



Fleet Vehicles- Medium Sized Estate Cars

Subject: Procurement Report
Date: 30th October 2017
Reference: HWFRS/2- Lot 1 Cars including 4x4

1. Background

Hereford and Worcester Fire & Rescue Service (HWFRS) Fleet Strategy 2016-2021 identifies a replacement programme for all Service vehicles this links to the Service's core strategy of "providing and maintaining the right fleet, tools and equipment to ensure our staff can do their jobs effectively".

See **Appendix 1** Fleet Strategy 2016-2021 for full strategy.

The fleet is one of the key categories of physical assets for the Service. The way in which a Fire and Rescue Service fulfils its duties in meeting the requirements of the Fire and Rescue Services Act (2004).

Following the review of the existing 52 white fleet vehicles, which consists of cars, utility vehicles, small, medium and large vans in use by staff in HWFRS to support the non-emergency functions i.e. Community Risk, Service Support and Service Delivery. It was identified that a significant number of vehicles require replacement. The replacement programme is ongoing and detailed in the Fleet Strategy.

HWFRS currently operates its cars by a number of different manufacturer's i.e Peugeot and Ford.

This document aims to provide a clear and transparent rationale for how the appropriate vehicle for all cars have been selected. The Service has assessed the appropriate procurement routes, the appropriate available vehicles and the relevant costs of those vehicles.

2. Service Review

Following the review of our current fleet provision and engagement with service delivery via the Fleet Equipment Steering Group (FESG) the user needs for cars were identified.

The requirements for the next two years are detailed below

Vehicle Type	2017/18	2018/19
Medium sized Estate Cars	16 vehicles	9 vehicle

The Fleet Strategy considers the environmental impact of operating all vehicles in the Service. As part of the consideration, HWFRS endorses the continued exploration of vehicle options of various fuel types; Electric, Petrol, Diesel.

HWFRS will continue to consider electric vehicle development along with the local charging infrastructure, but for the purpose of the procurement over the next two years for the white fleet vehicles it is not currently considered a viable option.

As part of HWFRS review a specification was agreed by the fleet manager and service delivery representatives and included the following headings:-

- Design/Layout
- Engine Options; Option 1 Petrol, Option 2 Diesel.
- Performance
- Safety/Security
- Interior
- Brakes
- Weights
- Exterior Sizes
- Interior Sizes
- Comfort
- Service

See **Appendix 2** Fleet Vehicles Review and Specifications.

The option for a regional collaborative procurement was explored with West Mercia Police and Shropshire FRS however it has not been possible to jointly procure vehicles at this time, due to HWFRS not having access to the Police Southern framework; which is their preferred route to market.

Crown Commercial Services (CCS), a national public sector procurement framework RM1070 Vehicle Purchase, is the preferred route to market for HWFRS as it offers a wide range of options and suppliers with heavily discounted public sector specific products. This framework also significantly reduces the costs and capacity otherwise required to undertake a full procurement (tender) process. This framework complies with all appropriate and relevant legal requirements.

The Authority requires a 2 year contract for the supply and delivery of 19 vehicles, with the option of an extension for a further 12 months, this figure excludes the 6 medium sized estate cars (required in 2017/18) as vans were ordered in their place which had originally been identified for Community Risk (HWFRS/2 Lot 2).

As part of HWFRS review and finalising of the process the following documents were agreed

Finalising of Tender Documents

1. Invitation to Tender, Specification and Pricing Matrix **Appendix 3**
2. Evaluation Criteria **Appendix 4**

3. Procurement

The tender for the Medium sized Estate Cars was advertised on 18th August 2017, with a closing date for applications on 6th October 2017.

This was undertaken as a mini competition through the Crown Commercial Services (CCS) Framework RM1070 Vehicle Purchase Lot 1 Cars including 4x4.

Lot 1- Cars including 4x4

1. Audi UK
2. BMW UK Ltd
3. Citroen UK Ltd
4. Fiat Group Automobiles UK Ltd
5. Ford Motor Company Ltd
6. General Motors UK Ltd t/a Vauxhall Motors
7. Honda Motor Europe

8. Hyundai Motor UK Ltd
9. Jaguar Land Rover Ltd
10. Kia Motors UK Ltd
11. Mercedes Benz UK Ltd
12. MG Motor UK Ltd
13. Nissan Motor GB Ltd
14. Peugeot Motor Company PLC
15. Renault UK Ltd
16. Seat
17. Skoda Auto
18. Subaru UK Ltd
19. The Colt Car Company Ltd t/a Mitsubishi Motors
20. Toyota GB Plc
21. Volkswagen UK
22. Volvo

4. Evaluation Stage

Evaluation Stages

- Stage 1- Evaluated Price (60%)
- Stage 2- Evaluated structured response to questions; Technical & Quality (40%)
- Stage 3- No amplification/clarification requested

Evaluation questions were based on the following overarching criteria and weighted scores

Award Criteria	Weightings
Price	60%
Technical Merit and Quality (Meeting Specification)	40%
TOTAL	100%

4 bids were received

Suppliers

1. Ford Motor Company Ltd
2. General Motors UK Ltd t/a Vauxhall Motors
3. Kia Motors UK Ltd
4. Volvo

Vehicle and Models Evaluated

- Ford Focus
- Vauxhall Astra Sports Tourer Design 1.0i Turbo 105ps Manual
- Kia Cee'd Sportwagon "2" Manual 1.6 CRDi ISG (134bhp)
- Volvo V60 D3 (150) Manual 5 Door Estate

Stage 1- Price (60%)

A full cost evaluation was carried out on each of the suppliers returned pricing schedules based on the contract period (1 year).

General Motors UK Ltd t/a Vauxhall Motors provided the most economically advantages tender (MEAT) following the evaluation.

Stage 2- Technical & Quality (40%)

Technical & Quality, Training and Warranty

The suppliers tenders submissions were reviewed against the above criteria and specification (**Appendix 4 & 4**) with the evaluation panel consisting of Fleet Manager, Group Commander Head of and Operational Logistics, agreeing, through consensus, an overall score for each question.

The below table summaries HWFRS weighted scores achieved by each of the three suppliers

Award Criteria	Weightings	Ford	Vauxhall	Kia	Volvo
Price	60%	0%	57.4%	53.9%	60%
Technical Merit and Quality (Meeting Specification)	40%	0%	40%	24%	36%
TOTAL	100%	0%	97.40%	77.90%	96.00%

The tender submitted by Ford Motor Company Ltd was unsuccessful and did not meet the minimum total score of 70, primarily due to a zero scored for both price and technical/quality as no responses/costs were submitted as part of their bid.





5. Recommended Decision

To award Vauxhall on a 2 year contract with the option to extend for a further 12 months for Medium Sized Estate Cars; Vauxhall Astra Sports Tourer, 1.0i Turbo(105PS), Manual.

Contract Value would be £137,382.30 for year 1 based on 10 vehicles; £12,489.30 per vehicle.

6. Full Audit trail (including Specification/Scoring matrix)

<http://sharepoint1/sites/Procurement/Contracts/Fleet/HWFRS2%20Fleet%20Vehicles/Forms/AllItems.aspx?RootFolder=%2Fsites%2FProcurement%2FContracts%2FFleet%2FHWFRS2%20Fleet%20Vehicles%2FLOT%201%2D%20Cars%20Including%204x4%2FVauxhall&FolderCTID=0x01200071EAD8797AEFDF45AEFDF219044F0F8A&View={0A5F299F-5221-4A86-B793-41BBAA9749CC}>

Appendix 1- Fleet Strategy 2016-2011	 Fleet Strategy 2016 final.docx
Appendix 2- Fleet Review and Specifications	 2017.05.26 Fleet Vehicles Review v0.6.
Appendix 3- Invitation to Tender, Specification and Pricing Matrix	 Further Competition Tender Document Wf
Appendix 4- Evaluation Criteria	 ITT Scoring Matrix - Fleet Vehicles Lot 1.x