

To: Finance, Resources and Customer Services Policy Board

On: 30 August 2017

Report by: Chief Executive and the Director of Development and Housing Services

Heading: Contract Authorisation Report: Provision of Community Based Transitional Employment Training

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to enter into a Framework Contract for the Provision of Community Based Transitional Employment Training.
 - 1.2 The procurement exercise was conducted in accordance with the Council's Standing Orders Relating to Contracts and the above EU Threshold Open Procedure for Services.
 - 1.3 A contract strategy document was prepared by the Corporate Procurement Unit and was approved by the Head of Regeneration, the Strategic Commercial Category Manager and the Head of Policy and Commissioning in June 2017.
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2. Recommendations

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise the Head of Corporate Governance to:

- 2.1.1 Award a multi-supplier Framework Contract for the Provision of Community Based Transitional Employment Training to the parties noted in the table below:

Lots	Recommended Tenderer
Lot 1 – Construction	1. Linstone Housing Association Limited
Lot 2 – Landscaping	1. Linstone Housing Association Limited 2. Barnardo's
Lot 4 – Creative Industries	1. Impact Arts (Projects) Limited

- 2.1.2 The Framework Contract is intended to commence on 23 September 2017, or alternatively, the date confirmed in the Letter of Acceptance, and end on 30 September 2018.
- 2.1.3 The cumulative spend under this Framework Contract will be up to the value of £594,446.88 excluding VAT.
- 2.1.4 Any call offs awarded through this Framework Contract will be subject to Council Standing Orders Relating to Contracts.

3. Background

- 3.1 Renfrewshire Council has been awarded funding from European Grants which will be matched by core budget and Invest in Renfrewshire Project funding to support this Framework Contract.
- 3.2 The Framework Contract will target those furthest from the labour market and with multiple barriers to employment. It will provide them with a period of paid work experience (at Scottish Living Wage rates), training and qualifications to enable them to progress to sustainable employment or self-employment.
- 3.3 The Framework Contract was tendered as an above EU Threshold Services Contract in accordance with the Open Procedure.
- 3.4 A Contract Notice was published on the Public Contracts Scotland portal on 26 June 2017 with the tender documents available for downloading from the Public Contracts Scotland – Tender website.
- 3.5 Thirty (30) organisations expressed an interest in participating in the tender process. By the closing date set for return of electronic tenders, 3pm on 28 July 2017, seven (7) companies submitted a response and twenty three (23) did not reply.

- 3.6 Of the seven (7) organisations who submitted a tender, one (1) failed to submit a commercial response to any of the Lots and could not be evaluated.
- 3.7 The remaining six (6) tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from the Corporate Procurement Unit, Health and Safety and Risk against pre-determined criteria which assessed competence and expertise. All tenderers met the minimum requirements.
- 3.8 Bids were then evaluated against a set of Award Criteria which was based on a price/quality ratio of 30%/70%. The quality score was further split into a technical score of 65% and workforce matters score of 5%. The price score for each Lot was combined with the quality score to give an overall total.
- 3.9 The quality weighting at this stage of the evaluation considered the methodology and approach to delivering the type of services required under this Framework Contract, including workforce matters.
- 3.10 The scores relative to the Award Criteria for each tenderer in respect of the individual Lots are as follows:

Lot 1 – Construction				
Supplier	Final Commercial Score	Final Technical Score	Final Workforce Matters Score	Total Score
Linstone Housing Association Limited	20.40%	62.50%	3.75%	86.65%
Employment Enterprise Consultancy Ltd	27.25%	25.00%	3.75%	56.00%
GTG Training Limited	30.00%	10.00%	3.75%	43.75%

Lot 2 - Landscaping				
Supplier	Final Commercial Score	Final Technical Score	Final Workforce Matters Score	Total Score
Linstone Housing Association Limited	30.00%	62.50%	3.75%	96.25%
Barnardo's	27.25%	60.00%	3.75%	91.00%

Lot 3 – Childcare				
Supplier	Final Commercial Score	Final Technical Score	Final Workforce Matters Score	Total Score
Employment Enterprise Consultancy Ltd	30.00%	27.50%	3.75%	61.25%
Ycare Training Ltd	22.28%	12.50%	2.50%	37.28%

Lot 4 – Creative Industries				
Supplier	Final Commercial Score	Final Technical Score	Final Workforce Matters Score	Total Score
Impact Arts (Projects) Ltd	30.00%	48.75%	3.75%	82.50%

3.11 Following evaluation, places on the Framework Contract are being awarded as follows:

- Lot 1 to the top ranked supplier, Linstone Housing Association Limited;
- Lot 2 to both suppliers, Linstone Housing Association Limited and Barnardo's; and
- Lot 4 to Impact Arts (Projects) Ltd.

No award is being made on Lot 3 as it did not represent best value.

3.12 Due to the nature of the Framework Contract, no Community Benefits were sought. However, Barnardo's have committed to supporting third sector

organisations and Linstone Housing Association Ltd will engage in short-term creative projects with support from project and work experience staff as part of this Framework Contract.

Implications of the Report

1. Financial

The financial stability of the each recommended tenderer has been assessed as part of the evaluation procedure and met with the Council's minimum requirements for this Framework Contract and each respective Lot.

2. HR & Organisational Development

Not applicable.

3. Community Planning

Not applicable.

4. Children and Young People

This Framework Contract will help young people into sustainable employment.

5. Community Care, Health & Well-being

This Framework Contract will help improve the self-esteem of clients of Invest in Renfrewshire by giving them work based experience and a qualification.

6. Empowering our Communities

Not applicable.

7. Greener

The projects proposed by the recommended tenderers in Lot 2 – Landscaping will involve works in the Renfrewshire area.

8. Jobs and the Economy

This Framework Contract will create additional employment opportunities.

9. Safer and Stronger

Not applicable.

10. Legal

The tendering procedures for the establishment of this Framework Contract were in accordance with Renfrewshire Council's Standing Orders Relating to Contracts for over EU Threshold Services contracts.

11. Property/Assets

Not applicable.

12. Information Technology

Not applicable.

13. Equality & Human Rights

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required, following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

14. Health & Safety

All tenderers being awarded a place on the Framework Contract have had their health and safety submissions evaluated by Corporate Health and Safety and meet the minimum requirements regarding health and safety.

15. Procurement

The Procurement procedures outlined within this report ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

16. Risk

All tenderers being awarded a place on the Framework Contract have had their insurances assessed and evaluated to confirm that they meet the minimum requirement regarding risk.

17. Privacy Impact

A privacy impact assessment was conducted while preparing the Invitation to Tender. No risk relating to data was identified.

18. Cosla Policy Position

Not applicable.

List of Background Papers

None

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