

Support Services Directorate



KENT POLICE ESSEX POLICE



Supporting policing in Kent and Essex Procurement Services

CONTRACT AWARD REPORT

A1	Executive Summary
Name & Address of Contracting Authority <i>Regulation 84(1) (a)</i>	The Police, Fire & Crime Commissioner for Essex, Kelvedon Park, London Road, Rivenhall, Witham, Essex CM8 3HB
Project Title & Description of Contract <i>Regulations 84 (1)(a)</i>	The provision of Sexual Violence and Abuse Support Services in Essex
Contract Reference Number	2019/077
Procurement Services Lead Person	Claire Baxter, Category Manager
Contract Award Type	New Contract
Contract Term	Three years to commence on 1 st April 2020 to 31 st March 2023
Options to Extend	2 years on a yearly extension basis
Collaborative Contract	No
Value of Contract for entire term <i>(Regulation 84(1)(a))</i>	£5,544,157 (full 5 year contract term)
Name of Successful Tenderer	South Essex Rape & Incest Crisis Centre (SERICC) – Lead organisation. Consortium comprising of South Essex Rape & Incest Crisis Centre (SERICC), Southend on Sea Rape Crisis Centre (SOSRC) and Centre on Action for Rape and Abuse (CARA). The trading name used will be Synergy Essex.
Value of Contract Extension/Variation	£2,217,662.8 (full 2 year extension)

OFFICIAL – SENSITIVE - COMMERCIAL

Funding Source Details (Budget Title, Existing Budget/New Funding?)	Police Fire and Crime Commissioner Victims Fund – Existing Budget
---	---

A2 Background & Business Objectives

The Police, Fire and Crime Commissioner for Essex and NHS England are seeking a partner or consortia of agencies to deliver specialist services to provide:

- Independent Sexual Violence Advisor (ISVA), community based support and talking therapies for victims of sexual violence and abuse. ISVA’s typically provide emotional and practical support to victims before, during and after court to ensure they are informed and able to take part in criminal justice proceedings. Community based support typically involves the provision of longer term specialist support as well as short term intervention in order to support victim to cope and recover from the impact of the crime. Talking Therapies provide immediate and short-term trauma focused psychological intervention to those who have disclosed within the last 12 months.

In commissioning this service, the PFCC aims to ensure specialist support for all victims and survivors of any form of sexual abuse, whether that occurred recently or in the past, are able to access appropriate support in a timely way that recognises and responds to their needs, enabling and empowering them to cope and as far as possible, recover from their experience.

The following improved outcomes for victims are sought by the services through its support:

- Improved mental and physical health, including improved emotional wellbeing
- Reduced reliance on drugs and alcohol
- Improved accommodation situations
- Improved relationships with family, friends and children
- Improved ability to manage financial difficulties
- Improved social interactions and social relationships
- Improved ability to work and study
- Increased feelings of safety
- Resumption of or development of opportunities for education, skills and employment
- Improved outlook for the future.

A3 Benefits Analysis **To Be Completed by Customer**

Objectives	Benefits/Outcome
<ul style="list-style-type: none"> • A countywide ISVA service providing continuity, advocacy and impartial advice and information to a victim of sexual violence and abuse, usually alongside a formal criminal justice process. • Community based services which comprise a suite (based on victim need) of support tools and interventions to provide a wrap-around service to victims of sexual violence and abuse to enable them to cope and 	<p>Synergy provide</p> <ul style="list-style-type: none"> • A complete holistic service meeting victim need incorporating ISVA, Community Support and Talking Therapies • Synergy have extensive experience in the specialist sexual violence support and demonstrated evidence of a victim focus service • Good understanding and management of service demand

<p>recover. This would include, but not be limited to pre-trial and specialist therapy, one-to-one counselling, advocacy and other practical and emotional support.</p> <ul style="list-style-type: none"> • Talking Therapies short term psychological interventions to support male and female adults and children in the immediate aftermath of a sexual offence where a Victim has disclosed within the last 12 months. See appendix 1 for full pilot service description. 	<ul style="list-style-type: none"> • Victim receive a seamless support through the different funded services • Supports all victims and understand the demographic of Essex • Full coverage and fully accessible to Victims across Essex • Experience and demonstrated evidenced of working with partner organisations ensuring a seamless pathway into support • Existing partnerships with Essex Police to support through the criminal justice system
---	---

A4	Financial Analysis
<p>The funding for this contract is offered at £1,000,000 - £1,100,000 per annum. This value is fixed with no provision for inflationary or other increases within the term of the contract.</p> <p>Talking Therapies is offered at £87,500 per annum. Funding is being committed for 2020/21 and decisions for the continuation provision of this service will be kept under review and communicated to SERICC.</p> <p>The total cost of the service over the 5 year contract term is £5,544,157.</p>	

A5	Recommendations
<p>Following the analysis of the tender submitted, it is recommended that The Police, Fire and Crime Commissioner for Essex award the contract for the provision of Sexual Violence and Abuse Support Services in Essex to South Essex Rape and Incest Crisis Centre as the lead partner in collaboration with Southend on Sea Rape Crisis Centre (SOSRC) and Centre on Action for Rape and Abuse (CARA)</p>	

B1	Procurement Strategy - Supporting Information	
Procurement Type OJEU/Exempt/Sub-OJEU Tender	OJEU	
Procurement Route Existing Force Framework/New Framework/External Framework/Competitive Tender/Single Tender Action <i>Regulation 84(1)(a)</i>	Competitive Tender	
Is the Contract exempt from the Public Contract Regulation 2015 (if yes please state which Regulation is being relied upon and why in the 'Additional Procurement Strategy Information)	No	
Procurement Procedure (Open/Restricted/Competitive Dialogue/Mini Competition/Negotiated) <i>Regulation 27</i>	Open	

Sub-Division into Lots (if applicable and not set out in the procurement documents, the main reason for not sub-dividing the contract into lots) <i>Regulation 46(2)</i>	N/A								
Light Touch Regime (if applicable the reason why the procurement was not conducted in accordance with the information given in the contract notice or prior information notice and the reason for that decision) <i>Regulations 76(4)(b)(iii) and 84(7) and (7)</i>	N/A								
If applicable, the circumstances as set out in Regulation 26 for the justification in using a Competitive Procedures with Negotiation or Competitive Dialogue <i>Regulation 84(1)(e) and 26(4)</i>	N/A								
If applicable, the circumstances as set out in Regulation 32 for the justification in using a Negotiation Procedure without prior publication <i>Regulation 84(1)(f) and 32</i>	N/A								
Advertised Placement – Electronic Tender <i>Regulation 84(1)(h) and 22</i>	<table border="1"> <tr> <td>OJEU</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Contracts Finder</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Compete4</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Other</td> <td><input type="checkbox"/></td> </tr> </table> <p>If "other" please state:</p>	OJEU	<input checked="" type="checkbox"/>	Contracts Finder	<input checked="" type="checkbox"/>	Compete4	<input type="checkbox"/>	Other	<input type="checkbox"/>
OJEU	<input checked="" type="checkbox"/>								
Contracts Finder	<input checked="" type="checkbox"/>								
Compete4	<input type="checkbox"/>								
Other	<input type="checkbox"/>								
<i>If applicable</i> , the reasons why the use of means of communication other than electronic means has been considered necessary <i>Regulations 84(1)(h) and 22</i>	N/A								
Contract Technical Weighting (Quality)	70%								
Contract Commercial Weighting (Price)	30%								

B3 Additional Procurement Strategy Information

There are limited organisations in the market to provide these services, which is why the Open Procedure was adopted for this procurement.

C1 Tender Information

Evaluation Team	<p>Kirsty Smith, Commissioning Support Officer, Office of The Police, Fire & Crime Commissioner for Essex</p> <p>Greg Myddleton, Assistant Director for Commissioning, Office of The Police, Fire & Crime Commissioner for Essex</p> <p>D/Supt Jason Hendy, Investigations Supt, Command Team, Essex Police</p> <p>Zilah Turner – NHS England</p>
-----------------	---

OFFICIAL - SENSITIVE - COMMERCIAL

Conflicts of Interest <i>Regulation 84(1)(i) and 24</i>	Declaration of Interest Forms completed.
Conflict of Interest Measures <i>Regulation 84(i) and 24</i>	N/A
<i>If applicable</i> , other measures taken to ensure that competition is not distorted by the participation of a candidate or tenderer who has prior involvement in the procurement procedure <i>Regulation 41</i>	N/A
If applicable and not set out in the procurement documents, the main reasons for setting at SSQ stage a minimum yearly turnover requirement which is more than twice the estimated contract value <i>Regulations 58(9)</i>	N/A
Terms & Conditions of Contract	Kent Police and Essex Police Standard Terms and Conditions
Date of Approval to Tender	20 th June 2019
Date Contract Notice published	13 th September 2019
Date Supplier Selection Questionnaire issued	N/A
Date by which SSQ returned	N/A
Names of the selected candidates and the reason for their selection <i>Regulations 84(b)(i) and 65</i> <i>Regulations 56-64</i>	N/A
Deselected candidates and the reasons for their deselection <i>Regulation 84(b)(ii) and 65</i> <i>Regulations 56-64</i>	N/A
Shortlisting of tenderers in Competitive Procedure with Negotiation or Competitive Dialogue	
If applicable, names of the selected candidates and the reasons for their selection <i>Regulation 84(b)(i) and 66</i>	N/A
If applicable, names of deselected candidates and the reasons for their deselection <i>Regulation 84(b)(i) and 66</i>	N/A
Tender Issued Date (including where a mini-competition has been conducted)	16 th September 2019
Tender Closing Date	21 st October 2019 at 12:00hrs
Number of ITTs returned	1
Number of non-compliant bids (state in 'Additional Tender Information' why bids were not compliant)	N/A
Any contest of the Terms & Conditions	N/A

OFFICIAL – SENSITIVE - COMMERCIAL

C2	Additional Tender Information

D1	Procurement Evaluation Results
-----------	---------------------------------------

D1(1)	SSQ Results (Stage 1)
--------------	------------------------------

Supplier Name	Pass/Fail	Score xx%	Set Minimum Score (if applicable)
N/A			

D1(2)	ITT Tender Results (Stage 2)
--------------	-------------------------------------

Supplier Name	Total Bid Price (£k)	Commercial Score 30%	Technical Score 70%	Set Minimum Score (if applicable)	Total Score 100%
South Essex Rape and Incest Crisis Centre (SERICC)	£5,544,157	30%	55.12%		85.12%

Name of Successful Tenderer <i>Regulation 84(1)(d)</i>	South Essex Rape and Incest Crisis Centre (SERICC)
---	--

Reason for selection of Tenderer <i>Regulation 84(1)(d)</i>	Although the only bidder, SERICC provided reassurance and evidenced to the evaluation panel that they would be able to deliver the service.
--	---

Where known, the share (if any) of the contract or framework agreement which the successful tenderer intends to subcontract to third parties <i>Regulation 84(1)(d)(i) and 71</i>	N/A
--	-----

Where known, the names of the main contractor's sub-contractors (if any) <i>Regulation 84(1)(d)(ii) and 71</i>	Southend on Sea Rape Crisis Centre (SOSRC) Centre on Action for Rape and Abuse (CARA)
---	--

If applicable, the reason for the rejection of any tender found to be 'Abnormally Low' <i>Regulation 84(1)(c) and 69</i>	N/A
---	-----

If applicable, the reasons for deciding not to award a contract or establish a framework agreement or to establish a dynamic purchasing system <i>Regulation 84(1)(g)</i>	N/A
--	-----

D2	Additional Evaluation Information (Risk Analysis & Experian Checks)
-----------	--

SERICC has registered charity status so it was not possible to conduct a full Experian Risk Report, however, the accounts submitted provided adequate evidence of their positive financial position.

E1	Responsible Procurement
-----------	--------------------------------

N/A

F1 General Contract Information	
Business Unit	Office of The Police, Fire and Crime Commissioner for Essex
Contract Manager	Kirsty Smith, Commissioning Support Officer
Contract Security Classification	Restricted
Tender Reference	2019/077
Bravo Reference	Project_17575
Cost Centre	EP27M2A
Total Savings Captured	
Procurement Lead & Title	Claire Baxter, Category Manager, Corporate & HR
Financial Budget	£1,000,000 - £1,100,000 per annum
Budget Approver	Abbey Gough
Legal Advice obtained If Yes, please specify	N/A

G1 Responsibility & Sign-Off		
<ul style="list-style-type: none"> • I hereby confirm that this contract has been subject to a compliant procurement process in line with the Authority's Contract Standing Orders and Procurement Standard Operating Procedures. • I confirm that I have no conflicts of interest arising from this contract and the information provided in this report is accurate and represents the specified procurement project. • The contract has been to the full engagement of all participating stakeholders throughout the procurement process and the recommendation provides the best value for money option for the Authority. 		
Procurement Lead	Signature	Date
Claire Baxter, Category Manager		
Client Lead	Signature	Date
Kirsty Smith, Commissioning Support Officer		

G2 Responsibility & Sign-Off		
<ul style="list-style-type: none"> • I hereby confirm that I have read this report and give my approval to award this contract. • I confirm that I have no conflicts of interest arising from this contract. • This contract will/will not* require further approval in line with Contract Standing Orders. (*Delete as appropriate) 		
Head of Procurement Services	Signature	Date

G3 Responsibility & Sign-Off		
---	--	--

<ul style="list-style-type: none"> • I hereby confirm that I have read this report and have the required delegated authority to approve this contract award in line with Contract Standing Orders. • I confirm that I have no conflicts of interest arising from this contract. • This contract will/will not* require further approval in line with Contract Standing Orders. (*Delete as appropriate) 		
Director of Support Services	Signature	Date

G4 Responsibility & Sign-Off		
<ul style="list-style-type: none"> • I hereby confirm that I have read this report and give my approval to award this contract. • There have been no conflicts of interest arising from this contract. 		
Chief Finance Officer, Office of the Police, Fire & Crime Commissioner for Essex	Signature	Date

G4 Responsibility & Sign-Off		
<ul style="list-style-type: none"> • I hereby confirm that I have read this report and give my approval to award this contract. • There have been no conflicts of interest arising from this contract. 		
Chief Finance Officer, Office of the Police and Crime Commissioner for Kent	Signature	Date
N/A	N/A	N/A

H1 Procurement Checklist		
<ul style="list-style-type: none"> • Complete Live Activity Log • Update Contracts Register • Update Client and send copy of signed Contract Award Report • Issue successful/unsuccessful letters and notice to award Contract • Enable the stand still period and diarise expiry • Prepare Contract for awarding & signing by Supplier - dispatch • Prepare Contract for signing by the relevant authorities - dispatch • Send signed copy of Contract to supplier requesting redacted copy for PCC Website • Public Notice on Contracts Finder • Set up Contract File, Key Contacts Form, Minute Sheet, etc. • Scan Contract for electronic file • Send redacted copy of Contract to PCC • Advise Corporate Vetting if the contract is likely to involve a significant number of Contractors requiring clearance. 		

