

Finance and Resources Committee

10.00am, Friday, 6 December 2019

Award of Contract for Traffic Modelling and Transport Planning Consultancy Services

Executive/routine Routine
Wards
Council Commitments

1. Recommendations

- 1.1 The Finance and Resources Committee is asked to:
- 1.1.1 approve the award of a contract to Jacobs UK Ltd for a period of three years (from 16 December 2019 to 15 December 2022) with the option to extend for an additional 12 months to 15 December 2023; and
 - 1.1.2 note the total estimated contract value is £1,000,000 annually (£4,000,000 for the full contract term including extensions) and that an estimated saving of 4% will be achieved as a result of the award of this contract.

Paul Lawrence

Executive Director of Place

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Award of Contract for Traffic Modelling and Transport Planning Consultancy Services

2. Executive Summary

- 2.1 This report seeks approval to award a contract for Traffic Modelling and Transport Planning Consultancy Services to Jacobs UK Ltd. The contract term is three years, with the option to extend for a further 12 months (undertaken at the sole discretion of the Council).
- 2.2 The total estimated annual contract value is £1,000,000 annually (£4,000,000 for the full contract term including extensions).

3. Background

- 3.1 The Council has an ambitious programme to deliver a number of transformational plans and projects (particularly over the next five years).

Commitments include:

Strategic Plans

- City Mobility Plan,
- City Plan 2030,
- Low Emission Zone,
- Scottish Government's Strategic Transport Projects Review 2 (providing input to).

Major Infrastructure

- City Centre Transformation Programme (£314m),
- West Edinburgh Transport Improvements Programme (£36m),
- Active Travel Investment Programme (£62m).

- 3.2 In order to progress commitments, the Council is heavily dependent on multi-model traffic modelling services. However, the field of multi-modal traffic modelling is highly specialised and is not a discipline which is currently available within the Council.
- 3.3 The existing contract for modelling services ended on 30 June 2019 and therefore, to continue essential specialist support to strategic plans and projects, such as the City Mobility Plan, City Centre Transformation and the further development of Tram, a new contract is required.
- 3.4 Under the previous contract a suite of strategic city traffic models was developed by the lead contractor Steer and their support contractor Jacobs UK Ltd (the incumbent suppliers). These models were subsequently inherited by the Council and the incumbent suppliers continued to provide the Council with related support service consisting of:
- 3.4.1 specialist transport planning consultancy advisory services; and
 - 3.4.2 model utilisation, maintenance, development and administration (for and on behalf of the Council and 3rd parties, such as utilities companies and developers, permitted by the Council to make of the models for the purposes of planning major roadworks or diversions in the city etc).
- 3.5 It should also be noted that the new contract incorporates a Model Maintenance Fund whereby 3rd party users of the models will pay into a fund which is ringfenced for the purposes of keeping the models current and adding innovative functions into the models.

4. Main report

- 4.1 In accordance with the Public Contracts (Scotland) Regulations 2015 and Council Standing Orders, Commercial Procurement Services conducted a mini-competition utilising the ESPO (Eastern Shires Purchasing Organisation) Framework 664 - Consultancy Services - Lot 5 - Highways, Transport and Logistics. This framework was selected as it offered access to a range of suitable qualified suppliers.
- 4.2 On 19 September 2019 all 26 suppliers on Lot 5 of the Framework were invited to submit a tender through the Procurement Contracts Scotland (PCS) portal.
- 4.3 Jacobs UK Ltd were the only supplier that submitted a tender by the closing date on 25 October 2019. In this instance Jacobs UK Ltd will be the lead supplier with Steer providing support. The Council is working with the Framework owner to establish why no other bids were received in this instance.
- 4.4 Jacobs UK Ltd tender demonstrated suitability in terms of both quality and cost. The mandatory selection criterion was met and the quality score for their tender submission was 65%, which demonstrates a satisfactory response. A summary of Tendering and Tender Evaluation Processes is provided in Appendix 1.

5. Next Steps

- 5.1 Contract award documentation will be prepared and issued for Contract start date of 16 December 2019.

6. Financial impact

- 6.1 Considering tendered hourly rates, it is estimated that a saving of 4% will be achieved (£40,000 pa, total £160,000 for four years), although the actual savings will be dependent on contract usage which will vary over the term of the contract.
- 6.2 The supplier will also charge the tendered hourly rates to 3rd party users. In addition, as detailed in section 3.4 of this report, the supplier will charge 3rd party users a model maintenance fee (10% of the total value of the modelling work charged to the 3rd party by the supplier). Considering historical 3rd party usage data it is estimated that income into the Model Maintenance Fund will amount to £3,200 (£12,800 for the full contract term including extensions).
- 6.3 The hourly rates quoted are fixed for the 1st year of the contract and thereafter annual variations will be considered, limited to RPI % increases.
- 6.4 These services are required by a significant number of individual projects. The incurred costs of services will be met by the individual project as required. Typically these projects are capital funded.
- 6.5 The costs associated with procuring this contract are estimated to between £10,000 and £20,000.

7. Stakeholder/Community Impact

- 7.1 It is envisaged that the contracted services will not:
 - 7.1.1 impact on the community;
 - 7.1.2 have any health and safety, governance, compliance or regulatory implications; and
 - 7.1.3 impact on carbon impacts, adaption to climate change or sustainable development.
- 7.2 By way of Community Benefits achieved in respect of this contract, the supplier has committed to (on an annual basis):
 - 7.2.1 volunteer at four local community charitable project or events;
 - 7.2.2 volunteer to undertake work within communities for four days;
 - 7.2.3 participate in Career Support Programmes with three schools; and
 - 7.2.4 participate careers days at five schools.

7.3 The contracted services will contribute to the following Council Commitments:

7.3.1 [Building for a future](#) Edinburgh - a planning system that works to protect and develop our city:-

- improve planning enforcement to ensure that all developers, large or small, conform to Edinburgh's policies and developer's commitments; and
- protect Edinburgh World Heritage Status and make sure developments maintain the vibrancy of our city in terms of placemaking, design and diversity of use.

7.3.2 Deliver a sustainable future - a better environment and transport systems that works for all:-

- keep the city moving by reducing congestion, improving public transport to rural west Edinburgh and managing roadworks to avoid unnecessary disruption to the public; and
- deliver the tram extension to Newhaven by 2022 after reviewing the business case and delivery plan to ensure they are robust.

8. Background reading/external references

8.1 N/A.

9. Appendices

9.1 Appendix 1 – Summary of Tendering and Tender Evaluation Processes.

Appendix 1 – Summary of Tendering and Tender Evaluation Processes

Contract	CT2732: Traffic Modelling and Transport Planning Consultancy Services	
Contract Period	3 years (from 16 December 2019 to 15 December 2022) with the option to extend for an additional 12 months to 15 December 2023.	
Estimated Total Contract Value (including extensions)	£4,000,000	
Procurement Route Chosen	ESPO Framework Mini-Competition	
Tenders Returned	1	
Price / Quality Ratio (defined by overarching Framework)	Quality 60	Price 40
Evaluation Criterion and Weightings	Selection Criteria	
	Compliance with Specification	Pass/Fail
	Award Criteria	
	Weighting (%)	
	Contract Delivery Methodology	20%
	Competency of Key Personnel	20%
	Delivering Innovation	15%
	Contract Management & Best Value	10%
	Business Continuity	10%
	Quality Assurance	10%
	Information Asset Management	10%
Community Benefits	5%	
Evaluation Team	Senior Transport Team Leader, Citywide Networks Transport Officer, Citywide Networks Citywide Networks Manager, Citywide Networks Senior Project Manager, Major Projects	