

**Procurement Title**

Framework Agreement or Single NEC3 Term Service Contract for the Supply, Installation, Maintenance and Repair of Bus Shelters

**Procurement Option**

OJEU Open Procedure

**New or Existing Provision**

New Provision

**Estimated Annual Contract Value and Funding Arrangements**

Estimated initial contract value of £625,000 per annum.

The annual contract value may increase during the term of the contract as schedules for replacement and maintenance of bus shelters are further developed. The total contract value will be limited to a maximum of £3.5million.

Funding will be met from the £3.5 million capital funding agreed at Cabinet on the 18 January 2018 for the replacement and repair of bus shelters.

**Contract Duration**

Initial contract period of two years starting on or around 1 April 2019 with the option to extend the contract by any number of further periods, provided that the total contract period does not exceed four years (the maximum duration permissible under a framework agreement). Should the NEC3 contract option be chosen, the contract duration shall remain at a two year initial period with an option to extend by any number of further periods to a maximum of four years to tie in with the available funding.

**Lotting**

Lotting has been considered and determined unsuitable for this agreement. A single supplier will likely harness synergies to provide a more effective and consistent service, such as gaining familiarity with the new bus shelters installed and ensuring that access to spare parts and any required repairs is more streamlined.

**Evaluation**

<b><i>Quality Criteria 60%</i></b>	<b><i>Financial Criteria 40%</i></b>
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Social value will form 5% of tender evaluation criteria.

## **Contract Detail**

Public and Integrated Transport service has a strategic objective to increase the number of passenger journeys made by bus. To assist in meeting this objective, either a single-supplier framework agreement or a single NEC3 Term Service contract utilising task orders is required to supply and install replacement bus shelters, as well as repair and maintain existing bus shelters within Lancashire to improve the appearance, comfort and safety for passengers using bus services. Discussions on the practicalities of operating the service via a framework agreement or single NEC3 contract are ongoing and are to be concluded shortly. Regardless of the chosen contractual structure the services to be provided under it, the term of contract and the contract value will remain the same.

The Council has 795 bus shelters that come under its direct ownership and responsibility. Bus shelters are spread over both urban and rural settings covering all 12 districts of Lancashire.

There is an initial requirement to install approximately 32 new replacement bus shelters per annum. The number of replacements will likely increase over the framework term as a schedule of replacements is further developed and refined.

The new bus shelters will be of varying size but will be required to meet set design criteria and standards determined by the Public and Integrated Transport service. This may include anti-vandal measures such as hammer-glass or additional metal mesh panels.

As well as installation of new bus shelters, the supplier will be required to provide maintenance of bus shelters on a reactive basis as and when the Council requires. Reactive maintenance includes call-outs to replace side or roof panels, make safe broken glass or structural damage, fix lighting, or undertake cleaning as required.

The contracted supplier will need to be adaptable in order to maintain and repair the number of different designs and styles of bus shelter which are located throughout the county.

**Procurement Title**

Purchase of Vehicle Parts

**Procurement Option**

OJEU Open procedure

**New or Existing Provision**

Existing provision .The current Framework Agreement will expire in March 2019.

**Estimated Annual Contract Value and Funding Arrangements**

The estimated annual value is £625,000 with a total contract value of £2.5m  
 The Agreement will be funded from the revenue budget. There is no commitment or guarantee of value of work or number of orders placed with any suppliers on the Framework Agreement.

**Contract Duration**

The Framework Agreement will be let for an initial period of two years with an option to extend for a further two years making the total Framework period four years.

**Lotting**

The Framework Agreement is to be divided into two Lots. This provides an opportunity to a number of potential suppliers. This will also mitigate risk to supply (i.e. if one contractor can't provide the parts another contractor may be able to)

Lot A : Stock held vehicle parts(estimate 12 suppliers)

Lot B : Non-Stock held vehicle parts (estimate up to 8 suppliers)

**Evaluation**

<b>Quality :Pass/ Fail</b>	<b>Financial Criteria 100%</b>
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The Framework will be evaluated using the Crown Commercial Services Supplier Questionnaire, which is compliant with the Public Contracts Regulations.

Stage 1: The Supplier Questionnaire will evaluate suppliers against the following criteria: Financial status, technical capability, experience, and references. Each tenderer must pass this stage in order to proceed in the final tender evaluation.

Stage 2: The tender bids will be evaluated on  
 Price: 100%

**Contract Detail**

Fleet Services maintains the Council vehicle fleet and provides services on behalf of external partners such as Lancashire Fire and Rescue Service.

The Council maintain a mixed badge fleet of vehicles that include Citroen, Chevrolet, Daf, Man ERF Ltd, Mercedes, Ford, Iveco, Fiat, Renault, Seat, Landrover, Vauxhall and Volkswagen vehicles.

The ability of Fleet Services to maintain the Fleet and provide emergency repair services is reliant on a network of suppliers that have the capacity to stock the

parts (reducing the need for stock holding at the Authority) and to be able to provide a delivery that meets the Authority's needs.

The market has been investigated to determine if there are any third party Frameworks available that would meet the Authority's requirements. The YPO Framework agreement 720 was identified however Fleet Services have confirmed that there are limited suppliers on the Framework Agreement which would not cover the wide range of vehicle parts necessary to supply not only Lancashire County Council, but Lancashire Fire & Rescue.

It is intended to put in place a Framework Agreement that will ensure that Fleet Services continue to effectively maintain Lancashire County Councils Fleet and provide services to our external partners.

The new contract will continue to provide:

Lot A: Lower value stock items that are purchased on a regular basis such as batteries, bulbs, filters, wipers, brakes, spark plugs, and electricals. Each product line will be ranked in terms of price. Prices for these products will remain fixed for the first two years of the Agreement after which a further mini competition will be held with the Framework suppliers for the pricing for the last two years of the Agreement.

Lot B: Non-stock vehicle parts. This lot covers parts that are purchased on a less regular basis. Purchases will be made against a mini competition held within the Framework suppliers.

**Procurement Title**

Provision of Alarm Receiving Centre Services

**Procurement Option**

OJEU Open procedure

**New or Existing Provision**

Existing provision.

**Estimated Annual Contract Value and Funding Arrangements**

The estimated annual value is £160,000 per annum which will be funded from the Authority's revenue budget.

The total contract period will be for 10 years at a total cost over this period of £1.6m. There is no commitment, or guarantee of the value of work and/or number of orders to be placed with the supplier awarded the contract.

**Contract Duration**

The contract will be let for an initial period of two years from the February 2019 to February 2021, with an option to extend the contract beyond the initial term by a maximum of eight years until 2029. Extensions to the contract will take place bi-annually. The contract will contain a non-mutual termination clause for the Authority's use enabling termination on 30 days' notice.

**Lots**

Not applicable.

**Evaluation**

**Quality: 60%**

**Financial Criteria: 40%**

The Contract will be evaluated using the Crown Commercial Services Supplier Questionnaire which is compliant with the Public Contracts Regulations 2015.

Stage 1: The Supplier Questionnaire will evaluate suppliers against the following criteria: mandatory and discretionary grounds to ascertain suppliers' financial status, technical capability questions, experience, and references, with particular reference to their ability to demonstrate their experience in operating in compliance with Industry standards. Each tenderer must pass this stage in order to proceed to Stage 2.

Stage 2: The evaluation will be based on 60% quality criteria, 40% financial criteria. The quality criteria will include social value, at 10% of the overall weighting. The supplier with the highest overall score will be awarded the contract.

**Contract Detail**

The Alarm Receiving Centre Service triages alarm signals received from Intruder and Fire Alarm Systems from across the Design and Construction retained premises portfolio and those Schools and Academies who subscribe to the Design and Construction property management schemes. The supplier forwards the alarm signal details to the Police, Fire and Rescue Service, or Key-holder contractors, as appropriate.

A 10 year contract is to be put in place. This will provide stability of the system and save cost by avoiding replacement cost of hardware within each alarm system incurred should a new supplier be put in place following a tender procedure. Accordingly, by using a longer term, the repetition that this cost is incurred can be reduced. The cost of replacing the hardware is approximately £200,000.

To maintain the cost of the service over the 10 year period the supplier's charges will be managed over the lifetime of the contract. No price increase will be permitted in the first year of the contract. For the remainder the price will be reviewed annually. Subject to meeting the Authority's quality service levels over the preceding twelve months (key performance indicators), the supplier will be able to apply for an increase in its annual charges for the subsequent twelve months.

Any applied price increase will be justified by the supplier by providing supporting evidence (open book costing). Any increase will be capped to that of the percentage increase in the Consumer Price Index, as available from the Office for National Statistics. An upper limit of 3% will be applied.

### **Review of Third Party Frameworks**

There are limited number of third party frameworks with Alarm Receiving Centre Services available. Use of a third party framework would exclude the Authority's current supplier, and would accordingly incur an approximate £200,000 charge for the replacement of hardware as described above. Accordingly an open procedure will be used.

**Procurement Title**

Provision of a Roving Night Time Support Service in Lancashire.

**Procurement Option**

OJEU Open procedure

**New or Existing Provision**

The current contracts are due to end on 31<sup>st</sup> March 2019

**Estimated Annual Contract Value and Funding Arrangements**

Potential annual contract value: £816,000

Potential total contract value: £1,632,000

The cost of this service will be funded for the two year period via iBCF. Funding for 2020/21 has not been confirmed at this time but is assumed to continue within our Medium Term Financial Strategy. Any reduction in funding would mean the continuation of this service would need to be considered alongside other Adult Social Care priorities and funding allocated accordingly or contract notice given.

**Contract Duration**

The Initial period of one year with an option to extend the contract by any number of defined periods provided that the total contract period does not exceed two years.

**Lotting**

- The Service will be made up of three geographical Lots OR one county-wide Lot:
- Lot 1 - Central Lancashire
- Lot 2 - East Lancashire
- Lot 3 - North Lancashire
- Lot 4 - County wide

There will be no restriction on the number of Lots a Tenderer can bid for. The Authority intends to either award Lots 1, 2 and 3 or Lot 4 following an assessment of the Lots or Lot that offers the lowest cost based on the highest scoring tenders received.

**Evaluation**

<b>Quality Criteria 60%</b>	<b>Financial Criteria 40%</b>
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Social Value will account for 10% of the quality criteria and the objective will be focused on 'promoting equity and fairness' with a view to help service users maintain their independence.

**Contract Detail**

The Roving Night Time Support Service can be broadly defined as a domiciliary home care service that provides care for people during night time hours, seven days a week, throughout the contract duration.

The service, in the vast majority of cases, will be used to support people in the short term following an illness or a change in circumstances. There will however be instances whereby longer term support will be required. The service is designed to support people to remain living in their own homes, to avoid unnecessary admissions to residential care homes and hospitals, and support hospital discharge.

The service is only available to people who have eligible social care needs, live in their own home and who have a night time need identified. In the main, the Service is a planned and not an emergency service, however, there may be a requirement to respond to urgent needs.

Visits are short and task focused in order to cause the least disturbance to service users as possible (who may be sleeping) and are therefore expected to be 15 minutes in duration and not more than 30 minutes.

The contracts are expected to commence in April 2019.



**Procurement Title**

Provision of Domestic Abuse Refuge Services in Lancashire.

**Procurement Option**

OJEU Open procedure

**New or Existing Provision**

There are currently seven contracts for Women's Refuge Services in Lancashire. All of the current provision is due to end in June 2019.

**Estimated Annual Contract Value and Funding Arrangements**

Potential annual contract value: £871,000.

Potential total value for the 5 year contract term: £4,355,000 from the Public health grant.

The Authority submitted a bid to the Ministry of Housing, Communities and Local Government (MHCLG) in August for additional funding of up to £1,250,000 some of which will align to refuge provision. There may be further opportunities for the Authority to bid for additional funding from MHCLG during the contract term. If successful, the Authority may receive up to £4,000,000 in additional funding though the actual figure will vary depending on the funding available and success in the application process. Where appropriate the contract may be varied to include this funding or the funding may be allocated separately depending on which option is most appropriate.

**Contract Duration**

An initial period of three years with an option to extend the contract by any number of defined periods provided that the total contract period does not exceed five years.

**Lotting**

A single county wide lot has been proposed in order to:-

- enable the devolution of an increased level of strategic and operational control to the successful tenderer.
- support the delivery of more responsive and flexible service delivery which can change over the total life of the proposed contract to meet changing and evolving types and levels of need and/or any change in funding levels, and
- deliver some administrative and operational efficiencies to the council as a result of a reduced burden of contract management.

**Evaluation**

<b>Quality Criteria 80%</b>	<b>Financial Criteria 20%</b>
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Social Value will account for at least 10% of the quality criteria, as there is potential for significant positive impact on communities with highest needs. The objective will be focused on 'promoting equity and fairness' with expected outcomes including protecting our most vulnerable children and adults from avoidable harm.

**Contract Detail**

The refuge service is a short term accommodation based service that can be accessed in an emergency by women or women with families/children who have experienced, or are at risk of, domestic abuse and/or harassment and require a safe environment. This may be either as respite while they decide what to do, or because they need a place of safety while they take action to deal with their experiences.

Women/children with a range of additional needs such as a low or moderate level of learning disability or mental health problems or substance misuse issues or physical disabilities will be able to access the service. A key objective when procuring the new refuge service will be improving access for the increasing number of potential service users who have a range of more complex needs and may need altered models of service delivery to reduce the risk of exclusion from services.

Initially the intention is that the service will be refuge provision for women. However a longer term objective is that the successful tenderer will increasingly develop an appropriate level and type of refuge provision for men affected by domestic abuse as and when resources become available.

Domestic abuse is a priority for the Lancashire Community Safety Strategy Group, the Health and Wellbeing Board, Lancashire Children and Young People's Partnership Board and Lancashire Safeguarding Children Board. Domestic abuse is also a key issue for the Police and Crime Commissioner as set out in the police and crime plan.

The provision of support to address domestic abuse is not the responsibility of any single agency and there is a wide spread recognition that the repercussions reach beyond the individual and throughout the community including social welfare, the criminal justice system, refuges, health care, education, employment, childcare, and housing. Developments in the last decade have shown that taking a more proactive, preventative approach not only saves lives but also saves public money.

Domestic abuse refuge provision and other domestic abuse support interventions are currently the subject of a high profile, national review being carried out by central government. Central government has outlined that it wishes to see refuge provision provided without unnecessary restrictions on access to local services. In addition central government has stated that it intends to develop a system of oversight. This procurement exercise is being designed to anticipate and facilitate the expected new system of oversight and an increased need for transparency in reporting on access in future.

The contracts are expected to commence in June 2019.

<p><b>Procurement Title</b>  Provision of a Carers Assessment and Support Service, Independent Advocacy Service and a Carers Advocacy Service in Lancashire</p>
<p><b>Procurement Option</b>  OJEU Open procedures</p>
<p><b>New or Existing Provision</b>  Existing. The current Independent Advocacy Contract end date is 30<sup>th</sup> April 2019. The current Carers Assessment And Support Contract end date is 31<sup>th</sup> March 2019.</p>
<p><b>Estimated Annual Contract Value and Funding Arrangements</b>  Carers Assessment and Support Service: potential annual contract value of up to £2,400,000 funded via the BCF, the level of CCG funding is subject to change in year two and three of the contract. Total estimated value over the duration of the contract of up to £7,200,000.  Independent Advocacy: Potential annual contract value: £1,280,000 funded via the BCF. With up to an additional £200,000 from Clinical Commissioning Groups. Total estimated value over the duration of the contract £3,840,000.  Carers Advocacy: potential annual contract value of up to £100,000 from the Adult Social Care budget (Learning Disabilities, Autism and Mental Health). Total estimated value over the duration of the contract of up to £300,000.</p>
<p><b>Contract Duration</b>  All contracts will have an initial period of two years with an option to extend the contract by any number of defined periods provided that the total contract period does not exceed three years. Each contract will have a break clause allowing the contract to be terminated at any time giving 6 month notice. Each contract will also have the scope to reduce funding after year one of the contract.</p>
<p><b>Lotting</b>  Delivery of the Services will be offered in the following lots:</p> <ul style="list-style-type: none"> <li>• Lot 1 – Carers Assessment and Support Service (North Lancashire)</li> <li>• Lot 2 – Carers Assessment and Support Service (Central Lancashire)</li> <li>• Lot 3 – Carers Assessment and Support Service (East Lancashire)</li> <li>• Lot 4 – Carers Assessment and Support Service (Countywide)</li> </ul> <p>The Authority intends to award Lots 1, 2 and 3 <i>or</i> Lot 4 following an assessment of the Lots or Lot that offers the lowest cost based on the highest scoring tenders.</p> <ul style="list-style-type: none"> <li>• Lot 5 – Independent Advocacy Service (Countywide)</li> <li>• Lot 6 – Carers Advocacy Service (Countywide)</li> </ul> <p>Regulation 2(3) of the Care and Support (Independent Advocacy Support) Regulations states that the same organisation cannot provide both the Carers Advocacy and the Carers Assessment services. Furthermore, it is emerging best practice in the sector to keep advocacy for the cared-for person (Statutory Advocacy) and the carer (Carers Advocacy) separate.</p> <p>There will be no restriction on the number of Lots a Tenderer can bid for. However, the above restriction applies; the Tenderer who is awarded Lot 6 cannot also be awarded any of Lots 1-5 and vice versa. Only in the circumstances where no other compliant bid has been received for a given Lot will the Authority consider awarding</p>

that Lot to a Tenderer whom the Authority already intends to award another Lot to, providing this falls in line with the Care and Support Regulations.

## Evaluation

<b>Quality Criteria 60%</b>	<b>Financial Criteria 40%</b>
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Social Value will account for 10% of the quality criteria for each lot. For the Independent Advocacy and Carers Advocacy lots the objective focused upon will be 'promoting equity and fairness'. For the Carers Assessment and Support Service lots the objective focused upon will be 'providing volunteering opportunities and supporting the people of Lancashire to access training and employment'.

## Contract Detail

### *Carers Assessment and Support Service*

The Care Act (2014) introduced a number of statutory responsibilities for Local Authorities relating to supporting carers. These include providing carers' assessments to assess a carer's needs for support, providing information and advice, and providing or arranging for services, facilities or resources which may prevent, delay or reduce a carer's needs for support.

In the county council area, there are an estimated 133,000 carers based on the 2011 census, just over 11% of the population, compared with the national average of 10.4%.

The newly procured service will lead on the delivery of statutory carers' assessments and support planning for adult carers, together with providing carers with support. This contract will support Lancashire County Council to fulfil its statutory duties in respect of adult carers' under the Care Act 2014.

The views of carers on the current support offer and the outcomes such a service could support them to achieve are being collected.

*Independent Advocacy* in all its forms seeks to ensure that people, particularly those who are most vulnerable in society, are able to:

- Have their voice heard on issues that are important to them.
- Defend and safeguard their rights.
- Have their views and wishes genuinely considered when decisions are being made about their lives.

This is usually done through the role of an "advocate" who often attends meetings with service users in a supportive role. Advocates must be independent of health and social care services.

The newly-procured service will streamline the delivery of advocacy services in the county, making it easier to access the service and achieving efficiency and cost savings while helping more people than under current provision.

The proposed model is based on a review of approaches taken by other councils in the UK and best practice in this sector and also creates savings that will be used to support all types of Carers. In preparation of undertaking the procurement process an engagement process with services users, the recovery community and wider stakeholders is being undertaken.

*Carers Advocacy* will be a new, distinct service exclusively for carers. The service will provide all statutory advocacy for carers under the Care Act, will seek to increase awareness of the rights of carers under the Act, and liaise closely with the Independent Advocacy service, the Carers Assessment and Support Service and other council-procured services (like the Wellbeing Service) to promote the availability of and engagement with the new Carers Advocacy service.

The contracts are expected to commence in May 2019.