

<b>Approved By:</b> <i>MV Gilmartin</i> DEKST Chief Officer	<b>Classification of Paper:</b> <i>Restricted</i>
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<b>Report to PCC</b>	<b>Report reference number</b> <i>PCC/0026/13</i>
<b>Date of Report</b> <i>17 May 2013</i>	<b>Area of County/Stakeholders affected</b> <i>County Wide</i>
<b>Title of report:</b> <i>Forensic Analysis Contract Extension</i>	
<b>Report by</b> <i>Mark Gilmartin</i>	
<b>Enquiries to</b>  <b>Jamie Brooks MCIPS</b> <b>Contracts Manager</b>	

**1. Purpose of report**

To seek approval to extend forensic analysis contracts for 24 months in line with other forces in the Eastern Region.

**2. Recommendations**

I recommend that current forensic contracts for Kent Police and Essex Police be extended.

**3. Benefits of Proposal**

The contracts are in place to provide a consistent specification and price list for analysis and evidential interpretation. The national framework also means improved supplier management at both a national and regional level. The contract ensures that all suppliers have appropriate accreditation to deliver the service to the standard requires, such as ISO 17025. Re-tender timing is co-ordinated by the Home Office to ensure that capacity is

**NOT PROTECTIVELY MARKED**

maintained within the marketplace and no supplier is unable to meet their contractual obligations.

**4. Background and proposal**

This report relates to the extension of the Forensic Analysis contracts for Kent Police and Essex Police. The contracts were let two years ago as part of the Eastern Region tender exercise and co-ordinated through Operation Slingshot, this was to ensure that contracts were in place after the Forensic Science Service were wound up. These services are used by both forces on a daily basis and the contracts were let via the National Forensic Framework Agreement.

**5. Police and Crime Plan**

N/A

**6. Police Operational Implications**

The contract is essential to allow both forces to examine and interpret forensic evidence recovered during investigations. The contract ensures that the methodology used in this analysis is consistent at a national level.

**7. Financial Implications**

Our current prices are fixed for the term of the contract. The West Coast consortium and the South East region have now completed tender exercises through the Next Generation Forensic Framework.

Spend for Kent Police and Essex Police in 2012 is in the table below.

<b>Force</b>	<b>2012 Spend £</b>
Kent	£982,021.05
Essex	£648,997.24
<b>Total</b>	<b>£1,631,018.29</b>

Although this extension does not directly result in a specific cost saving it does avoid additional costs that may be incurred via the new framework.

**8. Legal Implications**

The terms and conditions of contract are as per the NPIA framework. These are known and there are no areas of concern. There have been no changes to these terms.

**9. Staffing and other resource implications**

Not Applicable

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NOT PROTECTIVELY MARKED

**10. Equality and Diversity Implications**

N/A

**11. Background papers**

This report is supplemented by the Forensic Analysis Services Tender - Part B - 10.05.13.pdf document.

**Report Approval**

Chief Executive/M.O

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*[Handwritten Signature]*

Chief Financial Officer

.....

PCC Legal Advisor

..... (As necessary)

**Decision**

I agree the recommendations to this report

.....  
*[Handwritten Signature]*

**PCC/Deputy PCC**

*\* Subject to agreement that there will be a referendum in 2015.*

I do not agree the recommendations to this report because

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**PCC/Deputy PCC**

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**Publication**

**Reasons for non-publication (state 'None' if applicable)**

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Signed/Print name

Report for publication	YES	<input type="checkbox"/>
	NO	<input type="checkbox"/>

If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

NOT PROTECTIVELY MARKED

**Title of Tender – Contract for Provision of Forensic Analysis Services.****Part B – Essex Police****CONTRACT EXTENSION RECOMMENDATION**

<b>Tender Issued Date</b>	20/04/11
<b>Tender Closing Date</b>	31/05/11
<b>Bidders details:</b>	LGC Limited, ESG, First Forensic, Forensic Access, Key Forensics, Manlove, Mass Spec Analyticals, Napler, Orchid Cellmark & Radox.
<b>Evaluation Team</b>	Technical: Alan Gilbert, Dr Helen Williamson & Mark Walsh. Commercial: Stephen Bell & Jamie Brooks. NPIA undertook national evaluation.
<b>Contract Award Date</b>	22/07/11
<b>Recommended Contract Awarded To</b>	LGC Limited, ESG, Key Forensics, Manlove, Orchid Cellmark & Radox.
<b>Contract Period</b>	Two Year Extension
<b>Estimated Contract Value over the contract period (excl Vat)</b>	Kent - £1,964,042.10 (estimated spend over two years) Essex - £1,297,994.48 (estimated spend over two years)
<b>Collaborative Contract Revenue/ Capital</b>	Yes – contract tendered as a region. Revenue
<b>Initial Savings Forecast over the life of the contract</b>	No savings forecast.

**Background/Introduction**

This report relates to the extension of the Forensic Analysis contracts for Kent Police and Essex Police. The contracts were let two years ago as part of the Eastern Region tender exercise and co-ordinated through Operation Slingshot, this was to ensure that contracts were in place after the Forensic Science Service were wound up. These services are used by both forces on a daily basis and the contracts were let via the National Forensic Framework Agreement. The Eastern Region is scheduled to re-tender these contracts in 2015 through the Next Generation Forensic Framework. This activity is co-ordinated with the Home Office and other forces across the UK.

**Purpose of Contract**

The contracts are in place to provide a consistent specification and price list for analysis and evidential interpretation. The national framework also means improved supplier management at both a national and regional level. The contract ensures that all suppliers have appropriate accreditation to deliver the service to the standard



requires, such as ISO 17025. Kent and Essex are part of the Eastern Region, which is scheduled to retender our current contracts in 2014 for award in 2015. This activity is co-ordinated by the Home Office to ensure that capacity is maintained within the marketplace and no supplier is unable to meet their contractual obligations.

**Why It is required for policing needs**

The contract is essential to allow both forces to examine and interpret forensic evidence recovered during investigations. The contract ensures that the methodology used in this analysis is consistent at a national level.

**Tender Evaluation**

This is a two year extension that will ensure the expiry date of our contracts are in line with other forces in the region and the national timetable for all forces using the framework. There is typically no evaluation involved in a contract extension other than a review of pricing and service delivery to ensure continued best value. In this case the prices are unchanged from the original tender response. Supplier performance is monitored at force, regional and national level; there are currently no issues that would give a reason not to extend our contracts.

**Financial Implications**

Our current prices are fixed for the term of the contract. The West Coast consortium and the South East region have now completed tender exercises through the Next Generation Forensic Framework and, have seen a slight increase in prices paid. However as the contracts have only been in place for at most five weeks the full impact on spend is not known.

Spend for Kent Police and Essex Police in 2012 is in the table below.

Force	2012 Spend £
Kent	£982,021.05
Essex	£648,997.24
<b>Total</b>	<b>£1,631,018.29</b>

Although this extension does not directly result in a specific cost saving it does avoid additional costs that may be incurred via the new framework.

**Terms and Conditions**

The terms and conditions of contract are as per the NPIA framework. These are known and there are no areas of concern. There have been no changes to these terms.



### **Risks**

Kent and Essex are the only two forces in the Eastern Region who have not yet extended our present contracts, if we choose not to we would be forced to go to market on our own. This would likely mean higher prices because of the reduced volume of work that we could offer suppliers. We would also lose the benefit of regional and national contract management support.

Due to the short time frame a decision not to extend would put us at risk of our current contracts expiring without anything in place to provide continuity of service.

### **Future Opportunities**

The Eastern Region will begin a tender exercise to replace current contracts in mid-2014 with a target for contract award in 2015. The route to market will be via the Next Generation Forensic Framework. This is a national framework that is available to all forces. The Home Office Forensic Market Place Management Team co-ordinate the timing of regional tenders to ensure that capacity is balanced across the country and service levels are maintained. Kent and Essex are likely to lead on the procurement aspects of the tender with technical support from Norfolk/Suffolk.

### **Period of Contract**

The extension will be for two years so that current contracts terminate in line with other forces in the Eastern Region and national planned tender activity. The contracts would expire on the 20<sup>th</sup> July 2015.

### **Recommendation**

I recommend that current forensic contracts for Kent Police and Essex Police be extended for two years until the 20<sup>th</sup> July 2015.





**Contracts Manager**

Comments:

Name: Jamie Brooks MCIPS (Contracts Manager)

Signature: *[Handwritten Signature]*

Date: 09/05/13

**Head of Procurement**

Comments: *Approved*

Name: KAREN KING

Signature: *[Handwritten Signature]*

Date: 9/5/13

**Director of Resources**

Comments:

Name: *MV GILMARTIN*

Signature: *[Handwritten Signature]*

Date: 10/5/13

**Police & Crime Commissioner Office**

Comments: *For approval by the PCC and recommended on the basis that the contract will be re-tendered for a new contract start in 2015*

Approved: YES/NO (Delete as appropriate)

Name: *CHARLES J GARRETT*

Signature: *[Handwritten Signature]*

Date: 22 May 2013