

Specification

Contract for Technical Specialist Support (Anaerobic Digestion – Dry and wet) with Regard to the Procurement of a Waste solution for the Treatment of Co-mingled Food and Garden Waste

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Introduction

Cheshire East Council is seeking to realise value from its waste streams through energy production. An opportunity has been identified for the Council to generate energy from collected comingled household garden and food waste through the use of dry anaerobic digestion (AD). Feasibility studies have been carried out and now the Council is going to the market with the desire to procure a partner to design, build and run a facility. The Council requires the specialist to:

- Author the technical specification for procurement documents
- Develop a robust evaluation framework
- Provide advice during the dialogue phase
- Give expert opinion in the evaluation process.

Background

In line with its waste strategy the Council wishes to minimise waste streams going to landfill. It desires to expand its existing organic waste collection to incorporate food waste. Following initial research and financial and technical appraisal of available technologies the Council is working toward a preference for a dry anaerobic digestion (AD) facility. This will enable the collection and treatment of comingled food and garden waste to generate renewable energy and produce high grade compost.

The Council needs bidders to be aware that whilst the research and appraisal have identified Dry AD as the most viable approach to treating comingled food and garden waste there is a requirement for bidders to have a good understanding of other commercially viable technologies which could be used in place of, or in tandem with Dry AD. In addition, in seeking market solutions, the best value response may be the treatment of waste at a competitive gate fee in existing facilities outside the local authority boundary. This requirement to be flexible in developing a procurement specification reflects the current PIN which is seeking feedback from the market engagement phase and the outcome of changing government policy on FITs and RHI.

The Council is proposing to undertake a competitive dialogue to secure scheme proposals and a joint venture partner to develop a solution to treat food and garden waste which may include the development of a plant. The Council may choose to offer up a site to the market to locate a facility as part of the procurement process.

The Council is keen to take this project forward and as such has released a Prior Information Notice (PIN) on 6th October 2015, to advertise this potential opportunity and to carry out market engagement to inform the council's technical requirements and procurement process. Based on the current timetable the contract documents would be issued in April 2016 with a contract to be signed by Autumn 2016. An indicative procurement programme is set out below.

Indicative Project Timetable

Task name	Start	Finish	Duration days
Technical advisor appointment	12 February 2016	31 December 2016	322
Prepare draft PQQ documents, weightings and evaluation criteria	15 February 2016	29 February 2016	14
Prepare ITPD contract documentation, evaluation criteria and weightings to accompany PQQ	01 March 2016	18 March 2016	17
Draft OJEU Notice for internal finance, insurance, legal sign off	21 March 2016	24 March 2016	3
Publish OJEU notice and PQQ and ITPD documentation	01 April 2016	03 May 2016	33
Pre-PQQ Clarification deadline	18 April 2016	18 April 2016	0
PQQ Closing Date	03 May 2106	03 May 2016	0
Evaluation of PQQ's	03 May 2016	06 May 2016	3
Shortlist of 5 Bidders	09 May 2016	09 May 2016	0
Invitation to participate in dialogue (ITPD) issued to shortlisted bidders	10 May 2016	10 June 2016	31
Deadline for Bidders' questions at pre-Invitation to submit Detailed Solutions (ISDS) stage	20 May 2016	20 May 2016	0
Pre-submission dialogue meetings	31 May 2016	03 June 2016	4
Deadline for submission of Detailed Solutions	10 June 2016	10 June 2016	0
Clarification and evaluation (ISDS)	13 June 2016	17 June 2016	4
Shortlist identified for dialogue stage (Call For Final Tenders CFT) – [3] Bidders	20 June 2016	20 June 2016	0
Detailed dialogue (leading to call for Final Tenders (CFT))	11 July 2016	22 July 2016	10
Competitive Dialogue closed and call for Final Tender	29 July 2016	29 July 2016	0
Deadline for submission of Final Tenders	31 August 2016	31 August 2016	33
Clarification and evaluation of Final Tenders	01 September 2016	16 September 2016	15
Preferred Bidder identified/10 day Standstill Period	19 September 2016	29 September 2016	10
Cabinet and MGB Approval of Decision	20 September 2016	20 October 2016	31
Authority to let form completed	21 October 2016	21 October 2016	1
Official Award letter to be sent and notification for official award to unsuccessful parties	24 October 2016	24 October 2016	1
OJEU award notice	25 October 2016	25 October 2016	1
Award on contract finder	28 October 2016	28 October 2016	1
Contract Signing	01 November 2016	01 November 2016	1
Contract start date	01 December 2016	01 December 2016	0

Scope

The Council wishes to engage specialist technical guidance from experts in Dry anaerobic digestion technology. PLEASE note: the Council has appointed the legal firm Sharpe Pritchard to lead on the project and therefore the council's requirements from the technical specialists are to:

1. Assist in the preparation of a specification of Cheshire East requirements to process collected garden and food waste through a dry AD process to accompany CEC procurement documentation.
2. Attend tender engagement meetings and lead on the evaluation of the Dry AD technology technical aspects and the business case of each submitted bid
3. Provide continuing AD technology technical support for the project on an hourly rate basis to include advice in relation to any other matters which you consider the council needs to be aware of in relation to this project.

Service conditions and Environmental Factors

The contractor is expected to be office based for the majority of this project.

Statement of Requirements

1. Working closely with Sharpe Pritchard, the councils appointed external legal advisors and council officers; assist in the preparation of a technical specification of requirements to process collected garden and food waste. A fit for purpose specification will be expected
2. Lead on the evaluation of the technical and commercial aspects of the AD technology of each submitted bid. You are expected to provide your expert opinion on the technical feasibility of each bidder's technology.
3. Provide continuing technical support for the project on an hourly rate basis as the project is taken to completion.

PHASING

The council anticipates drawing down advice in a 3 stage approach:

Stage 1 February 2016 Project Development

1. Advice note based on an evaluation of CECs business case data and reports which sets out the technical options available to the council to deliver Dry AD

2. Assist the council to draw up the technical content for procurement documentation

Stage 2 April to December 2016 Project Procurement

1. PQQ technical evaluation
2. Bidder shortlist
3. Attendance at dialogue meetings
4. Attendance and contribution to evaluation panels
5. Assistance with final bidder clarification and selection

Stage 3 Early 2017 Project Commencement

1. Contract clarifications
2. Contractual close

Technology, Systems and Management Techniques

Contact will be generally via email and telephone conference with allowance for up to two workshops and occasional project meetings as and when required.

Training

No training is required