

**Contract Award Recommendation**

FOR

tfl_scp_001405 Speed Awareness Training






PRIVATE & CONFIDENTIAL

COMMERCIAL IN CONFIDENCE

TfL Restricted

SUBMITTED BY:	Kalpini Davé
Value:	£16.9M
Date:	17 March 2017
Status:	Final
Version:	001

**Transport for London Record Sheet – Approval and Consultation**

Ref No: tfl_scp_001405				
Transport for London Record Sheet				
To approve the award of the contract detailed within this paper for Speed Awareness Training and the granting of Delegated Procurement Authority in relation to this contract.				
Cross Business Review with Stakeholders				
Name / Position	Steve Burton Director of Enforcement On Street Operations	Tim Graves Head of Business Operations & Performance	Harriet Harvey Senior Contracts and Business Operations Manager	Emma Thomas Contracts and Business Manager
Directorate	Enforcement On Street Operations	Enforcement On Street Operations	Enforcement On Street Operations	Enforcement On Street Operations
Decision	Agree	Agree	Agree	Agree
Any Interests declared?	No	No	No	No
Approval				
By signing below approvers confirm that they have no business interests in any organisation that may be interested in delivering the required contract.				
Name	Signature			Date
Kalpini Davé Assistant Commercial Manager Author				20/4/17
Terry Davis Senior Commercial Manager				20/04/2017
Ben Berry Lead Commercial Manager Surface				20/04/17
David Wylie Chief Procurement Officer				19th April 2017
Leon Daniels Managing Director Surface Transport				20/4/17






Contract Award Recommendation

1. Introduction / Executive Summary

- 1.1 This paper seeks approval to proceed with the award of the provision of Speed Awareness Training, for people who were caught speeding and for drivers who have driven through red lights in London, and decide to opt for the course rather than accept penalty points, to AA DriveTech Limited.
- 1.2 AA DriveTech Ltd provided an excellent, compliant bid and the Most Economically Advantageous Tender submission. It is therefore recommended that the Contract to manage the Speed Awareness Training programme be awarded to AA DriveTech Ltd. The duration would be for an initial period of three years the option to extend for a further two years.

2 Summary of Contract

Value including any options:	Total Expenditure £16.9M Total Net Income 	Initial contract value:	Initial Contract Period: 3 years Total Expenditure:  Total Net Income: 
Contract duration:	3 years with an option to extend of 2 years.		
Contract type:	Single contract	Nature of the procurement:	Services
Terms and Conditions used:	TfL Services	Special terms or considerations:	Data Protection; London Living Wage; Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE); Agreement between course attendee & TfL
Is this a call-off from a current framework?	No	If yes, which Framework?	N/A
UK Legislation that Applies (irrespective of value):	Public Contracts Regulations 2015	Number of Lots:	N/A
What Category / Categories does this cover? <small>[category hierarchy]</small>	N/A	Is a Category Plan in place? If yes, which one(s)?	No
Business Units this contract will cover:	Surface Transport		



Assurance [delete or add as appropriate]		
Forum	Attendees	Date
Commercial Peer Review Forum	David Wylie; David Andrews; Katherine Adams; Ben Berry; James Summers; Andrew Mayes; Paul Kiteley; Philip Hewson; Kevin Fallon; Andy Gray; Zeff Turner; Amri Denton; Terry Davis; Roger Tedder; Sanny Yau; Simon Pain	17/03/2017
Surface Board		28/03/2017