



Environment and Spatial Planning
*Ministry of Housing, Spatial Planning and
the Environment*

Criteria for the Sustainable Public Procurement of **Winter Maintenance**

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1 Introduction

The Dutch government wants to take concrete steps towards a sustainable society, and to set a good example. Each year, government organisations spend more than EUR 50 billion on the purchase of supplies, services and public works. By purchasing sustainably, the government can significantly boost the market for Sustainable Public Products. Governmental authorities have set clear objectives to achieve this: the central government is aiming for 100% Sustainable Public Procurement in 2010, while the municipalities aspire towards 75% in 2010 and 100% in 2015. Provincial governments and water boards have set themselves the target of at least 50% in 2010. 100% Sustainable Public Procurement is understood to mean that all purchases meet the minimum requirements that have been set for the relevant product groups at the time of purchase. More information on this topic is available from the website Sustainable Procurement (www.agentschapnl.nl/sustainableprocurement).

NL Agency supports government authorities in various ways to help reach these objectives. These include developing criteria for supplies, services and public works procured by these authorities. This document focuses on the criteria for the Winter Maintenance product group, the elaboration of the criteria in specification texts and a more detailed assessment of the criteria, as well as a number of points for attention in the pre- and post-procurement stages. Additional background information and considerations regarding the content of the criteria can be found in the criteria document on the website Sustainable Procurement www.agentschapnl.nl/duurzaaminkopen/criteria, available in Dutch only.

1.1 Definition of the product group

The Winter Maintenance product group includes winter maintenance operations in response to precipitation and freezing on roads and other publicly accessible paved surfaces. The following types of slippery conditions are distinguished:

- Slipperiness caused by the freezing of wet road segments (after precipitation).
- Slipperiness caused by the condensation and/or freezing of fog.
- Slipperiness caused by winter precipitation (snow, hail, black ice).

Other slippery conditions are **not** included here. These can be caused by:

- Slipperiness resulting from oil or other (chemical) substances on the road after traffic accidents and/or leakage during transport.
- Slipperiness caused by fallen leaves.
- Slipperiness caused by mud/clay from (agricultural) vehicle tyres.

Types of terrain

The product group concerns all terrains under government management, with the exclusion of winter maintenance operations at drinking water production companies, where extra measures must be taken to prevent salt from entering the drinking water, and winter maintenance operations at airports (take-off and landing runways). Winter maintenance at these kinds of facilities is very specific and encompasses a relatively limited surface area.

Activities

The product group contains the activities for preventing and alleviating slippery conditions as described above as part of the product group. Thawing products are used to prevent and alleviate slippery conditions. The same organisations are responsible for accounting for, preparing and executing the policy, the strategy and the process. The aims and activities to achieve this are described in a winter maintenance policy plan. The elaboration of this plan is a winter maintenance implementation plan.

CPV codes

For the benefit of the contracting authority, a number of CPV codes that might be of relevance to this product group have been included in this document. The selection is by no means exhaustive or complete. The contracting authority will remain responsible for compiling the correct set of CPV codes to match the relevant tender.

The following CPV codes apply to this product group:

Winter maintenance equipment	34144420-8	Salt spreaders.
	34144710-8	Shovel loaders.
	43313000-0	Snow ploughs and snow blowers.
	44113910-7	Material for winter maintenance.
Winter maintenance	90620000-9	Snow clearing services.
	90630000-2	De-icing services.
Purchase of salt	34927100-2	Spreading salt.

2 Sustainability in the procurement process

The criteria in this document have been classified in the various steps of the public procurement process. More information about these steps and how to combine them with sustainability can be found in the Sustainable Public Procurement Manual. This manual can be downloaded from the website Sustainable Procurement www.agentschapnl.nl/sustainableprocurement.

2.1 Preparatory stage (points for consideration)

Every purchase or call for tender starts with drawing up the inventory of the needs of the internal or external customer. Sustainability can be incorporated into this stage by considering whether the purchase is truly necessary and whether a more sustainable alternative might be available. Specific points for consideration regarding procurement for the Winter Maintenance product group are:

Inventory of the management area

The purchase or rental of the necessary quantities of thawing products and the transport and storage thereof are planned on the basis of a proper overview of surfaces to be kept in safe condition. This inventory is conducted according to the types of roads and the use thereof. Spreading routes are composed on the basis of sustainable action:

- Surfaces susceptible to slipperiness (put together a route for specific locations: shopping centres, healthcare facilities, bicycle paths, public transport routes and stops).
- Traffic safety
- Routes along engineering structures (special routes for road segments susceptible to slipperiness, for example, bridges, ramps and viaducts).
- Possibly a more extensive clearing operation if slippery conditions persist.

Guidelines for spreading decisions and spreading times.

The degree to which - in retrospect - unnecessary spreading could have been prevented is significant. For roads that are susceptible to tailbacks (motorways and through roads, both usually managed by the central government and province), it is the case that (long-term) tailbacks have a major negative impact on sustainability. Efforts are always made to have spreading concluded before rush hours begin. Decisions are taken at an earlier point, which means there is more uncertainty about possible slipperiness. Moreover, spreading on roads surfaced with dual-layer porous asphalt can only take place a few hours before slipperiness is expected. Regional and local managers can already instruct spreading the evening before when slipperiness is expected in the morning. Uncertainty in the weather forecast can result in the decision taken by local managers (municipalities) being postponed, in the interest of avoiding unnecessary spreading, thus preventing additional costs and environmental impact.

Many municipal and water board road managers take the spreading decision of the province or central government into account in their own consideration. It is important that the municipal winter maintenance coordinator make his own consideration and not automatically follow the decision of a provincial or central government manager in all cases. This could result in the municipality ordering unnecessary spreading. This could be the case for instance if the municipal roads are in the (warmer) developed area while the roads managed by the province or central government are outside the developed area.

- As a rule, the following must be taken into consideration in compiling spreading routes:
- Economic aspects
- Time limits for concluding spreading activities
- Time it takes to complete the routes

General: It is a rule that the spreading vehicle must be provided with GPS for location control in the event the route it is following will take more than two hours.

Transport and storage

For the sake of sustainability, the transport of thawing products over long distances should be avoided. The policy plan for winter maintenance must provide for criteria in this context. Since different road managers are active in the same region, the joint use of storage locations benefits sustainability. Spreading routes can be put together more economically if cooperation takes place between the different road managers.

2.2 Specification stage (criteria)

During the specification stage, the needs of the internal or external customer are translated into a tender document. This stage entails the formulation of:

- Criteria for supplier qualification. These could include grounds for exclusion, suitability requirements, i.e. requirements with regard to suppliers, and, in the case of restricted procedures, any selection criteria, i.e. wishes with regard to suppliers.
- A description of the minimum requirements pertaining to supply, service or task (the Schedule of Requirements).
- Award criteria, i.e. wishes regarding supplies, services and public works. These are only applicable when the tendering process is based on the principle of the Most Economically Advantageous Offer ('Economisch Meest Voordelige Inschrijving' or EMVI).
- The contract stipulating the contract provisions.

More information on the various types of criteria and the various tender options can be found in the Sustainable Public Procurement Manual. Innovation is also included in the award criteria, where relevant. Innovation is oriented towards the development and introduction of new ideas and products.

The criteria in this document have been formulated to support the purchaser in the Sustainable Public Procurement of Winter Maintenance. The criteria have been subjected to legal review. However, every procurement and tender process is unique. For that reason, the drafting of a tender document remains the responsibility of the purchaser.

2.2.1 Supplier qualifications

No criteria have been formulated for this specific product group with regard to supplier qualification. More information on the possibilities of incorporating sustainability at this stage of the process can be found in the Sustainable Public Procurement Manual.

2.2.2 Schedule of requirements

Minimum requirements

This minimum requirement applies for the procurement of winter maintenance services, insofar as the tenderer supplies the spreading material along with the service.

<p>Minimum requirement no. 1</p>	<p>Procurement of winter maintenance implementation services</p> <p>The tenderer works according to a maintenance plan for the spreading material used.</p> <p>An example of a good maintenance plan is given in Annex 1 of the Dutch language document (http://stagingsternovem/mmfiles/Criteriadocument_Gladheidsbestrijding_tcm24-284980.pdf). This format for the maintenance plan is structured on the basis of CROW 270, Annex III.</p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. Statement included in this tender by the tenderer that he satisfies this minimum requirement. 2. A maintenance plan included with this tender regarding the spreading material to be used. A report of the B activities (winter maintenance) according to CROW 270, annex III, is also submitted with this.
<p>Notes for purchaser</p>	<p><u>Verification of means of proof:</u></p> <ol style="list-style-type: none"> 1. Request the maintenance plan concerning the spreading material to be used and the report from the B activities (winter maintenance) according to CROW 270, annex III. 2. No further verification.

This minimum requirement applies for the organisation's own procurement of thawing products and the Procurement of Maintenance Services, insofar as the tenderer supplies the thawing products along with the service.

<p>Minimum requirement no. 2</p>	<p>Procurement of thawing products</p> <p>Thawing products satisfy at a minimum the composition requirements as cited in the Standard RAW Provisions, 2008 supplement. See Annex 2 of the Dutch language document (http://stagingsternovem/mmfiles/Criteriadocument_Gladheidsbestrijding_tcm24-284980.pdf) for these composition requirements for thawing products.</p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. Statement included in this tender from the tenderer that he satisfies this minimum requirement. 2. Itemised list included in this tender of the thawing products procured which indicates that this minimum requirement is satisfied.
<p>Notes for purchaser</p>	<p>This is a requirement stipulated for the organisation's own procurement and the tender from the tenderer for the performance of winter maintenance. In the event it involves the procurement of the services, the contractor declares that he purchases thawing products</p>

	<p>that satisfy these requirements.</p> <p><u>Verification of means of proof:</u></p> <ol style="list-style-type: none"> 1. An itemised list of the thawing products purchased 2. Evaluation of the registration of origin of the thawing products.
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2.2.3 Award criteria

No award criteria have been formulated for this product group.

2.2.4 Contract

No contract provisions have been formulated for this product group.

2.3 Utilisation stage (points for consideration)

Once the procurement stage has been concluded and a product or service has been purchased, there are opportunities for using the product in a sustainable manner. Within the Winter Maintenance product group, the actual utilisation stage is the performance of winter maintenance activities during the winter period. Many procurement decisions, such as the contracting out of services and the purchase of salt, are made in advance of the winter period. This is true to an even greater degree of the provisions for salt storage, the procurement of specific material, the preparation of a policy plan and implementation plan for winter maintenance. Specific points for consideration for the Winter Maintenance product group are:

- Adequate monitoring of the agreements made concerning sustainable procurement is important throughout the utilisation stage. This applies especially with regard to the requirement for the procurement of winter maintenance services and the requirement for procurement of thawing products. It is important that the contractor inform the principal throughout the utilisation stage about any changes/additions to the implementation of the winter maintenance and the purchase of spreading equipment. It is important that the purchaser have a good overview of this and be regularly informed, especially in 'hectic' periods in which intensive winter maintenance activities must be carried out.
- With regard to the other requirements, it applies that the plans drawn up must be subjected to sound review and the elaboration in the follow-up phases must be steered, supervised and monitored. For example, in translating a winter maintenance policy plan into an implementation plan/specifications, it will have to be examined, among other things, whether the objectives of the policy plan remain intact. Setting up an integrated working process and adhering to fixed procedures and protocols are important prerequisites for this.