

	<b>Officer Key Decision</b>
	<b>Report to the Operational Director Social Care</b>
<b>AUTHORITY TO AWARD A CONTRACT FOR ACCOMMODATION BASED SUPPORT SERVICE FOR ADULTS WITH PHYSICAL DISABILITIES AT PEEL ROAD</b>	

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	Key Decision
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
<b>No. of Appendices:</b>	Two <ul style="list-style-type: none"> <li>• Appendix 1 Bid Evaluation</li> <li>• Appendix 2 Equalities Impact Assessment</li> </ul>
<b>Background Papers<sup>1</sup>:</b>	n/a
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	<p>Martin Crick Team Manager Tel: 0208 937 4161 Email: martin.crick@brent.gov.uk</p> <p>Andrew Davies Head of Commissioning Contracting and Market Management Tel: 0208 937 1609 Email: andrew.davies@brent.gov.uk</p>

## 1.0 Purpose of the Report

1.1 This report concerns the mini competition of a accommodation based support service for adults with physical disabilities at Peel Road. This report requests authority to award a contract as required by Contract

Standing Order 88. It summarises the process undertaken in bidding this contract and, following the completion of the evaluation of the bids, recommends to whom the contract should be awarded.

## **2.0 Recommendation(s)**

That the Operational Director Social Care in consultation with the Lead Member for Adult Social Care:

- 2.1 Approves the award of contract for a accommodation based support service for adults with physical disabilities at Peel Road to Westminster Homecare Limited for a period of two (2) years with the option to extend for up to a further one (1) year.

## **3.0 Detail**

- 3.1 This report relates to a mini competition process for the provision of accommodation based support to eleven (11) adults with Physical disabilities at the NAIL property Peel Road.

- 3.2 The aim of this contract is to mobilise the core hour support contracts in order to:

- Meet Brent's commitment to provide choice and quality of accommodation and support to adults with learning and physical disabilities with an emphasis on facilitating care nearer home.
- To ensure that the model of support and the level of tenant need is such that it meets the requirement of the NAIL project to reduce the use of placements where the level of support and associated costs exceed the clients assessed needs.

- 3.3 Most clients will have additional assessed needs and this support will be funded through the Direct Payment Scheme. Each service user and their family can choose who they wish to commission to provide additional support and this may mean it is not the provider who is commissioned under the core contract.

### **The Competition Process**

- 3.5 The new contract will be let by means of a call off agreement from the Accommodation Plus 2017 DPS (Lot 4.1: Care and Support) established by Brent Council ("the DPS") for the initial term and any possible extension.

- 3.3 Advertisements were placed via the London Tenders Portal inviting all DPS (Lot 4.1) approved providers on 18 July 2019 to seek initial

expressions of interest, which elicited thirteen (13) initial enquires. Contractors were provided with an outline specification, details of the mini competition and were invited to complete a adapted selection questionnaire and response documents using the Council's Electronic Tendering facility. One (1) contractor subsequently completed the questionnaire and response documents.

- 3.4 Shortlisting was carried out on the basis of the contractor's technical ability. Bidders who passed continued to have their Quality, Price and Social Value responses evaluated. The contractor passed the selection stage.
- 3.5 The competition instructions stated that the contract would be awarded on the basis of the most economically advantageous tender (MEAT) based on 45% Quality, 45% Price and 10% Social Value. The panel evaluated each bid using the method statements set out at Appendix 1 that cover the following quality criteria:
- The Bidder's proposal to meet the requirements and outcomes as stated in the service specification
  - Bidder's proposed plans for ensuring effective quality management of the Services and maintenance of the Contract Standard, including self-monitoring and evaluation
  - The Bidder's proposal for Stakeholder Engagement / Partnership working
  - The Bidder's proposal on how their safeguarding policies will be applied to this contract
  - The Bidder's proposed approach to Social Value delivered through this contract

### **Evaluation process**

- 3.8 The bid evaluation was carried out by a panel of officers from Adult Social Care.
- 3.9 The bid had to be submitted electronically no later than 12 noon on 6 August 2019. Bids were opened on 6 August 2019 and one (1) valid bid was received. Each member of the evaluation panel read the bid and carried out an initial evaluation of how well it considered each of the award criteria was addressed in the competition.
- 3.10 The panel met on 20 August 2019 and the submission was evaluated and moderated by the whole panel against the award criteria.
- 3.11 The score received by the Contractor is included in Appendix 1. It will be noted that the Contractor (Westminster Homecare Limited) was seen as an acceptable bid. The Price received was also submitted within the budget envelope. Officers therefore recommend the award of

the contract to Westminster Homecare Limited.

- 3.12 If Officers' recommendation is approved, the contract commencement date will be agreed between the Contractor and Council subject to the Council's observation of the requirements of the voluntary standstill period noted in paragraph 5.4 below.

#### **4.0 Financial Implications**

- 4.1 Part 3 of the Council's Constitution states that the Operational Director Social Care has delegated authority to approve the award of contracts for services valued at less than £2 million.
- 4.2.1 The total estimated value of this contract is £866,298 including any extension options (Year 1 £280,096 pa, Years 2 and 3 £293,101 pa).
- 4.3 It is anticipated that the cost of this contract will be funded from the Adult Social Care budget.

#### **5.0 Legal Implications**

- 5.1 The total value of the contract over its lifetime is above the EU threshold for services falling under Schedule 3 - Social and Other Specific Services, which is currently set at £615,278. The contracts will therefore fall within the remit of the Public Contract Regulations 2015 (the "EU Regulations").
- 5.2 The contract has been procured using the Accommodation Plus 2017 Dynamic Purchasing System (the "DPS"). The DPS was established pursuant to EU Regulations and the contract has been procured in accordance with the DPS mini-competition procedures.
- 5.3 The award of the contract is subject to the Council's own Standing Orders in respect of Medium Value Contracts. Strategic/Operational Directors have delegated authority to award Medium Value Contracts in accordance with paragraph 9.5, of Part 3 of the Constitution.
- 5.4 Whilst there is no strict legal requirement for the Council to observe a minimum 10 calendar day standstill period for contracts that have been procured under a Framework or DPS, the Council will be observing a voluntary standstill period for a minimum of 10 calendar days prior to the contract being awarded.

#### **6.0 Equality Implications**

- 6.1 The Operational Director of Social Care is referred to the Equalities Impact Assessment at Appendix 2. The proposals in this report have

been subject to screening and officers believe that there are no adverse equality implications.

## **7.0 Consultation with Ward Members and Stakeholders**

7.1 No consultation has taken place with ward members

## **8.0 Human Resources/Property Implications (if appropriate)**

8.1 This service is a new service and there are no implications for Council staff arising from the contract award.

8.2 There are no implications for staff pursuant to the Transfer of Undertakings (Protection of Employment) Regulations 2006 (“TUPE”) arising as this is a new service and the provider will need to recruit a staff team specifically for this service.

## **9.0 Public Services (Social Value) Act 2012**

9.1 The Council is under a duty pursuant to the Public Services (Social Value) Act 2012 (“the Social Value Act”) to consider how services being procured might improve the economic, social and environmental well-being of its area; how, in conducting the procurement process, the Council might act with a view to securing that improvement; and whether the Council should undertake consultation. Officers have had regard to considerations contained in the Social Value Act in relation to the procurement. Bidders were invited to put forward social value proposals as part of their bid and indeed social value was 10% of the evaluation score.

- 9.3 This contract will deliver the following social value benefits to Brent;
- 3 new Apprenticeships
  - 6 Brent residents will complete work experience
  - 30 Unemployed residents to be supported into work

**Report sign off:**

**Andrew Davies**  
Head of Commissioning Contracting  
and Market Management