

Contract Award for Oldham Council Bikeability Cycle Training

Report to the Executive Director; Economy, Place and Skills

Portfolio Responsibility: Cllr. D. Hibbert

7 July 2011

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Purpose of Report

To seek approval for the awarding of a contract for Bikeability Cycle Training for Oldham Council.

Executive Summary

Oldham Council seeks to appoint a specialist contractor to provide Bikeability Cycle Training jointly with Unity Partnership.

The successful contractor will demonstrate:-

- a highly developed understanding of all aspects concerning cycling proficiency and associated disciplines;
- a track record of delivering high quality professional services in the public realm; and
- a socially engaged approach with a real commitment to the community and its environment.

The project will commence in September 2011 with an intensive period of consultation and engagement.

Recommendations

It is recommended that S2S Recruit Develop Ltd are awarded the contract.

EXECUTIVE DECISION RECORDING SYSTEM
REFERENCE NO:

Tender acceptance for a contract for Bikeability Cycle Training.

Report to Executive Director; Economy, Place and Skills.

1 Purpose of Report

- 1.1 To seek approval for the awarding of a contract for Bikeability Cycle Training for Oldham Council.

2 Executive Summary

- 2.1 Oldham Council seeks to appoint a specialist contractor to provide Bikeability Cycle Training jointly with Unity Partnership.
- 2.2 The tender was advertised on the Due North e-procurement portal "The Chest".
- 2.3 The tenderers were asked to demonstrate:-
- a highly developed understanding of all aspects concerning cycling proficiency and associated disciplines;
 - a track record of delivering similar high quality services in the public realm; and
 - a socially engaged approach with a real commitment to the community and its environment.
- 2.4 The project will commence in September 2011 with an intensive period of consultation and engagement.

3 Recommendations

- 3.1 It is recommended that S2S Recruit Develop Ltd are awarded the contract.

4 Background

- 4.1 Oldham Council has submitted a bid to the Department for Transport to continue to deliver National Standard Cycle Training to children during 2011/12. It is our intention to use half of this funding to train the target number of 1,212 children in the Borough of Oldham to Bikeability Level 2 National Cycle Training Standard. It is possible that the remainder of the funding will be used at a later date to deliver further training.
- 4.2 In awarding the grants the Department of Transport has emphasised that grant recipients must ensure value for money.

5 The Tender Process

- 5.1 The opportunity was advertised via 'The Chest', and a total of 16 companies expressed their interest in this project.
- 5.2 In accordance with the Council's Contract Procedure Rules, the evaluation of the tender submissions has sought to identify the submission offering best value, based upon a combination of economy, efficiency and effectiveness. The weightings applied to the tender submissions have been:
- Technical ability – **40%**
 - Price – **60%**
- 5.3 The tender evaluation was undertaken by Jenny Lukoczki (Corporate Procurement Lead), Julie Williams (Senior Road Safety Officer), and Paul Bruffell (Cycling and Walking Officer).
- 5.4 Of the 16 companies that expressed an interest, 6 submitted an ITT response.

The six companies (in alphabetical order) are listed below;

- BikeRight!
 - Cycle Experience
 - Cycling Solutions Community Interest Company
 - Peak Pursuits Ltd
 - S2S Recruit and Develop
 - The National Cycling Academy
- 5.5 The tenders submitted were evaluated in accordance with the aforementioned criteria. The scores of the evaluation process in ascending order were;-
- 86.59
 - 87.27
 - 87.95
 - 91.00
 - 93.03
 - 99.32
- 5.6 The estimated value of the contract is £41,208.00.

6 Options/Alternatives

- 6.1 To not award a contract. This would result in the loss of funding.
- 6.2 To award the contract to the most economically advantageous bidder.

7 Preferred Option

- 7.1 To award the contract to the most economically advantageous bidder.

8 Consultation

- 8.1 Regular consultation took place throughout the tender process with Oldham Council and the Unity Partnership, involving the relevant departments at all stages of the process.

9 Finance Implications

- 9.1 The Council has secured funding of £96,960 for the provision of cycle training to school children from the Department of Transport (Dft) subject to grant claims and the required back up documentation being submitted.
- 9.2 The above funding will provide training for a minimum of 2,424 children at the maximum claimable cost per child of £40.
- 9.3 It is the intention for the Council to provide training to half the number of children through this contract. The other half will be procured separately by Unity through a joint initiative with Rochdale
- 9.4 The above grant funds the project 100%.

(Sadrul Alam)

10 Legal Services Comments

- 10.1 The report demonstrates that the contract has been procured in accordance with the Contract Procedure Rules.
- 10.2 Under CPR 13.5 a contract exceeding £25k must be recorded on EDRS.
- 10.3 A contract whose value is less than £50k can be signed within the Directorate in accordance with its scheme of delegation (CPR13.8) (Daniel Howard)

11 Human Resources Comments

- 11.1 None

12 Risk Assessments

- 12.1 None

13 IT Implications

- 13.1 None

14 Property Implications

- 14.1 None

15 Procurement Implications

- 15.1 The Procurement has been carried out in line with Oldham Council's Contract Procedure Rules. The open tender procedure was used and the contract was advertised and run via the North West portal, 'The Chest' (Jenny Lukoczki)

16 Environmental and Health & Safety Implications

16.1 Health and Safety

Health and Safety documentary evidence was submitted by S2S Recruit Develop Ltd in compliance with that requested via the Invitation to Tender process.

There are no prosecutions or enforcement actions recorded on the HSE enforcement website in respect of S2S Recruit Develop Ltd. [James Fortune-Clubb]

16.2 Environmental

The delivery of the training will not have a negative impact on the environment. The training has the potential to provide a long-term positive impact on the environment ie encourage children to continue cycling in the future and possibly use a car less. This would lead to a reduction in carbon emissions, nitrogen oxides and particulates across the borough. (Justine Collins)

17 Community Cohesion Implications [including Crime & Disorder Implications in accordance with Section 17 of the Act] and Equalities Implications

- 17.1 None

18 Forward Plan Reference

- 18.1 None

19 Key Decision

- 19.1 No

20 Background Papers

File Ref: Oldham Council Bikeability Cycle Training

Name of File: NWCE – 8H7NHE

Officer Name: Jenny Lukoczki

Contact No: 1318

21 Appendices

- 22.1 None

Signed _____ Cabinet Member Housing, Transport and Regeneration	Dated _____
Signed _____ Executive Director	Dated _____