

Appendix A - Procurement Timeline

Joint Lean CD V26 17th January 2019, tender assessment, calendar days and no contingency- BOARD"	Duration	Start	Finish
Board meeting	1d	Mon 20/08/18	Mon 20/08/18
Invitation to Soft market test on pre- arranged dates	25d	Tue 21/08/18	Mon 17/09/18
Soft market testing	2d	Tue 18/09/18	Wed 19/09/18
Further analysis of findings	5d	Tue 18/09/18	Sun 23/09/18
Document finalisation and governance	30d	Sun 23/09/18	Fri 26/10/18
OJEU issued	0d	Wed 14/11/18	Wed 14/11/18
Response time part 1	18d	Wed 14/11/18	Tue 04/12/18
Bidders' day	1d	Tue 04/12/18	Wed 05/12/18
Response time part 2	5d	Wed 05/12/18	Mon 10/12/18
Deadline for clarifications	0d	Mon 10/12/18	Mon 10/12/18
Response time part 3	7d	Tue 11/12/18	Tue 18/12/18
SQs returned	0d	Tue 18/12/18	Tue 18/12/18
SQ evaluation	30d	Tue 18/12/18	Mon 21/01/19
Firms selected	0d	Mon 21/01/19	Mon 21/01/19
Feedback letter standstill to be at the end	1d	Mon 21/01/19	Tue 22/01/19
Contingency	3d	Tue 22/01/19	Fri 25/01/19
Invitation to submit detailed tenders	0d	Fri 25/01/19	Fri 25/01/19
"Bidder initial preparation and responses on materials, vehicle, depots and service configuration; plus 100% co-mingled	16d	Fri 25/01/19	Tue 12/02/19
"Initial dialogue meetings- materials, vehicles, service configuration"	2d	Tue 12/02/19	Thu 14/02/19
Bidder tender preparation 1	38d	Thu 14/02/19	Fri 29/03/19
second dialogue meetings	3d	Fri 29/03/19	Mon 01/04/19
Bidder tender preparation 2	6d	Tue 02/04/19	Mon 08/04/19
Deadline for clarifications- document revisions including capital fund rules	0d	Mon 08/04/19	Mon 08/04/19
Bidder preparation 3	14d	Mon 08/04/19	Wed 24/04/19
Initial tenders submitted	0d	Wed 24/04/19	Wed 24/04/19
Seals broken	0d	Tue 30/04/19	Tue 30/04/19
Compliance check for errors and omissions	2d	Tue 30/04/19	Wed 01/05/19
Scripts issued and evaluation spreadsheets to MS evaluators	1d	Thu 02/05/19	Thu 02/05/19
Individual method assessment into the Eunomia spreadsheet	21d	Fri 03/05/19	Sun 26/05/19
Bank Holiday	1d	Mon 27/05/19	Mon 27/05/19
Consensus meeting on method statements	1d	Tue 28/05/19	Tue 28/05/19
Despatch of contract derogations to Bevan Brittan	1d	Thu 02/05/19	Thu 02/05/19
Bevan Brittan considering derogations	10d	Fri 03/05/19	Tue 14/05/19
Consideration of BB analysis	5d	Tue 14/05/19	Mon 20/05/19
Case conference on derogations and conclusions agreed	0d	Mon 20/05/19	Mon 20/05/19
Issue of Bidders' Financial Model (BFM) to assessors	1d	Thu 02/05/19	Thu 02/05/19
Assessment of BFM	15d	Fri 03/05/19	Mon 20/05/19
Case conference on BFM and	0d	Mon 20/05/19	Mon 20/05/19

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consensus agreed			
Despatch of financial derogations to assessors	1d	Thu 02/05/19	Thu 02/05/19
Assessment of financial derogations	15d	Fri 03/05/19	Mon 20/05/19
Consensus on financial derogations	0d	Mon 20/05/19	Mon 20/05/19
"Issue of finance bid back ("price") to assessors"	1d	Thu 02/05/19	Thu 02/05/19
Assessment of price- based scoring	15d	Fri 03/05/19	Mon 20/05/19
Consensus on price- based scoring	0d	Mon 20/05/19	Mon 20/05/19
Preparation of evaluation report including dialogue positions and dialogue topic list (drafting complete on docs)	6d	Tue 28/05/19	Mon 03/06/19
Invitation to dialogue on pre-published elements on pre- advised days	0d	Mon 03/06/19	Mon 03/06/19
Firm preparation period	13d	Mon 03/06/19	Tue 18/06/19
Dialogue including mobilisation time limits as reflected in MS and plans	28d	Tue 18/06/19	Fri 19/07/19
First Delay added in	14d	Fri 19/07/19	Sun 04/08/19
Planned final round of dialogue (not undertaken)	5d	Sun 04/08/19	Fri 09/08/19
Second delay	16d	Fri 09/08/19	Tue 27/08/19
Decision to proceed again	0d	Thu 12/09/19	Thu 12/09/19
Inertia effect	1d	Thu 12/09/19	Thu 12/09/19
Document finalisation and approval	7d	Fri 13/09/19	Fri 20/09/19
Issue of documents to bidders	0d	Fri 20/09/19	Fri 20/09/19
Bidder preparation time	21d	Fri 20/09/19	Mon 14/10/19
Final dialogue	6d	Mon 14/10/19	Mon 21/10/19
Document revisions in tandem with next WP	14d	Mon 21/10/19	Tue 05/11/19
Dialogue closure decision and associated governance	14d	Mon 21/10/19	Tue 05/11/19
Formal document sign off by	0d	Tue 05/11/19	Tue 05/11/19
Issue of documents to bidders	0d	Tue 05/11/19	Tue 05/11/19
Bidders preparing tenders part 1	7d	Wed 06/11/19	Wed 13/11/19
CIG (dialogue closure report)	0d	Wed 13/11/19	Wed 13/11/19
Bidders preparing tenders part 1	5d	Wed 13/11/19	Tue 19/11/19
ISE	0d	Tue 19/11/19	Tue 19/11/19
Bidders preparing tenders part 1	2d	Tue 19/11/19	Thu 21/11/19
Clarifications deadline	1d	Thu 21/11/19	Fri 22/11/19
Evaluator training	0d	Fri 22/11/19	Fri 22/11/19
Bidders preparing tenders part 2	18d	Fri 22/11/19	Thu 12/12/19
Tenders received	0d	Thu 12/12/19	Thu 12/12/19
Compliance check by Eunomia colleagues part 1	1d	Thu 12/12/19	Fri 13/12/19
Issue of scripts with evaluation spreadsheets to evaluators	0d	Fri 13/12/19	Fri 13/12/19
Legal advisors considering contract derogations	23d	Fri 13/12/19	Wed 08/01/20
ISE	0d	Tue 17/12/19	Tue 17/12/19
Legal scoring consensus	0d	Wed 08/01/20	Wed 08/01/20
Method statement evaluators conduct individual scoring	24d	Fri 13/12/19	Thu 09/01/20
Method statement consensus over 2 days	1d	Thu 09/01/20	Fri 10/01/20
Financial advisors considering the	27d	Fri 13/12/19	Mon 13/01/20

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bid back financial appendices (price and robustness) and the financial derogations (liaising with legal)			
Financial scoring consensus	0d	Mon 13/01/20	Mon 13/01/20
Assembly of evaluation report by Eunomia colleagues	6d	Mon 13/01/20	Mon 20/01/20
Sign off of tender evaluation by the Board	0d	Mon 20/01/20	Mon 20/01/20
CIG (tender evaluation report)	0d	Wed 05/02/20	Wed 05/02/20
Formal Shadow Executive	0d	Tue 18/02/20	Tue 18/02/20
Cabinet reports preparation	21d	Mon 20/01/20	Wed 12/02/20
Cabinet meetings approximate and Full Council for WDC (special meetings)	13d	Wed 12/02/20	Wed 26/02/20
End of call in	7d	Thu 27/02/20	Thu 05/03/20
Standstill	12d	Thu 05/03/20	Thu 19/03/20
Definitive Preferred bidder letter	1d	Thu 19/03/20	Fri 20/03/20
Contracts engrossed and sealed with preferred bidder	15d	Thu 19/03/20	Sun 05/04/20
Mobilisation	154d	Thu 19/03/20	Mon 07/09/20
vehicles FORS silver upgrade"	56d	Thu 19/03/20	Wed 20/05/20
Dilapidations and condition survey at depots	56d	Thu 19/03/20	Wed 20/05/20
New service live for CDC and WDC	0d	Mon 07/09/20	Mon 07/09/20
New service live for South Bucks			