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Planning

## **Abandoned Vehicles (collection, disposal & storage) Service for Hampshire**

HAMPSHIRE COUNTY COUNCIL

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-005758

Procurement identifier (OCID): ocids-h6vhtk-029def

Published 22 March 2021, 1:24pm

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

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

HAMPSHIRE COUNTY COUNCIL

The Castle

WINCHESTER

SO23 8UJ

#### **Contact**

Andy Macfarlane

#### **Email**

[andy.macfarlane@hants.gov.uk](mailto:andy.macfarlane@hants.gov.uk)

#### **Telephone**

+44 3707798319

**Country**

United Kingdom

**NUTS code**

UKJ36 - Central Hampshire

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://in-tendhost.co.uk/hampshire/>

Additional information can be obtained from the above-mentioned address

**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**

Abandoned Vehicles (collection, disposal & storage) Service for Hampshire

Reference number

ET15236

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

- 50118110 - Vehicle towing-away services

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

Services

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

The service of collection, storage, and disposal of abandoned vehicles within Hampshire is to be reprocured (ITT expected July 2021), with the current contract expiring 31st March 2022.

The service is for Hampshire except for the areas under the control of Southampton and Portsmouth City Councils.

The district authorities as Waste Collection Authorities (WCA), and Hampshire County Council as Waste Disposal Authority (WDA) are interested to see if prospective service providers can supply improvements to the current process of data transfer and storage to ensure that any proposed methods and associated services are fully compliant with data protection legislation.

As part of the process, we are looking to engage with providers who would be interested in delivering this service, and/or have experience of delivering similar services by:

- Completing an Information Security Cloud Services Questionnaire for the proposed service, and
- Reviewing the outlined process and indicate improvements to the current data transfer service you would provide and how it might work.

The aim of this Prior Information Notice is to ensure potential providers meet the stringent IT security standards HCC require, along with possible changes to the current data flow process.

The dates provided in this notice are done so in good faith, however Hampshire County Council reserve the right to change these without prior notice.

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

Value excluding VAT: £300,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

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

Re-tender for the existing abandoned vehicles Contract. Provision to include collection, storage and disposal of Abandoned Vehicles in Hampshire.

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

More information is available within the In-tend system at <https://in-tendhost.co.uk/hampshire/>

If your organisation is not registered on the Hampshire In-tend portal, please go to the website stated above and click on the 'Register' tab - registration is free.

Logging into In-Tend (once registered)

- To view this opportunity please click on 'Tenders' then 'Current' and then scroll down to

the project - Abandoned Vehicles (collection, disposal & storage) Service for Hampshire - Market Engagement - ET15236

- Selecting 'View Details' on the relevant opportunity
- Clicking the 'Express Interest' tab
- Following the on-screen instructions
- the Security Cloud Services Questionnaire is available via the Synopsis button.

Your return/response should be submitted via "In-tend" correspondence by 5pm on Tuesday 15th June 2021.

We recommend that you refer to the e-tendering guidance for suppliers which can be found by clicking on 'Information for Suppliers' at the top of the In-Tend home page.

All communication should be via the Correspondence function on the project.

#### Receiving Notification Emails

To ensure you receive email alerts and notifications from our system, please add the email domain '[@in-tendorganiser.co.uk](mailto:@in-tendorganiser.co.uk)' to your Safe Senders list.

### **II.3) Estimated date of publication of contract notice**

19 July 2021

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## **Section IV. Procedure**

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

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

The procurement is covered by the Government Procurement Agreement: No

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## **Section VI. Complementary information**

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

## Process Overview:

There is currently one contract (end date 31 March 2022) for the entire service of collection, storage, and disposal of abandoned vehicles within Hampshire except for the areas under the control of Southampton and Portsmouth City Councils.

Southampton and Portsmouth City Councils are not included within the scope of current contract as both have separate arrangements in place. This is not expected to change. As such, it is likely this will also fall out of scope of any new contract.

The district authorities as Waste Collection Authorities (WCA), and Hampshire County Council as Waste Disposal Authority (WDA) have legal duties regarding abandoned vehicles.

The WCA are responsible for the collection of abandoned vehicles within their area and the WDA is responsible for their storage and disposal.

The format of the current contract is such that the WCAs and WDA are working in partnership, with the WDA having procured (and is the managing Authority for) a single service provider to collect vehicles on behalf of the WCAs. They then store and dispose of the vehicles on behalf of the WDA in line with the contract and all applicable legislation.

The contract partners are the following:

Basingstoke and Deane Borough Council WCA

Eastleigh Borough Council WCA

East Hampshire District Council WCA

Fareham Borough Council WCA

Gosport Borough Council WCA

Havant Borough Council WCA

Hart District Council WCA

New Forest District Council WCA

Rushmoor Borough Council WCA

Test Valley Borough Council WCA

## Winchester City Council WCA

## Hampshire County Council WDA

Each WCA needs to be able to send to the service provider data that could include personal data to give the information required to fulfil a collection request. Such requests could include:

- Name, contact telephone/email of person submitting request.
- Vehicle Registration Mark and/or Vehicle Identification number.
- Postal address indicating where the vehicle is located, or close to.
- Photographs showing the vehicle and its setting within the collection locality.
- Map extracts indicating the vehicle location or possible route to access the vehicle.

If a vehicle has been collected and is in storage, an owner might come forward to claim the vehicle. The WCA might then instruct the service provider to return the vehicle to a named person at a specified address and provide that person's contact details to the service provider. The WCA might instruct the service provider to release the vehicle for collection to a named person, that person then having to provide proof of identity when attending the storage location.

The WDA as the lead Authority needs to be able to access and monitor data submitted by the WCAs to the service provider and view reports on the progress of collection requests.

No special category data should be included in any data transaction.

Persons nominated by the WCAs and the WDA have been given password protected access to a system hosted by the service provider that allows the WCA to submit a webform to make collection requests and to access reports of their own activity and the WDA access to all submitted requests and progress details of each case.

The web system does not allow document uploads so the WCAs supplement submitted forms with emails to a dedicated inbox hosted by the service provider.

The service of collection, storage and disposal of vehicles will be reprocured (ITT expected July 2021) and the WCA and WDA are interested to see if prospective service providers can supply improvements to the current process of data transfer and storage to ensure that any proposed methods and associated services are fully compliant with data protection legislation.

