

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 4 August 2021**

Subject: Provision of Corporate Taxis Services**1. Purpose**

- 1.1** The purpose of this report is to advise Members of a framework agreement (FA) that was approved by the Chief Officer - Education and the Chief Officer - West Dunbartonshire Health and Social Care Partnership (WD HSCP) in consultation with the Convener of Tendering Committee for Provision of Corporate Taxis Services and the awarding of contracts utilising this FA as listed in Appendix 1.

2. Recommendations

- 2.1** It is recommended that Members note the appointment of providers listed in 4.3 and 4.6 for the FA for the Provision of Corporate Taxis Services. The Members are to further note that award through this FA shall be for a period of four years and at an indicative cost of £3m. This is based on £2,311,364 ex VAT for Education, Learning and Attainment (ELA) for four years and £160,589 ex VAT per year initially for WD HSCP. The estimated commencement date of the FA is 27 July 2021.
- 2.2** It is recommended that the Members note the appointment of the providers listed in Appendix 1 for the contracts specified in the same Appendix and notes that any other contract requirement arising due to need and utilising this FA for Provision of Corporate Taxis Services from £50,000, will be subject to the Tendering Committee approval procedure before award.

3. Background

- 3.1** A tendering exercise was undertaken to secure services for scheduled and non-scheduled taxi journeys for the following requirements:
- ELA – for pupils with additional support needs to attend educational establishments to meet their requirements; and
 - WD HSCP – to assist service users, with or without escort, from pick-up points to required destinations both within and outside the Council area.
- 3.2** The tender process for the Provision of Corporate Taxi Services was approved at the Education Services Committee on 10 March 2021 and WD HSCP Audit Committee on 25 March 2021. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations; and the *Public Contracts (Scotland) Regulations 2015* (above the financial threshold) for Services. A Contract Strategy document was also approved on 29 April 2021.

3.3 A contract notice was published on the Public Contracts Scotland advertising portal on 30 April 2021. Sixteen potential bidders expressed an interest, with six bidders submitting a response by the deadline for the submissions of 12 noon on 4 June 2021; with six bidders for Lot 1, ELA and three bidders for Lot 2, WD HSCP.

3.4 A report on *Contracts to be Awarded During the Summer Recess* was approved at the Tendering Committee on 2 June 2021 to grant delegated authority to the Chief Officer - Education and the Chief Officer - WD HSCP in consultation with the Convener of Tendering Committee to approve a FA for the Provision of Corporate Taxis Services. The Chief Officer - Regulatory & Regeneration was to conclude the awards. A further report detailing the outcome of the FA for the Provision of Corporate Taxis Services was to be submitted to the next appropriate Tendering Committee for noting, in accordance with Standing Orders 35(b) iv.

4. Main Issues

Lot 1: Education, Learning and Attainment

4.1 The six tender submissions were evaluated by representatives from ELA, Corporate Procurement Unit and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience, and capacity. The six tender submissions fully met the selection criteria.

4.2 The six tender submissions were evaluated against a set of award criteria which was based on a Price / Quality ratio of 80% / 20%:

	Weighting	Alexandria & Dumbarton TOA Ltd	Andrew Buist	Clydebank Taxis	OK Taxi Group	The Wright Taxi Co (Scotland) Ltd	Titan Taxis Limited
Quality (20%)							
Quality of Service	(40%)	20%	30%	30%	30%	20%	20%
Invoicing	(10%)	10%	10%	10%	10%	10%	10%
Customer Care	(15%)	11.2%	15%	7.5%	11.2%	11.2%	7.5%
Sustainability	(10%)	6.2%	6.2%	5%	7.5%	7.5%	5%
Social Benefits	(25%)	12.5%	0%	0%	0%	25%	0%
Quality Sub-Total %:	(20%)	12%	12.2%	10.5%	11.7%	14.7%	8.5%
Price (80%)							
Price	80%	80%	25.6%	46.2%	38.5%	28.2%	76.8%

Total Score	(100%)	92%	37.8%	56.7%	50.2%	42.9%	85.3%
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- 4.3** It was recommended that Lot 1: ELA of the FA be established with the providers in the table below who had provided the most economically advantageous tender responses. This was approved by the Chief Officer - Education in consultation with the Convener of Tendering Committee. The Chief Officer - Regulatory & Regeneration concluded the award.

Provider	Town
Alexandria & Dumbarton TOA Ltd	Alexandria
Titan Taxis Limited	Clydebank
Clydebank & District Toars Ltd T/A Clydebank Taxis	Clydebank
OK Taxi Group	Dumbarton
The Wright Taxi Co (Scotland) Ltd	Alexandria
Andrew Buist	Alexandria

Lot 2: WD HSCP

- 4.4** The three tender submissions were evaluated by representatives from WD HSCP, Corporate Procurement Unit and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience, and capacity. The three tender submissions fully met the selection criteria.
- 4.5** The three tender submissions were evaluated against a set of award criteria which was based on a Price / Quality ratio of 80% / 20%:

	Weighting	Alexandria & Dumbarton TOA Ltd	Clydebank Taxis	The Wright Taxi Co (Scotland) Ltd
Quality (20%)				
Quality of Service	(40%)	20%	40%	40%
Invoicing	(10%)	10%	10%	10%
Customer Care	(15%)	11.2%	11.2%	11.2%
Sustainability	(10%)	6.2%	10%	8.7%
Social Benefits	(25%)	12.5%	0%	25%
Quality Sub-Total %:	(20%)	12%	14.2%	19%
Price (80%)				
Price	(80%)	80%	50%	67.3%

Total Score	100%	92%	64.2%	86.3%
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- 4.6** It was recommended that Lot 2: WD HSCP of the FA be established with the providers in the table below who had provided the most economically advantageous tender responses. This was approved by the Chief Officer – WD HSCP in consultation with the Convener of Tendering Committee. The Chief Officer - Regulatory & Regeneration concluded the award.

Provider	Town
Alexandria & Dumbarton TOA Ltd	Alexandria
The Wright Taxi Co (Scotland) Ltd	Alexandria
Clydebank & District Toars Ltd T/A Clydebank Taxis	Clydebank

- 4.7** The contracts utilising this FA for Provision of Corporate Taxis Services will be done either by direct award for ad-hoc journeys based on the award criteria scoring determined at the formation of the FA, or by mini-competition for planned journeys. Any contract from £50k, will be subject to the Tendering Committee approval procedure before award.
- 4.8** It was recommended that the contracts utilising this FA, as detailed in Appendix 1, be awarded for Lot 1: ELA. This was approved by the Chief Officer - Education in consultation with the Convener of Tendering Committee. The Chief Officer - Regulatory & Regeneration concluded the awards.
- 4.9** As this requirement is predominantly self-employed sole traders, a fair working practice question was not included within the tender.
- 4.10** The social benefits will be discussed with the individual providers and actions to take these forward will be agreed.

5. People Implications

- 5.1** There are no people implications.

6. Financial and Procurement Implications

- 6.1** Financial costs in respect of this Provision of Corporate Taxi Services will be met from the approved revenue budgets of ELA and WD HSCP.
- 6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in consultation with ELA and WD HSCP officers and the provisions of the Council's Contract Standing Orders and the Financial Regulations; and the relevant Procurement Regulations.

7. Risk Analysis

- 7.1** The successful providers have no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council and the WD HSCP.

8. Equalities Impact Assessment (EIA)

8.1 An equalities screening has been undertaken which has identified that there is no equalities impact.

9. Consultation

9.1 Consultation has taken place with ELA, WD HSCP, Finance Services and Legal Services.

10. Strategic Assessment

10.1 Delivery of this Service will support the following Council and WD HSCP strategic objectives:

- Supported individuals, families and carers living independently and with dignity; and
- Support people to exercise choice and control in the achievement of their personal outcomes.

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Designation: Chief Officer – Supply, Distribution and Property

Date: 04/08/2021

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Appendices: N/A

Background Papers: EIA Screening

Wards Affected: All Wards

Appendix 1:

Provider	Contract No. ELA
Alexandria & Dumbarton TOA Ltd	WDO01N
Titan Taxis Limited	WDO02N
The Wright Taxi Co (Scotland) Ltd	WDO03N
The Wright Taxi Co (Scotland) Ltd	WDO04N
The Wright Taxi Co (Scotland) Ltd	WDO05N
The Wright Taxi Co (Scotland) Ltd	WDO06N
Titan Taxis Limited	WDO07N
Alexandria & Dumbarton TOA Ltd	WDO08N
OK Taxi Group	WDO10N
OK Taxi Group	WDO11N
Titan Taxis Limited	WDN012N
Titan Taxis Limited	WDN10N
Titan Taxis Limited	WD014N
Titan Taxis Limited	WD015N
Titan Taxis Limited	WD016N
Titan Taxis Limited	WD018N
The Wright Taxi Co (Scotland) Ltd	WD019N
OK Taxi Group	WDP03N
Titan Taxis Limited	WDS01N
Alexandria & Dumbarton TOA Ltd	WDS02N
The Wright Taxi Co (Scotland) Ltd	WDS03N
Alexandria & Dumbarton TOA Ltd	WDS04N
The Wright Taxi Co (Scotland) Ltd	WDS05N
The Wright Taxi Co (Scotland) Ltd	WDS07N
Titan Taxis Limited	WDS07N
Titan Taxis Limited	WDS12N
Titan Taxis Limited	WDS14N
Alexandria & Dumbarton TOA Ltd	WDS15N
Andrew Buist	WDS15N
Andrew Buist	WDS16N
Andrew Buist	WDS17N
Titan Taxis Limited	WDS18N
Alexandria & Dumbarton TOA Ltd	WDS21N
Alexandria & Dumbarton TOA Ltd	WDS22N
Andrew Buist	WDS23N
Andrew Buist	WDS24N
Andrew Buist	WDS25N
OK Taxi Group	WDH01N
Alexandria & Dumbarton TOA Ltd	WDH02N
The Wright Taxi Co (Scotland) Ltd	WDH03N
Titan Taxis Limited	WDH04N

Andrew Buist	WDH05N
Alexandria & Dumbarton TOA Ltd	WDH07N
Titan Taxis Limited	WDH08N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDP01N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDP02N
Titan Taxis Limited	WD013N
Titan Taxis Limited	WD013N
Titan Taxis Limited	WD017N
Titan Taxis Limited	WD017N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDS08N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDS08N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDS08N
Titan Taxis Limited	WDS13N
Titan Taxis Limited	WDS13N
Titan Taxis Limited	WDS13N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDS20N
CLYDEBANK & DISTRICT TOARS LTD T/A CLYDEBANK TAXIS	WDS20N
Titan Taxis Limited	WDH06N
Titan Taxis Limited	WDH06N
Titan Taxis Limited	WDH06N
Andrew Buist	WDH09N
Andrew Buist	WDH09N

