

# Report to Tender – Yorkshire Highway Alliance Supply of Traffic Sign Poles Contract 2023

Date: January 2023

Report of: Senior Contracts Engineer Procurement

Report to: Chief Officer (Highways & Transportation)

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

## Brief summary

This report seeks the approval of the Chief Officer (Highways and Transportation) to tender and evaluate the Yorkshire Highway Alliance Supply of Traffic Sign Poles Contract 2023.

The current contract expires 09/05/2023 with no further extensions available and requires retendering.

## Recommendations

- a) The Chief Officer (Highway and Transportation) is requested to approve the tender of and evaluation of subsequent submissions for the Yorkshire Highway Alliance Supply of Traffic Sign Poles Contract 2023 for a 2-year period with the option to extend for a further 2 years with an estimated value of £125,000 per annum across West Yorkshire.

## What is this report about?

- 1 The current Supply of Traffic Sign Poles Contract expires on 9<sup>th</sup> May 2023. There is no provision within the current contract to extend it for a further period of time.
- 2 As part of the established collaborative working arrangements across the Yorkshire Highway Alliance (YHA) on procurement, it was recognised that a single combined contract for the YHA Traffic Sign Poles 2023 would provide best value for all the districts.
- 3 The contract is used to purchase traffic sign poles to replace damaged ones and procure new ones for new schemes.
- 4 This will be a two-year schedule of rates contract, which will be awarded to all compliant tenders on a no guarantee of works basis, with individual works orders placed with the most competitive and readily available. The contract can be extended for a single two-year period providing this is regarded as being beneficial to the Council and YHA members.
- 5 The suppliers will be offered, subject to satisfactory performance, the opportunity to revise their rates annually.
- 6 This is a YHA collaboration contract with other Local Authorities who are members of the group being able to use the contract to order materials.

## What impact will this proposal have?

- 7 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.

## How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing       Inclusive Growth       Zero Carbon

- 8 The procurement of new traffic sign poles for new schemes will allow for planned growth within the City of Leeds by providing information to its residents regarding direction of travel and highway use rules / restrictions.
- 9 Further, many of the City-wide schemes which require new or replacement signage aim to improve transport links for walking and cycling. Overall, this seeks to make the city more accessible and more affordable, allowing people access to facilities and opportunities within the city. Travelling by foot or cycling can improve physical and mental health. These projects may also contribute to improvement of air quality and reduction of CO2 emissions.

## What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?       Yes       No

- 10 Consultation has taken place with the YHA and it was agreed that this contract would be the best method of procuring this type of work and will be available to all across the YHA.
- 11 Consultation has taken place with the Finance Section who confirmed that the works would be funded from both the capital and revenue budgets as and when the works are required.
- 12 Highways Procurement have consulted over the appropriateness or otherwise of the proposed contract and concluded that it may provide suppliers with the opportunity to offer more competitive rates than otherwise.

## What are the resource implications?

- 13 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 and then procuring contracts for each individual order, which will result in price differentials and variations on each occasion.
- 14 It is estimated that the total value of the contract including extensions will be £500,000 for all the YHA local authorities, with Leeds City Council's estimate being £200,000 over the 4 years.

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

- 15 The contract is necessary to maintain continuity on the ability to procure these materials as the current contract expires on the 9<sup>th</sup> May 2023.

## What are the legal implications?

- 16 There are no specific legal implications arising from this report. All activities relating to the proposed tender have been executed strictly in accordance with the Council's Contract Procedures Rules.
- 17 The anticipated expenditure will be less than £500,000 including extensions and therefore is not subject to Call In.

## **Options, timescales and measuring success**

### **What other options were considered?**

- 18 No other existing framework contracts for the supply of Traffic Sign Poles that served our service needs have been found.
- 19 The tender of this contract is an efficient use of Council resources and is judged to be value for money for the Authority and the YHA in comparison to each Local Authority tendering for individual orders.

### **How will success be measured?**

- 20 The procurement exercise will be deemed a success if it attracts bids from suitable suppliers and the contract is in place before the current arrangement expires.

### **What is the timetable and who will be responsible for implementation?**

- 21 The current contract expires on the 9<sup>th</sup> May 2023. It is therefore anticipated that the new contract will commence to coincide with this.

### **Appendices**

- N/A

### **Background papers**

- N/A