



**REPORT**  
**TOP-DOWN actions planning in the pilot**  
**area. Public tender for top-down**  
**intervention realization**  
**SUB-ACTION B1.1**





**LIFE15 ENV/IT/000586**

**LIFE MONZA**

**Methodologies fOr Noise low emission Zones introduction  
And management**

## **Technical Report on TOP-DOWN actions planning in the pilot area**

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| <b>Deliverable</b>       | TOP-DOWN actions planning in the pilot area  |
| <b>Action/Sub-action</b> | B1.1 Noise LEZ formal definition, introduction and establishment.<br>Public tender for top-down intervention realization |
| <b>Authors</b>           | Comune di Monza  |
| <b>Status - date</b>     | Version – 21/04/2020   |
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## 1. Introduction

This report aims to illustrate the procedure followed for the job assignment of the top-down actions realized for the Life Monza Project and to underline the most important aspects of the call for tender.

The works have been carried out in the road section of Viale Libertà between Via Bosisio and Via Sant'Anastasia, within the Libertà district.

## 2. The call for tenders

The call for tenders refers to the “Determina a contrarre n. 983 of 26/4/18”, which became executive on 5/5/2018 and is entitled “appalto di lavori di realizzazione di pavimentazione a bassa rumorosità su Viale Libertà Progetto Europeo Life Monza luogo Viale libertà”, therefore, it defines the contract for the construction of low-noise paving on Viale Libertà. The total amount of the contract was of 338,698.53€ + VAT tax (including security costs) with charges for the implementation of the security plans of 11,975.46€ + VAT tax (not subject to reduction). Therefore, the net amount of the contract (excluding security costs) is 326,723.04€ + VAT tax. The works of which the intervention consists of are roads, motorways, etc.. The category of the work (DPR 207/2010) is OG3 and the contract does not provide for the division into lots.

The main interventions foreseen are:

- a) cold milling of damaged pavements and subsequent cleaning of road surfaces (8 cm);
- b) paving and road surface levelling of bituminous conglomerate binder / tout-venant (4 cm compressed);
- c) supply and paving of bituminous conglomerate of the traditional DENSE GRADED type (thickness of about 4 cm compressed);
- d) arrangement and laying of iron manhole covers (road manhole grids);
- f) creation/reinstatement/integration of horizontal and vertical signs and restoration of vehicle detectors' loops.

The duration of the contract or the time limit for the execution of the project was set at 40 days. The call for tenders also specifies that the contractor undertakes to strictly comply with the time schedule of works which may set mandatory deadlines for the preparation of the works necessary for the start of supplies and works to be carried out by other companies on behalf of the Contracting Authority (necessary for use), before the end of the works and subject to a certificate of execution, referring only to the functional part of the works".

The tender notice contains legal, economic, financial and technical information and the conditions relating to the contract, as well as the required requisites (the absence of which lead to exclusion):

- Deposit and guarantees: competitors' bids must be accompanied, under penalty of exclusion, by a provisional deposit (ex art.93 Legislative Decree 50/2016) and defined in accordance with the terms of the tender specifications.

- The group of economic operators must take legal establishment for awarding to the contract: the entities referred to in Articles 45 and 48 of Legislative Decree 50/2016, as well as economic operators from countries belonging to the EU, on the basis of the documentation produced, in accordance with the regulations in the respective countries, who meet the requirements for participation in the tender by Italian economic operators, are admitted to participate in the procedure.
  - After examining the project drawings, costs, metric calculation, in case of writing, having visited the site and being aware of local conditions, road conditions and access.
  - Having checked the availability of manpower and equipment.
  - Having read and accepted the contents of the Agreement for the regularity and safety of work.
  - In compliance with the obligations related to the instruction on safety and protection of workers in accordance with Legislative Decree 81/2008.
  - Acceptance of the rules and conditions contained in the terms of contract.
  - Commitment to carry out the work in the manner and within the terms established by the Special Tender Specifications and the tender documents.
  - No grounds for exclusion.
  - Subscription of the Code of Conduct.

In addition, the call defines the economic, financial and technical capacities that economic operators must have. The winner tender must be in possession of a valid SOA certificate documenting the qualification in categories and classifications not lower than those required for the execution of the works. This choice is motivated by the level of definition and standardization that does not allow an appreciable specialization of the technical offer.

Figure 1 shows an extract from the tender notice.

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|--|---|--|--|
|   |   | <b>COMUNE DI MONZA</b><br><b>BANDO DI GARA</b> |  |
| <b>PROCEDURA APERTA GESTITA CON IL SISTEMA TELEMATICO DENOMINATO SINTEL</b>  |   |  |  |
| <b>DETERMINA A CONTRARRE:</b> n. 983 del 26/4/18 esecutiva dal 5/5/18  |   |  |  |
| <b>SEZIONE I: AMMINISTRAZIONE AGGIUDICATRICE</b>   |   |  |  |
| <b>I.1) DENOMINAZIONE, INDIRIZZI E PUNTI DI CONTATTO</b>   |   |  |  |
| Denominazione: Comune di Monza   | Servizio responsabile: Servizio Gare e Contratti  |  |  |
| Indirizzo: P.zza Trento e Trieste  | C.A.P.: 20900   |  |  |
| Località/Città: Monza  | Stato: Italia   |  |  |
| Telefono:  | Telefax: 0392372567   |  |  |
| Posta elettronica (e-mail):<br>appalti@comune.monza.it   | Indirizzo internet (URL:): <a href="http://www.comune.monza.it">www.comune.monza.it</a><br><a href="http://www.arca.regione.lombardia.it">www.arca.regione.lombardia.it</a> |  |  |
| Posta Elettronica Certificata PEC: monza@pec.comune.monza.it   |   |  |  |
| <b>INDIRIZZO PRESSO IL QUALE È POSSIBILE OTTENERE ULTERIORI INFORMAZIONI: PIATTAFORMA SINTEL - "COMUNICAZIONE DELLA PROCEDURA"</b>   |   |  |  |
| <b>INDIRIZZO AL QUALE INVIARE LE OFFERTE: LE OFFERTE DOVRANNO PERVENIRE ESCLUSIVAMENTE IN FORMATO ELETTRONICO TRAMITE LA PIATTAFORMA SINTEL, COME MEGLIO SPECIFICATO NEL DISCIPLINARE DI GARA.</b> |   |  |  |

**Figure 1 –Extract from the tender notice**



**COMUNE DI MONZA  
SERVIZIO GARE**

**DISCIPLINARE INTEGRATIVO della procedura aperta avente ad oggetto: Appalto lavori di realizzazione di pavimentazione a bassa rumorosità su viale Libertà - Progetto europeo Life Monza - Life 15 ENV/IT/00586. CUP B59J17000510006 Codice CIG 7423984168**

**MODALITÀ DI PRESENTAZIONE E CRITERI DI AMMISSIBILITÀ DELLE OFFERTE**

La presente procedura di scelta del contraente viene condotta mediante l'ausilio di sistemi informatici, nel rispetto della normativa vigente in materia di appalti pubblici e di strumenti telematici.

Il Comune di Monza, di seguito denominato stazione appaltante, utilizza il sistema di intermediazione telematica di Regione Lombardia denominato "Sintel", ai sensi della L.R. 33/2007 e ss.mm.ii. al quale è possibile accedere attraverso l'indirizzo internet: [www.arca.regione.lombardia.it](http://www.arca.regione.lombardia.it).

Per ulteriori indicazioni e approfondimenti riguardanti il funzionamento, le condizioni di accesso ed utilizzo del Sistema, nonché il quadro normativo di riferimento, si rimanda all'Allegato "Modalità tecniche per l'utilizzo della piattaforma Sintel" che costituisce parte integrante e sostanziale del presente documento.

Specifiche e dettagliate indicazioni sono inoltre contenute nei Manuali d'uso per gli Operatori Economici e nelle Domande Frequenti, cui si fa espresso rimando, messi a disposizione sul portale dell'Azienda Regionale Centrale Acquisti [www.arca.regione.lombardia.it](http://www.arca.regione.lombardia.it) nella sezione Help&Faq: "Guide e Manuali" e "Domande Frequenti degli Operatori Economici".

Per ulteriori richieste di assistenza sull'utilizzo di Sintel si prega di contattare il Contact Center di ARCA scrivendo all'indirizzo [email supporto@arcalombardia.it](mailto:supporto@arcalombardia.it) oppure telefonando al numero verde 800.116.738.

**Figure 2 – Extract from the tender specification**

The procedure is open and the award criterion chosen was the "lowest price" (art. 95, c.4, let.a e ART. 97, C.8, Legislative Decree 50/2016). The tender was managed with the Sintel telematic system.

The criterion for the automatic exclusion of bids was used for companies that submitted a percentage reduction equal to or higher than the anomaly threshold identified in accordance with art 97, c, 2, Legislative Decree 50/2016.

The tender specifications indicated the procedures for the submission of offers and the criteria for their eligibility: the offer and the related documentation had to be drawn up and transmitted exclusively in electronic format, through the Sintel platform by and no later than the "deadline for the submission of offers", under penalty of non-admission to the procedure. The economic operator interested in participating had to send 2 telematic envelopes: one containing the administrative

documentation (digitally signed documents) and the other containing the economic offer. Sureties or policies had also to be digitally signed by the guarantor under penalty of exclusion.

### **3. Procedure and award of the tender**

On the deadline for the submission of tenders (12:00 p.m. on 05/06/2018), the offers would no longer be substituted by economic operators. The various steps involved in the invitation to tender were carried out by the “Seggio di gara” after the closing date for the submission of tenders. The “Seggio di gara” examined all the documentation received electronically via Sintel and carried out the subsequent award proposal.

During the public session, the party responsible for the tender procedure (RUP) opened the telematic envelopes containing the financial offers and read them aloud. Following the evaluation of the economic offers, the RUP activated the platform's function for calculating the anomaly threshold, which was carried out using the method previously defined. The best offer was sent to the RUP for the evaluation of internal security and labour costs/specifications. The results of this evaluation were communicated in public session by the “Seggio di gara”, then formulating the proposal for the award. The S.A. subsequently proceeded to verify the general requirements set in Art. 80, Legislative Decree 50/2016.

In this public contract for the implementation of the top-down interventions provided for by the MONZA Life Project, 84 companies have submitted an offer, with the evaluation carried out in 6 tender sessions. 81 companies were admitted to the procedure, whereas only 2 companies were excluded and only 1 company withdrew its offer. The winning company proposed a reduction cost of 23.37%.

The final award was made by a different administrative act and then there was the stipulation of the contract. The results of the tender were published in accordance with the law on the website of the Municipality of Monza.