

Update on the New Route to Purchasing Traffic Management Technology

Warwickshire County Council Procurement Policy

1 Introduction

We currently spend in excess of £330 million each year on the procurement of goods, works and services. One of the ways in which we can achieve best value for the citizens of Warwickshire, is to ensure that everything, from paper clips to multi-million pound care contracts are purchased effectively and efficiently.

The Authority recognises the positive contribution effective procurement can make to the achievement of its corporate objectives and also recognises that it has a duty to obtain Best Value from all the money it spends. Effective procurement should allow resources to be diverted to meet the Authority's priorities and purchasers should demonstrate how their procurement activity has positively contributed to these priorities: -

- *“to develop and maintain a vibrant local economy which promotes employment and prosperity for all”*
- *“to improve the environment”*
- *“to improve access to Warwickshire County Council services and to manage those services effectively and efficiently”*

2 Vision

The Authority will strive for continuous improvement in procurement and through effective procurement will seek to optimise the value of the money it spends, deliver quality services and ensure Best Value from each and every purchasing decision having regard to: -

- Price
- Total cost
- Quality
- Consideration of the available options
- Supporting corporate objectives, including the community plan
- Legality, transparency and probity

The Authority seeks to adopt a strategic approach to its procurement activity by streamlining processes for day-to-day procurement and releasing capacity to focus on areas of high expenditure and areas of high risk to the Authority. In these strategic areas of procurement, the Authority will follow robust

3 Policy Objectives

The Procurement Policy seeks to establish an overarching framework for delivering the procurement vision and satisfy a number of specific objectives: -

- To ensure that procurement decisions contribute to and support the corporate objectives of the Authority
- To ensure that procurement values, principles and good practice are integrated into the Authority's strategic and operational decision making.
- To formalise and regularise the Authority's approach to procurement in order to maximise the Authority's procurement performance.
- To provide a framework that will drive continuous improvement in procurement performance.
- To support the delivery of the economic, social and environmental benefits defined in the community strategy.

4 Scope of The Procurement Policy

Procurement is identified as a key activity and this policy applies to all procurement and commissioning activity across all departments of the Authority.

5 Definition of Procurement

The term "Procurement" is defined in Warwickshire as:

"The process of acquiring goods, services and works from external and internal providers to meet the needs of the citizens of Warwickshire and service users. The procurement process spans the whole life cycle of the product or service, from the initial identification of a need through to the end of the useful life and disposal of the asset or the end of the service".

The Authority has broken down the procurement process into five key stages which make up the "Procurement Cycle" and the Authority is implementing strategies to improve its procurement activity in all of these key stages.

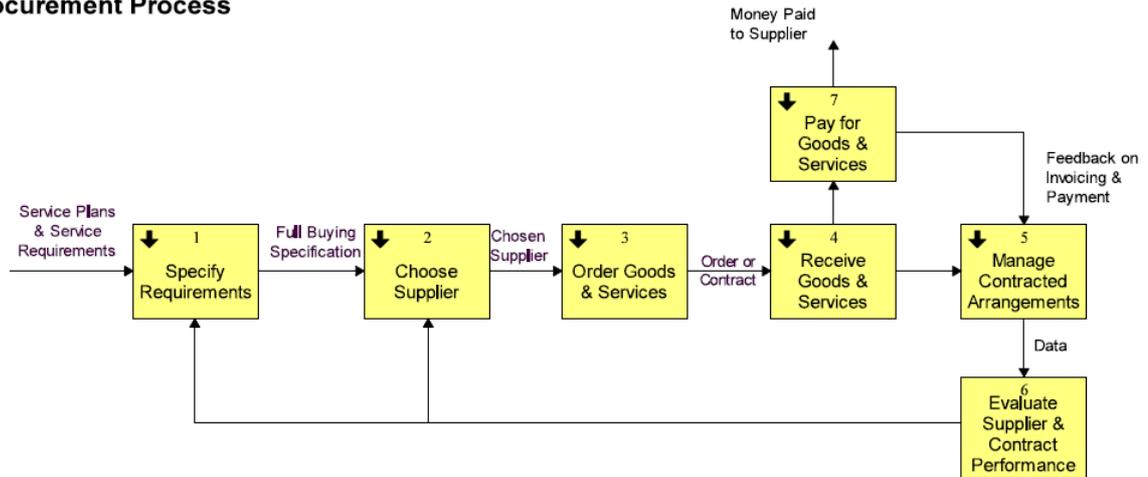
6 Best Value and Service Reviews

Best Value can be defined as "the optimum balance between quality and cost" and effective procurement is clearly linked to the achievement of Best Value. The Authority is required to undertake Best Value and Service Reviews and as part of these processes it is important to be able to demonstrate that good procurement practice has been adopted and all service options have been fully considered.

7 The Procurement Process

The overarching procurement process, broken down into its five main constituent parts, is detailed below. Beneath the overarching process are a further series of sub processes which, when combined, form the detailed procure to pay process.

Procurement Process



8 The Framework For Procurement and Contracting Activity

Contract Standing Orders (CSOs) and the “Procurement Code of Practice” are the framework against which officers will undertake procurement and contracting activity, thereby promoting standards, ensuring probity and guaranteeing a consistent approach. All officers will be expected to observe the rules, regulations and guidance contained within the framework documents in any procurement or commissioning they undertake and selective auditing of compliance will be undertaken to ensure this.

9 Advertising the Contract

There are different rules on whether you need to advertise and invite tenders depending on the type of contract concerned. These are set out below.

Type of Contract	Minimum Procedure
<p>Minor</p> <p>Below £30,000 < than £2,000</p> <p>£2,000 or above but < £10,000</p> <p>£10,000 or above but < £30,000</p>	<p>A single oral quotation is acceptable (confirmed in writing if greater than £500) however a second quotation should be considered</p> <p>At least 2 written quotations must be obtained before an order is placed</p> <p>At least 3 written quotations must be obtained before an order is placed</p>
<p>Ordinary</p> <p>£30,000 or above but below EU threshold for goods and services</p>	<p>You must tender. You must advertise on the Council's web-site and invite to tender. You should also consider advertising more widely.</p>
<p>Major</p> <p>Works contracts above the EU threshold for goods and services but below the EU threshold for works.</p>	<p>You must tender. You must advertise on the Council's web-site. For higher value contracts you should advertise more widely (e.g. external trade or professional journals) unless there are valid reasons for not doing so</p>
<p>EU contracts (whether goods, services or works)</p>	<p>You must advertise in the EU Journal and invite to tender. You must also advertise on the Council's web-site</p>

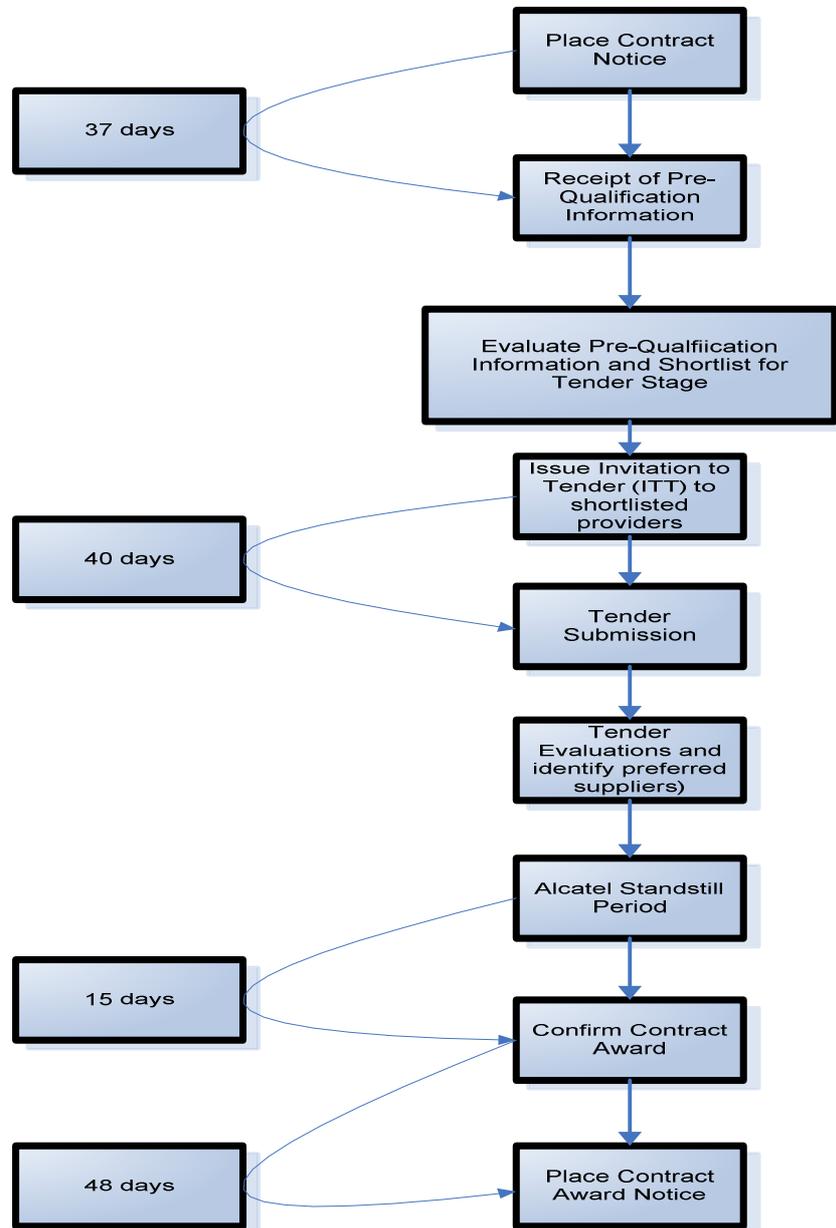
EU THRESHOLDS – 1st January 2010 to 31st December 2011

Type of Contract	EU Threshold
Goods	£156,442
Services	£156,442
Works	£3,927,260

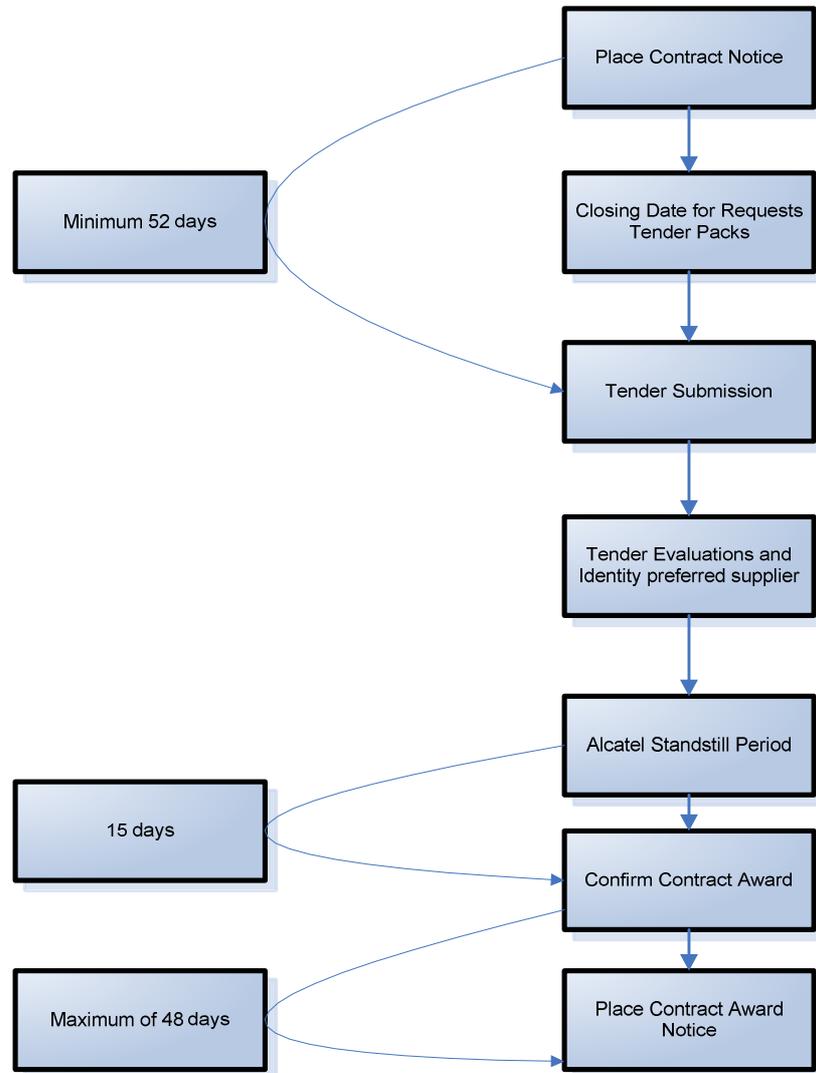
10 Selection / Short Listing Tenderers

Contracts that are subject to the EU procurement rules (and other contracts where that is appropriate), generally follow a two-stage process:

Stage 1:- Selection (short listing). This stage uses a Pre-Qualification Questionnaire (PQQ) to short-list those tenderers who you want to invite to submit a tender. Essentially at this stage you are looking at the background and status of the tenderers themselves to see if they have the capacity to deliver the contract. The various processes and timeline are shown below.



Stage 2:- Evaluation (Award). This will usually lead to the award of the contract. It is at this stage that any contract specific proposals, e.g. price and how the contract will be delivered, are assessed. This stage is limited to assessing the merits of the tender, not the ability of the tenderer. The various processes and timeline are shown below.



Note that the “**selection**” and “**evaluation**” stages have distinct processes and criteria. Even if both are carried out at the same time using one-stage processes, they are best used where the contract requirements are specialist and the number of potential bidders is relatively limited.

The EU rules say that at Stage 1 (selection) you may only consider those matters which are relevant to the performance of the contract in question e.g. financial standing, expertise, experience and technical capacity. You **CAN NOT** consider the suppliers’ proposals as to how the contract would be delivered.

Full details about the scoring of a PQQ, including any weightings and sub-criteria, must be made known to suppliers, as must any “pass mark” for the PQQ. Subject to any timeframes set out in the EU procurement rules you must give tenderers a reasonable amount of time to properly complete the PQQ.

Example of Weightings and Criteria for Evaluation

Quality Aspect	Weighting
1. Company Including: Company profile, financial records, insurance details; Previous experience and references	5%
2. Resources Including: Staff resources; Central Backup; Support services; Management structure	20%
3. Approach Including: Depot(s); Spares and repairs policy; Reporting facilities	20%
4. Quality Systems and Health and Safety	10%
5. Preventive maintenance	10%
6. Environmental issues	5%
7. Performance Performance Indicators and Targets	15%
8. Potential added value and opportunities for improvement	10%
9. Innovation	5%

Once a supplier has been selected through the selection stage, they are deemed to be suitable to undertake the contract and you cannot then evaluate them on the same criteria at the evaluation stage (Stage 2), unless there are exceptional circumstances e.g. a change in a supplier’s financial standing.

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Warwickshire County Council
JCT Symposium – 2011

Update on the New Route to purchasing Traffic Management Technology

Buying Solutions

Public sector organisations sourcing traffic management products and services are now able to save money and speed up the buying process thanks to a new offering developed by Government Procurement Service in conjunction with the Highways Agency and Local Authorities.

Traffic Management Technology will help organisations meet the challenges they face in managing traffic and meeting their obligations under the Traffic Management Act.

Currently, 548 Councils (County, Metropolitan, London Borough and Unitary across the UK) in addition to the Highways Agency and Local Traffic Authorities typically undertake individual OJEU procurement activities for traffic management technology without a pan government agreement to facilitate collaboration or aggregation of demand and spend

Government Procurement Service, an executive agency of the Cabinet Office, is the delivery arm of Government Procurement. Our overall priority is to provide procurement savings for central government, health and organisations across the UK public sector. We achieve this through expert sourcing, category and centralised data management. Through the centralisation, standardisation and aggregation of spend on common goods and services we deliver significant, sustainable cost reductions to Government.

This Traffic Management Technology framework agreement developed by Government Procurement Service provides a pan government approach which offers public sector customers access to a comprehensive and competitive range of capable suppliers across a wide range of traffic management technology goods and services.

Authorities are under increasing pressure to make the most efficient use of their road networks, ensuring synchronicity between trunk roads (HA responsibility) onto urban road infrastructure (LTA responsibility) and work towards the avoidance, elimination or reduction of road congestion or other disruption. The centralised Traffic Management Technology framework agreement has the potential to become pivotal in the development of a holistic UK traffic management policy

Traffic Management Technology is designed to meet customers' end-to-end traffic management requirements. It will focus on enabling customers to specify an output based requirement to deliver a bespoke solution or technical based specification for the purchase of commoditised goods and services. There are two different purchasing types:

- Bespoke solutions associated with consultancy, design, supply and installation, integration, commissioning, maintenance, support and managed service activities. Selection criteria for suitable Suppliers will focus on the capability to provide full end to end solutions.
- Commoditised purchasing to encompass purchase of equipment with associated installation and support. Supplier selection criteria will focus on price, delivery and supply chain.

The Traffic Management Technology framework agreement has been divided into several distinct product or service lots. Suppliers will offer services directly or through sub-contracting arrangements covering one or more of the following 11 lots:

Lot 1 Traffic Management Solutions

The provision of a complete enterprise wide, end to end solution requiring the delivery of very large scale, complex projects encompassing all of the equipment, goods and services provided under Lots 2 to 10.

Suppliers are capable to provide the goods, equipment and services from any or all of the Lots under this Traffic Management Technology Framework:

Lot 2 - Traffic Signals and Ramp Metering;
Lot 3 - Electronic and Interactive Signs;
Lot 4 - Traffic and Vehicle Monitoring Services;
Lot 5 - Parking and Access Control Services;
Lot 6 - Environmental Monitoring Services;
Lot 7 - National Traffic Control (NTC), Urban Traffic Control (UTC) and Common Database Systems;
Lot 8 - Traffic Management Research and Consultancy;
Lot 9 - Street Lighting Services; and
Lot 10 - Traffic Safety.

Lot 2 Traffic Signals and Ramp Metering

The provision of electronic traffic signals and ramp metering systems, including but not limited to the following goods and services:

- Traffic signal head equipment;
- Traffic signal controllers (various appendices);
- Ramp metering equipment;
- Pedestrian signal controllers;
- Pedestrian signal heads;
- Push button units;
- Traffic detection systems;
- Outstation Transmission Units (OTU);
- Outstation Monitoring Units (OMU);
- Ramp metering controllers;
- Associated Intelligent Transport System (ITS) Services;
- Power supplies;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 3 Electronic and Interactive Message Signs

The provision of electronic and interactive message signs, including but not limited to the following goods and services:

- Variable Messaging Signs (VMS);
- Electronic messaging signs;
- Interactive messaging signs;
- Speed activated signs;
- Car park space indicator signs;
- Overheard motorway signs;
- Emergency motorway signs;
- Electronic display information equipment;
- Communication (mobile) and associated software for monitoring and varying messaging signs;
- Signal control systems;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 4 Traffic and Vehicle Monitoring Services

The provision of traffic and vehicle monitoring services, including but not limited to the following goods and services:

- Automatic Number Plate Recognition (ANPR);
- Automatic Traffic Counters (ATC);
- Selective Vehicle Detection (SVD) systems;
- Safety cameras (static and average speed);
- Motorway incident detection systems;
- Outstation monitoring equipment;
- CCTV, used in a traffic surveillance and vehicle monitoring service;
- Road charger technology;
- Enforcement technology to identify traffic offences;
- Tunnel control systems;
- Emergency telephone systems;
- Data capture systems;
- Real time data services;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 5 Parking and Access Control Services

The provision of parking and access control services, including but not limited to the following goods and services:

- Pay and display equipment;
- Space counting and bay monitoring e.g. capacity counters;
- Intercom systems;
- Car park barriers;
- Gate automation;
- Biometric gates;
- Parking and access control RFID systems;
- Data capture and processing services;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 6 Environmental Monitoring Services

The provision of environmental monitoring services, including but not limited to the following goods and services:

- Pollution monitoring systems and equipment;
- Noise level monitoring systems and equipment;
- Flood level monitoring systems and equipment;
- Meteorological systems and equipment (e.g. ice monitoring units, wind speed, fog detection, weather stations);
- Ambient light monitoring systems and equipment;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 7 National Traffic Control (NTC), Urban Traffic Control (UTC) and Common Database Systems

The provision of National Traffic Control (NTC), Urban Traffic Control and common database systems, including but not limited to the following goods and services:

- Traffic control compliant command and control systems;
- Priority detection systems;
- Common database integration;
- Central business district integration services;
- Congestion charge systems;
- Monitoring outstations;
- Traffic engineering design services;
- Control of traffic signal controllers;
- Traffic control compliant system to system adaptor software;
- Traffic control training and support services;
- Data exchange services;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and

- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 8 Traffic Management Research and Consultancy

The provision of traffic management research and consultancy services for the whole of Traffic Management Technology (i.e. across the scope of all other Lots) encompassing:

The supply of services including project planning, project and contract management, including but not limited to the following services:

- Surveying services;
- Feasibility study services;
- Inspection services;
- Traffic impact assessment reports;
- Design services;
- Public consultation and stakeholder engagement services;
- Road network modelling services (virtualisation and simulation);
- Traffic modelling services (virtualisation and simulation);
- Database services;
- Data capture and processing services;
- Data Management services;
- Transport systems consultancy services;
- Strategy development and implementation services;
- Additional services which are similar or related to the above; and
- The supply of any related services (including prototyping systems and software modelling).

Lot 9 Street Lighting Services

The provision of street lighting goods and services, including but not limited to the following goods and services:

- street lighting goods including sensors and controls;
- street lighting services;
- street lighting consumables;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 10 Traffic Safety

The provision of traffic safety equipment and services, including but not limited to the following goods and services:

- Crash barriers;
- Road barriers;
- Barrier components;

- Concrete barriers;
- Speed humps;
- Safety barriers;
- Safety fencing;
- Guardrails;
- Road-danger lamps;
- Beacons;
- Bollards;
- Road cones;
- Temporary speed camera equipment;
- Traffic calming works;
- Location and fixing of associated street furniture (e.g. brackets, mountings, coverings, posts) to secure, mount and support the above equipment; and
- Additional goods or services which are necessary for the implementation and operation of the above equipment.

Lot 11 Ancillary Equipment

The provision of Traffic Management Ancillary Equipment.

Including but not limited to the provision of:

- Cabinets, cabinet frames and security straps and associated equipment;
- Power Supply units;
- Components and spare parts for CCTV systems;
- Components and spare parts for communications systems;
- Cables (copper and fibre optic);
- Connectors;
- CCTV testing and calibration equipment;
- Video amplifiers and distributors;
- Video switching matrices;

We are committed to working closely with customers to ensure this framework agreement meets their needs and welcome your input and feedback.

For more details about Traffic Management Technology, please visit Government Procurement Service's website at www.buyingsolutions.gov.uk or call our Customer Service Desk on 0345 410 2222 and ask to speak to Matthew Robertson.

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