

Finance and Resources Committee

10am, Thursday, 9 June 2016

Approval for the Appointment of Consultants to Design Cycling and Walking Schemes

Item number	7.16
Report number	
Executive/routine	Executive
Wards	

Executive Summary

The Council's Active Travel Action Plan (ATAP), includes a programme of cycling and walking improvements. The cycling improvements typically attract substantial external funding (usually on a 50/50 match basis) from the Scottish Government, via the Sustrans 'Community Links' programme.

This report deals with the appointment of consultants to design cycling and walking schemes, in two work packages. Work package 1 consists of nine cycling schemes. Work package 2 consists of eight walking schemes. There is no internal design resource currently available to undertake this work.

Each work package was conducted as a separate mini competition through the Scotland Excel Framework Agreement for Engineering and Technical Consultancy Services Lot 1.

Work package 1 received four bids and work package 2 received two bids.

This report recommends approval of the award of tender for work package 1 to AECOM at a fixed price of £377,722 (£359,722 bid price and £18,000 for options) and the award of tender for work package 2 to Grontmij at a fixed price of £120,118.66 (£92,118.66 bid price plus £28,000 for contingency).

Links

Coalition pledges	P42 , P43 , P45 and P50
Council priorities	CP1 , CP2 , CP4 , CP5 , CP7 , CP8 , CP9 , CP11 , CP12
Single Outcome Agreement	SO1 , SO2 , SO3 and SO4

Approval for the Appointment of Consultants to Design Cycling and Walking Schemes

1. Recommendations

- 1.1 It is recommended that Committee approves the following contract awards:
 - 1.1.1 Design of cycle schemes work package 1 to AECOM for a value of £377,722 (£359,722 including the cost of £18,000) for additional options; and
 - 1.1.2 Design of walking schemes work package 2 to Grontmij for a value of £120,118.66 (£92,118.66 with contingency/surveys costs of £28,000 to cover allowable expenses and additional options).

2. Background

- 2.1 In 2010, the Council approved its [Active Travel Action Plan](#) (ATAP). This seeks to build on the high level of walking in Edinburgh and the growing role of cycling. A key element of the ATAP, is investment in infrastructure for both cycling and walking, with cycling investment currently focussed on the creation of a citywide 'QuietRoutes' network.
- 2.2 A significant amount of Scottish Government funding is being regularly allocated to the Council via the Sustrans 'Community Links' programme, in order to support the implementation of cycle and pedestrian facilities in the city. Typically this is offered on a matched (1:1) basis and has been in the region of £400-500K per annum. In addition, around £300-400K per annum is allocated towards cycle projects from the Scottish Government's 'Cycling, Walking and Safer Streets' fund.

3. Main report

Requirement for Consultants

- 3.1 In order to maintain the ATAP programme of cycling and walking improvements, there is a need to design a new tranche of schemes. These schemes have external match funding from the Scottish Government.

- 3.2 Nine cycling and eight walking schemes have been identified, for which there is no internal design resource currently available (see Appendix 2 for a detailed list of schemes). The Council therefore requires to procure consultancy support to undertake this design work.
- 3.3 The Council has bid for £240,000 of 'Community Links' funding. This will match-fund the Council's budget required to meet the cost of these two work packages. The announcement of whether this funding bid has been successful is now due soon following announcement of the membership of the new Scottish Government. Verbal confirmation of the funding decision will be made to the Committee.
- 3.4 This funding has a spend deadline of 31 March 2017. Making use of this time-limited external funding, together with the lack of internal design resource available to take forward the design programme, is the reason for the need to procure the external design resource.
- 3.5 The procurement has been conducted as a mini competition through the Scotland Excel Engineering and Technical Consultancy Services Framework Contract Lot 1.

Procurement Approach

- 3.6 Under the guidance of Commercial and Procurement Services, the design schemes were divided into two work packages each conducted through its own specific mini competition. This permitted tenderers to bid for one or more work packages depending on their capacity. This approach was intended to ensure that:
 - 3.6.1 the tenderers did not try to take on more design work than was feasible; and
 - 3.6.2 The overall volume of work required to be completed within the set timescales was not considered a barrier to competition.
- 3.7 Work package 1 comprised nine cycle schemes including 8 sub-schemes. Work package 2 comprised eight walking schemes only.
- 3.8 On 16 February 2016, the Council ran the mini competition which was published utilising the quick quote facility within the Public Contracts Scotland portal, inviting applicants through the Scotland Excel Engineering and Technical Consultancy Services Lot 1, to deliver the contracts.
- 3.9 Work package 1 received four bids and work package 2 received two bids, by the closing date of 17 March 2016.
- 3.10 The basis for tender evaluation had been agreed as assessment of the most economically advantageous bid, with weightings of Quality 70% and Price 30%. Due to the high risk of losing Scottish Government funding and the complexity of the specification, the Council placed quality as the overriding element within this tender exercise to mitigate against any reputational and financial impact on the Council may have in the delivery of the ATAP.

- 3.11 The tender was independently scored in relation to quality and price. The tender return was checked for compliance and was deemed compliant by the evaluation panel.
- 3.12 The quality analysis was based on weighted Award Criteria questions, which were scored using a 0 to 10 matrix. Following completion of the quality analysis, the tender passed the minimum threshold score for quality and was subject to a cost analysis.
- 3.13 The cost element was assessed on the prices submitted for a lump sum fee to carry out all services detailed in the specification. The tender was independently evaluated and the results of the evaluation processes are shown below.

Cycle Design Scheme Work Package 1

Bidder	Bid Price	Quality Score 70%	Price Score 30%	Combined Total 100%
AECOM	£377,722	56	16.89	72.89
Bidder 2	£463,252	46.55	13.11	59.66
Bidder 3	£202,491	38.15	30	68.15
Bidder 4	Not Applicable	26.25	0	Failed

- 3.14 The outcome of the tender evaluation for work package 1 is that AECOM submitted the most advantageous tender in terms of quality and cost at £359,722 (£377,722 including £18,000 of surveys) and is the Preferred Bidder.
- 3.15 AECOM bid includes spending the £170,000 of Scottish Government, Community Links Funding before the 31 March 2017 deadline.

Walking Design Scheme Work Package 2

Bidder	Bid Price	Quality Score 70%	Price Score 30%	Combined Total 100%
Grontmij	£120,118.66	49	30	79
Bidder 2	£465,133	49.7	5.94	55.64

- 3.16 The outcome of the tender evaluation for work package 2 is that Grontmij submitted the most advantageous tender in terms of quality and cost at £92,118.66 (with a contingency of £28,000 to cover allowable expenses and the need for additional services) and is the Preferred Bidder.
- 3.17 The Grontmij bid includes spending the £70,000 of Scottish Government / Sustrans, Community Links Funding before the 31 March 2017 deadline.

Management and Staffing Arrangements

- 3.18 To ensure effective co-ordination and accountability, the design work covered by this report will be overseen by the Council's Active Travel team within the Planning and Transport Service.

4. Measures of success

- 4.1 Success will be measured on whether the design projects are delivered on time, to specification and on budget.
- 4.2 At a strategic level, the ATAP includes a number of targets to track increases in cycling/walking. These are being monitored over the duration of the plan (2010-2020). The latest figures are contained within the 'Active Travel Action Plan – Two Year Review'.

5. Financial impact

- 5.1 The total value of the Cycle Design Work Package 1 is £377,722 (£359,722 bid and £18,000 of options). This comprises an assumed grant funding amount of £170,000 from the Community Links grant funding (Scottish Government administered by Sustrans); this funding requires to be spent by 31 March 2017. The remaining £207,722 funding is available from the Council's cycling capital budget.
- 5.2 The total whole life cost of the Walking Design Work Package 2 is £120,118.66 (£92,118.66 bid and £28,000 allowable expenses and the need for additional services). This cost will be covered by an assumed grant funding amount of £70,000 from the Community Links grant funding (Scottish Government administered by Sustrans); this funding also requires to be spent by 31 March 2017. The remaining £50,118.66 match funding is available from the Council's cycling capital budget.
- 5.3 The report outlines total matched capital expenditure from Council resources of £270,722 based on an assumed level of grant funding totalling £240,000. It should be noted that confirmation of grant funding is expected on 9 May 2016. If the matched funding were to be funded fully by borrowing, the overall loan charges associated with this expenditure over a twenty year period would be a principal amount of £270,722 and interest of £172,404, resulting in a total cost of £443,126. Based on a loans fund interest rate of 5.0%, the annual loan charges would be £22,156.

- 5.4 It should be noted that the Council's Capital Investment Programme is funded through a combination of General Capital Grant from the Scottish Government, developers and third party contributions, capital receipts and borrowing. The borrowing required is carried out in line with the Council's approved Treasury Management Strategy and is provided for on an overall programme basis rather than for individual capital projects. Following instruction from Members, notional loan charge estimates have been provided above, which it should be noted are based on the assumption of borrowing in full for this capital project.
- 5.5 As the Council's share of capital expenditure, outlined in this report, forms part of the approved capital investment programme, provision for funding it will be met from the revenue loan charges budget, earmarked to meet overall capital investment programme borrowing costs.
- 5.6 The costs associated with procuring this contract are estimated at up to £10,000. This sum has been allocated from the Council's cycle capital budget.

6. Risk, policy, compliance and governance impact

- 6.1 Implementation of this project will provide a positive impact in delivering the Local Transport Strategy and Active Travel Action Plan.

7. Equalities impact

- 7.1 The proposed spend on cycling and walking projects, summarised in this report, will be undertaken according to the priorities set out in the ATAP. An Equalities Impact Assessment (EqIA) pre-assessment was undertaken in 2010 for the ATAP, which concluded that a full EqIA was not required.
- 7.2 An Equalities and Rights Impact Assessment (ERIA) was performed on the design schemes detailed in this report. The implementation of the cycling projects will have positive benefits for people with mobility issues, such as wheelchair users and parents with prams and buggies. The cycling projects will particularly benefit younger, vulnerable and less confident cyclists. Increases in cycling are expected to result in improvements in the health of those cycling more often.

8. Sustainability impact

- 8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered, and the outcomes are summarised below. Relevant Council sustainable development policies have been taken into account.

- 8.2 The project will help deliver the outcomes of the ATAP and Sustainable Energy Action Plan. In so doing, the proposals in this report will reduce carbon emissions, increase the city's resilience to climate change impacts, and help achieve a more sustainable Edinburgh.

9. Consultation and engagement

- 9.1 The selection and prioritisation of the schemes to design has been informed by consultation with the Active Travel Forum, Spokes cycling advocacy group and input from relevant Community Councils. Further consultation will be undertaken on the more significant scheme designs through neighbourhood partnerships, Spokes, Sustrans, Living Streets and other scheme specific local stakeholders (such as businesses and residents).

10. Background reading/external references

- 10.1 [Active Travel Action Plan](#)
- 10.2 [Community Links 2015/16 Application Guidance, November 2015](#)
- 10.3 [8% Budget Commitment to Cycling – report to 17 March 2015 Transport and Environment Committee](#)

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Links

Coalition pledges	<p>P42 - Continue to support and invest in our sporting infrastructure</p> <p>P43 - Invest in healthy living and fitness advice for those most in need.</p> <p>P45 - Spend 5% of the transport budget on provision for cyclists</p> <p>P50 - Meet greenhouse gas targets, including the national target of 42% by 2020.</p>
Council priorities	<p>CP1 - Children and young people fulfil their potential</p> <p>CP2 - Improved health and wellbeing: reduced inequalities</p> <p>CP4 - Safe and empowered communities</p> <p>CP5 - Business growth and investment</p> <p>CP7 - Access to work and learning</p> <p>CP8 - Edinburgh's economy creates and sustains job opportunities.</p> <p>CP9 - An attractive city</p> <p>CP11 - An accessible connected city</p> <p>CP12 - A built environment to match our ambition</p>
Single Outcome Agreement	<p>SO1 - Edinburgh's Economy Delivers increased investment, jobs and opportunities for all.</p> <p>SO2 - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health.</p> <p>SO3 - Edinburgh's children and young people enjoy their childhood and fulfil their potential</p> <p>SO4 - Edinburgh's communities are safer and have improved physical and social fabric.</p>
Appendices	<ol style="list-style-type: none">1. Summary of tendering and evaluation process2. Detailed list of schemes for design

Appendix 1

Summary of Tendering and Tender Evaluation Processes

Procurement of Consultant to design Cycle and Walking Schemes Design

Contract period	<p>Work Package One - £377,722 (£359,722 bid price and £18,000 for options)</p> <p>To completion in 2016/17</p> <p>Work Package Two - £120,118.66 (£92,118.66 bid price plus £28,000 for contingency/surveys)</p> <p>To completion in 2016/17</p>
Estimated contract value	<p>Work Package One - £377,722 (£359,722 bid price and £18,000 for options)</p> <p>Work Package Two - £120,118.66 (£92,118.66 bid price plus £28,000 for contingency/surveys)</p>
Standing Orders observed	2.4
Governing UK Regulation	Public Contracts (Scotland) regulations 2012
Invitations to tender issued	<p>Work Package One - 16 February 2016</p> <p>Work Package Two - 16 February 2016</p>
Tenders returned	<p>Work Package One - 17 March 2016</p> <p>Work Package Two - 17 March 2016</p>
Tenders fully compliant	<p>Work Package One - 31 March 2016</p> <p>Work Package Two - 31 March 2016</p>
Recommended suppliers	<p>Work Package One - AECOM</p> <p>Work Package Two - Grontmij</p>
Primary criterion	<p>Most economically advantageous tender</p> <p>70% Quality</p> <p>30% Price</p>

Appendix 2

Detailed list of the schemes for design

Work Package 1, Cycling design Schemes includes:-

1. QuietRoute 8

- Re-design of the junction of South Gyle Access and Bankhead Drive (to link the route to Edinburgh College and Edinburgh Napier University).
- Upgrading and re-determining link paths to Edinburgh Park from South Gyle Access.
- Design a crossing over Russell Road to link two shared use footways.
- Upgrade the existing pelican crossing on Balgreen Road to a Toucan crossing.
- Relocate lighting columns to side of path between North Saughton Road and Saughton Mains Street.
- Upgrade of the main path through Roseburn Park to segregate cyclists and walkers.

2. QuietRoute 9

- Design of a cycle link from Route 9 to Corstorphine Hill Nature Reserve, involving segregated cycle lanes or a shared use footway and a Toucan crossing on Corstorphine Road. Upgrades to pedestrian and cycle crossings on Balgreen Road.
- Drop kerbs at Pinkhill, Ladywell Avenue and integration of the cycle route with Ladywell path.
- Design of a raised table junction and tightening of corner radii at the junction of South Gyle Road and South Gyle Gardens.
- Design of a cycle link from Route 9 to Edinburgh Zoo. This would involve a 75m long ramp and path surfacing, a Toucan crossing and widening of a footway into a shared use path or the provision of segregated cycling facilities. Cycle links from Route 9 to Clermiston.

3. QuietRoute 10

- Upgrades to the cycle route from Sandport Place to Seafield Street.

4. QuietRoute 13 - Lower Granton Road

- New shared use path.

5. Calton Road to St Leonards, via Canongate and Holyrood Drive

- New cycle route and upgrade to existing crossings.

6. QuietRoute 5 - Holyrood Drive to Portobello

- Feasibility study for a cycle route.

7. Telford Path to the Western General Hospital

- Cycle and pedestrian link, including upgraded paths, accesses and crossings.

8. Cultins Road

- New shared use footway, accesses and crossings.

9. QuietRoute 6 Charlotte Square to Lothian Road

- Feasibility and design of a segregated cycleway and crossings.

Work Package 2, Walking design schemes includes:-

1. Arboretum Place and the entrance to the Royal Botanic Garden Edinburgh
 - Complete design of the crossing area.
2. Deanhaugh Street and Leslie Place
 - Upgrade to the traffic signals and crossing points.
3. Broughton Street and London Street junction
 - Feasibility study and re-design.
4. Royal Mile (Canongate)
 - Design as per the Royal Mile Action Plan to improve the pedestrian environment.
5. Holyrood Park
 - Audit of walking and cycling use and design improvements.
6. Morrison Street
 - Design to improve the pedestrian environment.
7. Dean Park Crescent, Oxford Terrace and Queensferry Road
 - Feasibility and re-design of the junction to improve pedestrian facilities.
8. Calton Road to Leith Street
 - Design of the footways to improve pedestrian access and increase safety.