

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to: CABINET
Report of: DIRECTOR OF COMMISSIONING & PROCUREMENT
Date of Decision: 24th MAY 2018
SUBJECT: PLANNED PROCUREMENT ACTIVITIES (JULY 2018 – SEPTEMBER 2018) AND QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2018 – MARCH 2018)
Key Decision: No
If not in the Forward Plan: Relevant Forward Plan Ref: n/a
(please "tick" box) Chief Executive approved
O&S Chair approved
Relevant Cabinet Member(s) or Cllr Majid Mahmood – Commercialism, Commissioning
Relevant Executive Member: and Contract Management
Relevant O&S Chair: Cllr Mohammed Aikhlaq, Corporate Resources and
Governance
Wards affected: All

1. Purpose of report:

- 1.1 This report provides details of the planned procurement activity for the period July 2018 – September 2018 and all contract award decisions made under Chief Officer's delegation during the previous quarter. Planned procurement activities reported previously are not repeated in this report.

2. Decision(s) recommended:

That Cabinet

- 2.1 Notes the planned procurement activities under officer delegations set out in the Constitution for the period July 2018 – September 2018 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period January 2018 – March 2018 as detailed in Appendix 2.

Lead Contact Officer (s):

Nigel Kletz
Corporate Procurement Services
Strategic Services Directorate
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Telephone No:

E-mail address:

3. Consultation

3.1 Internal

This report to Cabinet is copied to Cabinet Support Officers and to Corporate Resources and Governance Overview & Scrutiny Committee and is the process for consulting with relevant cabinet and scrutiny members. At the point of submitting this report Cabinet Members/ Corporate Resources and Governance Overview & Scrutiny Committee Chair have not indicated that any of the planned procurement activity needs to be brought back to Cabinet for executive decision.

3.2 External

None

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies

Details of how the contracts listed in Appendix 1 and Appendix 2 support relevant Council policies, plans or strategies, will be set out in the individual reports.

4.2 Financial Implications

Details of how decisions will be carried out within existing finances and resources will be set out in the individual reports.

4.3 Legal Implications

Details of all relevant implications will be included in individual reports.

4.4 Public Sector Equality Duty

Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports.

5. Relevant background/chronology of key events:

- 5.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 5.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Corporate Resources and Governance Overview & Scrutiny Committee. It also informs members of the contracts awarded under Chief Officers delegation (£164,176 and over) between the period October 2016 – December 2016.
- 5.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£181,302) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 5.4 It should be noted that the EU threshold has changed from £164,176 to £181,302 and will apply from 1st January 2018 for a period of 2 years.
- 5.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Corporate Resources and Governance Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 5.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 5.7 A briefing note including financial information is appended to the Private report for each item on the schedule.

6. Evaluation of alternative option(s):

- 6.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The alternative option is that individual procurements are referred to Cabinet for decision.

7. Reasons for Decision(s):

- 7.1 To enable Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.
- 7.2 To inform Cabinet of contract award decisions made under Chief Officers delegation during the period January 2018 – March 2018 as detailed in Appendix 2.

Signatures:

Date:

Name of Officer:
Nigel Kletz – Director of Commissioning & Procurement

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Councillor Majid Mahmood - Commercialism, Commissioning and Contract Management

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):

1. Appendix 1 - Planned Procurement Activity July 2018 – September 2018
2. Appendix 2 – Quarterly Award Schedule January 2018 – March 2018
3. Appendix 3 – Training For The Adults Social Care Workforce – P0263
4. Appendix 4 - Management and Employee Development Training Services Framework Agreement (P0371) – Recommended For Award

Report Version 1 **Dated** 10/05/2018

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JULY 2018 – SEPTEMBER 2018)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Commercialism, Commissioning and Contract Management Plus	Finance Officer	Contact Name	Planned CO Decision Date	Comments - including any request from Cabinet Members for more details
Approval to Tender Strategy	Land Remediation for the Development of Housing for the Commonwealth Games Village (CWGV)	TBC	The Council is purchasing land (due to be completed in May 2018) from BCU Property Ltd at Holford Drive, Perry Barr which will form part of the site where the Commonwealth Games Village will be sited. Initial due diligence of the site has identified there is significant contamination in the ground that requires specialist remediation before any construction of the village can commence.	16 weeks	Economy	Deputy Leader	Guy Olivant	Ian MacLeod / Charlie Short	03/07/2018	
Approval to Tender Strategy	Agency Service for the disposal of residential and commercial units within the Commonwealth Games Athletes Village in Legacy mode (post Games)	TBC	The Commonwealth Games Athletes Village is being designed to provide the following type of residential units post-games; Private Rented Sector, Social Housing (through the Council's Housing Revenue Account), an extra care village and open market sales.	6 years	Economy	Deputy Leader	Guy Olivant	Kate Oates / Charlie Short	26/06/2018	
Strategy / Award	Clean Air Zone Programme Management	TBC	The service required is for the continuation of programme management services to oversee the implementation of a Clean Air Zone in Birmingham.	8 months	Economy	Transport and Roads	Simon Ansell	David Harris / Charlie Short	26/06/2018	
Approval To Tender Strategy	School Health Support Service	TBC	Supports schools to meet their legal responsibility to students with ill health and/or medical needs. The service connects schools and healthcare services to help schools deliver the specific health needs of individual children in line with their Children in Need or Child Protection Plans.	2 years plus 2 years option to extend	Adults Social Care & Health	Health and Social Care	Shabir Ladak	Sarah Feeley / Gina Dimarco	26/06/2018	
Strategy / Award	Cashless Online Meal Ordering Solution	TBC	To provide schools with the ability to collect and manage payments for school meals online and to enable parents to pay online for their school meals. To enable school children to order their meals electronically and for parents to see what has been ordered via their online account.	3 years	Children and Young People	Children, Families and Schools	Anil Nayyar	Julie Brown / David Waddington	26/06/2018	
Strategy / Award	Joint Data Team Contract	TBC	The Council requires a range of data to provide services in relation to transport and planning. These requirements include:- Lot 1A – Primary Data Collection - traffic counts, occupancy levels, transport mode classification counts Lot 1B – Mass Transit Data - connected vehicle data, GPS, mobile phone and crowd sourced movement data. Lot 2A – Data platform software and services - ICT for loading, storage, secure access, analysis, visualisation and access to this data. This includes data sets relating to accidents, traffic speed and flows, mass transit data and other transport related data. Lot 2B – Consultancy for data manipulation and projects - Access to resources with advanced analysis, visualisation and data integration skills.	7 years, 3 months	Economy	Transport and Roads	Simon Ansell	Andrew Radford / Charlie Short	26/06/2018	

Appendix 2 – Quarterly Contract Award Schedule (JANUARY 2018 – MARCH 2018)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Commercialism, Commissioning and Contract Management Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Strategy / Award	Employer's Agent Service for the Development of Housing for the Commonwealth Games Village (CWGV)	P0426	An Employer's Agent may be required to deliver full project management services for the development of housing for the Commonwealth Games Village and the post-games legacy.	5 years	Place	Deputy Leader	Martin Easton	Debbie Husler	Presented to Cabinet for info 14/11/2017. Strategy / Award Report signed 12/01/2018.	Arcadis LLP	Nigel Kletz / Waheed Nazir	12/01/2018
Delegated Contract Award	Carers Hub: Carers' Assessments and Grants	TBC	The service will be responsible for undertaking statutory care assessments for carers on behalf of the Council. It will also administer grants to carers, according to eligible needs identified through those assessments, also on behalf of the Council.	1 year, 3 months	Adults Social Care & Health	Health and Social Care	Shabir Ladak	Austin Rodriguez / Gina Dimarco	Presented to Cabinet for info 15/11/2017. SCN signed 20/12/2017. Delegated Contract Award Report signed 23/01/2018.	Forward Carers Consortium Limited	Nigel Kletz / Graeme Betts	23/01/2018
Delegated Extension Award	School Health Advisory Service	C0153	To extend the contract for the provision of School Health Advisory Service.	4 months	Adults Social Care & Health	Health and Social Care	Shabir Ladak	Sarah Feeley / Adrian Phillips	Cabinet Members for Commissioning, Contracting and Improvement jointly with Strategic Director of People approved the report on 16/12/2015 with the option to extend for a further 2 years. Delegated Extension Award Report signed 23/01/2018.	Birmingham Community Healthcare NHS Foundation Trust	Nigel Kletz / Graeme Betts	01/04/2018
Strategy / Award	Estate Professional Services	P0192	To provide the Council with access to the Crown Commercial Services Estates Professional Services framework (RM3816) to compliment the in-house capacity in providing property and estates related professional services.	3 years, 8 months	Economy	Deputy Leader	Simon Ansell	Eden Ottley / Marie Hadley	Presented to Cabinet for info 12/12/2017. Strategy / Award Report signed 25/01/2018.	Individual call offs will be carried out using the various suppliers on the CCS Estates Professional Services Framework Agreement	Nigel Kletz / Waheed Nazir	29/01/2018
Delegated Contract Award	Cleaning Services for Temporary Accommodation and Communal Areas of Sheltered and Low Rise Accommodation	P0254	Sheltered accommodation that have a requirement for general, routine and deep cleaning covering the cleaning of common rooms, kitchens, offices, toilets and other general areas. Low rise accommodation, communal areas that require routine and emergency/reactive cleaning and the homeless service requires the general, routine and deep cleaning at temporary accommodation and the removal of rubbish once the properties have been vacated.	2 years plus 1 year option to extend	Place	Housing and Homes	Guy Olivant	Jas Claire	Presented to Cabinet for info 17/05/2016. Approval to Tender Strategy Report signed 16/07/2016 and delegated the award to CO. Delegated Award Report signed 05/02/2018. The contract award reflects anticipated greater usage. The contract award value is within the 20% tolerance allowance.	1) Hi-Spec Facilities Plc for the South and East Quadrants 2) Ideal Cleaning Services Limited for the North and West Quadrants	Jacqui Kennedy / Nigel Kletz	01/04/2018
Delegated Contract Award	Provision of Temporary Accommodation through Private Sector Leasing Scheme (Addendum Report)	P0328R	Provision of temporary accommodation for citizens who are homeless and for other families who have No Recourse to Public Funds (NRPF).	4 years	Place	Housing and Homes	Guy Olivant	Gina DiMarco	Cabinet approved the Approval to Tender Strategy 20/09/2016. Cabinet Members for Children, Families and Education, Housing and Homes, Children, Families and Education, and Value for Money and Efficiency jointly with the Corporate Director of Place approved the award report on 15/09/2017. Addendum Report approved on 06/02/2018.	Approves the award of the Block Contract or the Framework Agreement to: • Finefair Finefutures Ltd • Weir Housing Ltd • PDS Property Management Ltd • Global Property Management (UK) Ltd • Select Care Solutions Ltd • Ezzi Letting Solutions Ltd • Second City Housing Ltd • Metropolitan Surveyors • Mears Housing Management Ltd	Jacqui Kennedy / Nigel Kletz	06/02/2018
Delegated Contract Award	Provision of data to maximise Business Rate Retention and forecast business rates income	P0415	The cost is for the provision of data to enable the generation of additional business rates income, maximising income for the local authority by identifying new and altered properties onto the Valuation Office rating list.	4 years	Strategic Services	Deputy Leader	Mike O'Donnell	Lisa Haycock / Brigitte Kershaw	Presented to Cabinet for info 25/07/2017. Approval to Tender Strategy Report signed 01/11/2017 and delegated the award to CO. Delegated Contract Award Report signed 15/02/2018. Whilst the maximum value of the proposed contract was correct the time period was not. The estimated was for the whole 4 year period.	Inform CPI Limited	Nigel Kletz / Angela Probert	01/03/2018

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Addendum Report	Employer's Agent Service for the Development of Housing for the Commonwealth Games Village (CWGV)	P0426	The additional cost and duration of work for an Employers Agent service for the CWGV to include the de-conversion of the village for the sale of housing for sale and rent after the end of the Commonwealth Games.	7 years	Economy	Deputy Leader	Guy Olivant	Debbie Husler	Presented to Cabinet for info 24/01/2018. Strategy / Award Report signed 20/02/2018.	Arcadis Ltd	Nigel Kletz / Waheed Nazir	21/02/2018
Delegated Contract Award	Repair, Maintenance, and Major Refurbishment of Lifts in Housing, Council Buildings and Schools (P391)	P0391	The provision of services for the Repair, Maintenance and Major Refurbishment of Lifts in Housing, Council Buildings and Schools.	4 years with an option to extend for up to 2 years	Place	Deputy Leader	Guy Olivant	Jas Claire / John Jamieson / David Fletcher	Cabinet approved the Approval to Tender Strategy on 15/08/2017 and delegated to award to CO. Delegated Award Report signed 21/02/2018.	Schindler Limited	Nigel Kletz / Jacqui Kennedy	01/04/2018
Delegated Contract Award	Provision of a Hydrogen Bus Operator	P0420	Provision of a Hydrogen Bus Operator.	7 years	Economy	Transport and Roads	Simon Ansell	Sylvia Broadley / David Waddington	Cabinet approved the Approval to Tender Strategy on 24/10/2017 and delegated the award to CO. Delegated Contract Award Report signed 26/02/2018.	West Midlands Travel Limited	Nigel Kletz / Waheed Nazir	01/03/2018
Delegated Contract Award	Training for the Adults Social Care Workforce	P0263	This opportunity is for a framework agreement for organisations to provide training for the Council's adults social care workforce.	4 years	Adult Social Care and Health	Health and Social Care	Margaret Ashton Gray	Marie Hadley / Patricia Daley	Presented to Cabinet for info 17/11/2015. Approval to Tender Strategy Report signed 06/09/2017 and delegated the award to CO. Delegated Contract Award Report signed 03/03/2018.	Please refer to Appendix 3.	Nigel Kletz / Graeme Betts	01/04/2018
Delegated Contract Award	Demolition of Greenwood Academy, Farnborough Road, B35 7NL	TBC	Demolition of Greenwood Academy, Farnborough Road, B35 7NL.	7 months	Economy	Deputy Leader	Guy Olivant	Colette McCann / Charlie Short	Cabinet approved the Land Appropriations to Support Housing Growth Report on 21/03/2017 and delegated the award to CO. Delegated Award Report signed 06/03/2018.	City Demolition Contractors (Birmingham) Ltd	Nigel Kletz / Waheed Nazir	07/03/2018
Strategy / Award	Maintenance, Servicing and Supply of Fire Extinguishers	P0417	The maintenance, servicing and supply of fire extinguishers at Council sites is required for directorates of the Council and schools on an annual basis in accordance with legislation and British Standard (BS) 5306 part 3:2009 and part 8:2012. As part of this contract, there is a requirement for the servicing and supply of fire blankets and fire equipment signage.	4 years	Strategic Services	Deputy Leader	Thomas Myers	Jas Claire	Presented to Cabinet for info 15/08/2017. Strategy / Award Report signed 20/03/2018.	Firemark Ltd	Nigel Kletz	01/04/2018
Delegated Extension Award	Healthwatch Birmingham	TBC	To extend the Healthwatch Birmingham.	1 year	Adult Social Care and Health	Health and Social Care	Peter Woodall	Sarah Feeley / Pip Mayo	Presented to Cabinet for info 13/12/2016. SCN signed 16/01/2017. Delegated Contract Award Report signed 08/02/2017. Delegated Extension Award Report signed 26/03/2018.	Healthwatch Birmingham	Nigel Kletz / Graeme Betts	01/04/2018
Delegated Contract Award	Management and Employee Development Training Services Framework Agreement	P0371	Organisational Development, within HR, is looking to establish a framework agreement for the delivery of a range of training courses that the Council's employees may require during the proposed framework period, of 4 years. This will support the upskilling of employees in skills needed to support the Council of the future.	4 years	Strategic Services	Deputy Leader	Alison Jarratt	Marie Hadley	Presented to Cabinet for info 24/01/2017. Approval to Tender Strategy Report signed 14/07/2017 and delegated the award to CO. Delegated Contract Award Report signed 27/03/2018.	Please refer to Appendix 4.	Nigel Kletz / Angela Probert	01/05/2018

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Delegated Contract Award	Transactional Print & eComms (F0204) and Shredding & Confidential Waste Services (F0223)	F0204 / F0223	1. Print & paper products e.g. leaflets, posters & other forms of printed communications. 2. Shredding & Confidential Waste Services includes off-site & on-site shredding & is used by BCC, Schools & other contracting authorities.	9 months	Strategic Services	Deputy Leader	Thomas Myers	Andrea Webster	Presented to Cabinet for info 06/03/2017. SCN signed 15/03/2018. Delegated Award Report signed 29/03/2018.	P W Commercial Company Ltd t/a Printwaste Recycling and Shredding (Printwaste)	Nigel Kletz / Angela Probert	01/04/2018
Delegated Contract Award	Young People's Substance Misuse Treatment Service	TBC	The purpose of the service is to reduce the harm of substance misuse. The service provides both brief and extended interventions and structured treatment. The service works closely with the Youth Offending Service.	1 year	Adult Social Care and Health	Health and Social Care	Shabir Ladak	John Freeman / Gina Dimarco	Presented to Cabinet for info 12/12/2017. SCN signed 15/03/2018. Delegated Award Report signed 29/03/2018.	Aquarius Action Projects	Nigel Kletz / Colin Diamond	01/04/2018
Delegated Contract Award	Enteral Feeding spend combined into the Clinical Commissioning Group's contract with Birmingham Community Health NHS Foundation Trust	TBC	Trained health workforce (Complex Care Assistants) deliver safe and correct administration of enteral feeding support to key special schools during school opening hours and on school premises to ensure children and young people with enteral feeding requirements receive support in accordance with their individual needs and nutritional requirement in a safe and coordinated manner.	1 year	Children and Young People	Children, Families and Schools	Anil Nayyar	Saadhia Kamran / Gina Dimarco	Presented to Cabinet for info 24/01/2018. SCN signed 28/03/2018. Delegated Award Report signed 29/03/2018.	Birmingham Community Health Foundation NHS Trust	Nigel Kletz / Colin Diamond	01/04/2018
Delegated Contract Award	NHS Healthy Start Vitamins	TBC	Supply of NHS Healthy start vitamins for distribution to pregnant women and child up to the age of 5 years old.	4 years, 9 months plus 2 years option to extend	Adults Social Care & Health	Health and Social Care	Shabir Ladak	Sarah Feeley / Gina Dimarco	Presented to Cabinet for info 13/02/2018. SCN signed 27/03/2018. Delegated Award Report signed 29/03/2018.	NHS (DHL) Supply Chain	Nigel Kletz / Graeme Betts	01/04/2018

APPENDIX 3 – TRAINING FOR THE ADULTS SOCIAL CARE WORKFORCE – P0263

Recommended for Award	Lot 1 – Social Work (Assessment and Support Planning)	Lot 2 - Mental Health	Lot 3 – Social Care and Health	Lot 4 – Leadership and Management regarding Intervention	Lot 5 - Safeguarding
Birmingham Mind		✓			
C Howell Consultancy	✓	✓		✓	
Central Consultancy and Training	✓		✓	✓	✓
Community Navigator Services CIC	✓			✓	
CQM Learning Ltd	✓	✓	✓	✓	✓
Daisy Bogg Consultancy Ltd.	✓	✓	✓	✓	✓
Edge training and consultancy Ltd		✓			
First Response Training and Consultancy Services Limited		✓	✓		✓
Hari Sewell Consultancy Ltd	✓	✓	✓	✓	
ELA Development Ltd, formerly Heldercorp Ltd	✓			✓	
Integritas Support Ltd		✓			✓
Linus services Its	✓	✓	✓	✓	✓
Mosaic Training & Consultancy Ltd	✓	✓	✓	✓	✓
Premier Training Services	✓		✓	✓	✓
The Training Initiative Group Limited (Formerly Pro-vida Training Ltd)		✓	✓	✓	✓
Quality Care Training Consultancy Ltd			✓		✓
Select Lifestyles Ltd					✓
Smart Training and Consultancy	✓	✓	✓	✓	✓
St Thomas Training Ltd		✓	✓		✓
Sue Morris Consultancy Partnership	✓				
The Change and Development Co Ltd	✓	✓		✓	
Trinity Training					✓

APPENDIX 4 - MANAGEMENT AND EMPLOYEE DEVELOPMENT TRAINING SERVICES FRAMEWORK AGREEMENT (P0371) – RECOMMENDED FOR AWARD

Lot 1 - Business Improvement and Consultancy Recommended for award
Central Consultancy and Training
Eliesha Training Limited
Explosive Learning Solutions Limited
Heldercorp ltd T/A ELA Developments Ltd
QA Limited
The University of the West of England

Lot 2 - Equality and Diversity Recommended for award
BRAP
Central Consultancy and Training
Heldercorp ltd T/A ELA Developments Ltd
Opus Performance
Premier People Solutions Ltd., T/A Premier Partnership
QA Limited

Lot 3 - Provision of Development Centres, including certified diagnostic assessments Recommended for award
Eliesha Training Limited
Heldercorp ltd T/A ELA Developments Ltd
Keystone Training Ltd
People Untapped Limited
QA Limited
JMG Consulting International Limited

Lot 4 - Leadership and Management - Recommended for award
Central Consultancy and Training
Eliesha Training Limited
Heldercorp ltd T/A ELA Developments Ltd
Premier People Solutions Ltd., T/A Premier Partnership
QA Limited
The University of the West of England

Lot 5 – Coaching - Recommended for award
Eliesha Training Limited
Explosive Learning Solutions Limited
Heldercorp ltd T/A ELA Developments Ltd
Premier People Solutions Ltd., T/A Premier Partnership
QA Limited
Keystone Training Ltd