

**REPORT TO: EDUCATION COMMITTEE**

**REPORT ON: PROCUREMENT OF SCHOOL TRANSPORT**

**REPORT BY: DIRECTOR OF EDUCATION AND HEAD OF TRANSPORTATION**

**REPORT NUMBER: 303-2012**

## **1 PURPOSE OF REPORT**

- 1.1 This report details tenders received for the provision of home to school transport and seeks approval to award contracts.

## **2 RECOMMENDATION**

- 2.1 It is recommended that approval is given to allow the award the contracts as detailed in Appendix 1.

## **3 FINANCIAL IMPLICATIONS**

- 3.1 The cost of funding the home to school transport contracts can be met from within the Education Department revenue budget.

## **4 BACKGROUND**

- 4.1 The Sustainable Transport Team within City Development Department is responsible for the procurement and management of contracts that facilitate the transport of children between their homes and school.
- 4.2 Transport contracts are generally awarded on a three year basis and are awarded to a mixed fleet of private hire car operators, taxi operators, minibus operators and local bus (PSV) operators. The last major tendering exercise was undertaken in July 2009 when 92 school transport contracts were awarded. A full tendering exercise was therefore required in 2012 to renew all contracts for the start of the 2012/13 academic session.
- 4.3 A full tendering exercise was undertaken earlier this year (closing date 30 April 2012) and the results were reported to the Education Committee on 25 June 2012. Contracts were subsequently awarded to 22 operators. A small number of contracts that were required for the start of the new academic session remained unfilled or were returned by the successful bidder and required to be retendered in a follow up procurement exercise. Additional transport requirements also arose in the period since the first procurement process took place.

## **5 DATA FROM THE TENDER EXERCISE (HOME TO SCHOOL)**

- 5.1 18 Education Transport Contracts that were available for tender were posted on the Public Contracts Scotland Procurement Portal on 19 July 2012 with a closing date of 30 July 2012. 9 operators requested tender labels and of those all submitted bids.
- 5.2 All tenderers submitted multiple bids. In total 58 bids were received for the 18 contracts. This is an average of 3.2 bids per contract.

- 5.3 The tenders received were analysed by members of the Sustainable Transport Team. Cost was the sole factor on which tender submissions were assessed by the Sustainable Transport team. However when vehicle or escort availability precluded the award of a contract to the lowest bidder, contracts were awarded to ensure the most economically advantageous outcome for the Council. 16 of the 17 contracts are to be awarded to the lowest bidder. One contract that was offered for tender does not require to be awarded.
- 5.4 Specific information on the outcome of the tender exercises is detailed in Appendix 1. For each contract, the operator to whom the award is to be made is noted along with the annual value of that award (based on 190 schooldays). The value of the lowest and highest bids for each contract is also shown along with the number of different bids submitted. Of the 9 tenderers submitting bids, it is proposed to award contracts to 7 different operators.

## 6 POLICY IMPLICATIONS

- 6.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.
- 6.2 The provision of high quality home to school transport is not explicitly mentioned in the Dundee Single Outcome Agreement but it contributes to a number of local outcomes including 'our children will be safe, healthy, nurtured, active, respected, responsible and included'. The mandatory requirement placed on operators to provide continuity of operational staff will increase confidence in the service being provided to pupils and their parents.

## 7 CONSULTATIONS

- 7.1 The Chief Executive, Director of Corporate Services, Head of Democratic and Legal Services, and Director of City Development have been consulted and are in agreement with the contents of this report.

## 8 BACKGROUND PAPERS

- 8.1 Committee Report 246-2012

In view of the timescales involved this report was approved by the Head of Education (Secondary & Support for Learners) and Head of Transportation in consultation with the Depute Convener of the Education Committee, Opposition Group spokesperson, Conservative member, Liberal Democrat member and the Independent member.

Paul Clancy		02.08.12
Head of Education (Secondary & Support for Learners)		Date

Neil Gellatly		02.08.12
Head of Transportation		Date

Gregor Murray		02.08.12
Depute Convener of Education Committee		Date

Laurie Bidwell		02.08.12
Opposition Group Spokesperson		Date

Derek Scott		02.08.12
Conservative Member		Date

Fraser Macpherson		02.08.12
Liberal Democrat Member		Date

Ian Borthwick		02.08.12
Independent Member		Date

## APPENDIX 1

Contract Reference	Castlepark 147
Route Description	Dundee - Castlepark
Number of Bids Received	5
Lowest Bid (Annual Cost)	£2,850.00
Highest Bid (Annual Cost)	£7,980.00
Accepted Bid (Annual Cost)	<b>£2,850.00</b>
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	Fintry Silver Satellite 545
Route Description	Dundee - Fintry Primary School
Number of Bids Received	5
Lowest Bid (Annual Cost)	£12,540.00
Highest Bid (Annual Cost)	£20,900.00
Accepted Bid (Annual Cost)	<b>£13,585.00</b>
Successful Tenderer	<b>John McGuckin</b>

Contract Reference	Frances Wright 521
Route Description	Dundee - Frances Wright Pre-School
Number of Bids Received	6
Lowest Bid (Annual Cost)	£11,020.00
Highest Bid (Annual Cost)	£20,900.00
Accepted Bid (Annual Cost)	<b>£11,020.00</b>
Successful Tenderer	<b>Galaxy Travel</b>

Contract Reference	Gowriehill 107
Route Description	Dundee - Gowriehill Primary School
Number of Bids Received	4
Lowest Bid (Annual Cost)	£8,740.00
Highest Bid (Annual Cost)	£11,400.00
Accepted Bid (Annual Cost)	<b>£8,740.00</b>
Successful Tenderer	<b>Tay Inter Leasing Taxis Ltd (Tay Taxis)</b>

Contract Reference	Gowriehill 148W
Route Description	Dundee - Gowriehill Primary School
Number of Bids Received	3
Lowest Bid (Annual Cost)	£7,220.00
Highest Bid (Annual Cost)	£9,500.00
Accepted Bid (Annual Cost)	<b>£7,220.00</b>
Successful Tenderer	<b>Tele Taxis (Dundee) Ltd</b>

Contract Reference	Gowriehill 149
Route Description	Dundee - Gowriehill Primary School
Number of Bids Received	1
Lowest Bid (Annual Cost)	£12,350.00
Highest Bid (Annual Cost)	£12,350.00
Accepted Bid (Annual Cost)	<b>£12,350.00</b>
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	Gowriehill 150
Route Description	Dundee - Gowriehill Primary School
Number of Bids Received	3
Lowest Bid (Annual Cost)	£7,220.00
Highest Bid (Annual Cost)	£11,400.00
Accepted Bid (Annual Cost)	<b>£7,220.00</b>
Successful Tenderer	<b>Tele Taxis (Dundee) Ltd</b>

Contract Reference	Grove 526
Route Description	Dundee - Grove Academy
Number of Bids Received	5
Lowest Bid (Annual Cost)	£3,040.00
Highest Bid (Annual Cost)	£9,120.00
Accepted Bid (Annual Cost)	<b>£3,040.00</b>
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	Grove 527W
Route Description	Dundee - Grove Academy
Number of Bids Received	1
Lowest Bid (Annual Cost)	£9,500.00
Highest Bid (Annual Cost)	£9,500.00
Accepted Bid (Annual Cost)	£9,500.00
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	Harris 143
Route Description	Dundee - Harris Academy
Number of Bids Received	4
Lowest Bid (Annual Cost)	£3,420.00
Highest Bid (Annual Cost)	£7,220.00
Accepted Bid (Annual Cost)	<b>£3,420.00</b>
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	Hillside 142
Route Description	Dundee - Hillside Primary School
Number of Bids Received	4
Lowest Bid (Annual Cost)	£7,980.00
Highest Bid (Annual Cost)	£12,540.00
Accepted Bid (Annual Cost)	<b>£7,980.00</b>
Successful Tenderer	<b>Tele Taxis (Dundee) Ltd</b>

Contract Reference	Kingspark 145
Route Description	Dundee - Kingspark School
Number of Bids Received	2
Lowest Bid (Annual Cost)	£11,400.00
Highest Bid (Annual Cost)	£11,400.00
Accepted Bid (Annual Cost)	<b>£11,400.00</b>
Successful Tenderer	<b>Skycabs Direct Ltd</b>

Contract Reference	Kingspark 151
Route Description	Dundee - Kingspark School
Number of Bids Received	4
Lowest Bid (Annual Cost)	£8,740.00
Highest Bid (Annual Cost)	£24,700.00
Accepted Bid (Annual Cost)	<b>£8,740.00</b>
Successful Tenderer	<b>Tay Inter Leasing Taxis Ltd (Tay Taxis)</b>

Contract Reference	Kingspark 152
Route Description	Dundee - Kingspark School
Number of Bids Received	1
Lowest Bid (Annual Cost)	£20,900.00
Highest Bid (Annual Cost)	£20,900.00
Accepted Bid (Annual Cost)	<b>£20,900.00</b>
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	St Johns 132
Route Description	Dundee - St Johns HS
Number of Bids Received	5
Lowest Bid (Annual Cost)	£7,600.00
Highest Bid (Annual Cost)	£11,400.00
Accepted Bid (Annual Cost)	<b>£7600.00</b>
Successful Tenderer	<b>Barrie Geekie</b>

Contract Reference	Young Mothers Unit 144
Route Description	Dundee - Menzieshill HS (YMU)
Number of Bids Received	3
Lowest Bid (Annual Cost)	£4,940.00
Highest Bid (Annual Cost)	£11,780.00
Accepted Bid (Annual Cost)	<b>£4,940.00</b>
Successful Tenderer	<b>Dundee 505050 Ltd</b>

Contract Reference	Young Mothers Unit 146
Route Description	Dundee - Menzieshill HS (YMU)
Number of Bids Received	2
Lowest Bid (Annual Cost)	£5,320.00
Highest Bid (Annual Cost)	£5,700.00
Accepted Bid (Annual Cost)	<b>£5,320.00</b>
Successful Tenderer	<b>Tele Taxis (Dundee) Ltd</b>