

# PRICING SCHEDULE(s) and BILL of QUANTITIES

## **Tenderers Notes**

Tenderers are tasked with providing their complete bill of charges for the provision of all human and physical resources relevant to the service.

The Council provides a two-stage template document for staffing charges with, indicative posts and salaries allocated within a fixed human resource pricing-matrix (A & C) and an open pricing matrix (B & D), save for existing TUPE staff (B).

Tenderers must compile their bid by completion of the relevant columns in each pricing matrix for each lot.

## **Human Resources**

Tenderers must provide a breakdown of annual charges by gross unit cost to include, but not limited to the items profiled in the pricing-matrices' provided.

## **Contract Roles**

To assist the tenderer(s) bid formulation, an overview of the basic expectancy for each of the contract roles described in matrices A, and C is provided below with full draft job descriptions for civil enforcement officers, business analyst and conflict resolution officer provided within the appendices.

In general all non-managerial contract staff are to be recruited to a 40-hour week, (35 working hours with free-time lunch period) and may be subject to shifts.

## **Lot 1**

### **Contract manager**

The contract manager must be based at one of the operational bases and be available to liaise with the Councils Authorised Officer between 9.00 – 17.00 Monday through Friday.

### **Operational support manager**

The operational support manager provides first line cover in the event of contract manager unavailability between 9.00 – 17.00 Monday through Friday.

### **Business analyst**

The Business analyst must be based at one of the operational bases and be available to liaise with the Councils Authorised Officer between 9.00 – 17.00 Monday through Friday.

### **Conflict resolution officer**

The Conflict resolution officer must be based at one of the operational bases and be available to liaise with the Councils Authorised Officer between 9.00 – 17.00 Monday through Friday.

### **Base manager**

Base managers must be sited at the operational bases and will be recruited to a 40-hour week on a shift roster to provide operational cover between 08.00 – 20.00 Mondays through Sunday.

### **Civil enforcement / senior civil enforcement and CCTV enforcement officer(s)**

Civil / senior enforcement officers', will be recruited to a 40-hour week on a shift roster, available to provide 24-hour operational cover Monday through Sunday.

CCTV CEOs' will be recruited on a 40-hour week, available on a shift roster, between the hours of 07.00 – 19.00, to provide operational cover Mondays through Sunday.

### **Team Leaders**

This is a legacy post currently occupied by ex-council employees' TUPE transferred in 2003. The terms and conditions applicable are provided in the appropriate disclosure documents. As a general guide these operatives are employed on a 40-hour week of 35 working hours.

### **Customer Service officer(s)**

Customer service officers' will be recruited to a 40-hour week on a shift roster to provide counter services between 08.00 – 20.00 Monday to Saturday and 10:00 – 16:00 on Sunday. Skeleton shifts applicable on bank holidays.

## **Lot 2**

### **Contract manager**

The contract manager must be based at one of the operational bases and be available to liaise with the Councils Authorised Officer between 9.00 – 17.00 Monday through Friday. The contract manager must also have attained the relevant Certificate of Professional Competence or be scheduled for progression to this standard within the first 6-months of contract commencement.

### **Operational support manager**

The operational support manager provides first line cover in the event of contract manager unavailability between 9.00 – 17.00 Monday through Friday.

### **Customer service manager**

Base managers must be sited at the operational bases and will be recruited to a 40-hour week on a shift roster to provide operational cover between 08.00 – 20.00 Mondays through Sunday.

### **Customer service officer(s)**

Customer service officers' will be recruited to a 40-hour week on a shift roster to provide counter services between 08.00 – 20.00 Mondays through Sunday.

### **On-board CEO(s)**

On-board CEOs' will be recruited to a 40-hour week on a shift roster, available to provide operational cover on a shift roster for contract enforcement vehicles 6 days per week and evenings.

### **Class 2 Driver / Crane Operator(s)**

Driver operators will be HGV class 2 qualified or progressing toward this qualification, recruited to a 40-hour week on a shift roster to provide cover 8 hour shifts 6 days a week in accordance with the hours of coverage in the contract specification. Out of these hours the contract variation charges shall apply.

## Pricing-Matrix A – Lot 1 FIXED SUBMISSION

Matrix A makes an assessment on the number of full time equivalent employees' and type of posts the Council requires for the provision of the service specification.

Charges' for contract staff must be based on the scale point structure provided with the values pre-entered in columns C and G.

Tenderers must complete columns H and I and with total cost entered in Box A.

### Pricing - Matrix A

#### LOT 1 FIXED SUBMISSION HUMAN RESOURCES

C	E	F	G	H	I	J
Basic Salary	Title	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
£19,842	Civil Enforcement Officer (CEO)	90	£1,785,780			F x (G+H) = I
£19,842	CEO (Radio Room)	3	£59,526			F x (G+H) = I
£19,842	LGV / Smart Car Drivers	5	£99,210			F x (G+H) = I
£19,842	Suspensions Officers	5	£99,210			F x (G+H) = I
£19,842	CCTV CEO	19	£376,998			F x (G+H) = I
£20,451	Senior CEO	22	£449,922			F x (G+H) = I
£20,451	On-Board CEO	9	£184,059			F x (G+H) = I
£20,451	CEO Supervisors	13	£265,863			F x (G+H) = I
£21,084	Base Manager	3	£63,252			F x (G+H) = I
£21,084	CEO (TUPE ex-Council)	2	£42,168			F x (G+H) = I
£23,337	Senior CEO (TUPE ex-Council)	1	£23,337			F x (G+H) = I
£23,337	Training Officers	2	£46,674			F x (G+H) = I
£27,054	Team Leaders (TUPE ex-Council)	2	£54,108			F x (G+H) = I
£29,292	Conflict Resolution Officer	1	£29,292			F x (G+H) = I
£29,292	Training Manager	1	£29,292			F x (G+H) = I
£30,594	Business Analyst	1	£30,594			F x (G+H) = I

Basic Salary	Management Posts	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
£32,961	Operational Support Manager	2	£65,922			F x (G+H) = I
£38,874	Negotiable starting scale available for Contract Manager post					
£39,738						
£40,578	Contract Manager	1	£40,578			F x (G+H) = I

BOX A  Total Charge

## Pricing-Matrix B – Lot 1 OPEN SUBMISSION

Matrix B assumes an assessment for ex-council TUPE staff only.

Tenderers must enter their own assessment on salary in column (C) and type of post in column (E) and for the number of full time equivalent staff for contract provision in column F.

Tenderers must enter the Net cost totals in column G.

Tenderers must complete columns H and I and with total cost entered in Box B.

Charges for management staff in this model are variable and at tenderer discretion.

### Pricing - Matrix B

#### LOT 1 SEMI-OPEN SUBMISSION HUMAN RESOURCES

C	E	F	G	H	I	J
Basic Salary	Title	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
£21,084	CEO (TUPE ex-Council)	2	£42,168			$F \times (G+H) = I$
£23,337	Senior CEO (TUPE ex-Council)	1	£23,337			$F \times (G+H) = I$
						$F \times (G+H) = I$
£27,054	Team Leaders (TUPE ex-Council)	2	£54,108			$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$

Basic Salary	Management Posts	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
	Number and value of management posts are at tenderers discretion					
	TITLE					
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$
						$F \times (G+H) = I$

BOX B  Total Charge

## Pricing-Matrix C – Lot 2 FIXED SUBMISSION

Matrix C makes an assessment on the number of full time equivalent employees' the Council requires for the provision of the contract.

Charges' for contract staff must be based on the scale point structure provided with the values pre- entered in columns C and G.

Tenderers must complete columns H and I and with total cost entered in Box C.

### Pricing - Matrix C

#### LOT 2 FIXED SUBMISSION HUMAN RESOURCES

C	E	F	G	H	I	J
Basic Salary	Title	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
£19,842	Customer Service Officers	11	£218,262			Total charge is; F x (G+H) = I
£23,994	HIAB Driver/Operators	6	£143,964			Total charge is; F x (G+H) = I
£26,277	Customer Service Manager	1	£26,277			Total charge is; F x (G+H) = I

Basic Salary	Management Posts	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
£32,961	Operational Support Manager	1	£32,961			Total charge is; F x (G+H) = I
£38,088	Contract Manager	1	£40,578			Total charge is; F x (G+H) = I
£38,874	Negotiable starting scale available for Contract Manager post					
£39,738						
£40,578						

BOX C  Total Charge

**Pricing-Matrix D – Lot 2 OPEN SUBMISSION**

Tenderers must enter their own assessment on salary in column (C) and type of post in column (E) and for the number of full time equivalent staff for contract provision in column F.

Tenderers must enter the Net cost totals in column G.

Tenderers must complete columns H and I and with total cost entered in Box D.

**Pricing - Matrix D**

**LOT 2 OPEN SUBMISSION HUMAN RESOURCE**

C	E	F	G	H	I	J
Basic Salary	Title	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
						Total charge is; F x (G+H) = I
						Total charge is; F x (G+H) = I
						Total charge is; F x (G+H) = I

Basic Salary	Management Posts	FTE	Net Cost	Tenderer Overhead	Contract Charge	Notes
						Total charge is; F x (G+H) = I
						Total charge is; F x (G+H) = I
	Negotiable starting scale available for Contract Manager post					

BOX D  Total Charge

## Pricing-Matrix E – Lot 1 and Lot 2 OPEN SUBMISSION VARIATION CHARGES

Variation charges for Special Enforcement Requests (SER).

SER, which fall outside of core provision, shall be charged on the basis of the tenderers variation schedule.

### Pricing - Matrix E

#### LOT 1 and 2

#### OPEN SUBMISSION HUMAN RESOURCE VARIATION CHARGES

A	B	C	D	E
Title	Hourly Variation Charge Monday - Friday 8:00 - 19:00	Hourly Variation Charge 00:01 - 07:59 Monday - Friday	Hourly Variation Charge 19:01 - 00:00 Monday - Friday	Hourly Variation Charge 00:01 Saturday - 00:00 Sunday
CEO (CEO)				
CEO (Radio Room)				
LGV / Smart Car Driver				
Suspensions Officer				
Customer Service Officer				
Customer Service Manager				
CCTV CEO				
Senior CEO				
On-Board CEO				
CEO Supervisor				
Base Manager				
HIAB Driver / Operator				

## **COMPLETION of BILL of QUANTITIES**

### **SCHEDULE(s)**

#### **Generic Bid Information**

#### **Physical Resource Pricing – Lot 1 and Lot 2**

Tenderers should refer to the Bill of Quantities for a template resource structure, but may notate additional items as appropriate.

Physical resource pricing must be all inclusive and at gross cost to the council, but shall be subject to annual RPI accrual.

Tenderers are reminded that any omission from or under valuing of their bid, revealed subsequent to best and final offer negotiation, award recommendation and acceptance, must be at the contractors liability.

#### **Risk Bond**

The tenderers risk bond, as described in the payment mechanism, is to be a competitive tendering element of the contractors bid, drawn from the tenderers expected surplus requirement. This bond will attract an annual adjustment in line with contract pricing changes, either due to RPI or saving.

#### **Development Fund**

The tenderers development funding, as described in the payment mechanism, is to be a competitive tendering element of the contractors bid, drawn from the tenderers expected surplus requirement. This funding will attract an annual adjustment in line with contract pricing changes, either due to RPI or saving.

#### **Added Value Bids**

Tenderers are reminded to highlight any additional or collateral benefit to the council, inherent in their bid.

#### **Green Procurement**

Tenderers are reminded that the council will consider enhanced payment where the service provision offered carries a 'green' benefit

## BILL of QUANTITIES

### SCHEDULE LOT ONE

The total price to be inserted in this Schedule, shall be the full inclusive price for the work described in the specification, including all costs and expenses which may be required to provide the contract standard, together with all risks, liabilities and obligations necessary to comply with the Conditions of Contract and all other conditions included in all documents forming the Contract.

<b>SERVICE PROVISION LOT 1</b>	
Cost of HUMAN RESOURCE provision using <b>MATRIX A fixed pricing</b> and must be an inclusive total charge	<b>PER ANNUM INCLUSIVE COST OF STAFFING</b>
	<b>EMPLOYEE SALARIES</b>
CEOs - On-Street	£
Radio Room Controllers	£
Light Goods Vehicle and Smart Car Drivers	£
Parking Suspensions Officers	£
CEOs - CCTV	£
On-Board CEOs	£
Senior CEOs	£
Conflict Resolution Officer	£
Business Analyst	£
Training Officers	£
Training Manager	£
Operations Support Managers	£
Contract Manager	£
Staff Overheads	£
	<b>RECRUITMENT CAMPAIGN</b>
Start-up Drive, Fairs, Criminal Referencing, On-costs, Other	£
	<b>TRAINING MANAGEMENT</b>
Start-up, On-Costs, CBT, NVQ, Refresher assessments, Etc	£
	<b>UNIFORMS PROVISION</b>
All items and to include safety wear	£
	<b>SUNDRY ADDITIONAL CHARGES</b>
Staff consumables such as toiletries etc	£
<b>TOTAL CHARGE</b> <i>(Transfer to Line A of Summary)</i>	£

<b>SERVICE PROVISION LOT 1</b>	
<b>OPEN BID - Cost of PREMISES provision must be an inclusive total charge</b>	<b>PER ANNUM INCLUSIVE PROPERTY CHARGES</b>
<b>Council Provided Operational Premises at Lillingstone House and 29-33 Old Street EC1 and CCTV Facilities at 41-47 Old Street EC1</b>	
	<b>RENT</b>
Rechargeable Peppercorn Rent per annum	<b>00.01p</b>
<b>Contractor Provided Operational Premises - Insert Proposed Address and Location:</b>	
	<b>RENT</b>
	£
	<b>RATES</b>
	£
	<b>UTILITIES</b>
	£
	<b>CLEANING</b>
	£
	<b>MAINTAINENCE</b>
	£
<b>TOTAL COST</b> <i>(Transfer to Line B of Summary)</i>	

<b>SERVICE PROVISION LOT 1</b>	
<b>OPEN Bid - Cost of OFFICE and EQUIPMENT provision must be an inclusive total charge</b>	<b>PER ANNUM INCLUSIVE PROPERTY CHARGES</b>
<b>Council provided office equipment at Lillingstone House, 29-33 Old Street and 41-47 Old Street EC1</b>	
Furniture, fittings and furniture maintenance contracts	<b>£ Not Applicable</b>
Telephone: Council system and equipment	<b>£ Not Applicable</b>
Contractor provided office equipment at Council premises and Contractor provided remises - <b>Insert Proposed Address and Location:</b>	
	<b>Telephone and Radio Communications</b>
Call charges and additional land-line and hand-sets	£
Call handling system, purchase and maintenance	£
Mobile hand-set purchase, rentals and contracts	£
Radio equipment, purchase, rentals, licensing and maintenance	£
	<b>Information Technology</b>
Hand Held Computer provision and maintenance	£
Ticket Printer provision and maintenance	£
Digital camera provision and maintenance	£
IT equipment provision and maintenance	£
IT licensing and data transfer charges	£
IT support charges	£
Other – Please specify	£
	<b>Postage and Stationary Charges</b>
Postage	£
PCN carriers	£
Ticket rolls	£
Manual ticket books	£
Pocket books and pocket book covers	£
Information cards, warning and authorisation notices	£
Office sundries, pens, note pads, etc	£
<b>TOTAL COST:</b> <i>(Transfer to Line C of Summary)</i>	

<p align="center"><b>SERVICE PROVISION LOT 1</b></p> <p><b>OPEN Bid - OTHER cost provision must be an inclusive total charge</b></p>	<p align="center"><b>PER ANNUM INCLUSIVE OTHER CHARGES</b></p>
	<p><b>Vehicle Costs, Fuel, Insurance, Maintenance and Hire</b></p>
Contract managers company vehicles, leasing and running cost	£
Deployment and suspensions vehicles, leasing and running costs	£
Powered two wheelers, leasing and running costs	£
	<p><b>Professional Fees</b></p>
Professional fees	£
	<p><b>Insurance</b></p>
Employers liability	£
Public liability	£
Group accident	£
All risks	£
	<p><b>Financing</b></p>
Interest charges	£
	<p><b>Depreciation</b></p>
Please provide a separate depreciation schedule	£
	<p><b>Contractor Surplus</b></p>
Return on Investment	£
Plus Proffered Annual Risk Bond (Nb – bond percentage will accrue year on year)	£
Plus Annual Development Funding (Nb – Fund percentage will accrue year on year)	£
Contractors required Surplus balance	£
<p align="right"><b>TOTAL COST:</b> <i>(Transfer to Line D of Summary)</i></p>	

## SCHEDULE OF RATES FOR VARIATIONS

Variation schedule charges are subject to annual contract up-lift in line with retail price indices as described in contract terms and conditions.

Schedule of rates **(A)**, is to be completed and will be used for the provision of resources to cover special events or short term arrangements, EG to facilitate additional match day controls or school keep clear patrols and should be based on additional salary cost alone.

Table A is not to be used as a basis for more substantial variation of contract, for this event please use table **(B)**.

### (A)

AD-HOC ADDITIONAL RESOURCE	HOURLY OVERTIME RATE £
CEOs - On-Street	£
Radio Room Controllers	£
Light Goods Vehicle and Smart Car Drivers	£
Parking Suspensions Officers	£
CEOs - CCTV	£
On-Board CEOs	£
Senior CEOs	£
Conflict Resolution Officer	£
Business Analyst	£
Training Officers	£
Training Manager	£

Schedule of rates **(B)** is to be used for the provision of resources to facilitate a substantial variation or extension to the contract, EG increased CPZ - hours of operation and should include an element to cover additional on-costs for recruitment, training, uniform, equipment and sundries. The figures within this schedule reflect an annual charge and are considered to be indicative for tender pricing comparison and may be subject to re-negotiation.

### (B)

CONTRACT VARIATION RESOURCE	ANNUAL RATE £
CEOs - On-Street	£
Radio Room Controllers	£
Light Goods Vehicle and Smart Car Drivers	£
Parking Suspensions Officers	£
CEOs - CCTV	£
On-Board CEOs	£
Senior CEOs	£
Conflict Resolution Officer	£
Business Analyst	£
Training Officers	£
Training Manager	£

## BILL of QUANTITIES SCHEDULE LOT TWO

The total price to be inserted in this Schedule, shall be the full inclusive price for the work described in the specification, including all costs and expenses which may be required to provide the contract standard, together with all risks, liabilities and obligations necessary to comply with the Conditions of Contract and all other conditions included in all documents forming the Contract.

<b>SERVICE PROVISION LOT 2</b>	
Cost of <b>HUMAN RESOURCE</b> provision using <b>MATRIX C fixed pricing</b> must be an inclusive total charge	<b>PER ANNUM INCLUSIVE COST OF STAFFING</b>
	<b>EMPLOYEE SALARIES</b>
Customer Service Officers	£
Driver / CRANE Operators	£
Customer Service Manager	£
Operational Support Manager	£
Contract Manager	£
OVERHEADS	£
	£
	<b>RECRUITMENT CAMPAIGN</b>
Start-up Drive, Fairs, Criminal Referencing, On-costs, Other	£
	<b>TRAINING MANAGEMENT</b>
Start-up, On-Costs, CBT, NVQ, Refresher assessments, Etc	£
	<b>UNIFORMS PROVISION</b>
All items and to include safety wear	£
	<b>SUNDRY ADDITIONAL CHARGES</b>
Staff consumables such as toiletries etc	£
<b>TOTAL CHARGE</b> <i>(Transfer to Line A of Summary)</i>	£

<b>SERVICE PROVISION LOT 2</b>	
Cost of <b>PREMISES</b> provision must be an inclusive total charge	<b>PER ANNUM INCLUSIVE PROPERTY CHARGES</b>
Insert proposed address and location of Vehicle Compound and Customer Service Reception:	
	<b>BUILDING and UPGRADE COST</b>
Counters, ceilings, partition walls, security shutters, general decoration, signage, fire alarms, installation of utility services, etc	£
	<b>RENT</b>
	£
	<b>RATES</b>
	£
	<b>UTILITIES</b>
	£
	<b>CLEANING</b>
	£
	<b>MAINTAINENCE</b>
	£
Number of spaces available at the vehicle compound	<b>VEHICLE STORAGE</b>
Pound space rate per space per day £	
<b>Annual Total –</b>	£
Other – Please specify	£
<b>TOTAL COST</b> <i>(Transfer to Line B of Summary)</i>	

<b>SERVICE PROVISION LOT 2</b>	
<b>Cost of OFFICE and EQUIPMENT provision must be an inclusive total charge</b>	<b>PER ANNUM INCLUSIVE PROPERTY CHARGES</b>
	<b>FURNITURE, FITTINGS and EQUIPMENT</b>
Chairs, desks, safes, tills, cabinets, shelving, lockers, white goods, photocopiers, facsimile machine, staff comfort facilities etc	£
	<b>Telephone and Radio Communications</b>
Call handling system, purchase and maintenance	£
Call charges and additional land-line and hand-sets	£
Mobile hand-set purchase, rentals and contracts	£
Radio equipment, purchase, rentals, licensing and maintenance	£
	<b>Information Technology</b>
IT equipment provision and maintenance	£
IT licensing and data transfer charges	£
IT support charges	£
Other – Please specify	£
	<b>Postage and Stationary Charges</b>
Mini-mailer franking machine, postal and sundry consumables	£
Pocket books and covers	£
Adhesive and non adhesive authorisation and warning notices and instruction cards	£
Vehicle condition reports and release receipts	£
<b>TOTAL COST</b> <i>(Transfer to Line C of Summary)</i>	£

<p align="center"><b>SERVICE PROVISION LOT 2</b></p> <p><b>OTHER</b> cost provision must be an inclusive total charge</p>	<p align="center"><b>PER ANNUM INCLUSIVE OTHER CHARGES</b></p>
	<p><b>Vehicle Costs, Fuel, Insurance, Maintenance, Licensing and Hire</b></p>
Contract managers company vehicles, leasing and running cost	£
Crane and flat bed removal vehicles (3)	£
Lifting equipment, straps, extension straps, Citroen bars, air lines and bags, dolly wheel sets	£
Motor-cycle lifting frame	£
Running costs, inclusive of vehicle and Crane servicing	£
ANPR system (5)	£
Battery start equipment, hydraulic bolt croppers, Skates, etc	£
Light goods vehicle (2)	£
Running costs, including servicing	£
Immobilisation devices and locks, inclusive of annual replacement charges	£
Vehicle wash and interior refurbishments	£
	<b>Professional Fees</b>
Operators Licence, Drive Care and Regulatory body	£
	<b>Insurance</b>
Employers liability	£
Public liability	£
Group accident	£
All risks	£
	<b>Financing</b>
Interest charges	£
	<b>Depreciation</b>
Please provide a separate depreciation schedule	£
	<b>Contractor Surplus</b>
Return on Investment	
Plus Proffered Annual Risk Bond (Nb – bond percentage will accrue year on year)	£
Plus Annual Development Funding (Nb – Fund percentage will accrue year on year)	£
Contractors required Surplus balance	£
<p align="right"><b>TOTAL COST:</b> <i>(Transfer to Line D of Summary)</i></p>	£

## DE-CANT, ADDITIONAL STORAGE and DISPOSAL CHARGES

A separate charge may be made for any vehicle that is authorised by the CAO for relocation from the main storage pound to another location, (De-cant).

This charge shall apply should the relocation be necessary due to all of the following criteria occurring in conjunction:

- Main pound capacity exceeded where dedicated Islington spaces are full.
- The dedicated space is full with vehicles held at the request of the Authorising Officer or with vehicles that have been removed within the last 35 days.
- There is no further lease-able available space at the main compound.

Should a De-cant be necessary due to any failure on behalf of the contractor to adequately manage the removal, storage and disposal process, then any subsequent De-cant and Storage charges shall be borne by the contractor.

### DE-CANT CHARGE

SCHEDULE OF RATES FOR DE-CANT PER ITEM	RATE £
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### EXTRA STORAGE SPACE CHARGE

In the event that there should be a short-term requirement for increased storage space, please quote the daily rate.

SCHEDULE OF RATES FOR AD-HOC STORAGE SPACE PROVISION PER SPACE PER DAY	RATE £
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### DISPOSAL CHARGE

Vehicle authorised for disposal by the CAO fall into two categories', those that may be sent to auction and those, which are to be cleanly despatched as salvage. Any revenue received by the contractor for vehicle disposal must be disclosed and used to offset charges to the council.

SCHEDULE OF RATES FOR VEHICLE DISPOSAL PER ITEM	RATE £
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## SUMMARY FOR CHARGES

Tenderers must shape an annual charge from the rates offered above and enter this in the **PRICING SUMMARY** for **LOT 2** at section **E**.

For a guide and without guarantee of a continued level of resource provision or requirement, tenderers are advised of the following service provision outputs for 2006.

Vehicles requiring de-cant to satellite compound: **0 (Zero)**

Extra storage space purchased: **0 (Zero)** main facility servicing 90 spaces.

Vehicles disposed of: **376** from various sources, RTA, DVLA, ABV

## SCHEDULE OF RATES FOR VARIATIONS

Variation schedule charges are subject to annual contract up-lift in line with retail price indices as described in contract terms and conditions.

Schedule of rates **(A)**, is to be completed and will be used for the provision of resources to cover special events or short term arrangements, EG to facilitate additional match day controls or school keep clear patrols and should be based on additional salary cost alone.

Table A is not to be used as a basis for more substantial variation of contract, for this event please use table **(B)**.

### (A)

AD-HOC ADDITIONAL RESOURCE	HOURLY OVERTIME RATE £
Customer Service Officers	£
Class 2 Driver / Crane Operators	£
Customer Service Manager	£
Operational Support Manager	£
Contract Manager	£

Schedule of rates **(B)** is to be used for the provision of resources to facilitate a substantial variation or extension to the contract, EG increased CPZ - hours of operation and should include an element to cover additional on-costs for recruitment, training, uniform, equipment and sundries. The figures within this schedule reflect an annual charge and are considered to be indicative for tender pricing comparison and may be subject to re-negotiation.

### (B)

CONTRACT VARIATION RESOURCE	ANNUAL RATE £
Customer Service Officers	£
Class 2 Driver / Crane Operators	£
Customer Service Manager	£
Operational Support Manager	£
Contract Manager	£
Additional Crane flat-bed removal unit, sundry equipment and annual running cost	£
Additional light goods vehicle, sundry equipment and annual running cost	£

## 1. PRICING SUMMARY LOT 1

	<b>ELEMENTS</b>	<b>ANNUAL PRICE</b>
<b>A</b>	HUMAN RESOURCE	£
<b>B</b>	PREMISES	£
<b>C</b>	OFFICE AND EQUIPMENT	£
<b>D</b>	OTHER	£
<b>TOTAL GROSS TENDERER BID for SERVICE PROVISION</b>		£

## 2. PRICING SUMMARY LOT 2

	<b>ELEMENTS</b>	<b>ANNUAL PRICE</b> £
<b>A</b>	HUMAN RESOURCE	£
<b>B</b>	PREMISES	£
<b>C</b>	OFFICE AND EQUIPMENT	£
<b>D</b>	OTHER	£
<b>E</b>	BASIC DECANT, STORAGE AND DISPOSAL	£
<b>TOTAL GROSS TENDERER BID for SERVICE PROVISION</b>		£