

Report to the Chief Officer (Highways and Transportation)

Date: 06 April 2021

Subject: Approval to Extend the Yorkshire Highway Alliance Supply of Traffic Sign Poles Contract 2019 – 2021 (Extendable to 2023)

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

- This report seeks the approval of the Chief Officer (Highways and Transportation) to extend the Yorkshire Highway Alliance Supply of Traffic Sign Poles contract 2019-2021 for a period of 24 months to 9 May 2023.
- The Traffic Sign Poles Contract is used by the Council to purchase sign poles and is available for the Yorkshire Highway Alliance Members to use.

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

- The proposed extension of this contract will provide an efficient method of procuring these essential goods and the approach is consistent with the aims contained within the Council's Spending Money Wisely Policy.

3. Resource Implications

- The extension of this framework contract does not commit the Authority to any expenditure as orders are raised on an as and when required basis.
- It has been considered and confirmed that appropriate funding provision is available from both capital and revenue budgets as and when the works are required.

Recommendations

- a) The Chief Officer (Highway and Transportation) is asked to approve the extension of the Yorkshire Highway Alliance Supply of Traffic Sign Poles Contract 2019-2021 for 24 months to 9 May 2023 in accordance with its existing terms and conditions and authorise entry into the extended contract with Fabrikat Ltd. and Mallatite Ltd.

1. Purpose of this report

- 1.1 The purpose of this report is to seek approval from the Chief Officer (Highways and Transportation) to extend the Yorkshire Highway Alliance Supply of traffic Sign Poles Contract 2019-2021 to 2023 with the two incumbent providers who have confirmed their continued interest.

2. Background information

- 2.1 The Supply of Traffic Sign Poles Contract is utilised by the Highways Maintenance Section to purchase sign poles which it undertakes to procure and install for Highways & Transportation together with other directorates and is available for local authority members of the Yorkshire Highway Alliance.
- 2.2 Over the years, it has proved to be an efficient and cost effective way of procuring sign poles. Works orders are issued on an individual basis from the priced schedule of rates in the framework contract as the poles are required.

3. Main issues

- 3.1 The contract was initially awarded to four contractors in May 2019 for an initial preliminary period of 2 years with the option to extend the contract for a further 2 years.
- 3.2 The contract expires on the 9 May 2021 and this will be the only extension possible.
- 3.3 The extension will allow us to keep using the compliant contractors we procured at the first time of tendering on the same terms and conditions.
- 3.4 The contractors were given the opportunity to review their rates and increase them. Any increase of any rates were limited to the CPI 24 – month rate %, value published by the Office for National Statistics for the first 24 months of the contract which is calculated at 2.25%.
- 3.5 Two of the suppliers on the contract; Mallitite Ltd and Signpost Solutions Ltd, have merged and continue to trade as Mallitite Ltd.
- 3.6 Light & Energy Distribution Ltd have declined to extend.
- 3.7 The incumbent contractors that have confirmed their willingness to extend the contract for a further 24 months to 9 May 2023 and have submitted a revised schedule of rates which are considered to be acceptable are: Fabrikat Ltd. and Mallatite Ltd.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The Council are satisfied with both the performance of the incumbent contractors and the new rates submitted.

- 4.1.2 Consultation has taken place with the Council who have confirmed their need for this contract to be able to deliver the service.
- 4.1.3 It has been considered and confirmed that appropriate funding provision is available from both capital and revenue budgets as and when the works are required.
- 4.1.4 The Council have also looked into the appropriateness or otherwise of the proposed extension and concluded that it is justifiable.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The proposals requested in this report have no direct impact on any of the equality characteristics as it is purely an administrative function and therefore it is not applicable to carry out an equality, diversity, cohesion and integration screening at this time.

4.3 Council policies and the Best Council Plan

- 4.3.1 The recommended approach is consistent with the aims contained within the Council's Spending Money Wisely Policy.
- 4.3.2 This is a Yorkshire Highway Alliance collaborative Contract and is available to all member authorities to use.

Climate Emergency

- 4.3.3 At Full Council on 27th March 2019 Leeds City Council passed a motion declaring a Climate Emergency. In addition, the Leeds Climate Commission have proposed a series of science based carbon reduction targets for the City so that Leeds can play its part in keeping global average surface temperature increase to no more than 1.5c.
- 4.3.4 The incumbent contractors are aware of Leeds City Council's Climate Emergency agenda and any emission savings that can be made during the contract period will be actively encouraged.

4.4 Resources, procurement and value for money

- 4.4.1 The extension 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 This is a schedule of rates contract with the approx. value of £70K per annum.

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

- 4.5.1 There are no specific legal implications arising from this report. All activities relating to the proposed extension have been executed strictly in accordance with the Council's Contract Procedures Rules.
- 4.5.2 Extending the contract is a direct consequence of the initial authority to procure and should be treated as a signification operational decision, as such it is not eligible for call in.

4.6 Risk management

- 4.6.1 This contract is necessary to maintain continuity on the ability to purchase these goods, it is essential that this contract is extended before the existing arrangement expires.
- 4.6.2 The incumbent contractors have already submitted competitive rates and a new tender exercise is not expected to bring any further savings and would incur costs associated with a new tender process.

5. Conclusions

- 5.1 The extension of this Contract is an efficient use of council resources and is judged to be value for money in comparison to tendering individual orders across the Yorkshire Highway Alliance.

6. Recommendations

- a) The Chief Officer (Highway and Transportation) is asked to approve the extension of the Yorkshire Highway Alliance Supply of Traffic Sign Poles Contract 2019-2021 for 24 months to 9 May 2023 in accordance with its existing terms and conditions and authorise entry into the extended contract with Fabrikat Ltd. and Mallatite Ltd.

7. Background documents

- 7.1 None