

**Report of: Waste Management Business Officer (Contracts)**

**Report to: Director for Environment and Housing**

**Date: 4<sup>th</sup> November 2015**

**Subject: Award of contract to supply 3 Hookloader Vehicles for use in Household Waste Site Operations**

**Framework Ref: YORE-9AKZA Call Off: 9ZBA-NZIL4R**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: <b>10.4 (3)</b> Appendix number: <b>Appendix 1</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

## SUMMARY OF MAIN ISSUES

- 1 The Director for Environment and Housing gave approval in May 2014 for an Environment and Housing vehicle replacement programme. The programme included replacements for hookloader vehicles (4607, 08 and 09) from the Household Waste Sites which had been identified by Fleet Services as being beyond their normal life.
- 2 A Call Off from the Councils existing Vehicle Framework (YORE 9AKZA) has been conducted for the hookloader vehicles. A single submission was received from Northside Truck and Van Ltd for 3 Mercedes Arocs 3236k.

## RECOMMENDATIONS

- 3 The Director for Environment and Housing is recommended to note the contents of this report and approve the purchase of 3 Mercedes Arocs 3236k from Northside Truck and Van Ltd under the Council's Vehicle Framework.

## **1 PURPOSE OF THIS REPORT**

- 1.1 Contract Procedure Rule 18.5 requires that a decision to award is made by the relevant Officer through the delegated decision process.
- 1.2 The purpose of this report is to brief the Director on the process adopted for the procurement and advise of the outcome it has achieved in order to demonstrate that a fair and transparent process has been followed.
- 1.3 The report seeks approval for the purchase of the replacement hookloader vehicles from Northside Truck and Van Ltd.

## **2 BACKGROUND INFORMATION**

- 2.1 In May 2014 The Director for Environment and Housing approved through the DDN process capital spend of £3.2m (scheme 16945) for a replacement vehicle programme covering up to 47 vehicles, 21 of which were identified for the Waste Management service.
- 2.2 The Council has an established Vehicle Framework Contract (YORE – 9AKZA) with a number of suppliers in different categories from which mini completion exercises or Call Offs can be made. By having this arrangement in place purchases are effectively streamlined as the approved providers are already prepared.

## **3 MAIN ISSUES**

- 3.3 Fleet Services have conducted a Call Off exercise from the vehicle framework for replacement hookloader vehicles as identified in the replacement programme. Vehicles 4607, 4608 and 4609 are beyond their normal life and will be replaced with new fleet.
- 3.4 All Call Offs from the framework are evaluated on a 60% price, 40% quality basis.
- 3.5 The exercise only received 1 tender submission from Northside Truck and Van Ltd. for the supply of 3 Mercedes Arocs 3236k 8 x chassis complete with multilift XR26T hooklift equipment and multicover sheeter.
- 3.6 The price information is shown in Appendix 1.

## **4 CORPORATE CONSIDERATIONS**

### **4.1 Consultation and Engagement**

- 4.1.1 It is not considered that the content of this report or the recommendations made will have a significant impact on any particular ward or community, and as such no consultations have taken place.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.2 An Equality Impact Assessment has been completed and it is not considered that the content of this report or the recommendations made will have any impact on any specific individual or group in terms of equality, diversity, cohesion and integration.

### **4.3 Council policies and City Priorities**

- 4.3.1 It is paramount that procurements in the authority are undertaken with a view to ensuring openness, transparency and fairness. This procurement has been undertaken through a formal competitive exercise and the award will be based on an evaluation which achieves a cost/quality balance which subsequently offers best value to the authority. All appropriate governance arrangements have been followed throughout.
- 4.3.2 Fleet Services use procurements as opportunities to drive vehicle improvements and the use of vehicles with the latest Euro exhaust emission standards contributes to the Local Transport Plan by reducing the Councils business travel CO<sup>2</sup> emissions. This is particularly important for these types of vehicles as the use of landfill sites prevents the use of alternative fuel.

### **4.4 Resources and value for money**

- 4.4.1 Through establishing a framework contract and then undertaking Call Offs from that arrangement competitiveness has been introduced in the market place and will act to drive down prices.
- 4.4.2 The capital cost is included in the capital programme with the financing costs being fully provided for as part of the Authority's total borrowing requirements.

### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 Fleet Services have complied with EU Public Procurement Regulations and the Councils CPRs in the framework procurement.
- 4.5.2 Appendix 1 to this report has been marked as exempt under the Access to Information Procedure Rules 10.4(3) on the basis that it contains information relating to the financial affairs of the authority which, if disclosed to the public would, or would likely to prejudice the commercial interests of the Council. It is considered that the public interest in maintaining this information as exempt outweighs the public interest in disclosing the information.
- 4.5.3 The decision to purchase the vehicles is an administrative decision not eligible for call in as it is within an approved budget and already covered by previous key decisions.

### **4.6 Risk Management**

- 4.6.1 If the recommendation to award and purchase the vehicles outlined in the report is not followed then there will be a delay in the Household Waste Site team having the necessary equipment to undertake work in a key area of the Waste Management Service.
- 4.6.2 The contract risks of the framework are monitored and managed by Fleet Services.

## **5 CONCLUSIONS**

- 5.1 A vehicle framework has been established with the purpose of fulfilling fleet replacements as required through Call Off orders. Such a replacement, for hookloader vehicles, has been approved by the Director for Environment and Housing.
- 5.2 The outcome of the Call Off is to purchase 3 Mercedes Arocs 3236k from Northside Truck and Van Ltd.

## **6 RECOMMENDATIONS**

6.1 The Director for Environment and Housing is recommended to note the contents of this report and approve the purchase of 3 Mercedes Arocs 3236k from Northside Truck and Van Ltd under the Councils Vehicle Framework.

### **6.2 BACKGROUND DOCUMENTS<sup>1</sup>**

6.1 In compiling this report no additional background papers were used.

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.