allocate budgets at the commencement of each financial year based on estimates supplied by SPT, and a portion of these budgets is allocated to the cleaning of the assets described above.

An open procurement route was chosen as it offered the simplest form of tender and maximum visibility of the requirement, in the hope that this in turn would maximise the number of bids received from direct providers. Bids were invited for the provision of the required services via Public Contracts Scotland – Tender (PCS-T), with a Contract Notice (advert) being published both Scotland and UK wide.

Three bids were received as follows:

- i. Confida FM Ltd, the incumbent provider
- ii. Churchill Contract Services, who are SPT's building cleaning provider
- iii. Ramora Ltd

The tender evaluation was progressed on the following basis:

Evaluation Stage 1 - Qualification Stage

The evaluation of the bidders' capability to undertake the services was then undertaken by the evaluation panel, predominantly via measurement of their previous experience in delivering services of a similar nature, volume, and value of those required.

Evaluation Stage 2 - Technical Assessment

A technical evaluation of the bidders' technical capabilities was undertaken, on the following criteria:

- i. Programme delivery
- ii. Employee training and retention
- iii. Monitoring

Evaluation Stage 3 – Commercial Assessment

In order to assess a competitive cost from each tenderer, each were asked to submit a pricing schedule on an indicative list of requirements for the first 12-month period of the contract.

Evaluation Stage 4 – Combined Technical/Commercial Assessment

The confirmed Technical and Commercial bids were thereafter subject to the final evaluation, which was to combine the weighted scores for each Bidder in both aspects to arrive upon the final weighted score, as set out in section 3 below.

The contract itself has significant sustainability elements embedded into its specification and requires that the awarded contractor pays the Real Living Wage (RLW) to all staff, utilises an entirely zero emission vehicle fleet within the term and enforces the use of low emission alternatives to the present petrol generated power washers within 12 months.

SPT commissioned a consultant to provide advice and guidance on how these elements may be implemented in this tender and the estimated impact of all three criteria to the budget was an increase of £62K for the vehicle replacement and recurring annual costs thereafter of £24.5K for the implementation of the RLW. The replacement of the generators was viewed as cost neutral.

The contract will be for five years with the option to extend for a further 24 months subject to performance and availability of budget, however, incorporates the stated facility to break at any point following a reasonable period of notice being given.

3. Outline of proposals

Following the tendering and evaluation process outlined above, the ranking of bidders was as follows:

Bidder Name	Weighted Technical Score	Weighted Commercial Score	Combined Score	Ranking
Confida	37.1	60	97.1	1
Churchill	40	49.4	89.4	2
Ramora	26.5	59.9	86.4	3

Based upon the top-ranking submission from Confida, a scenario of costs over the five years of the contract, incorporating estimated annual inflationary increases, is presented below:

Year 1 Charge	£371,347.21
Year 2 Charge (Est 4% Increase)	£386,201.10
Year 3 Charge (Est 3%)	£397,787.13
Year 4 Charge (Est 3%)	£409,720.75
Year 5 Charge (Est 3%)	£422,012.37
Total 5 Year Cost	£1,987,068.55

The price bid recommended for award is just over £4K per annum more expensive than currently paid, inclusive of the sustainability elements noted above.

Therefore, SPT seeks to award the Infrastructure Cleaning Contract to Confida FM Ltd for five years with the option to extend for a further 24 months subject to performance and availability of budget.

4. Committee action

The Committee is recommended to approve the award of the Infrastructure Cleaning Contract to Confida FM Ltd up to a value of £1,987,069.

5. Consequences

Policy consequences	<i>Supports the RTS vision of a high quality, sustainable and low carbon transport network shaped by the needs of all.</i>
Legal consequences	<i>Contract will be Awarded subject to the terms and conditions of contract within the Invitation to Tender.</i>
Financial consequences	<i>The costs of the proposed contract award can be contained with existing SPT revenue budgets and Council Agency Services budgets.</i>
Personnel consequences	<i>None directly.</i>
Equalities consequences	<i>The sustainability measure supporting the Real Living Wage in the contract support the RTS objective of inclusive economic through better opportunities and fairer outcomes for all.</i>
Risk consequences	<i>None directly.</i>
Climate Change, Adaptation & Carbon consequences	<i>Supports the RTS objective to reduce carbon emissions.</i>

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