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Tender

## **Civil Parking Enforcement**

Warwickshire County Council  
Coventry City Council  
North Warwickshire Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-005231

Procurement identifier (OCID): ocds-h6vhtk-029be0

Published 15 March 2021, 8:15pm

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

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

Warwickshire County Council

Shire Hall, Market Square

WARWICK

CV344SA

#### **Contact**

Mark Baker

#### **Email**

[markbaker@warwickshire.gov.uk](mailto:markbaker@warwickshire.gov.uk)

#### **Telephone**

+44 1926736143

**Country**

United Kingdom

**NUTS code**

UKG13 - Warwickshire

**Internet address(es)**

Main address

[www.warwickshire.gov.uk](http://www.warwickshire.gov.uk)

Buyer's address

[www.warwickshire.gov.uk/procurement](http://www.warwickshire.gov.uk/procurement)

**I.1) Name and addresses**

Coventry City Council

Coventry

**Email**

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

**Country**

United Kingdom

**NUTS code**

UKG33 - Coventry

**Internet address(es)**

Main address

[www.warwickshire.gov.uk](http://www.warwickshire.gov.uk)

**I.1) Name and addresses**

North Warwickshire Borough Council

Atherstone

**Email**

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

**Country**

United Kingdom

**NUTS code**

UKG13 - Warwickshire

**Internet address(es)**

Main address

[www.warwickshire.gov.uk](http://www.warwickshire.gov.uk)

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

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

[www.csw-jets.co.uk](http://www.csw-jets.co.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.csw-jets.co.uk](http://www.csw-jets.co.uk)

**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**

Civil Parking Enforcement

Reference number

10335

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

- 98300000 - Miscellaneous services

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

Services

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

Warwickshire County Council is seeking a Service Provider to undertake on-street Civil Parking Enforcement on behalf of Warwickshire County Council and in line with our Parking Policy, the Local Transport Plan, the Traffic Management Act and any subsequent legislative changes.

The Council requires a service provider who is equipped to provide enforcement cover for the whole County with a balanced enforcement regime addressing the Councils objectives.

This enforcement is required 7 days a week.

Warwickshire is split into five District or Borough Councils and CPE is required in all these areas: North Warwickshire Borough Council (NWBC), Nuneaton and Bedworth Borough Council (NBBC), Rugby Borough Council (RBC), Stratford-upon-Avon District Council (SDC) and Warwick District Council (WDC).

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

This contract is divided into lots: No

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

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

- 98351110 - Parking enforcement services

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

NUTS codes

- UKG - West Midlands (England)

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

Warwickshire County Council is seeking a Service Provider to undertake on-street Civil Parking Enforcement on behalf of Warwickshire County Council and in line with our Parking Policy, the Local Transport Plan, the Traffic Management Act and any subsequent legislative changes.

The Council requires a service provider who is equipped to provide enforcement cover for the whole County with a balanced enforcement regime addressing the Councils objectives. This enforcement is required 7 days a week.

Warwickshire is split into five District or Borough Councils and CPE is required in all these areas: North Warwickshire Borough Council (NWBC), Nuneaton and Bedworth Borough Council (NBBC), Rugby Borough Council (RBC), Stratford-upon-Avon District Council (SDC) and Warwick District Council (WDC).

The primary functions of this contract are:

- enforcement of the on-street parking restrictions across Warwickshire's highways, directly employing the Civil Enforcement Officers (CEOs) carrying out enforcement through the issue of penalty charge notices (PCNs)
- full management of the contract including KPI reporting and regular client meetings.
- first stage PCN appeals processing and subsequent correspondence
- Back office software provision and hosting to enable case progressions, the administering payments for PCNs, permits, parking bay suspensions and dispensations and implementing these on-street.
- The provision of and management of a residents' permit and visitor permit scheme
- First line machine maintenance

The Framework contract will be for Warwickshire County Council initially but is available

to Coventry City Council and North Warwickshire Borough Council to access by calling off under separate call off contracts should they choose to do so over the life of the Framework contract.

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

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

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

Duration in months

84

This contract is subject to renewal

Yes

Description of renewals

The initial contract term will be 7 years however the Council reserves the right to extend the contract by up to a

maximum 36 month additional period.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

The initial contract term will be 7 years however the Council reserves the right to extend the contract by up to a

maximum 36 month additional period.

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

The Framework contract will be for Warwickshire County Council initially but is available to Coventry City Council and North Warwickshire Borough Council to access by calling off

under separate call off contracts should they choose to do so over the life of the Framework contract.

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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

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## **Section IV. Procedure**

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

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

Competitive procedure with negotiation

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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

20 April 2021

Local time

1:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Royal Courts of Justice

London

Country

United Kingdom