

**West of England Partnership
Joint Scrutiny Committee
12 December 2008**

2008/09 Timetables for Waste Management Phase 2 and Phase 3 Procurement

Purpose of report

To inform members of the timetables for Phases 2 and 3.

Phase 2

Target Date	Milestone Event
31 st October 2008	OJEU Notice published
7 th November 2008	Advertisement published in Materials Recycling Weekly and on www.letsrecycle.com
17 th November 2008	Bidders Day for potential contractors
19 th November 2008	Waste/Finance Officers meeting to conclude determination of detailed evaluation criteria
26 th November 2008	Deadline for papers to Executive Briefing on detailed evaluation criteria.
27 th November 2008	Deadline for papers to Scrutiny
28 th November	Directors Programme Board
11th December 2008	JWC approves Phase 2 Evaluation Criteria.
19 th December 2008	Submission of Pre-tender Qualification Questionnaires from potential contractors (7 weeks from OJEU)
22 nd December to 16 th January 2009	Evaluate PQQs (4 weeks)
19 th January 2009	Invitation to short-listed tenderers from PQQ to submit tenders
2 nd March 2009	Return of tenders (40 days from invitation)
3 rd March to 10 th April 2009 (6 weeks)	Evaluation of tenders, affordability assessment and visits to reference facilities (NB: Easter 10 th & 13 th April)
14 th April to 23 rd April 2009	Preparation of papers for Joint Waste Committee (JWC)
23 rd April 2009	Deadline for JWC papers

Say 30th April 2009	Report outcome to Joint Waste Committee and seek approval for contract award (subject to overall affordability)
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Phase 3

Target Date	Milestone Event
31 st October 2008	OBC Submitted
12 th November 2008	Project Planning Day with Advisors
13 th November 2008	Inaugural Joint Waste Committee
19 th November 2008	Waste Officers Output Specification and Evaluation Criteria Workshop
28 th November 2008	Briefing for Directors Programme Board on Phase 3 Output Specification and determination of the detailed Evaluation Criteria
20 th November to w/c 15 th December 2008 ie: in time for	Develop and refine Phase 3 Output Specification and Evaluation Criteria and 'test' the model (4 weeks)
20 th November to 18 th February 2009	Preparation of OJEU Notice, Descriptive Document for PQQ and all other pre OJEU Documents.
3 rd December 2008	Deadline for papers for 11 th December JWC
11 th December 2008	JWC with Executive Member briefing on the rise of the JWC to include a presentation on Phase 3 Evaluation Criteria
12 th December 2008	Joint Scrutiny Committee to receive a presentation on Phase 3 Evaluation Process
W/c 15 th December to 23 rd January 2009	Planned stakeholder meetings to consider and provide views on evaluation criteria.
22 nd December to 3 rd January 2009	Christmas
14 th January 2009	Target date for Defra Ministerial Approval of the OBC
8 th January 2009	Deadline for Scrutiny papers
16th January 2009	Joint Scrutiny Committee invited to give its views on the draft Phase 3 Evaluation Criteria
w/c 26 th January 2009	Preparation of papers to include outcomes from consultation
29 th January 2009	Deadline for JWC papers
12th February 2009	JWC to approve Phase 3 contract Output Specification and Evaluation Criteria for evaluating Phase 3 tenders
17 th February 2009	Target date for HM Treasury PRG approval to the OBC

Target Date	Milestone Event
Post 17 th February 2009	Preparation of JWC papers and alert the market to the bidders day
w/c 18 th February	Deadline for JWC papers
<i>Say 26th February 2009</i>	<i>JWC considers the publication of the OJEU Notice for Phase 3</i>
6 th March 2009	Publish OJEU Notice
w/c 9 th March 2009	Bidders Day
31 st March 2009	Defra's target date for publication of OJEU Notice
10 th to 13 th April 2009	Easter
6 th April 2009	Submission of Pre-tender Qualification Questionnaires (30 days from OJEU)
6 th April to 24 th April 2009 (3 weeks)	Evaluation of Pre-tender Qualification Questionnaires (PQQs) and preparation of JWC papers.
29 th April 2009	Deadline for JWC papers
<i>Say 7th May 2009</i>	<i>JWC gives consideration to invite selected contractors to Submit Outline Solutions (ISOS) for Phase 3</i>
30 th May 2009	Defra's Round 4 Target Date for Invitation to Submit Outline Solutions (ISOS)

Recommendation

That members note the timetables.

Author

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