

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Cllr Sharon Holder, Cabinet Member for Public Realm

Date: 19/12/2023

Subject: Contract Award Report for Cycle Hangar Roll Out 2024-27

Report author: Masum Choudhury, Assistant Director of Transport

Responsible Director: Bram Kainth, Strategic Director of Environment

SUMMARY

There are more than 3,000 residents on the waiting list for secure cycle parking facilities in H&F, many of whom have been on the list since 2020. To meet this demand, the Council is committing to provide an additional 500 cycle hangars. These will be rolled out over a 3-year period from April 2024 – March 2027, in line with available funding. A mini competition via Capital eSourcing was undertaken to secure one provider from the Waltham Forest Framework. It is recommended to award the contract to the highest scoring bidder, Cyclehoop Ltd.

RECOMMENDATIONS

1. To award a call-off contract to Cyclehoop Ltd, via the Waltham Forest Framework, for the provision of up to 500 new cycle hangars over a 3-year period from 1 January 2024 to 31 March 2027, with an upper contract limit of £3m.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	Access to secure cycle storage on the public highway allows more residents to participate in active travel regardless of their ability to store a cycle
Creating a compassionate council	By meeting the requirements of residents' cycle storage needs we are demonstrating our value as a compassionate council
Doing things with local residents, not to them	There is currently a waiting list of at least 3,000 residents wanting secure roadside cycle storage, local to their homes. By rolling out up to 500 hangars over 3 years, we will meet our current waiting list, thereby working with local residents. Placing of hangars is carefully thought out with Highways to ensure they are away from residents' doors or front windows and to ensure that pavements are wide enough for bikes to be wheeled in to and out of the hangars. Residents are sent letters up to a month ahead of installation to

	inform them of our plans and invited to comment before we install hangars.
Being ruthlessly financially efficient	This mini competition has ensured the highest long term quality of product for residents and the borough at the best price
Taking pride in H&F	The cycle hangars will help to remove street clutter by offering space to park six bikes in tidy, secure, aesthetically pleasing roadside containers
Rising to the challenge of the climate and ecological emergency	H&F is committed to zero carbon by 2030 and motorised transport contributes around a fifth of carbon emissions. Offering secure cycle storage would encourage residents to consider ditching the car for short journeys and taking up zero carbon cycling instead. H&F will consider the carbon footprint of providers' hangars, from manufacture to installation in our final decision

Financial Impact

This report recommends awarding a call off contract to Cyclehoop Ltd for the provision of new cycle hangars over a 3-year period from 1 January 2024 to 31 March 2027. The contract will allow for up to 500 cycle hangars (with an upper contract limit of £3m) in order to secure best value for money. However, orders will only be placed in alignment with available funding. The existing Environment capital programme includes £1m for the installation of new cycle hangars, with further additional funding expected to be confirmed over the three-year period (including sources such as TfL Local Implementation Plans (LIP), S.106 and the H&F green investment scheme).

Kellie Gooch – Head of Finance (Environment), 15 December 2023

Verified by Andre Mark, Head of Finance (Strategic planning and investment), 15 December 2023

Legal Implications

This report recommends that the Cabinet Member approves the award of a contract for the provision of cycle hangers to Cyclehoop Limited for 3 years at a cost of £3m. A previous report dated 22nd November 2023 approved a procurement strategy to run a mini-competition under the Waltham Forest Framework for the Supply and Associated Cycle Parking Equipment – Lot 4. The Council followed the ordering procedure set out under the Framework by running a mini-competition including applying the Services Award Criteria which is defined in the Framework as those set out in the ITT for the Framework (50 Quality/10 Social Value/40 Price).

The report must be submitted to Contracts Assurance Board for approval before being submitted to the Cabinet Member.

The decision is a Key Decision (see Article 12 of the Constitution) and must be submitted to Committee Services for publication on the Council's website.

The appropriate decision maker is the Cabinet Member.

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

Proposals and Analysis of Options

1. There is considerable demand from H&F residents for secure, dry, clean roadside cycle storage and this procurement will meet current demand. Further, H&F declared a climate emergency in July 2019 and is committed to reaching net zero carbon by 2030. A key contributor to the poor air suffered in H&F is motorised road traffic. To encourage and enable residents to switch from driving to travelling short journeys actively, we need to help them store their bikes securely – particularly residents with no outside space at their homes. This procurement enables us to meet the current 3000-strong waiting list and will, we hope, help bring about behaviour change in the way some residents travel short journeys.
2. We used the Waltham Forest Framework to procure Cyclehoop Ltd, and ran a mini competition between the only two suppliers on the framework.
3. We used the Waltham Forest Framework because it was a compliant route that had been used by a number of boroughs across London to successfully roll out large numbers of cycle hangar provision, and to meet significant resident demand in a timely fashion. The key benefit to using the Framework was ease of procurement through an existing, trusted channel.

Reasons for Decision

4. The Framework requires an evaluation split of Quality: 50% Social Value:10% and Price 40%
5. We also assessed units on how their aesthetic complements existing street furniture and improves local streetscape.
6. We wanted Social Value to include help to create hubs for inclusive cycle training which might be the provision of specialised cycles and training hours for disabled residents to use. This would enable a wider section of the local population to engage in cycling, offering them opportunities to learn how to ride and to gain more independence in their own personal transport choices.
7. The evaluation criteria is as follows :

Criteria	Item	%
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Quality	Carbon net zero	10
Quality	Life Cycle	20
Quality	Product Aesthetics	10
Quality	Maintenance	10
Social Value	Disabled resident schemes H&F	5
Social Value	Wider sections of H&F community	5
Commercial/Price	Most Economically Advantageous Tender	40

8. The final ranking of the tender exercise is as follows :

	Final Ranking	Quality	Commercial	Total
1	Cyclehoop	49%	38%	87%
2	Bidder 2	34%	40%	74%

9. The recommended length of the contract is three years with an option to extend if there is increased demand for cycle hangars and H&F provides commensurate budget.

Equality Implications

10. This provision of cycle hangars is anticipated to have a neutral impact on equalities.

Risk Management Implications

11. There is a reputational risk to the council should the cycle storage areas become unsightly due to damage or graffiti or become inoperable. This can be mitigated by regular checks on the condition of the cycle racks to make repairs or improvements.
12. There is legal and reputational risk to the council if cycles are stolen from the racks or damaged and that owners take action against the council. This can be mitigated by the addition of "at owners risk" messages.

Agreed by Jules Binney, Risk and Assurance Manager, 14 December 2023

Climate and Ecological Emergency Implications

13. Cyclehoop use a range of methods to lower their carbon footprint which include sourcing materials from within the UK and as close to London as possible, route planning delivery journeys to minimise miles and carrying the maximum load possible per journey, visiting sites for assessment by public transport or cycle, creating modular hangars where parts can be replaced and recycled rather than the entire hangar having to be removed/replaced, recycling all materials, providing hangars that will last up to 30 years before needing replacement, regularly auditing their supply chain, aiming to have all fleet electric by 2027, gaining ISO14001 in 2024 and B Corp shortly afterwards.

Approved by Hinesh Mehta, Assistant Director Climate Change, 13/12/2023

Procurement implications

14. The evaluation and moderation have been completed compliantly and scores and documents uploaded on capitalEsourcing for transparency and audit.

Waheeda Soomro, Commercial Manager, Commercial & Procurement 12/12/2023

Local Economy and Social Value Implications

The tendering was completed compliantly in line with the rules for the framework and the associated contract standing order for application of social value to framework tenders.

It is recommended that the commissioner works with the supplier and the Council's Social Value officer to ensure the supplier has outlined a deliver plan to realise the commitments made,

It is recommended that the commissioner works with Legal Services to ensure contracts include clauses that enables the Council to seek remedies should Social Value commitments not be delivered.

Oliur Rahman, Head of Employment and Skills, 19/12/2023

LIST OF APPENDICES

None