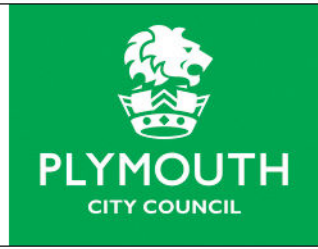


CONTRACT AWARD REPORT (PART I)

Low Energy Street Lighting



I INTRODUCTION

- 1.1 This report details the outcome of the procurement for low energy street lighting luminaires, and recommends the appointment of the successful tenderers.
- 1.2 The contract covers the replacement of the city's existing low pressure sodium street lights with more energy efficient lighting predominantly incorporating LED technology.

2 BACKGROUND

- 2.1 On 12th February 2013, the Directors for Place and Corporate Services submitted a report to Cabinet seeking approval for a £13.25 million capital investment as part of an energy and carbon saving programme. This consisted of an £11.58m proposal to replace the authority's existing high pressure sodium street lamps with light emitting diode (LED) luminaires with the remainder allocated to Solar PV and Boiler replacement programmes.
- 2.2 Cabinet approved the proposals, which included the procurement of the new streetlighting luminaires, and the capital investment for the energy and carbon saving programme.
- 2.4 The procurement process was managed under the restricted procedure in accordance with the Public Contract Regulations 2006 (as amended), and a contract notice, published in the Official Journal of the European Union (OJEU) reference number 2013/S 206-356573, was dispatched on 23rd October 2013.

3 PRE TENDER SELECTION CRITERIA

- 3.1 The Pre-Qualification criteria were as follows:
 - 3.1.1 Information Only Questions:
 - Organisation Identity
 - Organisation Information
 - 3.1.2 Mandatory questions, the responses to which were reviewed and treated as pass or fail criteria:
 - Compliance with EU Legislation/ UK Procurement Legislation Financial
 - Insurance
 - Health & Safety Policy
 - Data Protection
 - Equalities and Diversity Policy
 - Timescales
 - 3.1.3 Further mandatory questions where some responses were evaluated in terms of risk. If the risk was deemed to be high, it would result in a fail for the question evaluated and the remainder of the PQQ would not be evaluated.
- 3.2 The following sections contain mandatory questions, the responses to which were evaluated and scored. For some questions the response given was evaluated in terms of risk. If the risk was deemed to be high, this would result in a fail for the question evaluated and the remainder of the PQQ would not be evaluated.

Section	Weighting(%)
Prime Contractor/Sub-Contracting	6%
Quality Management	17%
Environmental Management	3%
Equalities and Diversity	2%
Disputes	13%
Business Capability	45%
Recent Contracts/References	14%

3.3 Where sections were scored as being **‘Outstanding’**, **‘Good’**, **‘Satisfactory’**, **‘Fair’**, **‘Poor’**, **‘Unacceptable’**, the following definitions were applied:

- **5 Marks - Outstanding:** Full response given with exceptional detail/evidence.
- **4 Marks - Good:** Full response given with good detail/evidence.
- **3 Marks - Satisfactory:** Partial response, adequate detail/evidence.
- **2 Marks - Fair:** Partial response, basic detail/evidence.
- **1 Marks - Poor:** A limited response, little or no detail/evidence..
- **0 Marks - Unacceptable:** No information submitted.

3.4 30 companies submitted a PQQ response on the 27th November 2013. The results of the PQQ evaluation have been set out in the Part 2 report.

3.5 The maximum number of companies invited to tender were five for each of the five lots. These were the five companies with the highest scores from the evaluation of the PQQ submissions.

4 TENDER EVALUATION METHODOLOGY

4.1 The Invitation to Tender (ITT) document was published electronically via the e-tendering portal, Supplying the South West on the 18th February 2014 and tenders were submitted on the 1st April 2014. The submissions were evaluated by a number of Council officers with appropriate skills and experience, in order to ensure transparency and robustness in the process.

4.2 The tender was evaluated in two parts, Technical and Commercial, weighted 65% and 35% respectively. The Council will award any Contract based on the most economically advantageous offer.

5 TECHNICAL EVALUATION

5.1 The evaluation criteria for the Technical submissions were in two parts. Part 1 included Method Statements, requiring tenderers to provide a separate submission for each luminaire offered. Part 2 required tenderers to provide a single response.

5.2 The method statements, maximum marks available and their respective weightings are summarised in Appendix I.

See Part 2 report for full details of the results of the technical evaluation.

6 COMMERCIAL EVALUATION

- 6.1 For each lot, Prices tendered for Luminaire Costs, Additional Equipment Costs and Delivery Costs were factored in to a 20-year whole life cost calculation.
- 6.2 The tenderer with the lowest price scored 100 marks. The remaining submissions were assessed with one mark deducted for each percentage point by which it exceeded the lowest. The final financial mark was reduced by 35% in line with the weighting for the financial part of the tender.

See Part 2 report for full details of the results of the commercial evaluation.

7 SUMMARY OF EVALUATION

Of the five bidders Invited to Tender, only three bidders submitted an ITT response.

See Part 2 report for full details.

8 FINANCIAL IMPLICATIONS

- 8.1 The ITT provided estimated quantities of existing street lighting units and required bidders to provide unit costs for each of the luminaires offered.
- 8.2 The total cost to deliver the Low Energy Street Lighting project as a whole is £7.99m. In line with the business case, the cost of the project will be met from prudential borrowing with repayments met from revenue savings arising from reduced energy and maintenance costs.

See Part 2 report for full details.

9 RECOMMENDATIONS

- 9.1 It is recommended that a contract be awarded to the successful tenderer. The details of the successful tenderer have been set out in the Part 2 report.

Appendix I – Technical Evaluation

TECHNICAL REQUIREMENTS – PART 1 (Each question requires a separate submission for each luminaire offered)							
Method Statements		Weighting	Maximum Marks Available				
			Lot 1	Lot2	Lot 3	Lot 4	Lot 5
1	Compliance with Technical Specification	10%	5 marks	10 marks	5 marks	15 Marks	5 Marks
2	Luminaire Performance	10%	30 marks	60 marks	30 marks	90 marks	30 marks
3	Sample Luminaire – Ease of Installation	7.5%	5 marks	10 marks	5 marks	15 Marks	5 Marks
4	Sample Luminaire – Ability and Ease to Maintain	7.5%	5 marks	10 marks	5 marks	15 Marks	5 Marks
TECHNICAL REQUIREMENTS – PART 2 (A single response to each question is required. The same mark will be used for each lot)							
Method Statements		Weighting	Maximum Marks Available				
			Lot 1	Lot2	Lot 3	Lot 4	Lot 5
5	Training	5%	5 marks	5 marks	5 marks	5 marks	5 marks
6	Details of Product Warranties	10%	5 marks	5 marks	5 marks	5 marks	5 marks
7	Ongoing Support	5%	5 marks	5 marks	5 marks	5 marks	5 marks
8	Proposals for Minimisation of Waste	2.5%	5 marks	5 marks	5 marks	5 marks	5 marks
9	Future Proofing the Solution	7.5%	5 marks	5 marks	5 marks	5 marks	5 marks
10	UMSUG Codes	Pass/Fail	N/A	N/A	N/A	N/A	N/A
Total Weighting / Total Marks Available for Part 1 and Part 2		65%	70 marks	115 marks	70 marks	160 marks	70 marks

Evaluation Criteria – the following scoring system was applied for each question respectively:

I - Compliance with Technical Specification

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	Unanswered or failed to adequately address the requirement
Poor	1	The information submitted is poor and does not provide sufficient information to demonstrate the organisation's ability to meet the requirements within the technical specification.

Fair	2	The information submitted is limited and does not provide sufficient detail to demonstrate the ability to meet all of the requirements within the technical specification
Satisfactory	3	Satisfactory response to the requirements which provides adequate evidence to demonstrate the ability to meet the requirements of the technical specification but contains some inconsistencies.
Good	4	Good response to the requirements which provides evidence which is clear, demonstrates the ability to meet the requirements of the technical specification in full but has minor inconsistencies
Excellent	5	Excellent response to the requirements which provides detailed evidence which demonstrates the ability to meet the requirements of the technical specification in full is clear, complete and consistent.

2 - Luminaire Performance

The evaluation criteria for LED Luminaires is as follows:

Requirement	Score	Definition
Initial Luminaire Lumen Output (L90)	Not Scored	For Information Only
Lumen Depreciation Rate based on the light output at 25 % of rated Life compare to the initial output.	0 Marks	Cat 3 > 70% of initial and/or no supporting test data provided
	3 Marks	Cat 2 > 80% of initial
	5 Marks	Cat 1 > 90% of initial
Luminaire Life L(x) – where x is the percentage of L90 at the declared life - the length of time it takes for the proposed Luminaire to reach 70% of its initial light output	0 Marks	Less than 50,000 hours and/or no supporting test data provided
	3 Marks	Between 50,000 and 59,999 hours
	5 Marks	Over 60,000 hours
Failure Fraction F(x) for the Led Luminaire where x is the percentage of failures at L(x)	0 Marks	Over 10% and/or no supporting test data provided
	3 Marks	6-10%
	5 Marks	0 - 5%
Colour Temperature	0 Marks	Over 5000K and/or no supporting test data provided
	3 Marks	Between 4501K and 4999K
	5 Marks	Between 3500K and 4500K
Colour Temperature tolerance at initial and 25% of rated Life.	0 Marks	Greater than 7-step ellipse and/or no supporting test data provided
	3 Marks	5-7 step ellipse
	5 Marks	4 step ellipse or less
Colour Rendering Index Value	Not Scored	For Information Only
Colour Rendering Index Value Shift after a total operation time of 25% of rated life	0 Marks	Decreased by more than 3 points on initial and

		maintained CRI value and/or no supporting test data provided
	3 Marks	Decreased by 3 points on initial CRI value and more than 5 points from the maintained CRI value and / or Decreased by more than 3 points on initial CRI value and 5 points from the maintained CRI value
	5 Marks	Decreased by 3 points on initial CRI value and 5 points from the maintained CRI value

The evaluation criteria for Luminaires using an Alternative Light Source are as follows:

Requirement	Score	Definition
Initial Luminaire Lumen Output (L90)	Not Scored	For Information Only
Dimmable Lamp Power	0 Marks	<60%
	3 Marks	60% - 70%
	5 Marks	>70%
Luminaire Life L(x) – where x is the percentage of L90 at the declared life - the length of time it takes for the proposed Luminaire to reach 70% of its initial light output	0 Marks	<16,000 hours
	3 Marks	16,000 – 19,999 hours
	5 Marks	20,000 – 24,000 hours
Colour Temperature	0 Marks	Over 5000K and/or no supporting test data provided
	3 Marks	Between 4001K and 4999K
	5 Marks	Between 2800K and 4000K
Colour Temperature Tolerance	0 Marks	> +/-200k
	3 Marks	+/-200k
	5 Marks	<+/-100k
Colour Rendering Index Value	0 Marks	≤ 50
	3 Marks	≤65.999
	5 Marks	≥66
Lamp Life	0 Marks	<16,000
	3 Marks	16,000 – 16,999 hours
	5 Marks	≥17,000 hours

3 - Sample Luminaire – Ease of Installation

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	No sample supplied.

Poor	1	Poor sample which is not easy to lift and install by a single person unaided and the luminaire does not include all fittings to allow post top and side entry and there is a requirement to use additional spigot adaptors to post top mount to 40 to 76mm columns.
Fair	2	Fair sample which is not easy to lift and install by a single person unaided but the luminaire includes all fittings to allow post top and side entry and there is no requirement to use additional spigot adaptors to post top mount to 40 to 76mm columns.
Satisfactory	3	Satisfactory sample which is easy for a single person to lift and install unaided. The luminaire includes all fittings to allow post top and side entry and there is no requirement to use additional spigot adaptors to post top mount to 40 to 76mm columns. The sample provided will give the engineer a very restricted view of the column on installation with some issues connecting cables and/ or there are some technical/design issues.
Good	4	Good sample which is easy for a single person to lift and install unaided. The luminaire includes all fittings to allow post top and side entry and there is no requirement to use additional spigot adaptors to post top mount to 40 to 76mm columns. The sample provided will give the engineer a restricted view of the column on installation with easy access to connect cables and/ or there are some minor technical/design issues.
Excellent	5	Excellent sample which is easy for a single person to lift and install unaided. The luminaire includes all fittings to allow post top and side entry and there is no requirement to use additional spigot adaptors to post top mount to 40 to 76mm columns. The sample provided will give the engineer clear visibility of the column on installation with easy access to connect cables.

4 - Sample Luminaire – Ability and Ease to Maintain

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	No sample supplied.
Poor	1	Poor sample which demonstrates the Luminaire is not easy to maintain at height and has some technical / design issues with gaining easy access to the Driver and does not allow access for replacement LEDs/Alternative Light Source to be fitted by the maintenance engineer.
Fair	2	Fair sample which demonstrates a build and design which is easy to maintain at height but does not allow for the constraints of the working environment (overhead cables, trees and traffic flow) and doesn't include anti tamper fixings to prevent/deter vandalism or theft. Allows for accessibility to maintain the Driver but does not offer the flexibility for replacement LEDs/lamps to be fitted by the maintenance engineer

Satisfactory	3	Satisfactory sample which demonstrates a build and design which is easy to maintain at height but does not allow for the constraints of the working environment (overhead cables, trees and traffic flow) and doesn't include anti tamper fixings to prevent/deter vandalism or theft. Allows for accessibility to maintain the Driver and flexibility for replacement LEDs/lamps to be fitted by the maintenance engineer
Good	4	Good sample which demonstrates a quality build and design which is easy to maintain at height but does not allow for the constraints of the working environment (overhead cables, trees and traffic flow) and includes anti tamper fixings to prevent/deter vandalism or theft. Allows for accessibility to maintain the Driver and flexibility for replacement LEDs/lamps to be fitted by the maintenance engineer.
Excellent	5	Excellent sample which demonstrates a quality build and design which is easy to maintain at height and has been constructed to allow for the constraints of the working environment (overhead cables, trees and traffic flow) and includes anti tamper fixings to prevent/deter vandalism or theft. Allows for accessibility to maintain the Driver and flexibility for replacement LEDs/lamps to be fitted by the maintenance engineer.

5 - Training

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	Unanswered or failed to adequately address the requirement
Poor	1	The information submitted is poor, providing no details of the training package provided and/or fails to
Fair	2	The information submitted is fair and provides very little information in relation to the training package provided and/or it does not meet the requirements within the specification and is off site.
Satisfactory	3	Satisfactory response to the requirements which provides adequate details of the training package which is on site with all relevant training documentation which meets the majority of requirements within the specification.
Good	4	Good response to the requirements which provides a detailed explanation of the training package offered on site with all relevant training documentation which fully meets the requirements of the specification.
Excellent	5	Excellent response to the requirements which provides a comprehensive explanation of the training package offered on site with all relevant training documentation which fully meets the requirements of the specification.

6 - Details of Product Warranties

The evaluation criteria are as follows:

Response	Score	Definition
----------	-------	------------

Unacceptable	0	Unanswered or failed to adequately address the requirement
Poor	1	The information submitted is poor and fails to meet the minimum requirements within the specification.
Fair	2	Fair response to the requirements which is limited and does not demonstrate that it can meet the minimum requirements. There are some exclusions and/or there is no provision for reimbursement to the Council for installation costs.
Satisfactory	3	Satisfactory response to the requirements which is clear, complete and consistent which meet the minimum requirements. There are no exclusions but there is no provision for reimbursement to the Council for installation costs.
Good	4	Good response to the requirements which is clear, complete and consistent which meet or exceed the minimum requirements, there are no exclusions and there is some provision for reimbursement to the Council for installation costs.
Excellent	5	Excellent response to the requirements which is clear, complete and consistent which provides extended guarantees which exceed the minimum requirements, there are no exclusions and includes commitment to fully reimburse the Council for installation costs.

7 - Ongoing Support

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	Unanswered or failed to adequately address the requirement.
Poor	1	The information submitted is poor and fails to meet the minimum requirements within the specification. The organisation does not have suitable procedures in place and the proposals for ongoing support are inadequate.
Fair	2	Fair response to the requirements which is limited and does not demonstrate that it can meet the minimum requirements, there are some exclusions and/or there is no provision for reimbursement to the Council for installation costs. The proposals for ongoing support are minimal and/or there are very limited documented processes in place
Satisfactory	3	Satisfactory response to the requirements which is clear, complete and consistent which meet the minimum requirements, there are no exclusions but there is no provision for reimbursement to the Council for installation costs. The organisation has some documented procedures in place for ongoing support and helpdesk facilities but there are some inconsistencies.

Good	4	Good response to the requirements which is clear, complete and consistent which meet or exceed the minimum requirements, there are no exclusions and there is some provision for reimbursement to the Council for installation costs. The organisation has well documented procedures in place for ongoing support and helpdesk facilities but there are minor inconsistencies.
Excellent	5	Excellent response to the requirements which is clear, complete and consistent which provides extended guarantees which exceed the minimum requirements, there are no exclusions and includes commitment to fully reimburse the Council for installation costs. The organisation has well documented and robust procedures in place for ongoing support and helpdesk facilities.

8 - Proposals for Minimisation of Waste

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	Unanswered or failed to adequately address the requirement
Poor	1	Poor response the proposal provides no information in relation to recycling and waste reduction.
Fair	2	Fair response the proposal provides some information in relation to recycling and waste reduction but this is of no benefit for this contract.
Satisfactory	3	Satisfactory responses the proposal demonstrates an interest in recycling and the organisation have some initiatives in place or are developing ideas which reduce waste.
Good	4	Good response the proposal demonstrates an active interest in recycling and the organisation have some well established procedures which reduce waste.
Excellent	5	Excellent response the proposal demonstrates a proactive interest in recycling and the organisation have maximised opportunities to reduce waste.

9 - Future Proofing the Solution

The evaluation criteria are as follows:

Response	Score	Definition
Unacceptable	0	Unanswered or failed to adequately address the requirement
Poor	1	Poor response the organisation has provided no evidence to demonstrate they are working on product development for this or any products within their range.
Fair	2	Fair response the organisation has provided limited evidence to demonstrate they are working on product development for the proposed Luminaire and does not mention interchangeability or advances in technology.

Satisfactory	3	Satisfactory response the organisation has provided some evidence to demonstrate they are working on product development for the proposed Luminaire but this is in the early stages but does not allow for interchangeability and technology advances.
Good	4	Good response the organisation has a structured approach to product development for the proposed Luminaire and the proposal allows for easy installation of upgrades and enhancements to benefit from advances in technology and to allow for interchangeability but the organisation is not committed to working within the requirements of the Zhaga standard.
Excellent	5	Excellent response the organisation has a structured approach to product development for the proposed Luminaire, the proposal allows for easy installation of upgrades or enhancements to benefit from advances in technology to allow for interchangeability and the organisation is committed to working within the requirements of the Zhaga standard.