

# Public Document Pack

## Officer Decisions

Friday, 11th October, 2019

---

### AGENDA

1. **Award of Healthy Place Healthy Future - Pennine Lancashire Childhood Obesity Trailblazer Programme Management**  
**ROD - Award of the HPHF - COTP Contract 09-10-2019** **2 - 4**
  
2. **Award of Contract for Storage**  
**ROD - Award of contract for Storage** **5 - 6**
  
3. **Contract for the Provision of Integrated Care and Support (Extra Care) Albion Mill: Award of contracts following completion of tender activity**  
**ROD - Provision of Integrated Care and Support (Extra Care) Albion Mill** **7 - 9**
  
4. **Voluntary, Community and Faith Sector services - Award of contracts following completion of tender activity**  
**ROD - VCFS award of Contracts** **10 - 12**

Date Published: 11<sup>th</sup> October 2019  
Denise Park, Chief Executive

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



**DELEGATED OFFICER DECISION** Dominic Harrison  
**TAKEN BY:**  
**PORTFOLIO**  
**AREA:** Health and Adult Social Care

### **SUBJECT: Healthy Place Healthy Future: Pennine Lancashire Childhood Obesity Trailblazer Programme Management:**

Award of contracts following completion of tender activity

#### **1. DECISION**

Following the decision of the Executive Board on 2<sup>nd</sup> August 2019 to undertake a tender activity in respect of a national childhood obesity trailblazer programme, approval is sought to award contracts for the delivery of the specified programme to the organisation identified as being successful through the tender.

#### **2. REASON FOR DECISION**

The tender activity commenced on 12<sup>th</sup> August 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**

Two 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. Both 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 below with the top scoring providers progressing through to the next stage:

Area	Weighting (%)
<b>General Questions to all Providers</b>	
What are the aims and values of your organisation relevant to this bid?	10%
What is your organisation's experience of providing services of this nature?	10%
i) How can you assure you are achieving the Trailblazer Plan outcomes? ii) What procedures will you have in place to monitor progress?	10%
What is your experience of working with a range of partners – including Elected Members, District, Unitary and Upper Tier Local Authorities, Health organisations, VCFS organisations, private businesses and national organisations?	10%
What is your experience of supporting health policy development?	10%
i) What is your experience of developing resources appropriate to the audience including presentations and briefings?	10%
ii) What is your experience in delivering presentations and workshops nationally?	10%
What is your experience of consultation and engagement with a range of statutory, voluntary and private partners?  Can you provide examples of programmes and campaigns your organisation has developed and how these were designed and delivered?	10%

Pricing Schedule	Weighting
Submissions were ranked in order of price the lowest submission attracting the full weighting of 20% thereafter the scores were attributed as a percentage difference to the lowest price.	20%

The Successful provider demonstrated a clear commitment to tackling obesity and reducing health inequalities by taking a whole systems and collaborative approach. They demonstrated the ability to consult and engage with the target audiences, to develop effective campaigns and to influence policy development both locally and nationally. The successful provider demonstrated the ability to engage academic partners to support the evaluation of the programme which will inform national policy and practice. The panel felt that the national partnerships the successful provider has will support the aims and objectives of the Healthy Place Healthy Future programme.

### Recommendations for Award

Recommendation to award contract to HM Partnerships.

### 3. BACKGROUND

Pennine Lancashire's Healthy Place Healthy Future is part of a three-year national programme funded by the Department of Health and Social Care as part of the Childhood Obesity Plan Chapter 2. Blackburn with Darwen Borough Council are the lead Authority for the programme and will manage the programme with the strategic oversight of the Healthy Place Healthy Future Steering Board.

### 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

<b>CONTACT OFFICER:</b>	<b>Aysha Mulla</b>
<b>DATE:</b>	09/10/2019
<b>BACKGROUND DOCUMENTS:</b>	

Signed:

*Dominic P. Harrison*

**Director Dominic Harrison**

**Date: 9/10/2019**

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



**DELEGATED  
OFFICER DECISION  
TAKEN BY:  
PORTFOLIO  
AREA:**

**Paul Fleming - Director Of Digital &  
Business Change**  
  
Digital & Customer Services

**SUBJECT: Award of contract for storage**

### 1. DECISION

To award to the successful supplier who has submitted a tender to provide a new storage for the Council with support for a five year period.

### 2. REASON FOR DECISION

Due to the age of the current storage solution, very shortly they will no longer be supported and have a high failure rate of disks. The storage solution provides storage the Council's entire computer estate, the new solution will provide a resilient storage solution spanned across two sites for resilience and will also factor for future expansion.

A further competition was undertaken under the Crown Commercial Services framework for technology products. A total of 29 companies were invited to participate, with the Invitation to Tender (ITT) asking each bidder to provide pricing for the solution and also reply to 25 questions regarding the quality of the solution

4 responses were received to the ITT, the details of which, and the scores are outlined in the table below;

	Price (30%)	Quality (70%)	Total
<b>Supplier A</b>	0	47.33	47.33
<b>Supplier B</b>	30	46.24	76.24
<b>Supplier C</b>	10.69	58	68.69
<b>Supplier D</b>	27.33	66.05	93.38

It is therefore the intention to award the contract to supplier D as they had the highest overall score. Although this option did not score the highest in the price area they have offered additional discount if the contract can be awarded in time for their quarter end which will reduce the cost considerably.

The cost for the contract will be £201,013.30 which will be funded through the Core Infrastructure capital programme. Future years support & maintenance will be funded through the departments existing revenue budget envelope.

### 3. BACKGROUND

The Executive Board previously approved a programme of works to replace areas of the Council's IT infrastructure in the 2018/19 financial year on the 14th June. This decision included the replacement of the existing storage solution due to the key risks in the current system.

#### 4. OPTIONS CONSIDERED AND REJECTED

Due to the age of the current storage solution and the issues with failures there was no option but to replace the current solution. The tender was made manufacturer agnostic to ensure best value for money would be obtained for the Council.

*Further information is available via from the report author*

#### 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

<b>CONTACT OFFICER:</b>	<b>Peter Hughes</b>
<b>DATE:</b>	30/09/2019
<b>BACKGROUND DOCUMENTS:</b>	Executive Board Decision 14 <sup>th</sup> June 2018

Signed:



**Director : Paul Fleming**

**Date: 30/09/19**

## 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: Contract for The Provision of Integrated Care and Support (Extra Care) Albion Mill:**

Award of contracts following completion of tender activity

### 1. DECISION

Following the decision of the executive member decision on the 16<sup>th</sup> March 2016 to undertake a tender activity in respect of The Provision for Integrated Care and Support (Extra Care) at Albion Mill, approval is now sought to award the contract for the delivery of newly specified services.

### 2. REASON FOR DECISION

The tender activity commenced on Monday 19<sup>th</sup> August 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**

7 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 7 providers progressed to the next tender stage.

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

In relation to 'Budgetary / Pricing Framework' marks out of a possible 20% where awarded. The provider with the lowest price received 20% and all other providers were awarded a percentage thereafter. 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 using a MEAT Analysis (Most Economical Advantageous Tender).

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

### **Recommendations for Award**

Based on the evaluation and scoring of both quality and price, it is recommendation to award the contract to Willow Brook.

### **3. BACKGROUND**

The service specification for this support within Albion Mill has been designed to ensure that provision is cost effective, high quality and that new service specifications are aligned to the council and NHS strategic objectives and priorities. The procurement approach was approved by executive member decision on the 16<sup>th</sup> March 2016.

Housing and care support referred to as (Extra Care) offers a real alternative to residential care by providing people with care and support needs the opportunity to continue living at home, within a supportive and well-designed environment, with proportionate, flexible and responsive on-site care and support.

The tender process was fully transparent and allowed organisations to bid for this new opportunity.

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 for this flagship development and service.

Financial and Policy implications were sighted and discussed within the Executive Member Decision 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:

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

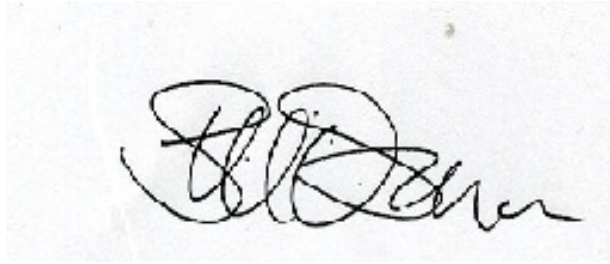
<b>CONTACT OFFICER:</b>	<b>Mike Banks</b>
-------------------------	-------------------

<b>DATE:</b>	8/10/2019
--------------	-----------

<b>BACKGROUND DOCUMENTS:</b>	Tender specification and invitation to tender documents.  Executive Member Decision on the 16th March 2016
------------------------------	--



Signed:

A handwritten signature in black ink, appearing to read "S. Osman", is centered within a rectangular box. The signature is fluid and cursive.

**Director Sayyed Osman**

**Date:09/10/2019**

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



<b>DELEGATED OFFICER DECISION TAKEN BY:</b>	Director for Adult Services and Prevention
<b>PORTFOLIO AREA:</b>	Health and Adult Social Care

**DATE:** 8<sup>th</sup> October 2019

**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:

- **Support to Adult Carers:** recommendation to award contract to Blackburn with Darwen Carers Service.
- **Support to Young Carers:** recommendation to award contract to Child Action North West (CANW).

### 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 the questions scored. On both tenders, we sought further clarification and have given providers the opportunity to ensure that their submissions have been fully understood. In the case of the tender for the Support to Adult Carers two other providers were also brought in for clarifications.

Detailed feedback will be given to the successful and unsuccessful tenderers via a range of media including written and face to face discussion.

### **Recommendations for Award**

**Support to Adult Carers:** recommendation to award contract to Carers Service.

**Support to Young Carers:** recommendation to award contract to Child Action North West (CANW).

### **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

<b>DATE:</b>	08/10/2019
<b>BACKGROUND DOCUMENTS:</b>	Tender specification and invitation to tender documents. Executive Board Report 13 June 2019

Signed:



**Director Sayyed Osman**

**Date:08.10.2019**