

BRAUNSTONE TOWN COUNCIL

OFFICER DECISION TAKEN UNDER DELEGATED POWERS

RENEWAL OF PARKS TRACTOR AND HEDGECUTTER LEASE

15th NOVEMBER 2023

Background to the Decision

The Town Council currently leases its tractor and hedge cutter and the lease on this equipment expires in March 2024 and therefore replacement equipment will need to be arranged before then.

The ground staff have been consulted on any additional requirements for the new tractor and hedge cutter and have confirmed that the existing specifications remained fit for purpose. The length of the lease was considered and it was thought that a 5-year lease was appropriate again.

Tender documents were approved by Policy & Resources Committee on 7th September 2023 (Policy & Resources Committee Minute 40, Resolution 1 2023/2024).

Details of the invitation to tender and requirements was forwarded to the existing supplier along with other appropriate agriculture machinery suppliers. In addition, the tender documentation was published also be available on the Town Council website and, due to the expected total cost of the tender, the advertised on the Government's Contract Finder Service website.

The deadline for receiving sealed tender bids was 4pm on Friday 29th September 2023.

Following the tender process, 2 bids were received by the published deadline and were opened in the presence of the Chief Executive & Town Clerk and Leader of the Council on Monday 2nd October 2023 as follows:

- Company 1 - £13,868.40 per annum; and
- Company 2 - £13,250.00 per annum.

A copy of the Tender Comparison is attached at Appendix 1.

The notes taken of the feedback provided by the grounds staff in respect of the demonstration by Company 2, is attached at Appendix 2.

Authority for Decision

Policy & Resources Committee on 7th September 2023 resolved "that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Leader and Deputy Leader of the Council, to make the final decision on which tender contract was accepted" (Policy & Resources Committee Minute 40, Resolution 2, 2023/2024).

Alternative Options Considered and Rejected

The following alternative options were considered and rejected:

Details of Option	Reason for Rejection
Arrange a practical demonstration of the vehicles company 1 proposed	The equipment proposed by company 1, is currently used by the Council and is known to be fit for purpose.
Selecting the tender from company 2	Slightly lower lease cost, but on detailed examination of the paperwork, and demonstration of the equipment, which did not include the side arm, the offer would not provide the same specification or advantages compared to company 1.

Decision

1. That the tender bid submitted by Company 1 in the sum of £13,868.40 per annum for a 5 year lease to supply a new tractor and hedge Cutter be accepted; and
2. that the tender bid submitted by Company 2 in the sum of £13,250.00 per annum for a 5 year lease to supply a new tractor and hedge Cutter be approved as a reserve supplier.

Approved By: 

Print Name Darren Tilley

Date: 15th November 2023

Reason for Decision

1. Company 1 offered the most suitable equipment for the Town Council's requirements and overall was competitive.
2. Company 2 offered a suitable alternative in the event that the preferred supplier could not deliver.

List of Background Documents

Tenders and associated documents (confidential).

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

TRACTOR SPECIFICATION COMPARISON

SPECIFICATION	COMPANY 1	COMPANY 2
Four wheel drive	confirmed	MF5709M Dyna-4 4WD
Grass tyres are required	Confirmed, as per quote dated 15/09/2023	Alliance Grass Tyres
Diesel engine, at least 70 hp	80hp	95hp
Maximum height, including roof bar light fittings, 2.8 metres.	2.5m	2.7m
Maximum width to be 2.3 metres.	2m	2.1m
Clutchless shuttle gearbox, with Wet clutch		Yes – Dyna-4 with Power Shuttle Control
Lockable filler cap	Confirmed	YES
Fitted heavy duty battery	Confirmed	YES
Fitted amber LED beacon bar on the roof	Confirmed, as per quote dated 15/09/2023	YES
Work lights at the front and the rear	Confirmed, as per quote dated 15/09/2023	YES
Cat 2 Standard 3 Point Linkage		YES
Cab		
Air Conditioning	confirmed	YES
Air suspension seat or similar with seatbelt	confirmed	Grammer Air Susp. Swivel Seat with Armrests & Seat Belt
Fitted first aid kit	Customer to supply their own to meet their individual requirements.	YES
Fitted Fire Extinguisher	Customer to supply their own to meet their individual requirements.	YES
Digital read-out on PTO	confirmed	YES
Sidarm Hedgecutter		
5.1 metre reach	Confirmed	<u>YES – 5.5m reach</u>
1.5 metre head	1.2m flail head as requested and discussed with Ian Kennett.	YES – 1.5m working width
Left hand build option	Confirmed, as per quote dated 15/09/2023	YES
Low power requirement	Minimum hp required, 70hp.	YES – min. 58hp
Three-point linkage mounting system	Confirmed, as per quote dated 15/09/2023	YES – Cat 2 Headstock
Hydraulic safety breakaway	Confirmed, as per quote dated 15/09/2023	YES – hydraulic break back with power slew
High performance hydraulic system	55hp hydraulic system	YES – 65hp hydraulic pump, 200l oil tank
Storage support legs	Confirmed	YES

SPECIFICATION	RUSSELLS	B & B TRACTORS
Attach a copy of your lease agreement, terms and conditions;	Enclosed	Enclosed
Attach a copy of your maintenance agreement, terms and conditions;	Enclosed	Enclosed
Maximum (nett) payload (kg):	3700kg	4300kg
Load volume (m2):	n/a	n/a
Rear load height:	2.5m	2.7m
Turning circle/number of steering wheel turns, lock to lock:	4.960m, 3.25 turns	4.195m, 4 turns
Earliest delivery date:	April 2024	February 2024
Emissions. Please provide information on exhaust emissions and what standard's, or future standard the vehicle can meet.	Stage V emission level	Stage V emission level
Fuel economy. Please state fuel consumption figures for the engine offered and state source of the data and test conditions applied.	212g/kwh @1200 to 1600 rpm optimum fuel consumption. Information supplied by FPT engines	Awaiting manufacturers response
Excess hours use and charges	Hours in excess of 2000 charged at £10 per hour	Hours in excess of 3000 charged at £25 per hour

Company 2 - Tractor Demonstration

2023

Company 2 – Tractor Demonstration

Representative turned up at 10am.

Tractor came without sidearm hour later

Didn't see the side arm and a key part of the demonstration is to use the tractor with the side arm fitted.

Representative was vague about parts, delivery or collection of parts and timescales.

Sidearm proposed is for a company which has been running two years running. Company A's side arm is the Rolls Royce of side arms.

Tractor quite wide, weighted wheels, feels more unstable

Thinner/taller tractor – could affect cutting with the side arm - couldn't tell. Didn't bring side arm.

Massey Ferguson tractor needs Ad blue every third drum fill up. This would be an extra cost £10-£15 for 10 litre drum. £100 per year.

Height of the tractor, meant an additional step.

Cheaper tractor, plastics on the inside, more likely to break and therefore, additional repair costs.

The controls were over complicated - more than it needed to be for the use of the tractor on parks.

Struggle to get under the shutter and the beams in the depot; would be tight to have a light bar on the top.

Not sure about control panel and side arm