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Tender

## **Solent Transport - Future Transport Zone - Dynamic Purchasing System**

PORTSMOUTH CITY COUNCIL

F02: Contract notice

Notice identifier: 2021/S 000-004302

Procurement identifier (OCID): ocids-h6vhtk-02982c

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### **Section I: Contracting authority**

#### **I.1) Name and addresses**

PORTSMOUTH CITY COUNCIL

City Council

Portsmouth

PO12BG

#### **Contact**

Procurement Service

#### **Email**

[procurement@portsmouthcc.gov.uk](mailto:procurement@portsmouthcc.gov.uk)

#### **Telephone**

+44 2392688235

#### **Country**

United Kingdom

**NUTS code**

UKJ3 - Hampshire and Isle of Wight

**Internet address(es)**

Main address

<https://in-tendhost.co.uk/portsmouthcc.aspx/Home>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/portsmouthcc.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/portsmouthcc.aspx/Home>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Solent Transport - Future Transport Zone - Dynamic Purchasing System

#### **II.1.2) Main CPV code**

- 63000000 - Supporting and auxiliary transport services; travel agencies services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Portsmouth City Council (the council) on behalf of Solent Transport is establishing multi-Lot multi-supplier Dynamic Purchasing System (DPS) to support the delivery of a Future Transport Zone (FTZ) within the Solent area.

The DPS will be used over time to source a wide range of services, supplies and to a lesser extent works utilising a broad range of contracting forms and financing arrangements which will allow for award via contracts, concessions and grants.

Award of call off contracts may be via direct award or mini-competition as detailed within section VI.3.

Whilst the establishment of the DPS is driven by the Solent FTZ programme, the agreement may also be used by Solent Transport as well as the Contracting Authorities located within the Solent region as listed within section VI.3 to source related requirements which fall outside of the FTZ programme.

The DPS may also be extended - subject to issue of a Corrigendum Notice - to cover additional geographical areas and allow access to further Contracting Authorities.

The target date for operational commencement of the DPS is 12th April 2021. The initial term of the DPS will mirror the duration of the FTZ programme, which is due to end on 30th June 2024. However, the agreement may be extended beyond this term on a rolling basis in increments to be determined without limitation in respect of number and length of extension periods applied.

Initially applications are invited against 3 specific Lots only, being:

- Lot 1 - Marketing and Communication Services
- Lot 2 - Consultancy Services
- Lot 3 - Bike Share Schemes

Establishment of these DPS Lots is required imminently in order to progress the FTZ programme. In addition to the above Lots the following Lots will also form part of the DPS but at present are not open for applications. However, interested suppliers are able to submit expressions of interest in respect of future submission of applications once the Lots are activated and participation in any pre-activation soft market testing exercises.

- Lot 4 - Freight
- Lot 5 - Data Collection
- Lot 6 - Transport Modelling

Further information in respect of these future Lots as well as additional further Lots relating to personal mobility services which have not been progressed at present due to the impacts of the Covid-19 pandemic are included within section VI.3.

Suppliers may apply for entry onto the DPS in respect of any or all of the active and future Lots listed above.

The estimated total value of work that could be let via the DPS based upon known FTZ demands in relation to Lots 1-3 plus additional demand from the other named Solent area public bodies is currently approx. £3.8M.

The value and scope of the DPS is likely to vary significantly over the term through expansion / suspension / termination of established Lots, launching of new Lots, extensions to the term of the agreement and expanding access to further contracting authorities.

The DPS will be established in accordance with the following programme:

- Issue of FTS Contract Notice & DPS Document Pack - 04.03.21
- Deadline for Initial Applications for Lots 1-3 - 06.04.21 12:00
- DPS Commencement - 12.04.21

In respect of Lot 1 in addition to applications for entry onto the DPS, applications are also being sought concurrently for inclusion onto a mini-competition shortlist which will be used

to call off urgently required services for delivery of the following 3 individual but related summary themes:

- Promotion of a new to market Mobility as a Service (MaaS) mobile app
- Development of the Solent Go brand and promotion of the service platform
- Development and delivery of a travel behaviour change awareness campaign

Further information regarding the scope of services, value, programme and procurement strategy in respect of this imminent call off contract are included within Section II.2 (Lot 1).

Applications are to be submitted via the Council's e-sourcing solution InTend.

#### **II.1.5) Estimated total value**

Value excluding VAT: £3,800,000

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### **II.2) Description**

#### **II.2.1) Title**

Marketing and Communication Services

Lot No

1

#### **II.2.2) Additional CPV code(s)**

- 79340000 - Advertising and marketing services
- 79413000 - Marketing management consultancy services
- 79416000 - Public relations services
- 92111210 - Advertising film production
- 92111220 - Advertising video-tape production

- 92200000 - Radio and television services
- 92400000 - News-agency services

### **II.2.3) Place of performance**

NUTS codes

- UKJ31 - Portsmouth
- UKJ32 - Southampton
- UKJ34 - Isle of Wight
- UKJ35 - South Hampshire

### **II.2.4) Description of the procurement**

This Lot is for the delivery of a full range of behaviour change marketing and communications services to include:

- Campaign planning
- Digital marketing support (including digital advertising)
- Social media management
- Creative concept development
- Public relations
- Press management
- Media planning and buying
- Creative and design
- Monitoring, insights and evaluation

The services are required to support the delivery of the Solent Transport Future Transport Zone programme - this is the delivery, trial and testing of a number of several innovative transport projects across the Solent area. Not all projects will require the full range of services. The current projects are:

- Mobility as a Service trial

- Growing Solent Go
- Shared bike trial
- Shared e-scooter trial
- Mobility credits trial
- Dynamic Demand Responsive Transport
- Liftshare
- Mobility Hubs
- Micro and macro freight consolidation projects
- Drone logistics

These schemes are all part of the current FTZ programme and the estimated value of all known work is in the region of £500k - £750k. However, it is also possible that additional travel projects will emerge for which marketing and communications support is required. This may increase the scope and value of the Lot accordingly.

In addition to applications for entry onto this overall Lot, applications are also being sought concurrently for inclusion onto a mini-competition shortlist which will be used to call off urgently required services for delivery of the following 3 individual but related summary themes:

- Promotion of a new to market Mobility as a Service (MaaS) mobile app
- Development of the Solent Go brand and promotion of the service platform
- Development and delivery of a travel behaviour change awareness campaign which aligns identifiable 'change moments' with the promotion of sustainable travel behaviours and use of future mobility modes

The estimated value of the contract based upon delivery of the activities set out above is approx. £175k, however this value may be significantly increased in the event that related additional activities are added to the scope of the contract. It is envisaged that this specific call of contract will be awarded in accordance with the following programme:

- Issue Mini-Competition Pack - 19.04.21
- Tender Return - 30.04.21

- Presentation / Interview - 06.05.21 - 07.05.21
- Contract Award - 17.05.21

In submitting applications for inclusion onto the shortlist suppliers will be required to submit information in respect of case study experience, proposed team and summary methodology proposal. As part of the application process suppliers are also invited to comment on the proposed subsequent mini-competition strategy and programme. Following assessment of applications the highest scoring 3-6 suppliers will be invited to submit mini-competition bids.

The form of contract used for the appointment will be based upon the Council's standard contract for services supplemented with additional relevant clauses from the Council's standard Consultancy services contract.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £750,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

39

This contract is subject to renewal

Yes

Description of renewals

The Lot will run for an initial period of 39 months until 30th June 2024, in accordance with the FTZ programme. However, the duration of the Lot may be extended beyond this term on a rolling basis in increments to be determined without limitation in respect of number and length of extension periods applied

Extensions applied to this Lot may be different to those applied to other Lots. The Lot may be suspended or closed at any point should the Lot no longer be required.

The duration of call-off contracts will meet the requirements of each call-off. These



agreements may include extension options in order to meet the needs of each call-off.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

See description of renewals above.

#### **II.2.14) Additional information**

Whilst not mandatory suppliers are encouraged to also submit additional commercial information covering prices, rates, CVs, operation models, terms, etc. when submitting applications. This will go towards developing the application of the DPS on an e-catalogue basis which will assist in streamlining call off contract processes.

### **II.2) Description**

#### **II.2.1) Title**

Consultancy Services

Lot No

2

#### **II.2.2) Additional CPV code(s)**

- 63712710 - Traffic monitoring services
- 71311200 - Transport systems consultancy services
- 71621000 - Technical analysis or consultancy services
- 71700000 - Monitoring and control services
- 79411000 - General management consultancy services
- 79419000 - Evaluation consultancy services
- 79421000 - Project-management services other than for construction work

- 90711500 - Environmental monitoring other than for construction

### **II.2.3) Place of performance**

NUTS codes

- UKJ31 - Portsmouth
- UKJ32 - Southampton
- UKJ34 - Isle of Wight
- UKJ35 - South Hampshire

### **II.2.4) Description of the procurement**

This Lot is for the delivery of a full range of supporting transport consultancy services to include:

- Strategic Transport Modelling & Analysis Specialists - to include SATRUN Highway assignment modelling, CUBE Voyager modelling and CUBE Matrix software, SQL databases and C++ programming, spreadsheets, database tools and GIS Analysis
- Transport Planning Specialists - for Personal Mobility projects and Sustainable transport projects
- Project and Product Managers for the management of transport related schemes and projects
- Monitoring and Evaluation Specialists for Transport related schemes
- Freight and Logistics Specialists
- Drones Specialists for the Development of an Unmanned Traffic Management (UTM) system
- MaaS / Smart Ticketing Specialists
- Behaviour Change Specialists for Transport related schemes and interventions
- Business Case Specialists - for WebTAG compliant Transport related schemes
- Data Analysis and Programming to include SQL databases and C++ programming, spreadsheets, database tools and GIS Analysis

The services are required to support the delivery of the Solent Transport Future Transport

Zone programme - this is the delivery, trial and testing of a number of several innovative transport projects across the Solent area. Not all projects will require the full range of services listed. The projects are:

- Mobility as a Service trial
- Growing Solent Go
- Shared bike trial
- Shared e-scooter trial
- Mobility credits trial
- Dynamic Demand Responsive Transport
- Liftshare
- Mobility Hubs
- Micro and macro freight consolidation projects
- Drone logistics

These schemes are all part of the current FTZ programme, and the estimated value of all known work is in the region of £500K. However, as further Lots are scoped further requirements will be identified. It is also possible that additional travel projects will emerge for which specialist consultancy is required. This may increase the scope and value of the Lot accordingly.

Suppliers may apply for admission onto this Lot for the delivery of one or several of the disciplines listed. The Council reserves the right to add, remove or update the list of disciplines as new and future requirements are identified and scoped by the Council subject to issue of a Corrigendum Notice as required.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £1,000,000

## **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Lot will run for an initial period of 39 months until 30th June 2024, in accordance with the FTZ programme. However, the duration of the Lot may be extended beyond this term on a rolling basis in increments to be determined without limitation in respect of number and length of extension periods applied

Extensions applied to this Lot may be different to those applied to other Lots. The Lot may be suspended or closed at any point should the Lot no longer be required.

The duration of call-off contracts will meet the requirements of each call-off. These agreements may include extension options in order to meet the needs of each call-off.

## **II.2.10) Information about variants**

Variants will be accepted: Yes

## **II.2.11) Information about options**

Options: Yes

Description of options

See description of renewals above.

## **II.2.14) Additional information**

Whilst not mandatory suppliers are encouraged to also submit additional commercial information covering prices, rates, CVs, operation models, terms, etc. when submitting applications. This will go towards developing the application of the DPS on an e-catalogue basis which will assist in streamlining call off contract processes.

## **II.2) Description**

### **II.2.1) Title**

## Bike Share Schemes

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 33952000 - Transport equipment and auxiliary products to transportation
- 34430000 - Bicycles
- 45233293 - Installation of street furniture
- 48100000 - Industry specific software package
- 60100000 - Road transport services
- 75112000 - Administrative services for business operations

### **II.2.3) Place of performance**

NUTS codes

- UKJ31 - Portsmouth
- UKJ32 - Southampton
- UKJ34 - Isle of Wight
- UKJ35 - South Hampshire

### **II.2.4) Description of the procurement**

This Lot is for the delivery of bike share schemes.

The introduction of bike share schemes is one of many projects within Solent Transport's Future Transport Zone (FTZ) programme that includes the delivery, trial and testing of a number of several innovative transport projects across the Solent area.

Currently, the FTZ programme includes for the launch of a bike share scheme in Portsmouth and Southampton with a further, smaller satellite scheme to run along the Gosport to Fareham rapid transport route.

These schemes may include pedal and e-assist bikes as well as additional services/products, including cargo and e-cargo bikes. The schemes will be built around docked infrastructure rather than a free-floating bike share scheme.

The FTZ programme includes a budget to support bike share schemes until 20th June 2024. The value of this funding is in the region of £1.8million. This value does not include the potential revenue that may be available to successful operators if these contracts are let as or subsequently develop into a concession arrangement.

In addition to the schemes noted above, further schemes may be launched, subject to the availability of funding and success of other schemes. If other schemes become available, the value of the Lot will increase accordingly.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £1,800,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Lot will run for an initial period of 39 months until 30th June 2024, in accordance with the FTZ programme. However, the duration of the Lot may be extended beyond this term on a rolling basis in increments to be determined without limitation in respect of number and length of extension periods applied

Extensions applied to this Lot may be different to those applied to other Lots. The Lot may be suspended or closed at any point should the Lot no longer be required.

The duration of call-off contracts will meet the requirements of each call-off. These agreements may include extension options in order to meet the needs of each call-off.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

See description of renewals above.

### **II.2.14) Additional information**

Whilst not mandatory suppliers are encouraged to also submit additional commercial information covering prices, rates, CVs, operation models, terms, etc. when submitting applications. This will go towards developing the application of the DPS on an e-catalogue basis which will assist in streamlining call off contract processes.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the setting up of a dynamic purchasing system

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

6 April 2021

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

19 April 2021

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**



## SOLENT TRANSPORT & FTZ PROGRAMME OVERVIEW

Solent Transport is a partnership comprising Hampshire County Council, Portsmouth City Council and Isle of Wight Council, working together to make sure everyone benefits from transport planning solution in the Solent area.

Solent Transport successfully bid for FTZ funding from the Department of Transport. The objective of the FTZ programme is to test and trial innovative, digitally enabled shared transport services, modes and business models at scale to establish risk and benefits.

The projects to be trialled as part of the FTZ programme are focused on 2 themes:

1. Personal mobility
2. Sustainable urban logistics

In addition, a behavioural change marketing and communications strategy will be implemented across the programme with monitoring and evaluation also undertaken to understand the impact and effectiveness of individual projects and collectively across the overall programme. Full details of the FTZ bid can be found at [https://www.solent-transport.com/images/Bids/FMZ\\_EOI\\_form.pdf](https://www.solent-transport.com/images/Bids/FMZ_EOI_form.pdf)

## DPS ACCESS

Whilst the establishment of the DPS is driven by the Solent FTZ programme, the agreement may also be used by Solent Transport as well as the Contracting Authorities located within the Solent region as listed below to source related requirements which fall outside of the FTZ programme.

- Portsmouth City Council
- Southampton City Council
- Hampshire County Council
- Isle of Wight Council
- Havant Borough Council
- Fareham Borough Council
- Gosport Borough Council

- Eastleigh Borough Council
- Test Valley Borough Council
- University of Portsmouth
- University of Southampton
- Solent University
- Solent NHS Trust

The DPS may also be extended - subject to issue of a Corrigendum Notice - to cover additional geographical areas and allow access to further Contracting Authorities.

#### DPS ACTIVE & FUTURE LOTS

Initially applications are invited against 3 specific Lots only, being:

- Lot 1 - Marketing and Communication Services
- Lot 2 - Consultancy Services
- Lot 3 - Bike Share Schemes

Establishment of these DPS Lots is required imminently in order to progress the FTZ programme. Suppliers may apply for entry onto the DPS in respect of any or all of the Lots listed above as well as the further future Lots will be activated in time summarised below.

In addition to the above Lots the following Lots will also form part of the DPS but at present are not open for applications, however interested suppliers are able to submit expressions of interest in respect of future submission of formal applications once the Lots are activated and participation in any pre-activation soft market testing exercises.

- Lot 4 - Freight
- Lot 5 - Data Collection
- Lot 6 - Transport Modelling

In addition to the 3 future Lots above further Lots that relate to personal mobility services are also likely be added in the future. Due to the Covid-19 pandemic, the appeal of shared transport modes has decreased and therefore these elements of the FTZ programme have been put on hold pending further review. As these projects are re-started, further

Lots for Lift Share, Mobility Credits and Direct Demand Responsive Transport (DDRT) are likely to be introduced to the DPS.

## EXPANSION OF DPS

The value and scope of the DPS is likely to vary significantly over the term through expansion / suspension / termination of established Lots, launching of new Lots, extensions to the term of the agreement and expanding access to further contracting authorities.

As the DPS is expanded and extended the FTS Notice will be updated as required via publication of a Corrigendum Notice which may, dependent upon the nature of the additions, open additional further structured calls for competition subject to minimum time periods for submission of applications in accordance with Regulation 32 (9) of the Public Contracts Regulations (2015) (PCR 2015).

## DPS OPERATION & ADMINISTRATION

Following operational commencement of the DPS suppliers may apply for entry onto active Lots, request update of company / product / commercial information or express interest in future Lots on an ongoing open basis. The Council will ensure that all applications and information update requests are processed and confirmed within 10 working days as per Regulation 34 (16) of PCR 2015.

Whilst not mandatory suppliers are encouraged to also submit additional commercial information covering prices, rates, CVs, operation models, terms, etc. when submitting applications and information update requests. This will go towards developing the application of the DPS on an e-catalogue basis which will assist in streamlining call off contract processes.

## DPS CALL OFF CONTRACTING MODELS

The DPS will be used over time to source a wide range of services, supplies and to a lesser extent works utilising a broad range of contracting forms and financing arrangements which will allow for award via contracts, concessions and grants.

Call off contracts may be let using any form of contract as relevant to the requirements in question and may include, but are not limited to, the Council's standard terms for services, goods, consultancy, concessions, etc., NEC4, industry / market specific forms, supplier terms.

## DPS CALL OFF PROCESS OPTIONS

A number of call-off mechanisms may be used to award contracts via the DPS once in

operation.

## MINI-COMPETITION

- Used where further testing of the market is required to ensure innovation, quality of service and cost competitiveness, and on high value schemes/commissions.
- All suppliers from a Lot to be invited to participate in a mini competition. Where the requirement is of a specialist nature, or where there are a large number of suppliers, a sifting brief may be used to reduce the number of participants and the cost of bidding for all parties. The sifting brief will be published to all Lot suppliers who will have the opportunity to participate.
- Mini-competitions will be open for a minimum of 10 calendar days in accordance with Regulation 32 (11) of PCR 2015, although this will be substantially longer for more complex and higher value schemes.
- The preferred bidder will be the most economically advantageous tender, evaluated in accordance with the published mini-competition criteria.
- No restrictions will be placed on quality/cost ratios and each contracting authority will be able to set these in accordance with their requirements.

## MINI-COMPETITION - INVITATION ONLY QUOTATION

- Available for low and medium value projects that should not exceed a total value of £100,000, although this will be at the discretion of the Contracting Authority in question.
- To be used in accordance with the contracting authority's own constitutional guidelines and legal advice. For example, Portsmouth City Council may opt to use this process for below tender threshold (£100K) projects in accordance with its CPRs, however Southampton City Council may decide to use this for projects under £25K in accordance with their own procedural rules.
- Ideally a minimum of 3 and a maximum of 6 suppliers should be selected from the relevant Lot to participate in a quotation. Selected suppliers will be chosen based on information available to the contracting authority including supplier experience, indicated capabilities, known capacity and publicly available information.
- Once suppliers have been selected, the general mini-competition process as set out above will be used.

## DIRECT AWARD

A direct award may be used on the following grounds and subject to risk assessment by the Contracting Authority which is undertaking the call off:

- Repeat Work Basis - This may apply where the supplier has undertaken a similar commission in terms of either technical scope, type of structure, nature of activities, etc. either via a contract let via the DPS or via alternative means of sourcing, and either in relation to a commission undertaken for the Contracting Authority undertaking the call off or for another UK Contracting Authority.
- Work Development Basis - This applies where the supplier has been commissioned to undertake an initial set of activities, which at completion subsequently lead to identification of a further set of activities required to develop the project in question. Or where it is identified that activities commissioned require expansion in terms of either scope, volume, value, etc. in order to effectively complete the commission.
- 'Catalogue' Draw Down Basis - This applies where the Contracting Authority is able to identify the supplier who is best placed to fulfil the requirements by review of commercial information regarding pricing, rates, resources, operating models, terms, etc. submitted by suppliers at DPS application or via information update request.

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<https://www.justice.gov.uk/>