

From: Barbara Cooper, Corporate Director, Growth, Environment and Transport.

To: Mike Whiting Cabinet Member, Planning, Highways, Transport and Waste

Subject: Procurement and award of contract/s for Soft Landscape Urban Grass, Shrubs & Hedges

Key decision 17/00140

Summary:

The recent procurement of contract/s for Soft Landscape Urban Grass, Shrubs & Hedges encountered problems with the successful tenderers. One company went into liquidation and the other withdrew its tender. It has therefore become urgent to re-tender this contract to have a suitable provider in place in time for the 2018 growing season.

Recommendation(s):

As Cabinet Member for Planning, Highways, Transport & Waste, I agree to procure and delegate authority to the Director of Highways, Transportation and Waste to award contract/s for the urban grass, shrubs & hedges service.

1. Introduction

- 1.1 The Urban Grass Shrubs and Hedges contract is required to enable KCC to deliver this important highways service to ensure the green highway estate can be maintained.
- 1.2 The recent procurement of this contract unfortunately was not successful due to problems encountered with the successful contractors. It has therefore become urgent to re-procure this critical service area for commencement from 2nd April 2018, in order that arrangements are in place for the new growing season.
- 1.3 A report to this committee on 13 March 2017 detailed the background to the previous procurement.

2. Report

- 2.1 The current Soft Landscaping Urban Grass Shrubs and Hedges contract ended on 31 December 2017. A new contract was recently tendered, but the exercise resulted in a failed procurement. This was due to one of the successful tenderers going into administration during the award period. The second successful tenderer subsequently withdrew its tender, and we have been left in a position of not having a service provider to deliver the service from 1st April 2018.
- 2.2 A procurement report was presented to the Strategic Commissioning Board on 14 December 2017 with the outcome being to advise the Cabinet Member for

Planning Highways Transport & Waste to urgently re-procure this contract. The procurement of this contract has now commenced, and the timetable detailed below.

Procurement timetable

Event	UGSH Timetable
Issue ITT	15/12/17
Tender Clarification Deadline	22/12/17
Return of Final Tender Documents	08/01/18
Evaluation of Tenders	09/01/18 – 19/01/18
Post-Tender Meeting	22/01/18 – 26/01/18
Internal review and approvals	29/01/18 – 12/02/18
Inform tenderers of outcome of evaluation process	13/02/18
Standstill Period	13/02/18 – 26/02/18
Contract Award	27/02/18
Start of Contract Period	02/04/18

3. Financial Implications

The Soft Landscape service is required to make £380k MTFP savings, phased in from 2017/18 through 2018/19. The contract documentation for procurement has taken this saving into account with the reduction in urban grass cutting frequencies from eight cuts a year to six.

- 3.2 This contract has been tendered on that basis and the revenue budget for this work is contained within the budget of Highways Asset Management - Soft Landscaping team. Until tender prices are returned it is unknown if there will be any pressure on this budget.

4. Legal implications

- 4.1 Continuation of the urban grass, shrubs and hedges service at the proposed reduced service levels has no legal implications.

5. Equalities implications

- 5.1 A preliminary equalities assessment for the Soft Landscape service was carried out in the last 12 months as part of the commissioning process. No impacts were found because of the proposed reduction in urban grass cuts from 8 to 6 per year. No change in the level of service is proposed for shrubs and hedges, which are currently at one visit per year.

6. Other corporate implications

- 6.1 The decision to award contracts for the maintenance of urban grass, shrubs and hedges has no significant impact in other areas of the Council's work.

7. Conclusions

- 7.1 The Urban Grass, Shrubs and Hedges contract ended on 31 December 2017 and due to an unsuccessful procurement, a re-procurement is required.
- 7.2 Urgent re-procurement process has commenced in line with the timetable contained within this report and as detailed in the Procurement Report to the Strategic Commissioning Board on 14 December 2017.

8. Recommendation:

8.1 As Cabinet Member for Planning, Highways, Transport & Waste, I agree to procure and delegate authority to the Director of Highways, Transportation and Waste to award contract/s for the urban grass, shrubs & hedges service.

9. Background Documents

- Appendix A: Record of Decision

10. Contact details

Report Author:
Andrew Loosemore
Head of Highways Asset Management
03000 4116532
andrew.loosemore@kent.gov.uk

Relevant Director:
Roger Wilkin
Director of Highways, Transportation &
Waste
03000 413479
roger.wilkin@kent.gov.uk