



**Glasgow City Council**

**Contracts and Property Committee**

**Report by Director of Legal and Administration**

**Contact: Maureen Fitzpatrick Ext: 76402**

**The Supply and Delivery of a Cycle Infrastructure Framework Agreement**

**Tender Reference :- GCC006117CPU**

**Purpose of Report:**

To submit details of the tenders received to be appointed to the supply and delivery of a cycle infrastructure framework agreement and recommend acceptance of the most economically advantageous tenders as detailed in this report.

**Recommendations:**

The Contracts and Property Committee is requested to approve the award of a framework agreement for the supply and delivery of cycle infrastructure to the suppliers listed in Appendix A .

Ward No(s):

Citywide: ✓

Local member(s) advised: Yes  No  consulted: Yes  No

## 1 Background and Tender

- 1.1 Glasgow City Council's ("the council's") annual spend for the supply and delivery of a cycle infrastructure is £465,500.
- 1.2 This framework will be utilised to implement a cycle infrastructure that will further enhance and promote; cycling as a preferred form of active travel around the city, cycling in schools and encourage early behavioural changes from more sedentary and environmentally harmful methods of travel. Other aspects of the infrastructure will allow the council to monitor cycle usage as well as assisting the council to make informed strategic decisions on future development works in relation to expansion of the city's cycling network.
- 1.3 A commodity team consisting of stakeholders from Neighbourhoods, Regeneration and Sustainability (NRS) and the Corporate Procurement Unit (CPU) was formed to develop the sourcing strategy and delivery a new framework agreement.
- 1.4 As part of the sourcing strategy developed the framework agreement was split into 3 distinct lots. These lots are as follows:

| Lot | Description  | Annual Value |
|-----|--|--------------|
| 1   | Supply and Delivery of Cycle Racks                         | £10,000      |
| 2   | Supply, Delivery and Installation of Secure Cycle Shelters | £280,000     |
| 3   | Automatic Cycle and Pedestrian Counters                    | £175,500     |

- 1.5 It was agreed that an open tender process would be the most appropriate method to deliver this framework agreement. The opportunity was advertised via UK Find a Tender Service and Public Contracts Scotland.
- 1.6 The duration of the framework is for 4 years from 01 November 2024 to 31 October 2028.
- 1.7 The framework will be utilised by NRS.

## 2 Evaluation

- 2.1 27 suppliers expressed an interest. Of the 27, 7 submitted a bid across the three lots, details as follows: 5 suppliers bid for Lot 1, 1 bid for Lot 2 and 2 suppliers bid for Lot 3. Of the 2 suppliers that bid for Lot 3, 1 did not pass pre-selection criteria and was excluded at this stage of the evaluation.
- 2.2 Of the 20 suppliers that failed to respond, 1 cited it could not meet the financial standing criteria, 2 cited they could not supply any or all of the products, 3 cited they could not meet the specification whilst another cited it could not formulate an impactful proposal.

2.3 The award evaluation was based on the following criteria and weightings: -

| Lot | Price | Quality | Quality Sub Criteria                                |
|-----|-------|---------|---|
| 1   | 40%   | 60%     | Delivery 30%  |
|     |       |         | Equipment Failure 20%                               |
|     |       |         | Sustainability 5%                                   |
|     |       |         | Fair Work First (including the Real Living Wage) 5% |
| 2   | 40%   | 60%     | Programme and Delivery 20%                          |
|     |       |         | Installation 10%                                    |
|     |       |         | Service Delivery 5%                                 |
|     |       |         | Remedial Works 5%                                   |
|     |       |         | Equipment Failure 10%                               |
|     |       |         | Sustainability 5%                                   |
|     |       |         | Fair Work First (including the Real Living Wage) 5% |
| 3   | 40%   | 60%     | Quality of Products 30%                             |
|     |       |         | Service Delivery 15%                                |
|     |       |         | Parts & Services 5%                                 |
|     |       |         | Sustainability 5%                                   |
|     |       |         | Fair Work First (including the Real Living Wage) 5% |

2.4 The evaluation of award scoring and evaluation value of the suppliers which have been recommended for award within each respective lot is shown in the table below:

| Lot | Description  | Supplier                    | Total Evaluation Score | Evaluation Value | Rank |
|-----|--|-----------------------------|------------------------|------------------|------|
| 1   | Supply and Delivery of Cycle Racks                         | Broxap Limited              | 100.00                 | £42,443          | 1    |
| 2   | Supply, Delivery and Installation of Secure Cycle Shelters | Broxap Limited              | 100.00                 | £254,518         | 1    |
| 3   | Automatic Cycle and Pedestrian Counters                    | Q-Free (Bristol) UK Limited | 100.00                 | £156,640         | 1    |

Note: The evaluation of Lot 1 was based on the quantities over the previous 4-year period. The evaluation of Lot 2 and 3 was based on a representation of the council's requirements and is not reflective of the estimated spend.

A summary of the unsuccessful tender evaluation results can be found at Appendix B.

- 2.5 Based on a benchmark against current rates, Lot 1 will be subject to a 4.5% increase. This is reflective of the current market position for goods under this requirement which are impacted by material cost drivers such as polyurethane and steel. Lot 2 includes additional shelter requirements, where historic pricing for items is available, the item was benchmarked against the recommended supplier's bid price and shows an increase of 18.2%. This increase is representative of the component cost increases such as concrete and steel over the framework period. Lot 3 will be subject to a 37% increase; this covers 92% of the basket of goods (23 of 25 items). Overall, across the lots these rates represent an estimated increase of 22.1% which based on estimated usage would equate to £102,876.

### **3 Contract implementation and Supplier Management**

- 3.1 The outcome of our Contract Management Assessment Tool (CMAT) has deemed this framework to be categorised as a low. The suppliers will be monitored in line with our contract and supplier management process which includes tracking the supplier's performance against the key performance indicators and working collaboratively to identify opportunities of improvement and innovation.
- 3.2 The agreed Community Benefits outcomes and Fair Work First commitments will be monitored via Cenefits which is a web-based monitoring tool. We will also capture sustainable commitments within the CPU Sustainable Register.

### **4 Policy and Resource Implications**

#### **Resource Implications:**

##### *Financial:*

The estimated annual spend via the framework, based on historical demands and price increases, is £568,376, totaling £2,273,502 over the four-year duration of the framework.

The estimated spend will be demand driven and subject to secured capital and grant funding. The current secured grant funding for fiscal year 2024/25 totals £332,000.

The framework will be funded via a mix of capital and grant funding; Air Quality Zone capital funding (AQZ funding) and Tier 1 Active Travel grant funding from Transport Scotland.

Funding required under each Lot is secured annually through the funding highlighted above,

however, as the funding landscape changes new and/or alternative grant funding opportunities may become available in the future.

Approval is required on the estimated total framework value of £2,273,502. The award is based on rates and the aforementioned spend is not guaranteed.

*Legal:*

The report raises no new legal issues.

The Director of Legal and Administration will be responsible for concluding the Framework.

*Personnel:*

No direct personnel implications.

*Procurement:*

Open Tender as outlined in 1.5.

**Council Strategic Plan:  
Equality and Socio-Economic Impacts:**

This supports Grand Challenge 3 and Mission 1.

*Does the proposal support the Council's Equality Outcomes 2021-25*

Yes - the Sustainable Procurement Duty requires that before a contracting authority buys anything, it must think about how it can improve the social, environmental and economic wellbeing of the area in which it operates, with a particular focus on reducing inequality.

*What are the potential equality impacts as a result of this report?*

An EQIA was not required for this as part of this tender, however, will be carried as required for installations.

*Please highlight if the policy/proposal will help address socio economic disadvantage.*

Fair Work First was included as part of the award criteria with a weighting of 5%.

The suppliers recommended for award Fair Work First tender submission are set out in appendix B.

Community Benefits was included as part of the tender process. The suppliers recommended for award Community Benefits submissions are set out in Appendix C.

**Climate Impacts:**  
*Does the proposal support any Climate Plan actions? Please specify:*

Yes – actions 51 and 56 is supported via this framework

*What are the potential climate impacts as a result of this proposal?*

Reduced carbon emissions with more active travel methods adopted by citizens and visitors to the city.

*Will the proposal contribute to Glasgow's net zero carbon target?*

Yes as above.

The items under the framework will allow improved cycle storage in the city and across the school estate as well as providing the technology to capture the data in relation to cycle and pedestrian movement in key locations which in turn assists the council to make future planning decisions.

Available infrastructure will aid behavioural shifts or early behavioural shifts, in the case of shelters in schools, allowing more active travel methods being adopted, this will lead to reduced dependency on cars leading to reduced carbon emissions.

**Privacy and Data Protection impacts:**

No data protection impacts identified.

## **5 Recommendations**

The Contracts and Property Committee is requested to approve the award of a Framework Agreement for the supply and delivery of cycle infrastructure to the Suppliers listed in Appendix A.

## Appendix A – Recommended Suppliers

| Lot | Recommended Supplier        | Companies House Number |
|-----|-----------------------------|------------------------|
| 1&2 | Broxap Limited              | 02583752               |
| 3   | Q-Free (Bristol) UK Limited | SC185690               |

## Appendix B – Unsuccessful Suppliers

| <b>Lot</b> | <b>Supplier</b>                   | <b>Evaluation Score</b> | <b>Rank</b> |
|------------|-----------------------------------|-------------------------|-------------|
| 1          | ABT Engineering Ltd               | 78.70                   | 2           |
| 1          | Allgo Mechanical Engineering Ltd. | 73.79                   | 3           |
| 1          | John McGeady Ltd                  | 68.14                   | 4           |
| 1          | J H Civil Engineering Ltd         | 66.45                   | 5           |
| 3          | UtterBerry Ltd                    | Unscored                | Not Ranked  |



## Appendix C - Fair Work First Outcomes

### Lot 1 & 2 Broxap Limited

| <b>Employee Voice</b> | <b>Investment in Workforce Development</b> | <b>No Zero Hours</b> | <b>Gender Pay Gap / Inclusive Workplace</b> | <b>Pay Real Living Wage</b> | <b>Flexible &amp; Family Friendly</b> | <b>Oppose Fire &amp; Re-Hire</b> |
|-----------------------|--|----------------------|---|-----------------------------|---------------------------------------|----------------------------------|
| X                     | X  | X                    |   | X                           | X                                     | X                                |

### Lot 3 – Q-Free (Bristol) UK Limited

| <b>Employee Voice</b> | <b>Investment in Workforce Development</b> | <b>No Zero Hours</b> | <b>Gender Pay Gap / Inclusive Workplace</b> | <b>Pay Real Living Wage</b> | <b>Flexible &amp; Family Friendly</b> | <b>Oppose Fire &amp; Re-Hire</b> |
|-----------------------|--|----------------------|---|-----------------------------|---------------------------------------|----------------------------------|
| X                     | X  | X                    |   | X                           | X                                     |                                  |

## Appendix C Community Benefits Outcomes

### Lot 1 – Broxap Limited

| Spend Threshold | Number of Mandatory Points | Outcomes Offered   |
|-----------------|----------------------------|--|
| £50,000         | 5 CBPs                     | 1 x Business Mentoring<br>2 x Community Engagement – Financial Support |
| £100,000        | 10 CBPs                    | 1 x Business Mentoring<br>4 x Community Engagement – Financial Support |

### Lot 2 – Broxap Limited

| Spend Threshold | Number of Mandatory Points | Outcomes Offered  |
|-----------------|----------------------------|---|
| £50,000         | 5 CBPs                     | 2 x Community Engagement – Financial Support                            |
| £100,000        | 10 CBPs                    | 1 x Business Mentoring<br>4 x Community Engagement – Financial Support  |
| £250,000        | 15 CBPs                    | 1 x Business Mentoring<br>6 x Community Engagement – Financial Support  |
| £500,000        | 20 CBPs                    | 1 x Business Mentoring<br>8 x Community Engagement – Financial Support  |
| £1,000,000      | 20 CBPs                    | 1 x Business Mentoring<br>10 x Community Engagement – Financial Support |

### Lot 3 – Q-Free (Bristol) UK Ltd

| Spend Threshold | Number of Mandatory Points | Outcomes Offered  |
|-----------------|----------------------------|---|
| £50,000         | 5 CBPs                     | 1 x Community Engagement – Financial Support (Minimum £1,000)   |
| £100,000        | 10 CBPs                    | 1 x Community Engagement – Financial Support (minimum £1,000)<br>1 x Community Engagement – Non-Financial Support (minimum 5 hours) |
| £250,000        | 15 CBPs                    | 2 x Community Engagement – Financial Support (minimum £1,000)<br>1 x Community Engagement – Non-Financial Support (minimum 5 hours) |
| £500,000        | 20 CBPs                    | 2 x Community Engagement – Financial Support (minimum £1,000)<br>2 x Community Engagement – Non-Financial Support (minimum 5 hours) |