



Glasgow City Council

Contracts and Property Committee

Report by Director of Governance and Solicitor to the Council

Contact: Elaine Galletly Ext: 74653

Item 6
17th September 2020

Cycle Infrastructure Framework
Tender Reference :- GCC004918CPU

Purpose of Report:
To submit details of the tenders received for the provision of a Framework for cycle infrastructure and recommend acceptance of the most economically advantageous tenders as detailed in this report.

Recommendations:
The Contracts and Property Committee is requested to approve the award of a Framework Agreement (Framework) for the provisions of cycle infrastructure to the suppliers listed in section 4 of the report.

Ward No(s): Citywide:

Local member(s) advised: Yes No consulted: Yes No

1 Background and Tender

- 1.1 The council's current annual budget for the provisions of cycle infrastructure is £210,000 and is a mix of capital and Scottish Government funding via the AQAP capital funding and Sustrans Schools Cycle Parking Grant.
- 1.2 The annual spend against each Lot is as follows Lot 1 £20,000, Lot 2 £170,000, Lot 3 £10,000 and Lot 4 £10,000.
- 1.3 The council has secured a number of funding streams as detailed in section 3 of the report and as a result there is an ongoing requirement to establish a framework agreement for the provisions of cycle infrastructure.
- 1.4 The framework is for the supply and delivery of cycle racks and for the supply, delivery and installation of secure cycle shelters within school playgrounds and shelters for on-street parking within public locations, as well cycle monitoring equipment and solar wayfinding.
- 1.5 The provision of secure cycle shelters within school playgrounds is to promote cycling to school and early behavioural change away from more sedentary and environmentally harmful methods of travel. The provision of secure on-street cycle shelters will aid in the uptake of active travel which will help promote cycling, it will also increase the much needed residential cycle parking across the city and prevent unauthorised access to the enclosures, these shelters are to be sited predominately in existing parking bays within a residential environment.
- 1.6 The provision of automatic cycle and pedestrian counters will assist with the monitoring of cycle usage throughout the city, which provides key data to allow strategic planning for future cycle routes. The solar wayfinding markers will also help to improve walking and cycling in and across the city, with solar powered bi-directional path delineation road studs being installed on carriageways, footways or footpaths.
- 1.7 A commodity team consisting of stakeholders from Neighbourhoods and Sustainability and the Corporate Procurement Team was formed to develop the strategy and deliver a new contract. Neighbourhoods and Sustainability will liaise with Educational Services in relation to the secured school cycle shelters.
- 1.8 As part of the strategy developed the framework was split into 4 distinct lots. These lots were:-

Lot	Description
1	Supply and Delivery of Cycle Racks
2	Supply, Delivery and Installation of Secure Cycle Shelters
3	Automatic Cycle and Pedestrian Counters

4	Solar Wayfinding Markers
---	--------------------------

- 1.9 It is worth noting that Lots 3 and 4 are additional requirements which were not included in the previous Framework. The Framework now incorporates items that were previously being purchased via a sole supplier justification and quick quotes. The Framework will therefore reduce the need for on-going quick quotes and will provide for a longer term solution for these products.
- 1.10 In line with the efficiency and effectiveness aim of the Council's Corporate Procurement and Commercial Improvement Strategy 2018 -2022, located at [Corporate Procurement Strategy & Annual Procurement Report - Glasgow City Council](#) (which promotes consideration of National and Collaborative Frameworks), the commodity team identified a potential Collaborative Framework. Consideration was given to the ESPO Bins, Outdoor Furniture and Associated Products Framework, reference 615.
- 1.11 The initial review of that Framework, indicated that it could not meet the requirements of the Council with only a limited range of cycle and scooter racks available.
- 1.12 It was therefore agreed that an open tender process would be the most appropriate method to deliver this Framework as there is a limited capacity within the market place and this route increases competition. The opportunity was advertised via the Official Journal of the European Union and Public Contracts Scotland.
- 1.13 The duration of the Framework is 3 years with an option to extend for a further period of up to 12 months. The Framework will commence September 2020.
- 1.14 The Framework will be utilised by Neighbourhoods and Sustainability.

2 Evaluation

- 2.1 As part of the open tender process 21 suppliers accessed the tender on Public Contracts Scotland – Tender. Of the 21, 5 suppliers submitted tender bids. Of the 16 suppliers who did not submit a bid: 1 indicated that it was not its core business; another indicated that it was not as well suited as others for this Framework at this time; and 2 indicated that this was due to a lack of current resources. The remaining contractors failed to confirm why they did not bid, however further feedback will be sought.
- 2.2 Following evaluation of the ESPD responses, 1 supplier was eliminated due to failing to meet the Health and Safety requirements. The remaining 4 suppliers were taken through to the 2nd stage of the procurement process and have been recommended for award as detailed in this report.
- 2.3 The award evaluation was based on the following criteria:-

Lot	Price	Quality	Quality Sub Criteria
1 & 2	40%	60%	Quality of Products 35%
			Service Delivery 10%
			Warranty / Parts & Services 5%
			Sustainability 5%
			Fair Work Practices 5%
3 & 4	40%	60%	Quality of Products 30%
			Service Delivery 15%
			Warranty / Parts & Services 5%
			Sustainability 5%
			Fair Work Practices 5%

2.4 Bidders were able to bid for one lot, all of the lots or the most appropriate lots in accordance with their product range.

2.5 The lots will be awarded on a direct award basis.

2.6 The evaluation of award criteria and the scoring of suppliers who have been recommended for award within each respective lot is shown in the table below:-

Lot	Description	Supplier	Total Evaluation Score	Annual Value (based on secured funding)	Rank
1	Supply and Delivery of Cycle Racks	ABT Engineering	90.48	£20,000	1
2	Supply, Delivery and Installation of Secure Cycle Shelters	Broxap	91.30	£170,000	1
3	Automatic Cycle and Pedestrian Counters	Q-Free	99.00	£10,000	1
4	Solar Wayfinding Markers	Clearview Intelligence	97.50	£10,000	1

A summary of the unsuccessful tender evaluation results can be found at Appendix A.

- 2.7 The Framework rates are fixed for the initial Framework period with an option for a price increase if the extension is taken up.
- 2.8 The anticipated annual usage is based on the available funding. For Lot 2 it is estimated that between 8 and 10 cycle shelters will be installed in school premises and 2 secure shelters will be installed at council locations, although it should be noted that the quantity can vary between the different shelter types depending on what infrastructure has been installed and what funding is available.
- 2.9 Neighbourhoods and Sustainability will monitor the supplier's day to day operational performance. Overall contract and supplier performance will be managed by Corporate Procurement Unit.

3 Policy and Resource Implications

Resource Implications:

Financial:

The secured annual funding for this Framework is £210,000 with a total value of £840,000 over the life of the Framework.

The Framework is funded via a number of funding streams and budgets as follows.

Lot 1 is 100% funding for the purchase of cycle racks and comes from a number of sources and includes:

- AQAP (Formerly AQZ) funding
- Project specific funding i.e. Connecting Woodside (Sustrans and GCC capital funding)
- Smarter Choices Smarter Places funding
- Cycle Walking Safer Routes
- Spaces for People funding has been used recently to provide additional cycle parking spaces in the city centre and schools.

Lot 2 funding is a 50/50 split for schools shelters and is available from Sustrans and AQAP funding but can also come from school budgets/school fund raising should this be available. This Lot is also supported by existing GCC Capital Active Travel budgets and grants provided through the Governments Cycle Walking Safer Routes programme.

Funding for Lots 3 and 4 will primarily come from infrastructure project budgets and would be available from a number of sources including:

- GCC capital
- SPT funding
- Sustrans funding
- AQAP funding
- Smart Choices Smarter Places funding

The split for Lots 3 and 4 would depend on the project. If they are installed as part of a Sustrans funded infrastructure project it could be 50/50 and could rise to a 70/30 split (Sustrans 70%) or both could be 100% funded.

As a result of COVID-19 there may be an increased demand as there is also likely to be further additional funding available from the Scottish Government which may increase the Framework value once this funding has been secured.

Legal: The report raises no new legal issues.

Personnel: No direct personnel implications.

Procurement: An open tender process as detailed in section 1.12 of this report.

Council Strategic Plan: The award of the Framework, and services provided under it, will help support the Council's 'Strategic Plan 2017 – 2022' under the following themes:

A Thriving Economy, priority 4 and 5.

The priorities were supported within the framework by applying the undernoted evaluation criteria weightings /conditions :

Fair working Practices – 5% across all Lots
Community Benefit – Mandatory for Lots 1 and 2

The deliverables for each of the priorities are listed below within the Sustainability Impact section.

Excellent and Inclusive Education, priority 31 and A Sustainable and Low Carbon City, priority 65

This Framework will assist in the provision of facilities to promote cycling to school and early behavioral change away from more sedentary and environmentally harmful methods of travel. Improved health and working conditions for staff and public. Monitoring of cycle usage throughout the city will provide key data to allow strategic planning for future cycle routes.

Equality and Socio-Economic Impacts:

Does the proposal support the Council's Equality Outcomes 2017-22

The procurement supports the best practice in the procurement of Goods.

What are the potential equality impacts as a result of this report?

No impacts identified

Please highlight if the policy/proposal will help address socio economic disadvantage.

Not Applicable

Sustainability Impacts:

Environmental:

All suppliers were scored on the organisations' sustainability policy and procedures which included considerations regarding increased recycling opportunities, managing their supply chain, reduction in journeys or fuel omissions during delivery or manufacture.

Social, including Article 20 of the European Public Procurement Directive:

Two suppliers pay the Real Living Wage and the remaining suppliers pay above the National Minimum wage.

Economic:

Community Benefits delivery is mandatory under this Framework for Lots 1 and 2. The council will seek to encourage delivery of Voluntary Community Benefits for Lots 3 and 4. The suppliers will deliver outcomes in line with the

Common Good:

community benefits points/requirements as stated in the tender and terms and conditions.

A summary of outcomes identified in the tender from Lot 1 are as follows:

- 1 x Work Experience Placement 16+ Years of Age

A summary of outcomes identified in the tender from Lot 2 are as follows:

- 2 x Careers Event, Industry Awareness Days or Workshops for school pupils or college students
- 2 x Workplace Visits for school pupils or college students
- 1 x School Mentoring or Enterprise Programme
- 5 x Non-Financial Support for a Community Project

**Privacy and Data
Protection impacts:**

No data protection impacts identified.

4 Recommendations

The Contracts and Property Committee is requested to approve the award of a Framework Agreement (Framework) for the provisions of cycle infrastructure to the suppliers listed below:

ABT Engineering
Broxap
Q-Free
Clearview Intelligence

Appendix A – Unsuccessful Suppliers

Lot	Supplier	Total Evaluation Score	Rank
1	Broxap Ltd	79.50	2
2	Grease Monkey Cycles	Failed to pass health and safety requirements	