

<b>STATEMENT OF OFFICER DECISION UNDER DELEGATED AUTHORITY</b>	
<b>DECISION TO AWARD A CONTRACT</b>	
<b>TITLE OF REPORT/DECISION:</b>	<b>Contract Award of a Void Property Security Contractor</b>
<b>WARDS INVOLVED:</b>	All
<b>DECISION MAKER:</b>	Hakeem Osinaike, Divisional Director of Housing Management
<b>DATE OF DECISION:</b>	29 February 2016.
<b>DECISION(S) MADE:</b>	Approval of Orbis Protect Ltd as the void property services contractor through the Fusion 21 Void Property Security Framework.
<b>IS THIS A KEY DECISION?</b>	No
<b>VALUE:</b>	£125,000 per annum for three years. A total of £375,000.
<b>AUTHORITY FOR DECISION:</b>	In accordance with the Scheme of Delegation for Environment and Housing. Divisional Director authorization up to £500K.
<b>REASON(S) FOR DECISION:</b>	<p>The service has been provided by Orbis Property Security and it was identified that there was a need to regularize the position of the void security service in order to ensure that it is cost effective and continues to provide best value for the Council. The void property security market is limited and it was therefore considered that a mini-competition from an established procurement framework offered the best solution to the Council in terms of expediency, value for money and risk mitigation.</p> <p>A mini-competition has now been conducted through the Fusion 21 Void Property Security Framework.</p>
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:</b>	<p>Alternative procurement solutions have been considered but are considered to be non-viable due to the following considerations - the limited market place, the urgency to have a formal contract in place, restricted competition, and the thorough framework offered by Fusion 21.</p> <p>The Procurement for Housing framework was considered but only has one contractor available thus limiting competition.</p> <p>The LHC framework was considered but only has two contractors</p>

Contract Award Report to support Statement of Officer Decision to Award Contract Under Delegated Authority (2014)

	<p>available and also limits competition.</p> <p>The other option considered was to conduct a full procurement process. However this was considered not to offer any benefit over the Fusion 21 Framework.</p>
<p>ANY CONFLICT OF INTEREST DECLARATION BY ANY CABINET MEMBER CONSULTED? (</p>	<p>Not applicable.</p>
<p>ANY DISPENSATION GRANTED BY CHIEF EXECUTIVE IN RESPECT OF ANY DECLARED CONFLICT OF INTEREST?</p>	<p>Not applicable.</p>
<p><b>For completion by Democratic Services</b></p>	
<p>Date decision published</p>	
<p>Date decision implementable</p>	

**This Decision Sheet to be submitted to Democratic Services within three days of the decision being made**

**OFFICER DECISION UNDER DELEGATED AUTHORITY**

**CONTRACT AWARD REPORT**

<b>Title: Contract Award of a Void Property Security Contractor</b>	
<b>Key Decision:</b>  No	<b>Wards Affected:</b> All
<b>Decision Maker:</b> Hakeem Osinaike, Divisional Director of Housing Management	
<b>Responsible Officer:</b> Giuseppe Coia, Service Transformation Manager	
<b>Recommendations:</b>  <b>It is Recommended:</b>  1) That approval is given for the Council to award a contract for the supply/provision of void property security services to Orbis Protect Ltd for a term of three years from 1 April 2016 in the total Contract Value of £375,000.	
<b>Reason(s) for decision</b>  Approval is sought to award this contract to Orbis Protect Ltd being the bidder that submitted the most economically advantageous tender following a fully compliant procurement exercise in accordance with the law, the Council's Contract Rules and the procurement strategy set out in the Procurement Strategy Report approved by Procurement Board on 7 December 2015, a copy of which is attached to this report.	
<b>1. Background</b>  1.1 The existing service provision is via Orbis. It was identified that there was a need to regularize the service via a suitable procurement process	
<b>2. Procurement Strategy compliance</b>  The Procurement strategy complied with was to conduct a mini-competition via the Fusion21 Void	

**Property Security framework for Voids and Associated Works.**

Fusion21 is the social enterprise that provides leading procurement and regeneration services.

Fusion21 is an innovative social enterprise and is a part of the Social Economy Alliance; a new partnership of the largest social enterprises in the UK whose collective aim is to grow the impact of the social economy.

The Council is deemed to be a permissible user.

**2.1 Summary of the works, goods or services procured.**

The Fusion 21 Void Property Security framework for Voids and Associated Works provides the following services to the Council.

- o Security – Security screens & doors, boarding up, curtains, fencing, and meter box covers and electronic key systems.
- o Monitoring – Alarm monitoring services, warden response services, key holding and regular inspections.
- o The above services apply to void and decant properties.

**2.2 Total Contract Value of Contract, including the value of any uplift or extension period.**

The total contract value of the contract is £375,000.

**Does the Contract Value of the awarded contract differ from the Contract Value estimated in the PSR? If so, provide details and reasons for the difference.**

The total contract value has reduced by £25,000. This is due to the proposed start date being extended to 1 April 2016.

**Is this within the allocated budget for this contract?**

Yes.

**2.3 Duration of the contract, including any options for extension.**

Three years in total.

**2.4 TUPE, other staffing and trade union implications.**

Orbis were asked this but did not respond. However this is not an issue as Orbis have won the tender.

### 3. Criteria and Evaluation

The following contractors were on the framework for the applicable Lot (Lot 1 - Void Security & Associated Works):

- Camelot Property Management
  - Orbis Protect Ltd
  - SPS Doorguard Ltd
  - Secure Empty Property Ltd
  - VPS UK Ltd
- Three contractors submitted a tender.
  - Details of the selection and award criteria specified in the tender document are in appendix 1.
  - The result of the mini-competition is as follows:

	Score Available	Orbis Protect Ltd	Company A	Company B
Quality	20.00%	17.60%	12.00%	20.00%
Price - Core Solution	65.00%	65.00%	60.94%	13.42%
Price - Non demountable	5.00%	4.28%	5.00%	3.90%
Price - Schedule of Rates	10.00%	10.00%	8.60%	3.41%
Overall Score	100.00%	96.88%	86.54%	40.73%
Rank		1	2	3

Successful bidder: Orbis Protect Ltd.

### 3. Standstill

Not applicable.

### 4. Waiver

Not applicable.

### 5 Risk and Risk Management

The documents have been reviewed to ensure that the framework is EU compliant.

### 6. Consultation

Consultation has taken place with the client, finance manager, Council solicitor and procurement advisor.

Consultee	Name/Title	Date consulted
Client	Hakeem Osinaike, Director of Housing	07 12 15
Finance Manager	Martin Sharp, Principal Accountant	19 02 16
Council Solicitor	Kayleigh Eaton, Contracts and Procurement Solicitor	19 02 16
Procurement Advisor	Francis Parker, Senior Procurement Manager	19 02 16
Procurement Board	Board meeting	07 12 15

#### **7. Corporate Procurement**

Implications completed by: Francis Parker – Senior Procurement manager

7.1 The framework offers an OJEU compliant route to market with no long term contractual agreement and can be called off as and when requirements arise. This allows the council to respond quickly should void security policy change or if a better alternative provider becomes available.

7.3 The savings on this contract are liable to Gainshare payments to Elevate. A benchmarking document will be used to calculate savings against actual usage.

#### **8. Financial Implications**

Implications completed by: (Martin Sharp, Principal Accountant)

8.1 The report seeks to formalise contract arrangements at a level of £125k per annum. Spend on voids is contained within the Repairs and Maintenance service and capital programme. This contract will be funded through these budgets within the HRA.

#### **9. Legal Implications**

Implications completed by: Kayleigh Eaton, Contracts and Procurement Solicitor, Legal and Democratic Services

9.1 This report is in respect of a contract award to Orbis Protect Ltd for the provision of Void property Security Services. Orbis Property Security has been identified through a mini competition on the Fusion 21 Void Property Security Framework, which has been procured

through OJEU and permits Local Authorities access.

9.2 The requirements for competitive tendering are therefore met, as long as the contract award has occurred in accordance with the framework agreement terms.

9.3 This exercise appears to also be in accordance with the Council's Contract Rule 28.5 which states that contracts with a value above £50,000 must be competitively tendered.

9.4 As the value of the Contract exceeds £100,000, in line with rule 49.2 of the Contract Rules, the Contract will require sealing. The Law and Governance team will be on hand to assist in any queries which may arise and also assist in the sealing of the Contract documents.


**Officer decision**

Having reviewed and taken account of the matters stated and documents appended to this report and having consulted with the persons/bodies identified in this report, and being satisfied that the decision(s) is/are in the best interests of the Council, I hereby agree and approve the Recommendations set out in this report.

Signed

Officer Title

Date

  
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D. K. M.  
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19/03/2016  
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**List of appendices:**

- Appendix 1 – Procurement for Housing Contract Award Report.

**Previous Reports/Decisions**

Procurement Strategy Report

**Report Author:** Giuseppe Coia, Service Transformation Manager

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