

Procurement Board

The council is now holding virtual meetings. This plays a part in helping us to maintain the safety of the public, staff and councillors.

The City Mayor has asked that, as far as possible, there is still public involvement and input into the decision-making process.

Therefore, should you wish to raise a question or comment on any of the items listed, which will be presented at the meeting on your behalf, you can do so in writing, by sending an email to the address at the bottom of this agenda.

Please do this by 4.30pm on the day before the meeting is due to take place.

Further information on the coronavirus and what it means for Salford can be found on the council website - <https://www.salford.gov.uk/coronavirus>

DATE: Tuesday, 20 October 2020

TIME: 10.00 am

VENUE: Microsoft Teams Meeting

AGENDA

1 Apologies for absence

LINK TO LIVE BROADCAST

This link will work if you are using a Microsoft device. If you are using an Apple or android based device, you will need to download the Microsoft Teams app in order to view the meeting via this link.

https://teams.microsoft.com//meetup-join/19%3ameeting_ZThjYzkzMTEtODJkMi00ODI2LWFIMTAtMzFmOWRmYjlxMDNm%40thread.v2/0?context=%7b%22id%22%3a%2268c00060-d80e-40a5-b83f-3b8a5bc570b5%22%2c%22oid%22%3a%2211b92587-2ccd-43bf-a58e-1c84a3b4ee72%22%2c%22IsBroadcastMeeting%22%3atrue%7d

2 Declarations of interest

3 To approve, as a correct record, the minutes of the meeting held on 6 October 2020 (Pages 1 - 2)

4 Matters arising

5 Decision items - Part 1 (open to the public)

- 5a Request for Approval - Contract Award - Swinton Greenway (Pages 3 - 12)
- 6 Member Update on Procurement Matters - Part 1 (open to the public)**
- 6a Technical Services - Procurement Requirements (Pages 13 - 20)
- 7 Date and time of next meeting**

10:00am on Wednesday 4 November 2020 via MS Teams Live.

Contact Officer: Carol Eddleston, Senior Democratic Services Advisor
Tel No: 0161 793 3316
E-Mail: decisionmakingandscrutiny@salford.gov.uk

Procurement Board meeting held via MS Teams Live

Tuesday 6th October 2020

Meeting commenced: 10:00

Meeting ended: 10:21

Present

Councillors Hinds (in the chair) and Merry.

In Attendance

Chris Hesketh	Head of Financial Management
Anthony Hilton	Head of Strategic Procurement
Shoaib Mohammad	Assistant Director – Technical Services
Stuart Molyneux	Associate, Structure & Bridges
Chris Smith	Head of Infrastructure
Richard Tindall	Principal Engineer
Ian Worsley	Project Management Officer
Carol Eddleston	Democratic Services

1. Apologies for Absence

Apologies for absence were submitted on behalf of City Mayor Paul Dennett and Councillor Kelly.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Proceedings

The minutes of the meeting held on 23 September 2020 were approved as a correct record.

4. Matters Arising

There were no matters arising.

5. Request for Approval – Appointment of External Staff to Support the Delivery of the Infrastructure Capital Programme

Consideration was given to a report of the Strategic Director Place seeking approval to award a contract for the appointment of external consultants through the STAR Procurement Framework to support the internal technical staff to deliver grant funded infrastructure projects.

It was explained that a comprehensive review of internal resource and programme had identified that, without external technical support, The Mayor's Cycling and Walking Challenge Fund schemes would not meet the specified funding deadlines and there would be a serious risk that the funding would be withdrawn. It was confirmed that, if very significant changes had to be made to the Capital Programme, support to these schemes was flexible.

RESOLVED, THAT: a six months contract for Capital Funded External Support for the Mayor's Cycling and Walking Challenge Fund schemes be awarded to AECOM with a contract value of £140,175.00, with an option to extend the appointment for a further four months, subject to future workload and availability of funding.

6. Request for Approval – Contract Award – Peel Park Community Bike Park

Consideration was given to a report of the Strategic Director Place seeking approval to award a contract for the construction of Peel Park Community Bike Park.

The successful tenderer had made a number of pledges in relation to Social Value, including the use of a Salford based supply chain and sub-contractors, and had committed to monitoring these against national Theme/Outcome/Measures (TOMS). It was agreed that the project would be fed retrospectively into the Salford TOMS which were currently being developed.

RESOLVED, THAT: a three months contract for the construction of Peel Park Community Bike Park be awarded to Architrail Velosolutions UK Ltd with a contract value of £220,253.29, with an option to extend for a period of one month in the event that construction activities are impacted by new Covid-19 restrictions.

7. Request for Approval – A5063 Trafford Road Corridor – Growth Deal 3 and Mayor’s Challenge Fund – Appointment of Site Supervision and Project Management Team

Consideration was given to a report of the Strategic Director Place seeking approval to award a contract for the Site Supervision Team for the A5063 Trafford Road Improvements Scheme.

The Trafford Road Corridor Project was a Growth Deal 3 Major Project with additional funding from the Mayor’s Challenge Fund for Cycling and Walking and local match funding. The project aimed to improve the infrastructure to deliver Improved capacity for vehicles and reduced congestion, improved pedestrian and cycle connectivity and support for continued growth and better neighbourhood connections The scheme would achieve this by introducing new layouts at key junctions and enhancing facilities for pedestrians and cyclists’ movements both along and across Trafford Road.

The council was obliged to appoint the contractual Project Manager and Supervisor under the terms of the construction contract for the works. A review of the City Council’s own capacity to supervise the contract was undertaken to assist with determining the best approach for this project but the team was working on a substantial programme of grant funded work did not have the capacity to undertake this role.

It was surprising that no other bids had been submitted but AECOM had scored consistently highly on quality in the tender questionnaire and showed a clear methodology and good understanding of the project requirements.

RESOLVED, THAT: a 26 months contract for the provision of professional services for the site supervision of the A5063 Trafford Road Improvements Scheme main works contract and project management of the scheme through to its completion be awarded to AECOM with a contract value of £330,331.25, with an option to extend for an additional 12 months.

Part 1: Open to the public

REPORT OF
The Strategic Director for Place
TO
Procurement Board
ON
20th October 2020

TITLE: Approval to Award the Contract for Swinton Greenway

RECOMMENDATION:

That Procurement Board approve the award of the Contract for Swinton Greenway as detailed in the table below:

1. Approve the appointment of P Casey (Land Reclamation) Ltd, subject to Greater Manchester combined Authority approval of Full Business Case and Delivery Agreement at a cost of £4,088,750.19, to undertake the main works on the Swinton Greenway project.
 2. Approve the creation of a purchase order to P Casey (Land Reclamation) Ltd, to the value of £4,088,750.19, to enable payments to be made to the contractor
 3. Approval of a risk allocation totalling £512,433.00.
-

Detail required	Answers	
Title/Description of Contracted Service/Supply/Project	Swinton Greenway	
Name of Successful Contractor	P Casey (Land Reclamation) Ltd	
Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i>		
Type of organisation <i>(to be supplied by Corporate Procurement)</i>	Public Limited Company	
Status of Organisation <i>(to be supplied by Corporate Procurement)</i>	Non-SME	
Contract Value	£4,088,750.19	Full Project

Other Costs	£512,433.00	Risk Allowance
Contract Duration	12 months	
Contract Start Date	Click here to enter a date.	
Contract End Date	Click here to enter a date.	
Optional Extension Period 1	months	
Optional Extension Period 2	months	
Who will approve each Extension Period?	Choose an item.	
Contact Officer (Name & number)	Matthew Mollart 779 6184	
Lead Service Group	Place	
How the contract was procured? (to be supplied by procurement)	Mini Competition	
Framework Details (where applicable) (procurement body, framework reference & title, start/ end date)	SCC Landscape Framework	
Funding Source	Mayors Challenge Fund S106 – Local Match	
Ethical Contractor	Mayor's Employment Charter Committed to sign up to charter	<input type="checkbox"/> <input type="checkbox"/>
	Accredited Living Wage Employer	<input type="checkbox"/>

EXECUTIVE SUMMARY:

Swinton Greenway gained programme entry to the Mayors Challenge Fund (MCF) in November 2018.

A report was taken to Procurement Board on the 19th February 2020 and subsequently approved, that sought approval to the proposed procurement route and the delegation of authority in relation to the submission of the FBC and production of the required Grant Funding Agreement.

This report discusses the Procurement and the evaluation processes that have taken place to identify the preferred principal contractor for the Swinton Greenway project and who is being sought approval to appoint and create a purchase order for, subject to confirmation of Full Business Case (FBC) approval from GMCA.

The overall project is valued at £5,768,109.89, comprising £4,693,109.89 of Mayors Challenge Fund (MCF) and £1,075,000.00 of Local Match funding from Salford City Council. The MCF Funding must be spent by March 2022.

BACKGROUND DOCUMENTS:

Swinton Greenway Report to Property and Regeneration Briefing 10th February 2020

Swinton Greenway Report to Procurement Board for Decision 19th February 2020

KEY DECISION:

Yes

DETAILS:

1. Background

- 1.1 The Swinton Greenway proposals will enhance both the off-road and on-road routes to encourage the communities in and around the Greenway to make more sustainable journey choices such as walking and cycling, creating healthier and more attractive neighbourhoods and places to live.
- 1.2 The enhancements include a number of additional links to the wider communities, providing connections to the main route for Monton Green Primary School, Eccles College, Oakwood & Chatsworth High Schools and Community College and Springwood Primary School, all of which will have direct access to the route once completed.
- 1.3 The route will be as accessible as possible and for as many users as possible, being a minimum of 3m in width wherever it can be and will cover a total length of nearly 7km, 5km of which will be off road and the remainder being on road.
- 1.4 The on-road upgrades include enhancements to the highway and footway which include the introduction of several controlled pedestrian crossings to help reduce the severance impact to the local communities.

2. Detail

- 1.5 As described in the report to Procurement Board of 19th February 2020, Swinton Greenway, once completed will provide an attractive and entirely vehicular traffic-free route between Swinton and Monton. The scheme will provide a highly attractive, safe, illuminated, direct route between Swinton and Monton, effectively reducing the distance between the two centres, making more active transport modes a more attractive choice in comparison to driving.

3. The Procurement Process

- 1.6 The procurement route selected for Swinton Greenway was the city councils existing Framework for 'Landscaping and Associated Services', which has successfully delivered similar projects for Salford over the last eight years and has delivered over 55 projects in total.
- 1.7 The project went to tender on the 26th March 2020 and owing to the Coronavirus pandemic and the restrictions and implications thereof, saw a 12-week tender period with tenders returned on 18th June 2020.
- 1.8 All seven tenderers on the framework were invited to tender in the form of a mini competition, of which five returned tenders, all of which were compliant in their return.
- 1.9 The tender evaluations were undertaken by representatives of the Engineering and Landscape, Quantity Surveying and Infrastructure teams who have been involved in the design of the project and in the preparation of the tender documents.
- 1.10 The tenderers were asked six questions in the quality section of the mini tender, covering a range of criteria; Project Management and Quality, Traffic Management and Site Access, Project Programme, Project Liaison and Social Value. With Social Value commanding 20% of the Quality score available.
- 1.11 Based upon the scoring criteria, P Casey (Land Reclamation) Ltd received the highest overall score and was deemed the most economically advantageous

tender, based upon the quality and pricing assessment. And in turn, are the contractor recommended for award. A summary table is shown below;

Tender Nr	Total Score - Quality Max 40%	Total Score - Finance Max 60%	OVERALL SCORE	Ranking
1	31.00%	39.18%	70.18%	5
2	27.00%	58.44%	85.44%	2
3	28.00%	50.17%	78.17%	4
4	19.00%	60.00%	79.00%	3
5	32.00%	57.24%	89.24%	1

1.12 The tenderer who returned the lowest tendered price has not be recommended for award, as it is the overall score that award is based upon and Tenderer 5 (P Casey (Land Reclamation) Ltd) had the overall best score, whilst also scoring the highest Quality Score.

1.13 Works are expected to commence in December 2020 and be completed in December 2021. Exact dates are subject to the award of the necessary Business Case, which is expected to be in November 2020.

4. Social Value

1.14 The tender documentation asked six questions of the tenderer in the Quality section of the tender. Of these six questions, two were specifically related to Social Value, with these two questions carrying 50% of the maximum Quality score available (max available 40%)

1.15 P Casey (Land Reclamation) Ltd response to the Social Value question was scored highly, that look towards meeting several Salford City Councils Social Value Aims.

- 1.16 As part of the tender process, each tenderer was asked to commit to a Social Value contribution of a £40,000 and provide a priced schedule detailing the items that make up their proposal.
- 1.17 The priced social value schedule provided by P Casey (Land Reclamation) Ltd is shown in Appendix A, inclusive of the calculated Socio-Economic return on investment that can be expected.
- 1.18 In addition to the seven commitments noted, the project will communicate to the utilise a range of communication methods to engage with local residents and communities that surround the Swinton Greenway project. Methods such as;
- Project Information Booklets
 - Community Engagement Event
 - Newsletters
 - Drop-In sessions
 - Customer Care Line
 - On Site Signage
 - It is anticipated that Commonplace will act as a homepage for the project, where news, updates, photographs, diversion routes etc can be posted.

5. Risk

- 1.19 Risk for the project has been calculated through monetising the designers Risk Register and through several specific risk workshops throughout the design process where the knowledge and experiences gained from delivering projects of a similar nature were incorporated into risk allocation. The total risk allocation is £512,433.00.
- 1.20 Risk will be monitored throughout the project delivery and with the risk allocation in place, it will allow for timely resolutions of any change that may occur when on site in a cost-effective manner.

6. Funding

- 1.21 The scheme is being funded through Mayors Challenge Fund (MCF) and Local Match in the form of S106.
- 1.22 The Business Case required to secure the funding for Swinton Greenway was submitted for approval on 28th August 2020 with approval expected from GMCA by 30th October 2020.
- 1.23 The approvals being sought as part of this Procurement Board report are conditional subject to Business Case approval being granted.

7. Consultations

- 1.24 Traffic Regulation Orders for the scheme have been advertised, with a number of objections received.
- 1.25 The design team are working through the objections and will be taking the objections for decision at the Lead Member Meeting of 10th November 2020.

8. Conclusion

- 1.1 It is recommended that Procurement Board gives their approval to;
 - 1. The appointment of P Casey (Land Reclamation) Ltd, subject to Greater Manchester combined Authority approval of Full Business Case and Delivery Agreement at a cost of £4,088,750.19, to undertake the main works on the Swinton Greenway project.
 - 2. The creation of a purchase order to P Casey (Land Reclamation) Ltd, to the value of £4,088,750.19, to enable payments to be made to the contractor
 - 3. A risk allocation totalling £512,433.00.

KEY COUNCIL POLICIES:

Salford 2025, a Modern Global City.
Transport in Salford 2025.

EQUALITY IMPACT ASSESSMENT AND IMPLICATIONS:

The proposed project has been designed by Salford City Council Landscape Architects and Highway Engineers, in consultation with Transport for Greater Manchester, who are satisfied that the work complies with the Equality Act and highway safety standards.

ASSESSMENT OF RISK: Medium

Detailed designs have been drawn up for the project and the submitted tender price reflects this.

A risk management process is in place, with a project risk allocation identified. Risk will be monitored throughout the project delivery and with the risk allocation in place, it will allow for timely resolutions of any change that may occur when on site in a cost-effective manner.

SOURCE OF FUNDING:

The scheme is being funded through Mayors Challenge Fund (MCF) and Local Match in the form of S106.

The Business Case required to secure the funding for Swinton Greenway was submitted for approval on 28th August 2020 with approval expected from GMCA by 30th October 2020.

LEGAL IMPLICATIONS: Supplied by: Tony Hatton 29.09.20 x219 6323

When commissioning contracts for the procurement of goods, services, or the execution of works, the Council must comply with the Public Contracts Regulations 2015 (PCR) and its own Contractual Standing Orders (CSO's), failing which a contract may be subject to legal challenge from an aggrieved provider. The proposed award of the contract follows a call off exercise in accordance with the Council's Landscape and Associated Services Framework referred to in the body of the report.

The purpose of a framework agreement is to select through a procurement/ evaluation process a number of providers who can meet the service requirements of a contracting authority, as and when those services are required. If they are required then the Council will undertake an exercise to call off the services from one or more of the providers who have been selected to be on the framework and this may be through any number of ways e.g. mini-competition, direct allocation etc. depending on the circumstances. A contract will then be formed between the Council and the chosen provider/s.

Submissions were evaluated on the most economically advantageous tender basis in line with procurement procedures resulting in the proposed award of the contract to P. Casey (Land Reclamation) Ltd. The procurement procedures therefore appear robust and compliant with the requirements of the Council's CSO's and public procurement legislation.

The report also refers to a proportion of the funding for the works coming from s106 funds. The expenditure must be in accordance with the terms of the relevant planning obligations. Should the Council allocate S106 funding outside of the conditions within the agreements, or outside the timescales, or in breach of applicable Regulations, a developer may challenge that decision and claim back contributions.

FINANCIAL IMPLICATIONS: Submitted by: Natalie Birchall 30.09.20

Full business case was submitted for approval on the 28th August 2020 with approval expected by the 30th October 2020.

Funding to appoint contractor P Casey (Land Reclamation) Ltd, to the value of £4,088,750.19 will be funded from a mix of MCF and S106 contributions.

The council have been awarded £4.693m MCF and have secured £1.075m S106.

The approvals being sought as part of this Procurement Board report are conditional subject to Business Case approval being granted.

PROCUREMENT IMPLICATIONS: Supplied by: Deborah Derbyshire x 6244
06.10.20

The project was procured by way of a mini competition through Salford's City Council Landscaping Framework. The Framework is compliant with the Procurement Contract Regulations and the Councils Contractual Standing Orders.

HR IMPLICATIONS: Supplied by:

n/a

CLIMATE CHANGE IMPLICATIONS:

Supplied by: Matthew Mollart in consultation with Michael Hemmingway

Once completed the project will support active travel modes through improvements to the quality of the facilities provided for walking and cycling in Swinton and Monton. It will also improve access to public transport and therefore enable more sustainable travel choices to be made.

These more sustainable travel choices will help reduce co2 emissions, that are linked to global warming and reduce the number of private vehicles on the roads, helping create a nicer environment to walk and cycle.

OTHER DIRECTORATES CONSULTED:

Environmental

Services.

CONTACT OFFICER:

Matthew Mollart – infrastructure Team – 0161 779 6184

WARD(S) TO WHICH REPORT RELATE(S):

Specify the ward(s) affected, if all wards, state this fact.

Eccles and Swinton South



Technical Services – Procurement Requirements

Oct 2020

Overview

Following the return of Technical Services to Salford City Council in Feb 20 we have,

- reviewed the procurement arrangements that were put in place to prepare for the Transition and;
are working with the individual teams to look forward to future procurement requirements.

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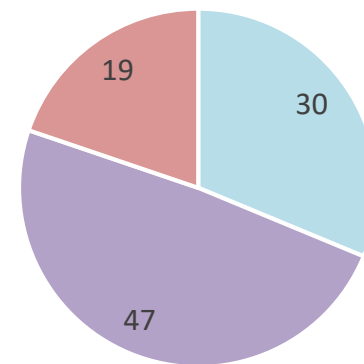
From this we have a list of all current suppliers and contracts which will allow us to work with the Procurement Team and specific teams to plan ongoing procurement activities.

- There were 96 suppliers to Technical Services providing a range of products from software and licences, construction materials, subcontractors and consultancy services.
- The value of the individual goods, material or services commissioned as part of the transition ranged from <£1k to up to £4m (Minor Civils Framework)

Summary

- 96 suppliers that were set up in advance of the transition, including 30 ICT systems and Licences across the teams.
- There were also a number of exceptions (8), contract novations (2) and short term contracts (1) that were put in place and will need to be reviewed by Feb 21.
- The split of suppliers between ICT software & licences, subcontractors and materials is shown in the chart.
- The majority of suppliers (55), especially the materials, are for the Highways Construction Service Area.

Number of Suppliers



■ Software & Licences ■ Materials ■ Subcontractors

Software & Licences

- 30 different licences, subscriptions and systems were purchased for Technical Services and Property as part of the transition. Where possible, the same licences were purchased to minimise the disruption to the service.
- Working with ICT and Procurement, we aim to review the usage of these licences and confirm the plan for future software and system requirements.
- 11 of these licences need to be reviewed before they are due to renew before Feb 21. IT work plan for coming months will need to input into this review.
- There is a longer term piece of work (2022) to review the Highways Construction Job costing and Stock Management (CPA and Microtech) and time recording systems (Timeware) to understand the best solution for these requirements.

Highways Construction Services

- Minor Civils Framework - Replacement to be in place by Apr 21. It will be a longer contract length (up to 4 years), cover a wider scope of services and an OJEU Procedure.

Minor Civils Lots - TBC

1. Minor Civils (values TBC)
2. Specialist Surface Treatments
3. Drainage
4. Crash Barriers
5. Structures & Bridges
6. Landscape
7. Coring/Analysis/Testing
8. Site Investigations

- Job Costing & Stock management System – CPA & Microtech
- Subcontractors - Road Lining, waste removal, tools, signage etc
- Materials – review of suppliers, usage and forward requirements for the materials to understand necessary procurement.

Consultancy Services

- Consultancy Services are currently provided by Capita and Aecom to Technical Services.
- Aecom commissions have been coordinated by the Infrastructure Team and are in relation to the delivery of Grant funded projects EG MCF schemes.
- Capita is providing Project Management and Full Design Team Services. This was awarded under the CCS Framework until Jan 22 as part of the Transition.
- Once these arrangements come to an end we will need to identify a suitable replacement for the required consultancy services from Bloom / Other existing Frameworks.
- The scope of services where there is an ongoing requirement is to be agreed but likely to cover;

Consultancy Requirements - TBC

1. Project Management (Project Lead)
2. Civil and Structural Engineer Services
3. Environmental Services Advice
4. Health and Safety Advice
5. Others TBC

Next steps

Work with the Procurement Team to,

- Agree the priorities for procurement activity with the individual service areas.
- Identify any areas where number of suppliers or products can be brought together or made more efficient.
- Agree the Procurement Plan and timelines for key commissions and routes to market.

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