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User Guide | Ref No: 001154

# Civil Engineering Works and Services

Dynamic Purchasing System  
(DPS)



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### **This is an interactive PDF**

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# About YPO

**YPO provides procurement solutions for public sector organisations to set up or renew contracts for a wide range of services.**

Established in 1974 by a group of 13 local authorities, we're one of the UK's largest public sector buying organisation and we're still 100% publicly owned today. We work closely with our suppliers and collaborate with other public sector buying organisations to achieve efficiencies and value for money, returning all our profits back into the heart of the public sector.

Our team of qualified procurement professionals can offer advice, guidance and expertise on procurement, as well as regular engagement and communication to make sure your objectives are achieved.

### **Helping you navigate the world of your procurement.**

The world of procurement is complex, with competing demands and increasing pressures. Through collaboration, we provide products and services to meet your needs as individuals and collectives, through our wide range of procurement categories and frameworks. Navigating the world of procurement needs to be easy, quick and effective for both buyers and suppliers, and needs to help you make sure that every penny counts. We believe that through our procurement activity there's an opportunity to make an impact and a real difference, by delivering social value and outcomes in the communities we serve.

# Overview

### **Start date**

16 October 2024

### **Expiry date**

28 October 2028

### **Extension(s) (if applicable)**

N/A

### **Contracting authority (CA) call-off period**

CA's can specify a contract period, based on the term that will best suit their requirements. YPO generally recommend a call-off period of no longer than 5 years.

### **Contract notice reference number**

2024/S 000026515

### **Potential maximum value**

£500,000,000

### **Rebate**

1%

### **Geographical location(s)**

England, Northern Ireland, Scotland and Wales

## Specification, Overview and Lot Structure

Please note that this Dynamic Purchasing System has been procured under The Public Contracts Regulations 2015.

### Category 1 - Road and Highway Infrastructure

For the survey, consult, design, project manage, supply, install, repair and/or maintain road and highway infrastructure. The works and services will cover all types of project sizes.

Services can include but are not limited to:

- Design and Feasibility Studies
- Roadways
- Foot bridges
- Car parks
- Bridges and Overpasses
- Tunnels
- Pedestrian Crossings and Cycling Lanes/Bike Paths
- Gully Cleaning Services
- Drainage and Pipelaying
- Road Maintenance Equipment
- Mapping Services
- Traffic Management and Associated Equipment
- Soil Stabilisation Works relating to Road & Highway Infrastructure
- Street Furniture
- Safety Barriers (e.g. VRS)
- Noise Barriers
- Fencing
- Directional Boring
- Pipe Laying
- Communication Lines
- Power lines
- Ditch Clearance
- Cutting
- Innovative materials and technologies
- Traffic monitoring and management
- Iron Works

### Category 2 - Rail Transport Infrastructure

For the survey, consult, design, project manage, supply, install, repair and/or maintain rail transport infrastructure. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Design and Feasibility Studies
- Rail Tracks
- Bridges
- Tunnels
- Signalling and Communication Systems
- Electrification Systems
- Railway Station and Facilities
- Level Crossings
- High-Speed Rail
- Light Rail
- Painting and Decorative Services
- Soil Stabilisation Works relating to Rail Transport infrastructure
- Track Maintenance
- Noise and safety Barriers and Anti-Vibration Measures
- Fencing
- Railway Station and Depot Construction
- Retaining Walls
- Geotechnical Works
- Station upgrades
- Embankment Formation



## Category 3 - Stormwater, Flood, Coastal and River Protection Management

For the survey, consult, design, project manage, supply, install, repair and/or flood and storm management. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Flood Diversion Channels
- Drainage Systems
- Water Pumping Stations
- Risk Assessments and Floodplain Mapping
- Embankment
- Flood Walls
- Warning systems
- Permeable Pavements
- Monitoring Systems and Rain Gauges
- Sustainable Flood Management Systems
- Erosion Control Structures
- Riverbank Stabilisation
- Floodplain Management
- Berth Extension Works
- Wetland Restoration
- Stormwater Management
- Vegetation Planting
- Infrastructure Upgrades (e.g., Floodgates)
- Estuaries
- Tidal River Management
- Surface Water Drainage Systems
- Flood Alleviation Measures
- Sea Defences
- Mooring Facilities
- Coastal Habitat Restoration
- Soil Stabilisation works
- Piling
- Nature-Based Solutions
- Urban Drainage System
- Attenuation Tanks
- Ports and Harbours
- Flood Alleviation
- Cutting
- Innovative materials and Flood technologies
- Temporary and demountable flood barriers
- Dredging

## Category 4 - Renewable Energies

For the survey, design, consult, supply, install, repair and/or maintain renewable energies. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Hydro
- Wind (Onshore and Offshore)
- Biomass
- Geothermal
- Nuclear
- Hydrogen
- Energy Efficient Storage Systems
- Integration of Energy Storage
- Low carbon energy sources
- Mine Water Heat

## Category 5 - Solar

For the survey, design, consult, supply, install, repair and/or maintain renewable energies. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Solar
- Energy Efficient Storage Systems
- Integration of Energy Storage
- Solar Farms
- Solar Canopies
- Solar Tracking



## Category 6 - Air Transport Infrastructure

For the survey, design, consult, supply, install, repair and/or maintain air transport infrastructure. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Airfield Surfaces
- Trench Cutting and Duct Installation for Utilities
- Concourse
- Exterior and Interior Lighting
- Drainage and Flood Prevention
- Groundworks
- Surveying, Inspections, and Geotechnical Investigations
- Airport Terminals
- Stand Reconfiguration
- Corning
- Joint Sealant
- Aeroplane Hangars
- Apron Extension
- Utility design
- Structural designs
- Pipe Laying
- Communication Lines
- Power lines
- Fencing
- Safety equipment installations
- Airfield Markings

## Category 7 - Water and Utilities

For the survey, design, supply, consult, install, repair and/or maintain water and gas infrastructure. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Potable Water Supply
- Water Quality monitoring
- Leak detection
- Gas and Wastewater Management
- Gas, Water, and Sewage Treatment Plant Construction
- Gas and Water Distribution Networks
- Gas and Wastewater Treatment
- Sewerage Networks
- Potable Water Storage
- Desalination Plant
- Upgrading of Water and Wastewater Assets
- Waste Water Sewer
- Trenching Works
- Shafts, Tanks, and Pumping Stations
- Treatment of Reinforced Concrete Chambers and Bases
- Rising Mains

## Category 8 - Geotechnical and Land Maintenance

For the can survey, design, consult, supply, install, repair and/or maintain geotechnical and land maintenance (inc. consultancy services) infrastructure. The works and services will cover all types of projects sizes.

Services can include but are not limited to:

- Geotechnical Services (Soil Investigation and Testing, Slope Stability Analysis)
- Land Maintenance Services (Site Grading and Earthwork Design, Erosion Control, Drainage, and Stormwater Management)
- Engineering Analysis and Design (Retaining Wall Design, Pavement Design)
- Topsoiling
- Survey Services such as but not limited to Topographical Survey, Boundary Surveys, Utility Surveys, Environmental Surveys, Environmental Impact Assessment, Ecology Surveys, Track Geometry and Tunnel Survey
- Rock Drilling
- Crack Monitoring

## Benefits of using the DPS

A Dynamic Purchasing System (DPS) is an electronic system established to purchase goods, works or services which remains open throughout its duration for the ongoing admission of suppliers/providers meeting the minimum selection criteria and allows pre-qualified suppliers/providers to participate in customer's further competition for in scope services.

Benefits of using the DPS:

- YPO can fully manage the customer's further competition (call-off) process if required.
- Flexibility to respond to changes in the market and offer local suppliers/providers and SME's the opportunity to bid and be awarded to the DPS.
- Suppliers/providers not meeting the minimum standard for admittance onto the DPS can resubmit.
- Reduced timescales – customers do not need to run a full FTS procurement if procuring via the DPS.
- Assured supplier standards – suppliers/providers appointed onto the DPS are pre-qualified' as to their general suitability.
- Aggregation of spend - customers will receive the benefits of the aggregated spend volume and increased leverage in the market.
- Pre-defined terms and conditions – when awarding contracts customers have the option to use YPO's call-off terms and conditions as established and previewed by eligible suppliers/providers, their own terms and conditions.

## Suppliers/providers

The advantage of a DPS arrangement is that new suppliers/providers can be admitted during the term of the DPS, subject to them passing the mandatory minimum selection criteria. To request the latest supplier/provider list, please email YPO at [highways@ypo.co.uk](mailto:highways@ypo.co.uk)

At the time of returning the signed Non-Disclosure and Customer Access Agreement, customers can provide YPO with a list of their incumbent and local suppliers/providers that are not already awarded on to the DPS. YPO are then able to work on the customer's behalf with these suppliers/providers to explain the process and evaluate any subsequent submissions. Customers can then decide when to conduct the further competition.



## How to use the DPS

To access the DPS, customers should complete and return the Non-Disclosure and Customer Access Agreement.

YPO can then pre-agree the level of support that might be required and can provide customers with templates, advice and guidance to undertake a compliant further competition.

Email [highways@ypo.co.uk](mailto:highways@ypo.co.uk) for more information.

## How to award/call-off

No direct award option is available under any DPS arrangement so a further competition is required. YPO can help customers produce specifications, qualitative questions, pricing schedules and evaluation criteria to undertake a further competition. Clarification responses, evaluation of further competition submissions, drafting of award letters and contracts and applicable Contract Award Notices are elements of the process that will need to be completed by the customer.

When running a further competition, customers should award based on the most economically advantageous response and must provide suppliers/providers with the evaluation methodology, including the evaluation criteria and the weightings applied to each criterion.

The weightings for cost, quality, delivery, customer service and added value can be re-opened for evaluation within the further competition. Customers can also set any appropriate KPI's and/or service levels within the quality award criteria.

Criteria for further competitions	Range
Cost	40%
Quality	30%
Delivery and Customer Service	20%
Social Value and Sustainability	10%

It is at the discretion of you (the customer) conducting a further competition to alter the weightings by more than 10%.

Evaluation must be fair and transparent and the methodologies used to evaluate must be provided to the suppliers/providers within the further competition documentation.

## Terms and conditions

Suppliers/providers awarded on to the DPS have agreed to and signed YPO's Establishment Agreement Terms and Conditions. The call-off terms and conditions can be amended by the CA and supplier/provider by mutual agreement to include additional terms to supplement the DPS Establishment Terms and Conditions. A variation form is included in the DPS Establishment Terms and Conditions document to allow customers and suppliers/providers to amend any terms if required.

If the customer proposes any amendments to the DPS Establishment Agreement Terms and Conditions these must be provided to suppliers/providers in the further competition documentation. This will then allow all suppliers/providers on the DPS to consider any amendments and bid accordingly.

## Contact information

For further information or to discuss individual requirements, please use the contact details below:

Name	<b>Charlie Holland</b>
Job title	<b>Category Buyer</b>
Category	<b>Highways</b>
Telephone	<b>07741 843 614</b>
Email	<b><a href="mailto:charlie.holland@ypo.co.uk">charlie.holland@ypo.co.uk</a></b>
<a href="mailto:charlie.holland@ypo.co.uk">Email Charlie »</a>	



## Stages 1 to 5

<b>Stage 1</b> Initial Customer Enquiry	<ul style="list-style-type: none"><li>• Customer contacts YPO for information.</li><li>• YPO will send customer a copy of the User Guide, NDA and Access Agreement.</li><li>• Customer completes and returns NDA and Access Agreement.</li><li>• Customer may provide YPO with a list of local suppliers/providers that need to be approached to be included onto the DPS.</li><li>• YPO will evaluate the additional suppliers/providers in advance of the further competition.</li></ul>
<b>Stage 2</b> NDA/Access Agreement Returned to YPO	<ul style="list-style-type: none"><li>• Following receipt of signed NDA/Access Agreement YPO may send the customer a Further Competition Template, Bank of Optional Questions, and DPS Scope.</li><li>• YPO will provide the customer with a unique reference code for the further competition, which must be referenced on all documentation.</li><li>• Customer completes the documents and sends to YPO.</li></ul>
<b>Stage 3</b> Additional Suppliers/Providers	<ul style="list-style-type: none"><li>• Any additional suppliers/providers can submit a response to be added to the DPS, and YPO will evaluate the submissions to ensure that they meet the minimum criteria.</li><li>• YPO will inform the supplier of the outcome and the DPS will be updated with the new supplier/provider details.</li></ul>
<b>Stage 4</b> Further Competition	<ul style="list-style-type: none"><li>• YPO will issue further competition documents to all eligible suppliers/providers awarded to the appropriate Category of the DPS. Suppliers/providers will be given a minimum of 10 days to submit their bid.</li><li>• YPO will manage any clarifications that are received from the eligible suppliers/providers (customers will need to provide clarification responses).</li><li>• At the submission closing date YPO will provide customers with access to all submissions.</li><li>• Customers can then evaluate the submissions and prepare acceptance and rejection letters.</li></ul>
<b>Stage 5</b> Contract Award	<ul style="list-style-type: none"><li>• YPO will issue the award decision documentation (acceptance and rejection letters) via YPO's e-portal.</li><li>• Optional 10-day standstill period: customers are advised to implement a voluntary standstill period of 10 days.</li><li>• A Contract Award Notice (FTS and Contracts Finder) following any award via the DPS must be published by the customer within 30 days of the award. Unless you are exempt from this.</li></ul>

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