

# ITEM 9

PAPER NO. WRWA **22-25**

## WESTERN RIVERSIDE WASTE AUTHORITY

<b>MEETING</b>	21 <sup>st</sup> September 2022
<b>REPORT AUTHOR/DATE</b>	Treasurer and General Manager <i>(Contact Mark Broxup - Tel. 020 8871 2788)</i> <i>12<sup>th</sup> September 2022</i>
<b>SUBJECT</b>	Appointment of a Financial Advisor.
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<b>STATUS</b>	Open
<b>BACKGROUND PAPERS</b>	None

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## **EXECUTIVE SUMMARY**

### **Introduction**

1. The purpose of this report is to update Authority on the tender process for the appointment of a Financial Advisor.
2. Full details of the evaluation process and the recommendations from it can be found in Paper No. WRWA 22-27 elsewhere on this agenda.

### **RECOMMENDATION**

3. The Authority is recommended to receive this report for information.

## **ADDITIONAL INFORMATION**

### **Description of the procurement**

4. On 1<sup>st</sup> June 2022, in line with UK Procurement law, the Authority published a contract notice for Financial Advice on 'Find a Tender' and 'Contracts Finder', using its e-procurement provider 'myTenders'.
5. The notice described that the Authority wishes to procure an external financial consultant to assist it in:
  - the management of its existing waste contract with Cory Environmental Limited that expires in 2032, this shall include work on the Residual Value agreement contained within the existing contract;
  - the development of a new waste strategy and the procurement of new waste management arrangements to be implemented post 2032;
  - the potential purchase of land for the development of a new waste transfer station with scope for over site development; and
  - extracting best value from its land holdings generally.
6. The contract would be for five years with, at the end of that period, the Authority having the option of three potential renewals of 24 months each, taking the

appointment up to 2033 potentially. The value of the contract was estimated at £3 million, and the award criteria was weighted as follows:

- a) Staff Qualifications and Experience: 10%
- b) Acceptance of contract conditions: 10%
- c) Method Statements: 50%
- d) Price: 30%

7. As it was felt there would only be a few bidders that could meet the Authority's needs, the tender used the 'open procedure' which is a one-stage procurement process that covers exclusion grounds, selection criteria and award criteria, and the procurement timetable was as set out in Table 1 below.

**Table 1: Procurement Timetable**

<b>Action</b>	<b>Date</b>
Issue 'Find a Tender' Notice and Invitation to Tender	1 <sup>st</sup> June 2022
Clarification Deadline	1pm 29 <sup>th</sup> June 2022
Tender Deadline	1pm 6 <sup>th</sup> July 2022
Presentations (If applicable)	w/c Monday 25 <sup>th</sup> July 2022
Notification of contract award decision	22 <sup>nd</sup> September 2022
Standstill period	10 DAYS from notification of contract award
Confirm award of contract	11 days from notification of contract award
Contract Commencement Date	10 <sup>th</sup> October 2022

8. Thirteen companies expressed an interest in the contract notice and three submitted bids.

#### Selection and Award Criteria

9. All three tenderers passed through to the Award Criteria Stage.

10. Following the procedures specified in the Tender documentation, one tenderer was identified as having provided the most economically advantageous tender and, in Paper No. WRWA 22-27 elsewhere on this agenda, the Authority is recommended to appoint it as its Financial Advisor for the next five years, with the option to extend for three further periods of 24 months each, subject to the observance of the standstill period.
11. If the recommendation is agreed by the Authority, a contract award notification will be sent to each Tenderer and each unsuccessful Tenderer will be informed of the relative advantages and characteristics of the successful Tender compared to their own.

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12<sup>th</sup> September 2022