

Agenda Item No:

Report to: Charity Committee DRAFT

Date of Meeting: 12 December 2011

Report Title: Grounds Maintenance Contract Procurement

Report By: Virginia Gilbert
Head of Amenities & Leisure

Purpose of Report

To inform the Charity Committee of the planned joint procurement of grounds maintenance services in 2012 by partners Hastings Borough Council, Rother District Council and Amicus Horizon and to seek the Committee's agreement to participate in the tendering process.

Recommendation(s)

- 1. That the Committee agrees to the inclusion of Foreshore Trust grounds maintenance requirements in the Hastings/Rother/Amicus Horizon joint tendering arrangements.**
- 2. That the Foreshore Trust's grounds maintenance requirements are marketed separately for purposed of comparison with the larger joint tender.**
- 3. That the results be reported to the Committee at their Summer 2012 meeting (date to be agreed).**

Reasons for Recommendations

The current Grounds Maintenance contract with Quadron Services Ltd, annual value £1.2 million, has a 5 year term ending in November 2012. Hastings Borough Council's Cabinet (7th. February 2011) and Rother District Council's Cabinet (17th. January 2011) agreed that both Authorities align their Grounds Maintenance contract specifications in order to co-procure.

Amicus Horizon has also indicated that they wish to participate in the procurement for their Hastings and Rother operations.

Areas of Foreshore Trust land from Pelham car park eastwards to the Stade are included in the current HBC contract.

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1. The HBC grounds maintenance contract is due to be retendered and let in 2012. A full timetable of the procedure from beginning to end, starting with the OJEU Notice through to contract award is attached as Appendix 1.
 2. The Cabinet report explaining contract and tendering arrangements has been agreed at the 28 November Cabinet meeting and is published on the HBC website at http://www.hastings.gov.uk/decisions_democracy/council_meetings/meetings/.
 3. The areas of Foreshore Trust land included in the current contract consist mainly of a series of ornamental and grass beds along the seafront.
 4. The cost to the Foreshore Trust for grounds maintenance management and operations is £65,000 annually. Foreshore Trust costs will be identified separately in the tenders for the new contract.
 5. A parallel exercise will be run to test the market prices for the Foreshore Trust contract requirements alone.

Consultation

6. The Coastal Users Group was consulted at their 29th November meeting. They had no comments or objections to the proposal.

Conclusions

7. That the Committee agrees to the inclusion of Foreshore Trust grounds maintenance requirements in the Hastings/Rother/Amicus Horizon joint tendering arrangements.
8. That the Foreshore Trust's grounds maintenance requirements are marketed separately for purposed of comparison with the larger joint tender.
9. That the results be reported to the Committee in Summer 2012.

Wards Affected

Castle, Old Hastings

Area(s) Affected

East Hastings

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No

Risk Management	Yes
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No

Background Information

Appendix 1 Grounds Maintenance Contract Procurement Timetable

Officer to Contact

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Appendix 1 Grounds Maintenance Contract Procurement Timetable

	ACTIVITY	DATES	DURATION
1.	OJEU Notice	13 January 2012	37 days
2.	Deadline for return of PQQ	20 February 2012	
3.	Issue of Invitation to Tender	19 March 2012	
4.	Open Day for Tenderers	4-6 April 2012	3 days
5.	Deadline for Tenderers to submit final written questions	20 April 2012	5 weeks (from issue of Invitation to Tenderers)
6.	Return deadline	1 May 2012	6 weeks (from issue of invitation to Tenderers)
7.	Tenderers Presentations	4-8 June 2012	2 hours each presentation
8.	Further interviews/presentations if required	27-29 June 2012	To be advised after w/c 11 June 2012
9.	Intention to Award Contract	19 July 2012	
10.	Start of Alcatel period	19 July 2012	10 days +
11.	Contract Award	1 August 2012	
12.	90 Day TUPE, Notice from existing contractors to new Contractor	1 August 2012	
13.	Commencement of Grounds Maintenance Contract	6 November 2012	