

Record of officer decision

Decision title:	Award of SEN Transport Contracts – October 2019 (Ref 1019)
Date of decision:	18 November 2019
Decision maker:	Acting Assistant Director Highways & Transportation
Authority for delegated decision:	<p>1. This is an operational decision with regard to Part 3 Section 7 para 3.7.5 of the constitution.</p> <p>2. The tendering process has been undertaken in accordance with the contract procedure rules at part 4 section 6 of the constitution.</p> <p>3. Scheme of delegation amendment 17 May 2017 All contracts must be approved by Assistant Director level or above.</p>
Ward:	Countywide
Consultation:	Members were consulted during the Passenger Transport Review reported to Cabinet in April 2017 which set out the approach to the provision of services for public, education and special needs transport.
Decision made:	<p>The decision has been taken to:</p> <p>Award SEN school transport contracts as detailed below.</p> <p>Contract HOR191S – Horizon Training. Awarded to Blue Line Taxis for a 10 month term with the option of monthly extensions up to a maximum of 5 years. Commencing 9th October 2019 at a total annual value of £7,650. 4 compliant bids were received. This is an additional contract required to provide transport for a looked after child.</p> <p>Contract AC944P – Aconbury Centre. Awarded to Blue Line Taxis for a 10 month term with the option of monthly extensions up to a maximum of 5 years. Commencing 4th October 2019 at a total annual value of £6,313. 6 compliant bids were received. This is an additional contract required to provide statutory transport.</p> <p>Contract NS192S – National Star College. Awarded to Nick Maddy Coaches for a 9 month term with the option of monthly extensions up to a maximum of 5 years. Commencing 18th October 2019 at a total annual value of £10,672. 3 compliant bids were received. This is an additional contract required to provide Post 19 transport.</p> <p>Contract AC334P – Aconbury Centre. Awarded to Blue Line Taxis for a 9 month term with the option of monthly extensions up to a maximum of 5 years. Commencing 21st October 2019 at a total annual value of £1,821. 3 compliant bids were received. This is an additional contract required to provide statutory transport.</p> <p>Contract MAR191L – Marlbrook School. Awarded to Blue Line Taxis for a 9 month term with the option of monthly extensions up to a maximum of 5 years. Commencing 21st October 2019 at a total annual value of £5,428. 3 compliant bids were received. This is an additional contract required to provide transport for a looked after child.</p>

	<p>Contract BF195P – Brookfield School. Awarded to Blue Line Taxis for a 9 month term with the option of monthly extensions up to a maximum of 5 years. Commencing 21st October 2019 at a total annual value of £5,664. 2 compliant bids were received. This is an additional contract required to provide statutory transport.</p> <p>The net effect of tendering these contracts will see an increase in transport contracting costs of £24,794, adding to the forecast overspend on SEN transport of £408,000 however this budget overspend will be managed with the overall Highways & Transport budgets.</p>
Reasons for decision:	To ensure that the council manages its transport services effectively whilst also meeting its statutory duties and ensures children are transported to school in line with eligibility.
Highlight any associated risks/finance/legal/equality considerations:	The Passenger Transport Dynamic Purchasing System (DPS) complies fully with current procurement legislation, the Councils contract procedure rules, and established best practice. Applicants to join the DPS have to complete a thorough evaluation questionnaire which is then checked for compliance by Passenger Transport and Commercial Services. Applicants are only allowed to join the DPS if they meet all of the specified criteria. The e-portal used to carry out tendering exercises under the DPS ensures that contracts are securely advertised to all qualifying parties. The Passenger Transport DPS ensures that contracts are awarded fairly and transparently based on specified evaluation criteria. Selection questionnaires, contract specifications and conditions of contract have been written in consultation with legal and commercial services.
Details of any alternative options considered and rejected:	Not to proceed with re-tendering or the award of contracts. This is not recommended as this is likely to result in services being withdrawn and could mean that the council breaches its statutory responsibilities relating to school transport
Details of any declarations of interest made:	None

Signed Mairead Lane
Assistant Director Highways & Transportation

Date: 18 November 2019