

## Joint Professional Services Framework

To: Highways and Transport Committee

Meeting Date: 10 November 2020

From: Steve Cox, Executive Director, Place & Economy

Electoral division(s): All

Forward Plan ref: 2020/058

Key decision: Yes

Outcome: To inform the Committee of the outcome of the procurement process for the Joint Professional Services Framework and to seek Committee's approval to award contracts to the two preferred bidders.

Recommendation: The Highways and Transport Committee is asked to:

- a) Note the procurement process for the Joint Professional Services contract; and
- b) Approve the award of the framework contracts as set out in the confidential Appendix A.

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# 1. Background

- 1.1 On 10th January 2019, the Economy and Environment (E&E) Committee approved the establishment of new professional services contract arrangements to support the development of the infrastructure in the Cambridgeshire and Peterborough area and help ensure its continued economic success.
- 1.2 A Project Board to manage the development and procurement of the new arrangements was established in March 2019. The Project Board was chaired by the Assistant Director of Infrastructure and Growth and was attended by representatives from the Greater Cambridge Partnership, the Cambridgeshire and Peterborough Combined Authority and Peterborough City Council and was supported by legal and procurement representatives from LGSS.
- 1.3 The Project Board oversaw the development of an options appraisal and a market engagement exercise during the spring and summer of 2019. The Project Board identified a 5-year duration framework with two multi-disciplinary suppliers as the option that best met the needs of the Contracting Authorities. This option balances the need for ongoing competition and service resilience with the opportunity to develop collaborative relationships and knowledge retention with a smaller number of suppliers.
- 1.4 The framework will be hosted by Cambridgeshire County Council and will be accessible by the County Council, the Greater Cambridge Partnership, the Cambridgeshire and Peterborough Combined Authority, Peterborough City Council and other public sector organisations in the area, together, the Contracting Authorities.
- 1.5 When a Contracting Authority requires work that is within the scope of the framework, it may select one of the two suppliers using either a direct appointment route or by using a secondary competition route. The Contracting Authority then enters into a contract (a Work Order) for the required work with the selected supplier.
- 1.6 Although there is a no guaranteed level of spend via the framework, it is anticipated that professional services of up to approximately £13M per annum may be procured in order to support the planned programmes of investment in the region's infrastructure.
- 1.7 The framework scope is the provision of professional services across the full project lifecycle for transportation and other infrastructure projects in the Cambridgeshire and Peterborough area.
- 1.8 The project types include but are not limited to highways; walking, cycling and other non-motorised modes; public transport including rail, bus, guided transport and metro systems; intelligent transport and future mobility solutions. Projects may include multiple modes.
- 1.9 The scope of services for delivery under the framework include but are not limited to the type of service outlined below.

## Transport Solutions

- Policy and Strategy development
- Demand analysis and modelling
- Studies, optioneering and solution development

- Feasibility studies and pre-investment studies
- Transport planning
- Business Case development

#### Project Delivery Studies

- Project delivery options and strategies
- Project funding options
- Identifying and supporting funding bids
- Strategic financial planning

#### Consultation and Stakeholders

- Stakeholder engagement
- Public engagement
- Public consultation, surveys and analysis
- Materials for and attendance at exhibitions

#### Planning and Statutory Services

- Support on Planning Applications
- Support on Public Enquires
- Support on Statutory and non-statutory consultations
- Support on securing consent and approvals from statutory and regulatory bodies
- Property and land services, evaluations and compensation claims

#### Design services (feasibility, preliminary and detailed)

- Engineering design including civil, structural, mechanical, electrical, geotechnical, rail, signalling, electrification, control systems
- Transport data analysis, UTC, intelligent transport and traffic signal design
- Architectural design
- Landscape architecture and design
- Pre-construction advice (ECI)
- CDM services and health and safety advice

#### Commercial services

- Cost estimating and project budgeting
- Quantity surveying services
- Project management
- Advice and support on procurement and preparation of tender documents

#### Surveys and investigations

- Geotechnical and site investigations, tests, studies and interpretations
- Contamination and asbestos surveys
- Topographical and land surveys
- Archaeological surveys and investigations
- Traffic surveys
- Structural investigations and testing
- Air, noise and vibration surveys
- Ecological surveys

### Environmental Services

- Advice on the historic built environment
- Archaeological studies
- Environmental services and EIA
- Ecological services
- Energy management
- Climate emergency and carbon reduction
- Hydrology, drainage and flood risk management
- Waste management

### Future Mobility Services

- Data analytics and software services
- SMART city solutions
- AI and data architecture

### Construction Phase services

- Project management and supervision services
- Quantity surveying
- Post-project evaluation

- 1.10 A restricted two-stage procurement process commenced on 4th December 2019 by issuing a Contract Notice in the Official Journal of the European Union (OJEU).
- 1.11 The procurement process has now been concluded and the two preferred bidders have been identified.

## 2. Procurement Process

- 2.1 The first stage of the process was a submission of a contract notice in the Official Journal of the European Union (OJEU) on 4th December 2019 and published on the 9th of December 2019 and the issue of Selection Questionnaires (SQ). The SQ invited interested providers to make a submission which was evaluated for financial and safety suitability, along with capacity and relevant experience, particularly with respect to some of the likely risks involved in delivering the services.
- 2.2 Eight organisations expressed an interest in the framework contract. The organisations included both single suppliers and consortia / subcontract arrangements that had come together in order to provide the wide-range of services required.
- 2.3 All eight SQ submissions were evaluated. One of the submissions did not meet the required thresholds of the SQ and was therefore not invited to submit a tender. The Invitation to Tender (ITT) was issued on 25th February 2020 to the remaining seven organisations.
- 2.4 During the tender period, one of the seven organisations withdrew as it transpired that it was not able to put in place the levels of professional indemnity insurance required by the contract.

- 2.5 The tender period had been planned to close on 30th March 2020 but this period was extended until 20th May 2020 to enable all organisations additional time to prepare their tenders as a result of the onset of the Covid-19 pandemic.
- 2.6 All six of the remaining organisations submitted a Final Tender by 20th May 2020 via the LGSS e-tendering system.
- 2.7 The tenders comprised two parts: a quality submission and a cost submission.
- 2.8 The quality submission required written responses to eight questions to demonstrate how the supplier would provide a high-quality service and work collaboratively with the Contracting Authorities and with the other supplier on the framework. It also included how the supplier would support local suppliers and Small and Medium sized Enterprises (SMEs) and provide the Contracting Authorities with access to specialist services as and when required.
- 2.9 The cost submission required submission of costs for a wide range of professional staff skills and grades that are likely to be required during the course of the framework. The costs were required to be built up from first principles in order to provide transparency of costs, overheads and other recoveries. This level of detail will enable robust cost estimates to be agreed for each Work Order issued under the framework contract.
- 2.10 The cost and quality submissions were evaluated by independent teams. No cost information was shared with the quality evaluation team until the evaluations had been completed. The evaluation was undertaken by officers and consultants and independently moderated by LGSS Procurement Officers.
- 2.11 During the evaluation of the cost submissions, tender clarification questions were issued to all six suppliers in order to seek confirmation of the accuracy and compliance of the submitted cost data.
- 2.12 The evaluators raised concerns with one of the bidders, that their bid may be abnormally low or non-compliant. That bid was subject to further detailed analysis and a meeting with the bidder took place on 5th October 2020 where the bidder provided further assurance to the evaluators. Further to that meeting, there was further analysis and advice from LGSS legal and procurement teams which concluded that their bid was compliant and that a satisfactory account was given for the price and costs within, and subsequently all 6 bids were accepted.
- 2.13 The scores of the 6 bidders for the quality and the cost parts of the submissions were combined to give an overall score. The overall score was calculated on a ratio 30% price to 70% quality.
- 2.14 The 6 bidders and their scores are provided in a confidential appendix, which cannot be made public due to commercial confidentiality.
- 2.15 A Committee Decision to Award the contacts as per the recommendations of this report will be subject to a 10 day standstill period known as Alcatel. During this period a challenge can be made to the procurement process and subsequent Award if a bidder can prove that there has been a manifest error in the process.

- 2.16 At the end of the stand still period the details of the Contract Award can be made publicly available. This information will be included within the Contract Award Notice in the OJEU and the Council will actively communicate this information.
- 2.17 Further to contract award as proposed in this report, there will be a period to finalise and sign the contract documentation, mobilise resources and it is therefore programmed that the contracts will go live on the 1<sup>st</sup> February 2021 for delivery of the services.

### 3. Alignment with corporate priorities

#### 3.1 A good quality of life for everyone

The framework will help develop and deliver the infrastructure required to support the continued health and success of our area.

#### 3.2 Thriving places for people to live

The framework will help develop and deliver the infrastructure required to support the continued economic success of the Region.

#### 3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

#### 3.4 Net zero carbon emissions for Cambridgeshire by 2050

The framework will enable the development and implementation of a wide range of transport and other infrastructure (including sustainable transport solutions) that will help reduce congestion and sources of emissions from transport.

### 4. Significant Implications

#### 4.1 Resource Implications

A Framework Manager will be recruited and appointed to oversee the operation of the framework. The role will involve collation of forward work programmes, liaison with the Contracting Authorities and the two suppliers, seeking quotations and awarding Works Orders under the framework and managing the performance management framework.

#### 4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

A restricted OJEU process has been completed in accordance with contract procedure rules.

#### 4.3 Statutory, Legal and Risk Implications

Until the standstill period expires there is always a risk of a challenge. Cambridgeshire County Council has undertaken the procurement process fully compliant with the Public Contract Regulations 2015. The risks of a challenge have been assessed by the Project

Team, Procurement and LGSS legal. It is believed the likelihood of a successful challenge would be low.

#### 4.4 Equality and Diversity Implications

There are no significant implications within this category. An Equalities Impact Assessment screening has been undertaken for the project previously.

#### 4.5 Engagement and Communications Implications

There are no significant implications within this category.

#### 4.6 Localism and Local Member Involvement

There are no significant implications within this category.

#### 4.7 Public Health Implications

There are no significant implications within this category.

Have the resource implications been cleared by Finance? Yes  
Name of Financial Officer: Sarah Heywood

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement? Yes  
Name of Officer: Gus de Silva

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? Yes  
Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact? Yes  
Name of Officer: Elsa Evans

Have any engagement and communication implications been cleared by Communications? Yes  
Name of Officer: Sarah Silk

Have any localism and Local Member involvement issues been cleared by your Service Contact? Yes  
Name of Officer: Andrew Preston

Have any Public Health implications been cleared by Public Health? Yes  
Name of Officer: Iain Green

## 5. Source documents

5.1 There are no source documents.