

Decision Maker: Executive

For Pre-Decision Scrutiny by the Care Services Policy Development and Scrutiny Committee on 9th February 2016

Date: 10th February 2016

Decision Type: Non-Urgent Executive Key

Title: **CONTRACT AWARD FOR SUPPORTED LIVING SERVICES – SCHEME 1 (3 PROPERTIES) – SUMMARY REPORT**

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Ward: (All Wards);

1. Reason for report

This document is a summary to the Part 2 'Contract Award for Supported living services – Scheme 1 (3 Properties)' to be considered by Executive on 10 February 2016 with pre-decision scrutiny by the Care Services Policy and Development Scrutiny Committee on 9 February 2016.

The summary provides an overview of the process for the tendering of 3 learning disability supported living schemes in accordance with the Council's financial and contractual requirements.

2. **RECOMMENDATION(S)**

2.1 **Care Services Policy Development and Scrutiny Committee are asked to note and comment on the contents of this report prior to the Executive being asked to:**

i) **note the summary when considering the recommendations in the Part 2 – Appendix Detail report to award the tender.**

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Supporting Independence:
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Financial

1. Cost of proposal: Please see Part 2 report
 2. Ongoing costs: Recurring Cost:
 3. Budget head/performance centre: 819*** 3618 (Learning Disabilities Supported Living)
 4. Total current budget for this head: £11,404,850 per annum
 5. Source of funding: Contained within existing budget, no additional funding required
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Staff

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: Approximately 0.1FTE (3.6 hours per week average) Contract Compliance Officer time to monitor the Contracts.
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Legal

1. Legal Requirement: Statutory Requirement:
 2. Call-in: Applicable:
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 11
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

Background:

- 3.1 A Gateway Report (CS15913) was presented to Executive on 15 July 2015 outlining the current provision of supported living services for eleven people with significant disabilities living in three properties. The report projected that these services will be required for future service users in order to prevent the move to expensive residential care. The report detailed the proposed commissioning strategy for the tendering of these services with an emphasis upon ensuring the continued safety and wellbeing of vulnerable service users whilst achieving efficiency savings.
- 3.2 The Executive agreed the following:
- i) the schemes be grouped for tendering in order to drive best possible quality / pricing; and
 - ii) commencement of the procurement procedure be approved to enable award of contract in accordance with the Council's financial and contractual requirements.
- 3.3 The tender documents required potential providers to implement innovation into the future development and delivery of the service in order to provide improved outcomes for the people living in the properties whilst delivering efficiencies for the Council.

The Tender Process:

- 3.4 In accordance with the Council's financial and contractual requirements, and following Executive approval on 15th July 2015, the 3 schemes have been subject to a full tender process.
- 3.5 The tender process was undertaken using ProContract, the Council's electronic tendering system. As it was estimated there would be significant interest in providing this service, a two stage open tender procedure was used. A total of 106 suppliers expressed an interest in providing the service with 19 suppliers submitting compliant bids. Following evaluation of the Pre-Qualification Questionnaire, 8 suppliers were shortlisted to go through to the second 'service specific' stage of the tender process.
- 3.6 The second stage of the tender process was evaluated on the basis of Award Criteria questions in accordance with the Public Contracts Regulations 2015 and the suppliers submitted pricing schedules. Following agreement by Executive on 15th July 2015, the tender submissions were evaluated on a 40% finance and 60% quality split. The evaluation of quality was based on the following criteria:

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| 1 | Financial Resources & Contract Affordability | 5% |
| 2 | Implementation | 15% |
| 3 | Training | 10% |
| 4 | Quality Assured Services | 25% |
| 5 | Complex Needs and Living Independently | 20% |
| 6 | Community and Family Engagement | 10% |
| 7 | Innovation | 15% |

- 3.7 The tender prices were evaluated using the Chartered Institute of Public Finance & Accountancy (CIPFA) Evaluation Model, which calculates all the prices received from individual bidders and produces an overall mean price value, i.e. the arithmetic average value bid across all tenders received. Individual scores are then allocated for each 1% the bidder's tender value was above or below the mean price received for all bids.

- 3.8 The overall weightings for this contract evaluation were set to identify the Most Economically Advantageous Tender (MEAT) and deliver the best possible combination of whole-life cost and quality to meet the Council’s requirements.
- 3.9 The evaluation was undertaken by a panel of Officers and was backed up with supplier interviews to clarify issues identified in the tender submissions. A service user was present at the interviews and asked questions on behalf of service users. The interviews were used to inform the suppliers’ final evaluation scores.

Justification for Award:

- 3.10 The result of the evaluation process is shown in the Part 2 Appendix Paper which contains the detailed scoring.
- 3.11 A recommendation to award the Contract for the provision of Supported Living Services – Scheme 1 (3 Properties) is included within the Part 2 Appendix Paper.

4. POLICY IMPLICATIONS

- 4.1 The Supported Living Service is designed to meet the Council’s objectives within ‘Building a Better Bromley’ to support independence within the community, particularly for vulnerable people.

5. FINANCIAL IMPLICATIONS

- 5.1 The financial implications of awarding the Contract are included within the Part 2 Appendix Paper.

6. LEGAL IMPLICATIONS

- 6.1 The Service is subject to the application of the “light touch” regime under Regulation 7 of the Public Contracts Regulations 2015.
- 6.2 The Service was tendered in accordance with the Public Contracts Regulations 2015, and the Council’s own Contract Procedure Rules and Financial Regulations as detailed within the Gateway Report CS15913.

7. PERSONNEL IMPLICATIONS

- 7.1 There are no London Borough Bromley employed staff affected by this Tender.

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| Non-Applicable Sections: | N/A |
| Background Documents: (Access via Contact Officer) | CS15913 Gateway Report For Learning Disability Supported Living Schemes (Care Services PDS 23 June 2015 and Executive 15 th July 2015). |