



Report of Head of Fleet Services

Report to Chief Officer, Civic Enterprise Leeds

Date: 15th April 2016

Subject: Award of Contracts for purchase of new welfare coachbuilt buses and welfare van conversion buses for Passenger Services identified on the 2016/17 replacement programme

Are specific electoral Wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, name(s) of Ward(s):		
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?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: 10.4 (3)		

Summary of main issues

1. A delegated decision for the purchase of replacement vehicles identified for the financial year 2016/17 was approved on the 9th February 2016 .
2. Following recent procurement exercises managed by the Council's Fleet and Procurement, Fleet Services are now ready to award contracts for the supply of up to 7 no. Coachbuilt Welfare buses and up to 18 no. Welfare Van conversions.
3. The Fleet Replacement Process ensures that alternative fuel options are considered and vehicle emissions are assessed to ensure that the lowest emission vehicles are identified. Where alternative fuel options have been considered, but suitable options are either not available, or feasible due to electric vehicle charging infrastructure limitations, or operational requirements the lowest emission options will be specified. In order to ensure that the council's low emission strategy is being adhered to Euro 6 diesel versions will be specified as they will meet compliance with DEFRA's proposed Clean Air Zone due by 2020.
4. This is a tender exercise has been for supplying new welfare coachbuilt and van converted buses and the evaluation panel have identified which suppliers have

been awarded the contract, as set out in the tender documents. The total amount for procuring these vehicles is £1,255,490.88.

Recommendations

To seek approval from the Chief Officer CEL to award the contract for the purchase of 6 no. coachbuilt welfare buses and 17 no. welfare van conversion buses to Treka Bus at a cost of £1,255,490.88.

1 Purpose of this report

To seek approval from the Chief Officer CEL to award the contract for the purchase of 6 no. coachbuilt welfare buses and 17 no. welfare van conversion buses to Treka Bus at a cost of £1,255,490.88.

2 Background information

- 2.1 A delegated decision to purchase various vehicles identified for replacement for the financial year 2016/2017 was approved on the 9th February 2016 (D43300).
- 2.2 The specific tenders were advertised in April 2016 on the Council's electronic tendering portal – www.yortender.co.uk, and companies responded with a tender. All tenderers had to meet a desired specification to be eligible to have their price submission evaluated. The successful tenderers will then be awarded the contracts.
- 2.3 Fleet Services undertook competitive procurements with a return date of the 7th April 2016 on behalf of Passenger Services and this report specifically relates to two contract awards for 6 no. coachbuilt welfare buses and 17 no. welfare van conversion buses.

3 Main issues

- 3.1 A full tender evaluation exercise was completed with each of the suppliers required to meet the requirements of the specifications complete to meet the latest Euro 6 exhaust emission standards.
- 3.2 8 suppliers were invited to tender for both the coachbuilt welfare and van converted welfare buses. Out of the eight there were 3 submissions for the coachbuilt welfares and four submissions for the van conversions.
- 3.3 Submissions are evaluated on a price at 60% and quality of 40%
- 3.4 The quality evaluation consisted of evaluating method and quality statements.
- 3.5 Treka Bus who will be awarded the contract have been vetted by procurement, e.g. company details, accounts, insurance and references sought and have passed the vetting process.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Fleet Services have consulted with service managers within the Directorate on the specifications of all the welfare vehicles being purchased. The new welfare buses will meet the specification required by the service to operate.
- 4.1.2 Fleet Services have worked with the Cutting Carbon and Improving Air Quality Breakthrough project to ensure that vehicles being purchased support the strategic work to reduce emissions from our fleets and make a contribution to improving public health through improving Air Quality. Fleet Services are consulting with senior managers to ensure that vehicles purchased will also be compliant with government legislation to enforce a Clean Air Zone in Leeds.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality, Diversity, Cohesion and Integration screening report was considered as part of the original delegated decision. This concluded a full Equality Impact Assessment was not required.

4.3 Council policies and City Priorities

- 4.3.1 The vehicles have been procured in accordance with the Council's procurement policies.
- 4.3.2 This report draws attention to co-ordinated working that demonstrates a contribution towards the following priorities contained in the Best Council Plan:
 - Achieve the savings and efficiencies required to continue to deliver frontline services
- 4.3.3 The report highlights the contribution to the following Council Business Plan priorities:
 - Developing Leeds as a Low Carbon city
 - A carbon reduction target of 40% by 2020
 - Improving the city's Air Quality through reductions in harmful pollution from diesel engines
 - Spending Money Wisely – Achieving VFM in respect of its fleet replacement programme
 - Ensuring that Leeds City Council's Fleet will be compliant with the introduction of a Clean Air Zone by 2020 in line with Government Legislation.

4.4 Resources and value for money

- 4.4.1 The expenditure for this procurement exercise is funded through the capital programme.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The contract award is a consequence of a previous delegated decision. As a result, it is classed as an administrative / significant operational decision and is therefore not subject to call in.

4.6 Risk Management

- 4.6.1 There remains the risk that unsuccessful tenderers may present a legal challenge to the results of this procurement exercise. However this risk has been mitigated as the evaluation clearly stated which information or lack of information would constitute a 'fail' through the extensive evaluation programme developed for this tender. They will be given feedback as to why their bid was unsuccessful.

5 Conclusions

- 5.1 A competitive procurement exercise has been completed and the costs of the replacements are within the approved budget.

6 Recommendations

To seek approval from the Chief Officer CEL to award the contract for the purchase of 6 no. coachbuilt welfare buses and 17 no. welfare van conversion buses to Treka Bus at a cost of £1,255,490.88.

Background documents¹

None

¹ 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.