



To: Executive Councillor For Climate Change and Growth Cllr Clare Blair

Report by: Simon Payne, Director of Environment

Relevant scrutiny committee: Environment Scrutiny Committee 5th Oct 2010

Wards affected: ALL

Procurement of Bus Shelters

Key Decision

1. Executive summary

The City Council has already identified a capital programme for the replacement and provision of new bus shelters across Cambridge. In order to deliver the remit of this capital programme, the award of a new Framework Agreement for bus shelters is necessary. A 4 year framework is proposed, with a first year contract value of circa £221,000. Further use of this agreement would also be available in the subsequent 3 years, subject to further approved capital funding.

2. Recommendations

2.1 The Executive Councillor is recommended:

- To approve the procurement and contract award of a new framework agreement for bus shelter suppliers in order to deliver the City Council Capital Programme for new and replacement bus shelters for a maximum period 2011-2015 at an estimated first year value of £221,000, with the facility for any future approved capital funding to make use of this framework during 2012 - 2015.

3. Background

3.1 For passengers and prospective service users, bus shelters are a gateway to the public transport system, contributing to the perception that residents and visitors have of their public transport network. They are also important items of street furniture and their physical appearance, location and branding impacts considerably on the surrounding area.

- 3.2 There are 168 bus shelters in Cambridge (excluding the Drummer St, Addenbrookes and the Grafton Centre bus stations).
- 3.3 84 of these are owned by Clear Channel (Adshel) and are subject to a written agreement between Adshel and Cambridge City Council, which was signed in 1999 with a duration of 20 years. This agreement will remain in place through to its planned completion in 2019.
- 3.4 The Adshel agreement with the City Council includes repairs, maintenance and cleaning and provides minimum acceptable performance requirements in these areas.
- 3.5 Cambridge City Council owns and maintains 59 bus shelters, some of which date back to the 1960s. They are of varying designs, making it increasingly difficult and in some cases impossible to stock spare parts and provide an appropriate level of maintenance.
- 3.6 Abacus, the City Council's long-term suppliers of City owned shelters have pulled out of the bus shelter market severely hindering the procurement of spare parts.
- 3.7 The County Council have purchased and own 25 Adshel shelters installed as part of their work to Drummer St, Emmanuel St, St Andrews St, the Guided Bus and the Railway Station. There is currently no maintenance carried out on these shelters.
- 3.8 The varied ownership and maintenance of bus shelters is currently too complex and inefficient.
- 3.9 This procurement process plans to reduce this complexity and provide a more efficient format for managing the bus shelter stock.
- 3.10 A collaborative procurement approach with the County Council is proposed (and we are exploring possible interest of other Councils) in order to simplify the number of different shelter suppliers and increase the competitiveness of the tender process. The Eastern Shires Purchasing Organisation (ESPO) will run the procurement exercise.
- 3.11 A 4 year framework agreement containing more than one supplier is likely to be chosen to provide a defined pallet of different styles of shelter linked to different areas of the City.
- 3.12 Optional items for maintenance, spare parts, advertising and civil installation costs may also be included as part of the contract.

- 3.13 In order to inform the procurement of new shelters, a bus shelter strategy is currently being developed to propose the most appropriate sites for new or replacement shelters.
- 3.14 A condition survey has been carried out for the City owned shelters in order to inform the strategy for replacements.
- 3.15 The City Council Bus Shelter Capital Programme has £221,000 available to spend by March 2012. Attention is drawn to the fact that any new shelters provided as part of this programme will require additional revenue funding due to the added maintenance liabilities and contributions to the Repairs and Renewals fund. This will be highlighted as part of the future strategy when presented for approval.
- 3.16 Subject to the approval of this proposed procurement, a new framework of suppliers is planned to be in place by Spring 2011. The bus shelter strategy is programmed to be complete and approved by the end of March 2011, to enable expenditure of the capital programme to commence early in the new financial year.

4. Implications

- 4.1 The capital programme cannot deliver its remit unless procurement of a new framework for suppliers of bus shelters is carried out.
- 4.2 The Eastern Shires Purchasing Organisation (ESPO) have agreed to assist the City Council in the procurement process, this will reduce the impact on available staff resources.
- 4.3 Any new shelters will have associated revenue maintenance costs and a separate bid for a revenue budget increase will be required.

5. Background papers

- 5.1 No background papers were used in the preparation of this report.

6. Appendices

- 6.1 There are no appendices associated with this report.

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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