

Decision Maker: **Executive**

For Pre-Decision Scrutiny by the Care Services PDS Committee on:

Date: **13 September 2016**

Decision Type: Non-Urgent Executive Key

Title: **COPPICE/SPINNEY & THE GLADE – CONTRACT AWARD**

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Ward: (All Wards);

1. Reason for report

This document is a summary to the Part 2 'Coppice/Spinney & the Glade – Contract Award' to be considered by Executive on 14 September 2016 with pre-decision scrutiny by the Care Services Policy and Development Scrutiny Committee on 13 September 2016.

The summary provides an overview of the process for the tendering of the 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: No additional cost of undertaking this proposal.
 2. Ongoing costs: Recurring Cost: The existing cost of the 2 schemes is £1,076,075pa. The future recurring cost from 28/11/2016 resulting from the tender of these schemes would be £997,021pa
 3. Budget head/performance centre: 819*** 3618 (Learning Disabilities Supported Living)
 4. Total current budget for this head: £10,383,000 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): LBB staff are in engaged in contract monitoring and quality assurance
 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 (CS15942) was presented to Executive on 2 December 2015 outlining the current provision of supported living services for eleven people with significant disabilities living in two 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 extremely vulnerable service users. Given the vulnerability of tenants living in these schemes the report proposed evaluation of bids using a 60% quality, 40% price split.
- 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; and
 - iii) a decision on evaluation criteria be delegated to the Chief Executive in consultation with the Leader and Portfolio Holder for Care Services, officers having first provided further information to demonstrate how many times (and how cost effectively) a 60% quality criteria has previously been used across services.
- 3.3 A meeting took place in accordance with 3.2 iii) above where it was decided that the tender will be conducted on the basis of 60% price and 40% quality.

The Tender Process:

- 3.4 In accordance with the Council's financial and contractual requirements, and following Executive approval on 2 December 2015, the 2 schemes have been subject to a full tender process.
- 3.5 The tender process was undertaken using Pro-Contract, 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 70 suppliers expressed an interest in providing the service with 29 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, three of whom then declined to progress.
- 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. The tender submissions were evaluated on a 60% price and 40% quality split. The evaluation of the 40% quality scoring was undertaken against the following subject areas that were weighted as shown:

1	Financial Resources & Contract Affordability	5%
2	Implementation	20%
3	Training & Workforce Development	20%
4	Quality Assured Services	20%
5	Complex Needs and Achieving Outcomes	20%
6	Stakeholder Engagement	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 living in the schemes. 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 at Coppice/Spinney & the Glade 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 legal implications of awarding the contract are included within the Part 2 Appendix Paper.

7. PERSONNEL IMPLICATIONS

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

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	CS15942 LD Supported Living Gateway Review (Care Services PDS 17 November 2015 and Executive 2 December 2015).