

# Public Document Pack

## Officer Decisions

Friday, 20th September, 2019

---

### AGENDA

- 1. Highway Coring & Laboratory Testing Service Contract**  
**RDP-Delegated-powers-Highway Coring Laboratory Testing Service** **2 - 3**
- 2. Helping People to stay Happy Healthy and Well**  
**Contract: Award of contracts following completion of tender activity**  
**VCFS award of Contracts** **4 - 6**

Date Published: 20<sup>th</sup> September 2019  
Denise Park, Chief Executive

## RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16



**DELEGATED  
OFFICER DECISION** Martin Eden  
**TAKEN BY:**  
**PORTFOLIO**  
**AREA:** Environment

**SUBJECT: Highway Coring & Laboratory Testing Service Contract**

### 1. DECISION

To approve the award of a contract to Pavement Testing Services Ltd for the provision of a Highway Coring & Laboratory Testing Service.

### 2. REASON FOR DECISION

A procurement exercise has been undertaken and nine companies submitted bids. The tenders were evaluated against criteria detailed in the tender pack and Pavement Testing Services Ltd achieved the highest marks for both quality and cost.

### 3. BACKGROUND

The Council's current contract for highway coring & laboratory testing services expired in November 2018. Since then the Council has procured these services via a short term agreement.

Approval was obtained for a tender exercise to be undertaken for a longer term contract. The tender opportunity was advertised in the Official Journal of the European Union (OJEU), Contracts Finder and the Council's e-tendering portal –The Chest. Bidders returned their tenders electronically via The Chest.

The tender submissions were evaluated by officers from the Environment Department and Procurement Team.

The new contract will initially be for two years from 1 November 2019 – 31 October 2021 with the option to extend for a further 2 x 12 months' dependant on performance and available funding.

### 4. OPTIONS CONSIDERED AND REJECTED

- Use an existing framework agreement. A suitable agreement could not be identified and therefore this option was rejected.
- Continue with a short term contract. This was rejected because the aggregated value meant a tender exercise had to be undertaken to meet the Council's Contracts and Procurement Procedure Rules. In addition, it was felt a longer term contract would offer better value for money.


--

**5. DECLARATION OF INTEREST**

All Declarations of Interest of the officer with delegation and the Member who has been consulted, and note of any dispensation granted should be recorded below:

<b>VERSION:</b>	<b>1</b>
-----------------	----------

<b>CONTACT OFFICER:</b>	<b>Simon Littler</b>
<b>DATE:</b>	10/09/2019
<b>BACKGROUND DOCUMENTS:</b>	N/A

Signed: 	
<b>Director: Martin Eden</b>	<b>Date: 11 September 2019</b>

## RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16



### DELEGATED

OFFICER DECISION     Director for Adult Services and Prevention  
TAKEN BY:

PORTFOLIO

AREA:

Health and Adult Social Care

### SUBJECT: Helping People to stay Happy Healthy and Well Contract:

Award of contracts following completion of tender activity

### 1. DECISION

Following the decision of the Executive Board on 13 June 2019 to undertake a tender activity in respect of a range of Voluntary, Community and Faith Sector services, approval is sought to award contracts for the delivery of newly specified services to those organisations identified as being successful through the tender. Lots are as follows:

- **Coordinated Point of Access and Information Advice and Guidance:** recommendation to award contract to Care Network.
- **Support for Older People, Guidance, Advice and Befriending:** recommendation to award contract to AgeUK.
- **Support for the Work and Education Aspirations of Vulnerable People:** recommendation to award contract to Lancashire Women's Centre and sub-contractor the 180 Programme.

There are a further two lots - Support to Adult Carers and Support to Young Carers where the evaluation of bids is not yet completed and clarification meetings are in progress. The outcome of these lots and subsequent award of contract will be subject to a further report.

### 2. REASON FOR DECISION

The tender activity commenced on Wednesday 24<sup>th</sup> July 2019 and was advertised widely to the market through the Official Journal of the European Union (OJEU); Contracts Finder and the CHEST portal.

**There were 2 stages in the tender process:**

#### **Stage 1: Suitability Assessment**

11 providers completed a suitability assessment questionnaire. The submissions were evaluated by selection of officers to ensure a mix of professional skills using pre-determined selection criteria (covering Financial Information / Grounds for Exclusion / Technical & Professional ability / Insurance / Health and Safety / Equal Opportunities / Environmental Management).

Tenders that achieved a 'pass' in the pass/fail sections of the ITT were progressed to stage 2. All 11 providers were put through to the next tender stage.

### **Stage 2: Invitation to Tender Stage (ITT)**

Organisations were required to achieve a 'pass' in relation to 'Budgetary / Pricing Framework'. If a pass was achieved a full evaluation was undertaken based on the criteria set out in the specification and invitation to tender documents.

The tenders were assessed by a panel and scored. On a number of tenders we sought further clarification and have given all providers the opportunity to ensure that their submissions have been fully understood.

Detailed feedback will be given to the successful and unsuccessful tenderers.

### **Recommendations for Award**

**Coordinated Point of Access and Information Advice and Guidance:** recommendation to award contract to Care Network.

**Support for Older People, Guidance, Advice and Befriending:** recommendation to award contract to Age UK.

**Support for the Work and Education Aspirations of Vulnerable People:** recommendation to award contract to Lancashire Women's Centre and sub-contractor the 180 Programme.

In order not to delay the move to the new service specifications of the above contracts, the decision to award contracts for Support to Adult Carers and Support to Young Carers will be subject to a second report, once clarification meetings are completed with those bidders.

## **3. BACKGROUND**

As contracts expire, this provision has been reviewed by funding partners and stakeholders to ensure that provision is cost effective and that new service specifications are aligned to the council and NHS strategic objectives and priorities. In order to address the proposed outcomes defined in the new specifications, officers developed proposals through the Joint Commissioning Recommendations Group (JCRG) and recommendations to review the budget available, infrastructure delivery and procurement route was approved by the Executive Board on 13 June 2019.

The tender process allowed organisations to bid on single or multiple lots.

The tender incorporated information to ensure that any organisation successful in being awarded this business adheres to and evidences that they can provide services to the quality standard expected by the Authority.

Financial and Policy implications were sighted and discussed within the Executive Board Report and there are no changes or implications arising as a result of this report.

## **4. OPTIONS CONSIDERED AND REJECTED**

The overall cost of the contract warranted the use of a full tender exercise which has now been completed.

**5. DECLARATION OF INTEREST**

All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

**VERSION: 1****CONTACT OFFICER: Mike Banks****DATE: 17/9/2019****BACKGROUND DOCUMENTS:**

Tender specification and invitation to tender documents.

Executive Board Report 13 June 2019

Signed:

**Director Sayyed Osman****Date:17.09.2019**