

Contract extension for the Repairs and Maintenance of Workshop Equipment DN454671

Date: 6 October 2021

Report of: Head of Catering

Report to: Chief Officer Civic Enterprise Leeds

Will the decision be open for call in? ☐ Yes ☒ No

Does the report contain confidential or exempt information? ☒ Yes ☐ No

What is this report about?

Including how it contributes to the city's and council's ambitions

- Repairs and Maintenance of Workshop Equipment is essential for fleet service to carry out work in repairing and maintaining fleet vehicles ensuring vehicles are back on the road as soon as possible.
- Benchmarking has indicated this contract still offers very good value for money
- This type of specialist service is not available through fleet services.
- This contract supports front line council in delivering their services.

Recommendations

The Chief Officer, Civic Enterprise Leeds, is recommended to extend contract DN454671 for the repair and maintenance of workshop equipment by Calibration and Consultancy Services UK Ltd for a period of 24 months with an estimated total value of £88,000 from 18 June 2022 to 17 June 2024

Why is the proposal being put forward?

- 1 The current contract is operating well, and benchmarking Appendix A, suggests good value continues to be received.
- 2 The current contract was initially for two years, from 18 June 2020 to 17 June 2022, with options to extend for up to 2x12 months. Total value of original contract including extension £176,000
- 3 The repair and maintenance of workshop equipment contract has provided a high-quality service, allowing vehicles to be returned to front line service quickly.
- 4 Not to extend the contract risks higher prices, and potential continuity of supply. Which could mean certain items of workshop equipment would not be allowed to be used.

What impact will this proposal have?

Wards affected:

Have ward members been consulted?

☐ Yes

☒ No

- 5 Repairs and maintenance of workshop equipment are necessary requirements in ensuring equipment can be used by fleet services when maintaining such a large fleet of vehicles.
- 6 Fleet services are unable to provide this service in house, so an external supplier is required. The provider is able to maintain and service equipment as required by fleet services, which in turn allows fleet service to return vehicles to the front-line services who require them.
- 7 Spend for the first two years of this contract has been under £23,000. It is not anticipated there will be significant change in this value for the contract extension, though additional value in the contract, will allow for any unplanned works to be compliant.
- 8 If a contract is not in place, the Council may be subject to significantly higher prices, and potentially prevent certain items of equipment from being used.

What consultation and engagement has taken place?

- 9 Fleet services are happy with the current supplier, Calibration and Consultancy Services UK Ltd as they continue to provide an excellent service.

What are the resource implications?

- 10 There is no additional resource implication for extending the current contract

What are the legal implications?

- 11 PACS have advised there are no legal implications to extend this contract. The extension is allowed within the original contract terms and conditions.

What are the key risks and how are they being managed?

- 12 i) This a relatively low risk contract. Prices will be regularly monitored against market prices.
ii) The current supplier has agreed to the extension.

Does this proposal support the council's three Key Pillars?

☐ Inclusive Growth

☒ Health and Wellbeing

☒ Climate Emergency

13 i) The current provider offers an excellent service in servicing and maintaining workshop equipment for fleet services.

ii) Such repairs and maintenance means workshop equipment is safe to use and helps ensure vehicles continue to operate at an optimum level.

Options, timescales and measuring success

What other options were considered?

14 A full tender exercise was considered, but benchmarking (Appendix A), indicates we are still receiving good value for money

How will success be measured?

15 Success will be measured by regularly checking prices against market prices, whilst ensuring vehicles are returned to front line services as quickly as possible.

What is the timetable for implementation?

16 Contract extension needs to be in place for 18 June 2022

Appendices

17 Appendix A – Benchmarking (confidential)

Background papers

17 None