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Planning

Lakeside North Harbour - Grounds Maintenance - Soft Market Testing

Portsmouth City Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-025867

Procurement identifier (OCID): ocids-h6vhtk-048afe

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Section I: Contracting authority

I.1) Name and addresses

Portsmouth City Council

Civic Offices, Guildhall Square

PORTSMOUTH

PO1 2AL

Contact

Procurement Service

Email

procurement@portsmouthcc.gov.uk

Telephone

+44 2392688235

Country

United Kingdom

Region code

UKJ31 - Portsmouth

Justification for not providing organisation identifier

Not on any register

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Lakeside North Harbour - Grounds Maintenance - Soft Market Testing

II.1.2) Main CPV code

- 77310000 - Planting and maintenance services of green areas

II.1.3) Type of contract

Services

II.1.4) Short description

Portsmouth City Council (the 'council') currently have a contract in place for the delivery of grounds maintenance services at Lakeside North Harbour, Portsmouth, PO6 3EN which is due to end on the 31st March 2025.

We are looking to gather information from the market to advise an upcoming tender for the re-procurement of this service. The value of this opportunity is in the region of £225,000 per annum currently and it is envisaged that the contract will be for 3 years with the option to extend for a further 4 years at increments to be decided.

Please see the proposed procurement timetable below.

PIN/RFI issue - Wednesday 14th August 2024

RFI deadline - Friday 6th September 2024

FTS Notice issued Monday 23rd September 2024

SSQ and procurement documents published on Intend Monday 23rd September 2024

Deadline for requests for clarification - Wednesday 9th October 2024

SSQ submission deadline - Friday 24th October 2024

ITT and final procurement documents published on Intend - Monday 11th November 2024

Tender return deadline - Friday 20th December 2024

Notification of preferred bidder - Friday 24th January 2025

Standstill starts Monday 27th January 2025

Standstill finishes Friday 7th February 2025

Contract award - Monday 10th February 2025

Contract commencement - Tuesday 1st April 2025

The council would like to 'test the market' to obtain a better understanding of the level of interest from potential suppliers in delivering this service, gain feedback in relation to the councils requirements, proposed commercial/contractual model, procurement approach and timescales.

Suppliers should note that there is no obligation to take part in this exercise and that if they do not take part, it will not preclude them from any subsequent related procurement process. Engaging suppliers will not receive preferential treatment in any subsequent quotation or tender process, and this is in no way an indication of the selection of any organisation or a guarantee of future work.

Interested suppliers are invited to access and submit a response questionnaire via the InTend system by Friday 6th September 2024. Any questions that you may have must also be submitted using its correspondence function on InTend.

Please follow the below link to access the system in order to obtain copies of the questionnaire, soft market testing brief and draft documentation (specification, site information, etc.).

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

II.1.5) Estimated total value

Value excluding VAT: £1,715,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77310000 - Planting and maintenance services of green areas
- 77330000 - Floral-display services
- 77340000 - Tree pruning and hedge trimming

II.2.3) Place of performance

NUTS codes

- UKJ31 - Portsmouth

Main site or place of performance

Lakeside North Harbour, Portsmouth, PO6 3EN

II.2.4) Description of the procurement

LAKESIDE ESTATE

Lakeside North Harbour is a premium 130-acre business campus in Portsmouth and recent winner of the South Coast Property Workplace of the year award. Home to a variety of international and local companies, including Babcock, Lead Forensics, Markerstudy, Virgin Media and Handelsbanken: Lakeside North Harbour, offers a flexible working space with a range of office suites from 1,000 to 70,000 sq ft, in an impressive environment and boasting many amenities delivering unrivalled community and wellbeing in the perfect environment. Lakeside is a campus that truly extends beyond the office.

SCOPE OF SERVICES

The scope of the Services comprises the provision of labour, equipment, transport, materials and consumables to perform Landscaping and Grounds Maintenance (Landscaping) Services in accordance with Appendix 1 - Landscape specification 2025. Notwithstanding the frequencies and Specification items that may be referred to elsewhere in the Agreement documents as a whole, the Supplier shall be responsible for ensuring that all areas of the external Property/Properties will be in a clean, tidy, and well-maintained condition at all times.

CONTRACTING & PAYMENT MODEL

The Council is considering using an output activity based specification against which contractors will be required to provide a fixed price for delivery of the core activities to the

standards specified as opposed to a Schedule of Rates draw down approach. It is hoped that this will enable both parties to work pragmatically to achieve overall objectives of site upkeep and standards against a set resource and price position.

CONTRACT VALUE

The estimated annual value of the contract is £225,000 based upon current specification. The council is ideally seeking to deliver a saving through this procurement process and as a minimum avoid any cost increases which could impact upon tenant revenues. The Council is therefore considering setting a fixed cap of no more than £225,000 per annum.

ADDITIONAL PROJECT / SPECIALIST WORKS

Beyond the core scope of work additional over and above project work / specialist work may also be let at the Council's option via the contract which could equate to an additional £10,000 - £20,000 per annum.

The additional project / specialist works may include for:

- Hard landscaping
- Additional planting
- Repairs to end of life installations
- Bridge repairs
- Paving repairs
- Drainage repairs
- Root removal
- Large tree work

CONTRACT DURATION

It is envisaged that the initial contract term will be for 3 years with possibility of extending the term by a further 4 years in increments to be agreed, subject to the agreement and performance of both parties. The form of contract used will be the Council's standard terms for the supply of services.

For further information on the upcoming tender, please refer to the below documents included within the document pack.

- Appendix 1 - Landscape Specification 2025
- Appendix 2 - Lakeside North Harbour Site 1,4000
- Appendix 3 - Existing Storage
- Appendix 4 - Zone Plan
- Appendix 5 - Landscape Compound
- Appendix 6 - PPM Planner
- Appendix 7 - KPI - Landscape
- Appendix 8 - Draft terms and conditions

The above documents are available on InTend - please follow the link - <https://intendhost.co.uk/portsmouthcc.aspx/home>

II.2.14) Additional information

The core objectives that the supplier will be required to work towards are:

- Always facilitate an excellent visitor experience
- Always ensure Client/Tenant business continuity
- Always meet Client expectations through delivering compliant and satisfactory services
- Provide a safe working environment
- Deliver proactive and fit for purpose services based on best value
- Deliver a high-class service in line with the prestige of Lakeside North Harbour.
- Deliver continuous improvement through innovation and added value.

II.3) Estimated date of publication of contract notice

23 September 2024

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: Yes