

**NORTH LANARKSHIRE COUNCIL**

**REPORT**

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| To: ENVIRONMENTAL SERVICES COMMITTEE   |                      | Subject: CUMBERNAULD TOWN CENTRE SIGNAGE STRATEGY: APPROVAL TO APPOINT SUPPLIER |
| From: HEAD OF PLANNING AND DEVELOPMENT |                      |   |
| Date: 26 JULY 2011                     | Ref: DPT/20/04/08/KG |   |

**1. Purpose**

- 1.1 This report seeks to advise Committee of the Cumbernauld Town Centre Signage Strategy and to seek approval from Committee to appoint a supplier to manufacture and install pedestrian wayfinding and car park signage in Cumbernauld Town Centre following a competitive tender process.

**2. Background**

- 2.1 Merson Sign Design were appointed in 2009 to devise a signage strategy for Cumbernauld Town Centre including bespoke signage elements to assist residents and visitors to orientate around the town and its amenities and find their way to their destination more easily. A unique family of signage has subsequently been developed for the town centre and consulted upon with relevant North Lanarkshire Council Services, local councillors and community groups.
- 2.2 The development and implementation of a comprehensive scheme of signage in and around the town centre is one of the regeneration initiatives identified within the Cumbernauld Town Centre Action Plan, approved by the Economic Regeneration Committee of the Council in 2006.

**3. Proposal**

- 3.1 Funding has been allocated within the 2011/12 Town Centres Capital Budget to deliver two priority elements of the Cumbernauld Town Centre Signage Strategy, a pedestrian wayfinding system and a car park signage scheme. Partnership funding has also been secured from Campsie Centres (Cumbernauld) Ltd to implement internal wayfinding signage within the shopping centres. Collectively, the pedestrian, internal and car park signs form an integrated wayfinding system which will improve legibility and sense of place within the town centre and mark routes from main arrival points to the town centre and its facilities.

**4. Procurement**

- 4.1 Advice from the Council's Corporate Procurement service clarified that the proposed Cumbernauld Signage Strategy contract fell within the definition of a Supply Contract, rather than a Works Contract, as defined by the Public Contracts (Scotland) Regulations 2006.
- 4.2 Through discussion with the Council's Corporate Procurement service, it was identified that a collaborative signage framework agreement is in place with Scotland Excel. It was considered that this framework agreement offered an appropriate route through which to seek tenders for the manufacture and installation of the priority elements of the Cumbernauld Town Centre Signage Strategy, and further phases should funding become available.
- 4.3 A mini-competition for the supply and installation of pedestrian wayfinding and car park signage in Cumbernauld Town Centre has therefore been conducted in accordance with the call off methods agreed within the framework. The mini-competition has involved the three suppliers identified within Lot 5 of the Framework Agreement.

## 5. Tender Process

- 5.1 Tender documents to the three suppliers within Lot 5 of the Scotland Excel Framework Agreement for the Supply and Installation of Signage were issued in June 2011. The mini-competition resulted in 1no. submitted tender return as follows:

| Contractor           | Tender amount (before checking) | Tender amount (after checking) |
|----------------------|---------------------------------|--------------------------------|
| Centurian Signs      | £249,430.10                     | £249,430.10                    |
| Dee Organ Ltd        | No return received              |                                |
| Falkirk Sign Factory | No return received              |                                |

- 5.2 The return by Centurian Signs, despite being the only return received, can be considered to offer Best Value against the context of the procedure followed to go to the market within the Framework Agreement with a call for competition, the Framework Agreement itself being subject to a competitive tender process.
- 5.3 In accordance with the evaluation method for the Scotland Excel Framework Agreement for the Supply and Installation of Signage Materials, the basis of appointment for this commission is by both price and quality to a ratio of 80% price and 20% quality. The return by Centurian Signs contains sufficient information against the set quality criteria to demonstrate the capability, capacity and soundness of approach of the supplier to deliver all aspects of the works required. Subsequently, the return by Centurian Signs is recommended for acceptance.
- 5.4 The tender documentation contained the full range of sign types within the pedestrian wayfinding and car park signage proposals document as devised by Merson Sign Design, including zone identification signs within the main town centre car parks, in order to gain an understanding of the costs involved in implementing these elements in addition to the core wayfinding and car park entrance signage proposals.
- 5.5 On further consideration, it is not proposed to proceed with the internal car parking signage at present. A small number of pedestrian router signs have also been identified for omission. These proposals will not impact on the overall integrity of the wayfinding system and the delivery of the Council's key objective of assisting residents and visitors to orientate themselves more easily around the town and its facilities. The car park entrance signs will correspond with new directional road signage, procured through a separate mini-competition, to provide clear information on the range and availability of car parking in the town centre. The revised tender amount taking in account these proposed omissions, for which approval is sought, is one hundred and ninety thousand, eight hundred and sixty five pounds and thirty nine pence sterling (£190,865.39).

## 6. Financial Implications

- 6.1 Funding has been allocated within the Planning and Development Town Centres Capital Budget 2011/12 for pedestrian wayfinding and car park signage within Cumbernauld town centre, including new road signage procured through a separate mini-competition and for design fees to Merson Sign Design to manage implementation of the contract of behalf of North Lanarkshire Council.

## 7. Corporate Considerations

- 7.1 This project is identified within the Cumbernauld Town Centre Action Plan, approved by the Economic Regeneration Committee in 2006, as one of the priority initiatives to secure long-term regeneration for the town, with support from public and private partners and from communities.
- 7.2 The project will contribute towards improving the vibrancy and sustainability of Cumbernauld Town Centre, and contribute towards the development of town centres as centres of economic activity, and the development of strong, sustainable communities and more attractive places to live, two of the priority outcomes contained within the Regeneration Theme of the Corporate Plan.

**8. Recommendation**

- 8.1 That Committee authorise the award of the contract for the supply and installation of pedestrian wayfinding and car park signage in Cumbernauld Town Centre to Centurian Signs for the revised sum of one hundred and ninety thousand, eight hundred and sixty five pounds and thirty nine pence (£190,865.39).

*Shirley Linton*

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Local Government Access to Information Act: For further information please contact Kirsty Gray on 01236 63262918 July 2011