

Procurement Title

Supply and Distribution Arrangements: Bread, Fresh Meats and Soft Drinks

Procurement Option

PCR (Public Contract Regulations 2015) Compliant – Above Threshold Open Tender Procedure

The use of an external 3rd party framework has been discounted as an independent tender allows for Lancashire County Council to set the terms and conditions of the contract in its entirety including stringent specifications (in terms of product and service quality,) flexible price reviews and full share of retrospective rebates. Furthermore, the 3rd party frameworks available require the use of a further competition and therefore, do not provide resource efficiencies in terms of process.

In addition, the strategy will place a high emphasis on social value promoting the benefits of localised supply, healthy eating and supporting local employment. A 3rd party framework restricts the potential number of suppliers who are able to bid for these contracts and in the majority of cases, are limited to large-scale national suppliers.

New or Existing Provision

Existing

Estimated Contract Value and Funding Arrangements

Approximately £1,815,000 to £2,180,000 per annum

Estimated Total Contract Value: £3,630,000 to £4,360,000

*Approximately 90 to 95% will be funded by the School and Residential Care Catering Service (Facilities Management) and the remaining 5% to 10% across the rest of the county council, including but not limited to: Facilities Management Services, Education and Children's Services and Adult Social Care.

Contract Duration

12 Month Framework Agreement with the option to extend for a maximum period of a further 12 months.

(Same contract length for each Lot, although the commencement dates may vary between Lots due to current arrangements).

Lotting

| Lot | Product Type | Proposed Commencement Date |
|-------|-------------------------------|----------------------------|
| Lot 1 | Bread | 1 August 2023 |
| Lot 2 | Fresh Meat | 1 December 2023 |
| Lot 3 | Soft Drinks and Confectionery | 1 September 2023 |

Evaluation – Applicable to each Lot

| | |
|----------------------|------------------------|
| Quality Criteria 40% | Financial Criteria 60% |
|----------------------|------------------------|

Social Value will account for 10% of the quality criteria focusing on environmental sustainability, supporting themed events in schools, promoting healthy eating in schools, and promoting training and employment opportunities for the people of Lancashire, particularly, those from vulnerable groups i.e. looked after children. A lower weighting has been placed on the quality criteria as thorough product specifications, which tenderers must be able to meet, will be included in the tender documentation. The ability to meet the requirements of the specifications will be included as pass/fail criteria. In addition, areas such as ordering, invoicing and logistics are covered by the Authority's contracted distributor.

Contract Detail

The current food and drink contracts (product groups detailed within the Lotting section of this report) have been awarded and in place between a period of 1 August 2019 and 1 September 2021.

The procurement will provide a renewal of existing provisions.

The successful supplier(s) will be responsible for:

- The supply and distribution of fresh bread and morning goods into over 500 council units, the majority of these being schools and colleges.
- The supply and distribution of fresh meat products (non-halal) into approximately 30 to 40 council units, including care homes and county council sites with café facilities.
- The supply and distribution of soft drink and confectionery products into approximately 60 to 70 county council units, including high schools (not primary schools) and care homes.

The evaluation procedure will place emphasis on quality in terms of contract service and product offering, which aims to support the county council's catering services key developments and priorities, including:

- Positively influence the Obesity and Health Agenda.
- Continuous growth of secondary school take up across Lancashire and subsequent growth of the School and Residential Care Catering Service.
- Continual development of product range, including ethical sourcing.
- Promotion of local businesses, suppliers and employees where feasible.
- Maintaining the silver standard catering mark for the School and Residential Care Catering Service.
- Value for money.

Procurement Title

IT Security Outsourcing

Procurement Option

Crown Commercial Services G Cloud 13 Framework (RM1557.13) via a further competition (Lot 3)

New or Existing Provision

Existing Provision. This service is currently provided via Softcat Plc, Lancashire County Council's value added reseller which expires on 22 August 2023. Which includes Tenable licenses that the county council has procured through Softcat to enable Softcat Plc to provide the current vulnerability assessment service.

Estimated Contract Value and Funding Arrangements

£3,200,000 over four years from Digital Services operational expenditure budget.

Contract Duration

Initial period of 36 months with an option to extend the contract beyond the initial term to a maximum of a further 12 months.

Lotting

There are sufficient suppliers in the market to deliver all of the county council's service deliverables and therefore this opportunity will not be lotted.

Evaluation

Tenderers will be evaluated on.

- 70% technical, quality, and social value (Quality)
- 30% whole of life costs (Financial)

The highest scoring tenderer will be awarded the service contract. The quality and speed of notification of weaknesses and potential breaches are required to ensure the county council's network services and data are monitored and protected in a timely manner. As this is critical the tender has been weighted to reflect this.

Contract Detail

The scope of the security outsource service contract will be to detect, track, and advise on threats and vulnerabilities to improve the county council's security posture. The following areas of work which are considered critical to ensure the Council can provide a robust service going forward:

- Security Monitoring Service (For Active Threat Hunting and related Incident/Breach notification and response guidance)
- Vulnerability Assessment Service (To ensure appropriate coverage, configuration, prioritisation, and guidance)

Providing the service in house has been considered by Digital Services, however the recruitment of competent, skilled staff in this area as well as ensuring ongoing learning around upcoming risks, has proved problematic.

LONGER TERM REQUIREMENTS

In addition to the immediate requirements above the Council also needs the following services to support the long-term delivery of Digital Services:

- Incident Response Service - Support service for investigation of major incidents & breaches
- Growth of Security Monitoring into a response service
- Managed Firewall Service

The Statement of Requirements is intended to provide potential suppliers and the county council with a clear understanding of what is required. It ensures that the county council gets the best solution to meet their needs as well as maximising value for money. It also helps suppliers fully understand the requirements to ensure they propose the most effective solution. This includes the following sections:

- Security Monitoring requirements
- Vulnerability Assessment requirements
 - *3000 Assets (Mixed servers (Windows, *NIX), Endpoints and External IPs)*
 - *5 Public facing URLs and associated pages.*
- Reporting requirements
- Lancashire County Council estate information

Submissions for the requirement will be based on G-Cloud 13 listings following the long-listing process. Any further clarifications needed will be requested from the supplier. All pricing will be based on G-Cloud 13 listings at the time when the evaluation process is completed.

Procurement and key stakeholders have jointly reviewed 5 options and concluded G-Cloud 13 offers a compliant and efficient route to market. The framework has a strong mix of relevant suppliers with ready-made services that will meet the Councils requirements and offers us a maximum call off period of 5 years.

It is not expected that any staff will be transferring from the county council or Softcat Plc for the future service contract, therefore TUPE is not expected to apply.

Procurement Title

Provision of Framework Agreement – Cleaning & Facilities Services

Procurement Option

Open Procedure compliant with the Public Contract Regulations 2015

New or Existing Provision

Existing provision.

Estimated Annual Contract Value and Funding Arrangements

The estimated annual value is £5,200,000. The total value of the Framework over its maximum four-year term is £20,800,000.

The Framework will be primarily used by the council's Design and Construction Service to procure cleaning service contracts. As part of their traded service, Design and construction source and manage a number of cleaning service contracts on behalf of their clients, which mainly consists of schools within Lancashire.

Whilst there may be occasional procurement projects for a corporate Council site, the vast majority of procurement activity under this Framework will not be drawn from a Council budget. The Framework may be accessed by educational and other establishments as part of a traded service, therefore these customers in each case will pay for the delivery of the services. The Council receives a net income overall for providing this traded service, as customers pay a fee to the Council in order to access the contracts and contract management by the Design and Construction Service.

There is no commitment or guarantee of the value of work and/or number of call-offs to be placed with the suppliers appointed to the Framework.

Contract Duration

The proposed length of the Framework is four years, to commence in 2023.

Lots

This Framework will be divided into Lots. The Lotting strategy is as follows:

Lot 1

- Contracts let from the Framework Agreement by mini-competition and will typically be five years in length with a three-month break clause.
- Lot 1 may be broken down into sub-lots based on:
 - Three districts of Lancashire (Areas South, North, & East, which will collectively encompass all 12 districts of Lancashire) as well as 'out of county' for customers residing outside Lancashire's 12 districts.
 - Further split according to whether or not a site supervisor is required on the contract.

Lot 2

- For emergency/short term contracts up to two years in length. Lot 2 may be broken down into sub-lots similar in design to Lot 1.

Evaluation

Quality Criteria: 85%

Financial Criteria: 15%

The Framework will be evaluated using the Crown Commercial Services Supplier Questionnaire which is compliant with the Public Contract 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 85% Quality Criteria, 15% Financial Criteria. The Quality Criteria will include social value at 10% of the overall weighting.

Call-off contracts via further competition will be evaluated according to project specific questions and pricing for individual cleaning contracts.

Contract Detail

The Council's Design & Construction Service provides a service to many educational establishments and Fire & Rescue Services throughout Lancashire. This may expand to the Police in the future. The service includes conducting procurement activity for these clients, putting in place contracts for services, and then managing these contracts on the client's behalf.

Currently, approximately 15 individual cleaning tenders are completed per annum.

The intention will be to conduct the vast majority of cleaning tenders via a further competition from the Framework. In a minority of circumstances this may not be possible (for example, the client wishes to include an incumbent supplier in the tender exercise and that supplier is not on the Framework). Individual circumstances will be considered on a case-by-case basis.

Review of Third-Party Frameworks

There are a number of third-party frameworks agreements and dynamic purchasing systems with Cleaning Services available. However, the use of third-party agreements is not practical. Customers are buying into a Council traded service and establishing a bespoke Council agreement allows tailoring to customer requirements and the traded service offer.

Procurement Title

Provision of Fuel Cards & Associated Services

Procurement Option

Call-off contract from Crown Commercial Service (CCS) Framework RM6186 - Fuel Cards and Associated Services VI

New or Existing Provision

To replace existing provision

Estimated Contract Value and Funding Arrangements

Approximately £650,000 per annum, variable depending on price fluctuations in the fuel market. The total estimated cost over a four-year contract is £2,600,000.

Funding will continue to be met by service operational budgets.

Contract Duration

The term of the contract under consideration is two years (01/05/2023 – 30/04/2025), with an optional extension up to a further two years.

Lotting

Not applicable – single supplier.

Evaluation

The contract is let via a direct award procedure permissible under CCS Framework RM6186. As such, the proposed supplier (Allstar) has already been pre-qualified by CCS. The specifics of Allstar's offer have been scrutinised by the Procurement Service and stakeholders from the Public & Integrated Transport Service.

Contract Detail

The contract will be used to provide fuel cards for the purchase of fuel by a number of service areas including Public & Integrated Transport, Trading Standards, Facilities Management, and Highways.

The contract covers the costs of administering the scheme in addition to the cost of fuel purchased. The cost of administering the scheme is approximately £9,000 per annum. The vast majority of the contract value consists of the throughput spend on fuel.

The Authority's current agreement with Allstar expires on 30/04/2023. The new contract is required to ensure that customers throughout the Authority are able to purchase fuel as part of their day-to-day logistics.

Allstar is the only supplier on the CCS framework that offers 100% forecourt coverage in Lancashire, which is a key benefit to card users. The Authority has used Allstar cards since 01/12/2019 and has had a reliable service during this time. There are opportunities to generate savings through the new contract by using Allstar's incentive scheme, which includes rebates and discounts associated with certain forecourts.

The supplier fees and CCS management charge are fixed for the duration of the contract.

Benefits of using the framework include:

- Accessing established terms and conditions
- A quick and compliant route to market thus saving procurement administration time
- Contract management undertaken by CCS
- Transparent pricing