

ELLESMERE TOWN COUNCIL

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Town Clerk & RFO
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8th July 2020

Dear Sir / Madam

Street Lighting Maintenance Contract

Ellesmere Town Council are currently in the process of tendering the contract for the maintenance of the streetlights within the town for the next 3 years.

The Town Council has a lighting stock of 84 streetlights. Those that it was possible to convert (99%) were converted earlier in the year to Holophane S-Line LED lights (dimmable and non dimmable), Holophane Wall Packs, a Retrofit Lamp, Amenity Lantern, and a Philips Lumia Light.

The Council is inviting quotes for the following –

- 1) A 'report only' contract for repairs. Faults will be reported to the contractor by Ellesmere Town Council and repaired within five working days. If repairs cannot be completed within this period, the Clerk is to be informed of the reasons and estimated repair timescales so that residents can be kept informed. Please fill in the attached sheet to outline repair costs.
- 2) An annual structural condition survey of all the Town Council's streetlight columns, heads, and brackets to include annual cleaning of lights and removal of any overhanging foliage.
- 3) An electrical inspection of all the Town Council's street lighting (to comply with the current I.E.E. Regulations). To be split over the 3 years of the contract.

Following the structural inspections, a comprehensive report must be provided to the Town Council together with the electrical test certificates and a list of suggested refurbishment works (and costs).

It is anticipated that the contractor who is awarded this contract will be the Town Council's preferred contractor for any maintenance work identified as a result of these inspections, however this is not guaranteed.

The contract will run for 3 years from 1st October 2020 and attached is the full contract specification and a list of the streetlights owned by the Town Council. The contract will be reviewed after the first year. All returned quotes must provide individual prices for repairs during the period of the contract. All invoices for payment must include a detailed breakdown of repairs and maintenance carried out in the period.

Birthplace of
Eglantyne Jebb



Requirements

- Staff employed on this contract must be formally accredited with G39 Category 1 qualifications.
- Staff to have received IPAF training for MEWP Highways working.
- Your company must be NICIEC accredited or equivalent (please provide evidence of such accreditation including levels of accreditation with your quote).

As part of your quote please also provide the following information

- A reference from one other council where you have undertaken this type of work in the last 3 years.
- A copy of your Certificate of Public Liability Insurance.
- A copy of your Health and Safety Policy.

The Town Council may request further information from contractors after submission of quotes.

Evaluation and awarding of contract

All quotes received will be evaluated based on the following criteria

- Price 50%
Value for money
- Locality 20%
Evidence of proximity to Ellesmere
- Experience 20%
Evidence of working on a similar contract for a local authority
Evidence of capability of key personnel
Capacity within the business to take on a new contract
- Climate Change 10%
Evidence of companies' approach to becoming more carbon efficient
Evidence of ways to minimise the carbon footprint of this contract

We invite you to submit your quotations to the Town Clerk either by email, post or by hand
before 1pm on Friday 28th August 2020.

It is anticipated that all companies who have submitted quotes for this contract will be informed whether their quote has been successful by Tuesday 8th September 2020.

Please do not hesitate to contact the Town Clerk if you require any further information, details can be found at the top of this document.

Jo Butterworth
Town Clerk & RFO

STREET LIGHTING CONTRACT ELLESMERE TOWN COUNCIL

Please provide prices for the following

1	Ad hoc repair – call out rate please state if there is a minimum or an hourly charge for a repair	£
2	Replace LED lantern (preferred lamp Holophane S-Line)	£
3	Replace son lamp (preferred lamp Holophane Wall Pack)	£
4	Replace column with Steel Column	£
5	Removal of old column and make good tarmac	£
6	Replace pole bracket	£
7	(a) Annual – clean all lamps, covers, lenses, tubes and reflectors.	£
	(b) Annual – Removal of overhanging foliage which may hinder the light output or affect column.	£
8	Cost of Annual Electrical testing and provision of certificates of 33% of lights on rolling programme.	£
9	Cost of Annual structural inspection of all light columns, heads, doors and brackets	£

10	Emergency call out charge to make safe column.	£
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Please also provide answers to the following questions

1) Emergency Works

What arrangements can you offer for out of hours emergency works if required?

2) Competitive Pricing for Independent Connection of Supplies

Are you qualified to offer Independent Mains Connections and if so at what price can you offer such a service?