

Report of: Head of Service Fleet

Report to: Director of Resources and Housing

Date: 30th September 2019

Subject: Authority to Award Specialist and Associated Vehicle Repairs Supplier Contract

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<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
Will the decision be open 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: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- Fleet Services are responsible for ensuring that Leeds City Council's (LCC) Fleet of 1100 vehicles are fully maintained, serviced and repaired in full compliance with the Road Vehicles (Construction and Use) Regulations 1986 and Road Traffic Act 1988. In order to deliver on this Fleet Service has a team of fully qualified engineers to service and maintain their vehicles but also rely on specialist and ancillary vehicle repair suppliers to compliment the in-house resource and supplement any gaps in specialisms.
- Leeds City Councils fleet of vehicle are gradually being replaced with more diverse fuel options such as Electrical, Compressed Natural Gas (CNG), gas hybrid and petrol hybrid and also more technically advance vehicles which require more specialist repair services in Auto Electrical, CCTV and Hydraulic amongst others.
- To meet the challenge of the technical changes and in the process of maintaining LCCs fleet of vehicles the Service has upskilled it workforce and built up a network of specialist and associated vehicle repair suppliers who can replicate and supplement the skills of the in-house resource and provide those extra skills needed for specialist repairs such as the Auto Electrical and CCTV.
- The provision and use of these suppliers has been through the use of a series of waivers and low value procurement exercises which the Service are now finding very time consuming as the demand for these services has grown.

- It is now the intention of the Service to put in place a framework contract to secure the services of these specialist and associated vehicle repair suppliers to ensure the skills and service are available to maintain LCC Fleet and to introduce efficiencies into commissioning of these services.
- The framework contract is split into eight Lots which cover key specialist skills as well as those skills that will supplement the in-house resource. It is estimated the annual value of all four Lots will be £90,000.
- This report is to seek Authority from the Director of Resources and Housing to award the framework contract for the supply of specialist and associated vehicle repair suppliers which are detailed in this report. The new framework contract will be until 31st March 2021 with the option to extend for a further two x 12 months.

2. Best Council Plan Implications (click [here](#) for the latest version of the Best Council Plan)

- Improving air quality, reducing pollution and noise.
- Promoting a more competitive, less wasteful, more resource efficient, low carbon economy.

3. Resource Implications

- The use of this framework will reduce the resources needed from both operational and support services.
- It will negate the need to run numerous quotations and will therefore provide a value for money solution to the need of many repairs to vehicles and equipment that cannot be done in-house.

Recommendations

It is recommended that the Director of Resources and Housing approves the award of specialist and associated vehicle repair contract will be until 31st March 2021 with the option to extend for a further two x 12 months commencing the 1st October 2019 as below:-

Lot 5.	Tail Lift repairs	1 st Place	Newworld Mechanics Ltd
		2 nd Place	Tail Lift Maintenance Ltd
Lot 9.	Air Conditioning service and repairs		
		1 st Place	Autotec & David Peel Auto Electricians Ltd
		2 nd Place	Newworld Mechanics Ltd
Lot 10.	LGV MOT DOE Testing and Tachograph calibration		
		1 st Place	Autotec & David Peel Auto Electricians Ltd
		2 nd Place	Newworld Mechanics Ltd
Lot 11.	Specialist Gearbox Repairs		
		1 st Place	Newworld Mechanics Ltd
		2 nd Place	n/a

1 Purpose of this report

- 1.1 This report is to seek Authority from the Director of Resources and Housing to award the framework contract for the supply of specialist and associated vehicle repair suppliers which is detailed in this report. The new framework contract will be until 31st March 2021 with the option to extend for a further two x 12 months.

2 Background information

- 2.1 Fleet Service Vehicle maintenance section carry out repairs to the Councils fleet vehicles from small vans up to 32 tonne refuse vehicles, over 7 days per week, many repairs require additional specialist and associated vehicle repair support either through the through peaks of work or shortage of specialist skills sets.
- 2.1 The municipal fleet vehicles are complex in nature and there are often requirements to call in addition support from specialist suppliers to ensure optimum “up time” of the fleet and reduce down time.
- 2.2 In order to meet the operational requirements and legislative compliance the vehicles require regular services and inspections. Many of the municipal fleet are complex with Euro 6 chassis, hydraulic and pneumatic systems and more recently EV electrical and hybrid vehicles.
- 2.3 Vehicles with their individual complexities often require specialist repairs currently covered through appropriate governance procedures.
- 2.4 In order to find efficiencies and secure the commitment from service providers Fleet Services requires a specialist and associated vehicle repair framework contract to provide this additional support and ensure that the authorities fleet can be service and maintained in a timely manner

3 Main issues

- 3.1 Fleet Services are responsible for ensuring that Leeds City Council’s (LCC) Fleet of 1100 vehicles are fully maintained, serviced and repaired in full compliance with the Road Vehicles (Construction and Use) Regulations 1986 and Road Traffic Act 1988. In order to deliver on this Fleet Service has a team of fully qualified engineers to service and maintain their vehicles but also rely on specialist and ancillary vehicle repair suppliers to compliment the in-house resource and supplement any gaps in specialisms.
- 3.2 Leeds City Councils fleet of vehicle are gradually being replaced with more diverse fuel options such as Electrical, Compressed Natural Gas (CNG), gas hybrid and petrol hybrid and also more technically advance vehicles which require more specialist repair services in Auto Electrical, CCTV and Hydraulic amongst others.

- 3.3 To meet the challenge of the technical changes and in the process of maintaining LCCs fleet of vehicles the Service has upskilled its workforce and built up a network of specialist and associated vehicle repair suppliers who can replicate and supplement the skills of the in-house resource and provide those extra skills needed for specialist repairs such as the Auto Electrical and CCTV.
- 3.4 The provision and use of these suppliers has been through the use of a series of waivers and low value procurement exercises which the Service are now finding very time consuming as the demand for these services has grown.
- 3.5 The specialist and associated vehicle repair suppliers tender was advertised in late 2018 and was split into eight Lots which cover key specialist skills as well as those skills that will supplement the in house resource which consisted of the following :-

Lot 5. - Tail Lift repairs – Estimated Value of £20k

Lot 9. - Air Conditioning service and repairs – Estimated Value of £15k

Lot 10. - LGV MOT DOE Testing and Tachograph calibration – Estimated Value of £10k

Lot 11. - Specialist Gearbox Repairs – Estimated Value of £15k

- 3.6 The tenders were evaluated on 40% price and 60% quality.
- 3.7 The new contract will be until 31st March 2021 with the option to extend for a further two x 12 months and will commence in October 2019.
- 3.8 The expected annual spend will be £90k

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 Fleet Service have consulted with Procurement Unit regarding options for securing these services through similar framework agreements that may have been available through other authorities or government sponsored arrangements but none could be found.
- 4.1.2 No further consultation is required as Fleet Services are responsible for the delivery of the services and maintenance of LCC Fleet.

4.2 Equality and diversity / cohesion and integration

- 4.1.1 An equality, diversity and cohesion screening document has been undertaken and it is not considered that the content of this report or the recommendations made will have any impact on any specific group or individuals.

4.2 Council policies and the Best Council Plan

- 4.3.1 There is no contract currently in place to secure the services of these specialist and ancillary vehicle repair suppliers and these services are currently being provided

through 'non contract spend'. Once this contract is in place it will ensure that these services are secured and all spends will be 'on contract'.

4.3.2 The services provided under this report will contribute to the Council' business plan through spending money wisely.

Climate Emergency

4.3 Resources, procurement and value for money

4.3.1 The contract is to ensure best value is achieved for the authority and that these services are secured for Fleet Services to ensure resources are available to maintain the authorities' fleet of vehicles so that they are roadworthy and fully comply with the relevant legislation.

4.3.2 Based on current usage and costs for these services, it is estimated that this procurement exercise will benchmark costs and deliver savings on the existing expenditures.

4.3.3 The contract will mitigate the need for waivers and low value procurement exercises which the Service found very time consuming as the demand for these services grew and therefore this will free up valuable resources.

4.4 Legal implications, access to information, and call-in

4.4.1 This is direct consequence of the Key Decision taken in January 2018 so is not subject to call in.

4.5.2. Based on current usage and costs for these services, it is estimated that this procurement exercise will benchmark costs and deliver savings on the existing expenditures.

4.5.3. The contract will mitigate the need for waivers and low value procurement exercises which the Service found very time consuming as the demand for these services grew and therefore this will free up valuable resources.

4.5 Risk management

4.5.1 Not approving this award would mean that there would be a continuation of 'non-contract' spend for these services.

4.5.2 It would also mean that these resources which are vital to ensure Fleet Service can be secured which will ensure that Fleet Services can effectively deliver their services and comply with the relevant legislation. .

5 Conclusions

5.1 There is no current contract for the for specialist and associated vehicle repairs suppliers and a procurement exercise will secure these services and also provide the opportunity to bench mark costs and save time on carry out low value procurement exercises.

5.2 Not to award a contract for the specialist and associated vehicle repair suppliers will mean either the service cannot be provided, or expenditure to provide the service will be non-contract.

6 Recommendations

6.1 That the Director of Resources and Housing approves the award of specialist and associated vehicle repair contracts until 31st March 2021 with the option to extend for a further two x 12 months commencing the 1st Oct 2019 as below:-

Lot 5. Tail Lift repairs	1 st Place	Newworld Mechanics Ltd
	2 nd Place	Tail Lift Maintenance Ltd
Lot 9. Air Conditioning service and repairs	1 st Place	Autotec & David Peel Auto Electricians Ltd
	2 nd Place	Newworld Mechanics Ltd
Lot 10. LGV MOT DOE Testing and Tachograph calibration	1 st Place	Autotec & David Peel Auto Electricians Ltd
	2 nd Place	Newworld Mechanics Ltd
Lot 11. Specialist Gearbox Repairs	1 st Place	Newworld Mechanics Ltd
	2 nd Place	n/a