

REPORT OF THE DEPUTY DIRECTOR
TO THE EXECUTIVE
DATE OF MEETING – 06 JUNE 2008

Procedure for approving the short-list of companies to be invited to proceed to the next stage of the joint procurement of Waste Collection and Street Cleansing Services for the Vale of White Horse DC and South Oxfordshire DC

1.0 Introduction and Report Summary

- 1.1 The two Districts are jointly procuring new waste collection and street cleansing contract(s) to replace existing contracts when these terminate in June 2009 and October 2010.
- 1.2 The procurement project is being managed by the Deputy Director Contracts and Procurement at the Vale of White Horse DC on behalf of both Councils. The procurement is being carried out in accordance with the Public Contracts Regulations 2006 utilising the Competitive Dialogue process. Timetables for the procurement process are appended at appendices A and B.
- 1.3 The published timetable requires a decision on short-listing to be made by 27 June 2008, this decision requires the approval of both Councils executive bodies. Officers will not have completed detailed evaluation of the seven responses in time for the Executive meeting of 6 June.
- 1.4 The contact officer for this report is Mike Mackay, Deputy Director (Contracts and Procurement), telephone (01235 540337).
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2.0 Recommendation

- (a) *that the Executive invites the Leader to delegate to the Portfolio Holder the approval of the short-list of companies to be invited to proceed to the next stage of the procurement, in consultation with the Leader, Chair of Scrutiny and Vale councillors on the Project Board.*

3.0 Relationship with the Council's Vision, Strategies and Policies

This report supports the Council's priority of delivering a cleaner and greener environment and supports the medium term financial plan.

4.0 Project Progress

- 4.1 Following the advertising of this requirement in January 2008 19 companies originally expressed an interest in this procurement, 15 subsequently submitted Pre-Qualification Questionnaires. From these responses 9 companies were invited to submit outline proposals, two of whom decided not to proceed. The project manager in conjunction with other officers and members from both Councils is currently reviewing these seven proposals with a view to recommending a minimum of three companies to

be approved for short-listing. The timetable requires the short-list to be approved by 20 June, with notification to successful and unsuccessful companies on 27 June.

- 4.2 The only option to the recommendation is for a special meeting of the Executive to be called during June. This is considered to be impractical and unnecessary.

MIKE MACKAY
DEPUTY DIRECTOR (CONTRACTS AND PROCUREMENT)

STEVE BISHOP
STRATEGIC DIRECTOR