

POLICE AND CRIME COMMISSIONER FOR LEICESTERSHIRE DECISION RECORD

To be completed in cases where a decision is required

DECISION OF POLICE AND CRIME COMMISSIONER

Date: 31/3/17

Officers present: Helen King

Received in OPCC Date: 01/03/17

OPCC Ref: Ex E000 6/17

Title: Medical Services In Custody and Sexual Offence Examinations

Summary of Issue:

Tenders were sought for a new two year contract for Medical Services in Custody from 1/4/17 to 31/3/19 with an option to extend for a further 24 months to 31/3/21.

The further competition was undertaken using the EMSCU East Midlands Framework Lot 6 Combined Custody and Sexual Offence Examination. Suppliers were asked to quote for separate rotas for Custody and Sexual Offences.

A specification and Invitation to tender was written by a project team consisting of Ian Fraser (Head of Procurement and Support Services), Aldona Andrew (Custody Contracts Officer) and Lloyd Wells (Custody Project Manager), The Specification followed the NHS Guidelines published on the commissioning of services in Custody and for Sexual Offences.

Tender returns were received and opened on the Bluelight Procurement tendering system on 25th October 2016. Tender offers were received from four suppliers.

The responses were marked against the pre-agreed award criteria (25% price, 75% quality).

The Evaluation Team consisted of Ian Fraser (Procurement), Aldona Andrew, Lloyd Wells, Phil Tompkins (Delivering Justice), Millicent Grant (SARC Manager), Vince Treece (NHS England)

Scorings were then weighted in accordance with the relative importance of each section of the specification.

The highest scoring provided in each area (price and quality) was awarded full marks, and lower scoring suppliers were awarded proportionately fewer marks. Included

within the evaluation process was a specific section on scenarios for both Custody and SARC. These scenarios were provided to the three shortlisted bidders who had scored sufficiently and the process of preparation and the inclusion of Business Continuity elements of the scenarios was witnessed by Laura Saunders the Force Risk and Business Continuity Advisor.

A voluntary Standstill process was successfully completed without challenge from the incumbent provider. The standstill process provided feedback on the specific characteristics of the winning bid together with providing individual feedback to the un-successful suppliers on their bids.

Recommendations presented:

In March 2017, the PCC supported the award of contract to Mitie Care and Custody at an annual value of £1,217,819.88. The price is fixed for the initial 24 month period of the contract.

Key discussion points at meeting:

The decision record reflects the decision made by the PCC to award the contract in March 2017.

It was resolved that :

The contract be awarded to Mitie Care and Custody as approved in March 2017 and outlined in this decision record.

OFFICE OF PCC APPROVAL

Chief Executive or Chief Finance Officer:

I have been consulted about the proposal and confirm that appropriate advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner

Signature:



Name: Helen King

Date: 21/4/17

Publication Scheme

Decision of Monitoring Officer:

As Monitoring Officer for the Office of Police and Crime Commissioner for Leicestershire I have determined that :

It is appropriate to publish this record of decision made by the Police and Crime Commissioner : **Yes**

It is appropriate to publish the contents of the assessment of the decision by either of the senior post holders in the Office of the Police and Crime Commissioner for Leicestershire (i.e. either the Chief Executive or Chief Finance Officer) :

Yes – as outlined in the section above

It is appropriate to publish details of the decision by the Police and Crime Commissioner for Leicestershire : **Yes**

Reasons for any non Publication (referencing appropriate legislation):

Not applicable

Signature



Name

ANGELA PERRY

Date

26.4.17

Police and Crime Commissioner for Leicestershire

Having received the advice set out above and reviewed relevant documentation my decision in regard of this matter is:

Supported

Signature



Date

31/5/17