

**OFFICER DELEGATION SCHEME  
RECORD OF OPERATIONAL DECISION**



**TO BE UPLOADED TO THE E-MEETINGS MANAGER**

<b>Date:</b> 4/3/2019		<b>Ref No:</b> 1703	
<b>Type of Operational Decision:</b>			
<b>Executive Decision</b>	<input checked="" type="checkbox"/> Yes	<b>Council Decision</b>	<input type="checkbox"/>
<b>Status:</b> For Publication			
<b>Title/Subject matter:</b> Tender for the Provision of Neighbourhood Support Housing Services			
<b>Budget/Strategy/Policy/Compliance - Is the decision:</b>			
(i)	within an Approved Budget		Yes
(ii)	not in conflict with Council Policy		Yes
(iii)	not raising new issues of Policy		Yes
<b>Equality Analysis</b> [Does this decision change or make policy; change or make procedure or working practice? An Equality Analysis must be completed to assess the impact on equality and the relevance of the Public Sector Equality Duty. This should be signed off by your departmental equality representative and accompany this decision form. Please forward a copy to the Equality email for publication].		 EqualityAnalysis.doc Yes	<b>Signed: (By EA Officer)</b>  <b>Date:</b>

**Details of Operational Decision Taken (with reasons):**

Following a decision by Cabinet on 27<sup>th</sup> June 2018 to commission a new Neighbourhood Support Housing Service an open tender exercise was conducted on the North West Procurement Portal (The Chest) under Public Contract Regulations to which bids were received on 3<sup>rd</sup> December 2018.

The tender proposals were evaluated by a panel of 4 nominated officers using MEAT criteria based on the lowest price during the whole life of the contract for 3 years together with the highest quality in relation to the service specification.

A provider has been selected to award the contract under Lots 1 & 2 of the service.

**Lot 1 - Communal Support**

From 1<sup>st</sup> October 2019 to 30<sup>th</sup> September 2022

(With the option to extend for a further 2 years on an annual basis)

**To be awarded to Adullam Homes Housing Association**

**Lot 2 - Neighbourhood based Support**

From 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2022

With the option to extend for a further 2 years on an annual basis.

**To be awarded to Calico Enterprise Limited**

The contracts will be set up under the contract values and targets agreed by Cabinet as follows.

**Lot 1**

Contract value £444,600 per annum, 3 Year cost £1,333,800. 30 people per annum supported.

Bid received £1,230,650

**Lot 2**


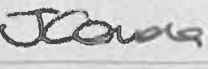

Contract value £635,000 per annum, 3 Year Cost £1,905,000. 874 Average weekly support hours.

Bid received £1,904,912

**An extension is requested with existing providers until 30<sup>th</sup> June 2019 and 30<sup>th</sup> September 2019 respectively to ensure a full implementation plan.**

This operational decision has been given an estimated return date of 22<sup>nd</sup> March 2019 to allow the contract award notification to be made on 25<sup>th</sup> March 2019.

If awarded on 25<sup>th</sup> March the last day of the mandatory standstill period is 3<sup>rd</sup> April 2019 and the first day to instruct Legal Services to enter into the contract is 4<sup>th</sup> April 2019

Decision taken by:	Signature:	Date:
Interim Director of Resources & Regulation		25/3/19
Interim Executive Director of Communities & Wellbeing		25/3/2019
<b>Members Consulted (see note 1 below)</b>		
Cabinet Member/Chair		27/3/19

Lead Member		
Opposition Spokesperson		

**Notes**

1. It is not generally a requirement to consult with any Members on Operational Decisions but where an Executive Director considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**

April 2015

