

**Report to**      **The Chief Officer (Highways & Transportation)**

**Date:**            **4th September 2017**

**Subject:**        **Approval to Tender the Ground Investigation 2017/19 Contract**

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: CPR 21	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### Summary of main issues

1. This report seeks approval from the Chief Officer (Highways & Transportation) to tender the Ground Investigation Contract.
2. The Ground Investigation Contract is utilised by the Geotechnical Section to procure ground investigations which it carries out for Highways & Transportation, other Directorates in Leeds and several local authorities in the Yorkshire Highway Alliance.
3. The contract will be awarded to all compliant tenderers for a two year period with the facility to extend for a further two years. Works orders will be issued on an individual basis from the priced schedule of rates in the framework contract.
4. The previous contract has expired with no ability to extend the contract any further.

### Recommendations

5. The Chief Officer (Highways & Transportation) is requested to approve the recommendation to tender the Ground Investigation 2017/19 Contract with a two year contract period and with the facility to extend for a further two years.

## **1 Purpose of this report**

- 1.1 The purpose of this report is to obtain the Chief Officer (Highways & Transportation) approval to tender the Ground Investigation 2017/19 Contract.

## **2 Background information**

- 2.1 The Ground Investigation Contract is utilised by the Geotechnical Section to procure ground investigations which it carries out for Highways & Transportation, other Directorates in Leeds and several local authorities in the Yorkshire Highway Alliance.
- 2.2 It has proved over the years to be an efficient and cost effective way of procuring ground investigation works. Works orders are issued on an individual basis from the priced schedule of rates in the framework contract.

## **3 Main issues**

- 3.1 A new contract is required to replace the existing contract which has expired.
- 3.2 It is proposed the new contract be awarded to all compliant tenderers which are accredited to undertake ground investigation works. This will ensure the availability of alternative specialist resource should the preferred contractor be unable to carry out the works.
- 3.3 To ensure the contractor(s) maintain an excellent level of service, it is proposed that the contract is for two years with the option to extend up to a maximum of four years.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Consultation has taken place with the Finance Section who confirmed that the funding is available from both capital and revenue budgets as and when the works are required.

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

- 4.2.1 An EDCI screening has been completed and is attached as Appendix A. This indicated that an Equality Impact Assessment is not required for what is being proposed.

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

- 4.3.1 The proposed tendering of this contract will provide an efficient method of procuring these essential works and the approach is consistent with the aims contained within the Council's Spending Money Wisely Policy.
- 4.3.2 Although this contract is primarily to meet the needs of Leeds the Geotechnical Section uses this contract To undertake collaborative work on behalf of Yorkshire Highway Alliance Members

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

- 4.4.1 The tender of this Contract is an efficient use of council resources and is judged to be value for money in comparison to preparing tenders for each individual order
- 4.4.2 The contract will be awarded to all contractors submitting a compliant tender. The Contractors will be offered, subject to satisfactory performance, the opportunity to revise their rates annually.

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

- 4.5.1 This is a Key decision due to the value of the works that could be ordered through the framework contract and is subject to Call In. There are no specific legal implications arising from this report. All activities relating to the proposed contract have been executed strictly in accordance with the Council's Contract Procedure Rules.

### **4.6 Risk Management**

- 4.6.1 The award of this contract to retain the ability to call off works will maintain efficiencies in procuring work.

## **5 Conclusions**

- 5.1 The tender of this Contract is an efficient use of council resources and is judged to be the most efficient and provide best value for money in comparison to tendering individual work packages.

## **6 Recommendations**

- 6.1 The Chief Officer (Highways & Transportation) is requested to tender the Ground Investigation 2017/19 Contract with a two year contract period and with the facility to extend for a further two years.

## **7. Background documents<sup>1</sup>**

- 7.1 Equality Impact Assessment Attached.

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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.