

INDICATIVE TIMETABLE FOR RESTRICTED PROCESS - RETENDERING OF PARKING ENFORCEMENT CONTRACT

Consultant starts		01-Apr-22			1 day	Consultant on board
Conclude Agency Agreements (Stevenage and Welwyn Hatfield)		Apr-22			30 days	
Report to Scrutiny?		Jul-22			1 day	Review prior to Executive
Report to Executive		01-Oct-22			1 day	Authorisation to prepare Specification
Prepare and finalise all documentation - ITT, Specification, Conditions of Contract, Award Criteria		November - December 2022 & January 2023			90 days	Extra time added as there are several stakeholders who will need input. Procurement, H&S, Insurance, Stevenage, Welwyn Hatfield, Herts CC etc
OJEU /PQQ document available to suppliers		01-Feb-23			1 day	
Closing date for expressions of interest/return of PQQ		15-Mar-23			45 days	
Evaluation		30-Mar-23			15 days	Consultant available to assist as necessary in this phase.
Send ITT/reject suppliers		01-Apr-23			1 day	
Clarification questions close		30-Apr-23			30 days	
Clarification responses close		15-May-23			15 days	
Tender close date		30-Jun-23			45 days	
Evaluation finish		31-Jul-23			15 days	Consultant active in this phase.
Moderation meeting		01-Aug-23			1 day	
Notice of intention to award		7 August 2023			10 days	
Award of contract		17 August 2023			150 days	Consultant involvement officially ends
Contract Commencement Date		17 January 2024				