

OFFICER DECISION RECORD SHEET

Name of decision maker: Assistant Director of Finance & Resources

Service Area: Parking Services

Title of Decision: Award of contracts for the Parking Enforcement Service

Decision made and reasons:

Decision:

To award an initial 5-year contract to **Indigo Park Services UK Ltd** for the provision of 'Integrated Systems, Software and Associated Hardware Systems' under Lot 1 of the Parking Enforcement Services contract.

To award an initial 5-year contract to **Indigo Park Services UK Ltd** for the provision of 'Compliance Management and Business Processing Solutions' under Lot 2 of the Parking Enforcement Services contract.

Reason:

The Council's current Parking Enforcement contract comes to an end in April 2018 and in compliance with the Public Contract Regulations 2015, the Council have needed to undertake a fully OJEU compliant tendering process. Following a robust evaluation process, this Service Provider has scored the highest against both lots of this requirement.

The contract will commence in April 2018.

Reports considered:

Procurement Report

Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Corporate Director Finance & Operations
Assistant Director Finance & Resources
Group Manager Commissioning, Procurement & Compliance
Parking Services Team Leader
Graeme Elliot (Portfolio Holder for Finance and Resources)
Andrew Williams (Leader of the Council)

Financial Comments:

There is sufficient budget to fund this contract within the Parking Strategy Budget for 2018/19.

Lucy Tash Accountant (Finance & Operations) 16th November 2017

Monitoring Officer Comments:

On 17 October 2017 Cabinet delegated authority to the Assistant Director (Finance & Resources) in consultation with the Portfolio Holder for Finance and Resources to award the contracts for an initial 5 year period. The Portfolio Holder has been consulted and the contracts can now be awarded.

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Deputy S151 Officers Comments:

This is a Deputy Section 151 Officer report. There is sufficient budget to cover the costs of implementing this decision. All costs will be factored into the 2018/19 budget setting.

Implications:

Value for Money:

The tender returns for Lot 1 were evaluated using predetermined criteria including;

- System Capacity & Capability
- Implementation & Mobilisation
- Performance Management
- Parking Intelligence & Data
- Overall cost including any data migration

The tender returns for Lot 1 were evaluated using predetermined criteria including;

- Experience & Ability
- Delivery & Management
- Professional Development
- Governance
- Social Value
- Overall cost of labour & staff, accommodation, Equipment, Banking & Admin

Indigo Park Services UK Ltd scored highest of all the bidders.

Financial:

The prices submitted by Indigo Park Services UK Ltd for the 5-year contract period were as follows:

Lot 1 - £462,057.22

Lot 2 - £1,985,919.04

Risk:

The Council adopted Decriminalised Parking Enforcement (DPE) powers in October 2003, if this contract is not awarded then it would mean that the Council would not have the resource to manage both on-street and off-street parking enforcement across the borough.

This would have a direct impact for residents and visitors to the borough and would result in a negative effect on the Council's reputation, and would lead to a reduced level of income the Council receives from parking related charges.

Officer Signature:

Date: