

REQUEST FOR DMPC DECISION – PCD 436**Title: Initiate Procurement – Facility Management Services****Executive Summary:**

The facility management (FM) services set out in paragraph 1.1 are currently provided by way of a series of contracts which are concluding between April and July 2019. This paper sets out a request to initiate the procurement processes necessary to ensure the continued provision of these services. The paper also requests the authority, subject to conditions, for MPS to award the contracts.

Recommendation:

The DMPC is recommended to approve

1. The initiation of procurement for the services set out in paragraph 1.1
2. A delegation to the MPS Director of Commercial Services to award the contracts, subject to the conditions set out in paragraph 2.3

Deputy Mayor for Policing and Crime

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

Signature**Date**

22/08/2018

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC

Decision required – supporting report

1. Introduction and background

- 1.1. This paper refers to the provision of the following services:
- Supply and Hire of Portable Accommodation and Toilets
 - Supply and Hire of Traffic Barriers
 - Supply of Mail Screening Services
 - Maintenance of Firing Ranges and Firing Equipment including Statutory Inspections
 - Planned Maintenance and Reactive Repair/Replacement of Fuel Metering and Pumps including Statutory Inspections.
- 1.2. Each of the current contracts providing these services is scheduled to expire between April and July 2019. This paper sets out the proposal to initiate a procurement exercise to re-provide these services.

2. Issues for consideration

- 2.1. Following previous MOPAC advice the MPS has undertaken early market engagement to encourage more bidders for these services. The proposed 4 year frameworks will be made available to GLA functional bodies and the London Ambulance Service.
- 2.2. The contracts are expected to be of either 3+1+1 or 5+1+1 years in length. The estimated maximum value for up to 7 years for all 5 services is £7.2m, of which £6m relates to MPS, and there is provision of £1.2m for other GLA functional bodies to use if required. The tender process will be via a EU open tender route.
- 2.3. Where the following conditions are met it is proposed that the MPS are delegated authority to award the above tenders:
- At least three compliant bids are received and capable of being evaluated for each package, and
 - Costs have not increased by more than CPI inflationary measures compared with existing contract

3. Financial Comments

- 3.1. There is sufficient budget provision within MPS Property Services to meet the estimated costs.

4. Legal Comments

- 4.1. The procurement to date, and that planned, is compliant with Public Contract Regulations 2015 on behalf of MOPAC.

5. Equality Comments

- 5.1. There are no direct equality implications arising from this proposal.

6. Background/supporting papers

- 6.1. MPS Report Appendix 1

Public access to information

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOIA) and will be made available on the MOPAC website following approval.

If immediate publication risks compromising the implementation of the decision it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? NO

If yes, for what reason:

Until what date:

Part 2 Confidentiality: Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **Part 2** form – YES

ORIGINATING OFFICER DECLARATION

	<i>Tick to confirm statement (✓)</i>
Head of Unit: The MOPAC CFO has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓
Legal Advice: Legal advice is not required.	✓
Financial Advice: The Strategic Finance and Resource Management Team has been consulted on this proposal.	✓
Equalities Advice: Equality and diversity issues are covered in the body of the report.	✓

OFFICER APPROVAL**Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature

[Handwritten signature]
not delegated authority

Date

22/08/2018



Facilities Management Services – The Provision of Supply and Hire of Portable Accommodation and Toilets, Supply and Hire of Traffic Barriers, Supply of Mail Screening Services, Maintenance of Firing Ranges and Firing Equipment including Statutory Inspections & Planned Maintenance and Reactive Repair/Replacement of Fuel Metering and Pumps including Statutory Inspections.

MOPAC Investment Advisory & Monitoring Mtg 26th July 2018

Report by KBR / MPS on behalf of the Deputy Commissioner

EXECUTIVE SUMMARY

The IAM is requested to approve the re-tender of the following service lines using the Open OJEU (Official Journal of the European Union) procedure under the Public Contract Regulations:

- The Supply and Hire of Portable Accommodation and Toilets
- The Supply and Hire of Traffic Barriers
- The Supply of Mail Screening Services
- Maintenance of Firing Ranges and Firing Equipment including Statutory Inspections
- Planned Maintenance and Reactive Repair/Replacement of Fuel Metering and Pumps including Statutory Inspections.

This Business Justification concerns the retender of the above service lines each with a proposed 4 year Framework Agreement that will be open to all GLA members, with call-off Contracts of either 3+1+1 or 5+1+1 years.

Recommendations

The Deputy Mayor for Policing and Crime is asked to:

1. Approve the initiation of the re-tender of the following services :

- Supply and Hire of Portable Accommodation and Toilets
- Supply and Hire of Traffic Barriers
- Supply of Mail Screening
- Maintenance of Firing Ranges and Equipment including Statutory Inspections
- Maintenance of Fuel Metering and Pumps including Statutory Inspections

Time sensitivity

A decision is required from the Deputy Mayor by 09/08/2018. This is to ensure the procurement program can be maintained.

Non-confidential facts and advice to the Deputy Mayor for Policing and Crime

Introduction and background

1. Approval is required seeking approval to tender for a framework agreement for each of the service lines using an Open Procedure:
 - Supply and Hire of Portable Accommodation and Toilets
 - Supply and Hire of Traffic Barriers
 - Supply of Mail Screening
 - Maintenance of Firing Ranges and Equipment including Statutory Inspections
 - Maintenance of Fuel Metering and Pumps including Statutory Inspections
2. The proposed Framework Agreement length is 4 years with a call-off Contract for MOPAC of either 3+1+1 or 5+1+1, and that prices are fixed for the first three years and subsequently, subject to negotiated increases capped at inflationary indexation for the remaining of contract period
3. KBR has tested the market which supports the recommendation going to tender, as demonstrated by conducting a market engagement exercise. This should produce a healthy competition and achieve maximum VfM for MOPAC.

The evaluation criteria will be based on:

- Technical capability
- Commercial
- Pricing

Issues for consideration

1. 'This information is contained in the restricted section of the report'.

Contributes to the MOPAC Police & Crime Plan 2017-2021¹

2. The Police & Crime Plan 2017 – 21 identifies the need to invest in the tools they (officers) need to do their job. This includes investment in operational support facilities critical to ensuring the police can do their job.

Financial, Commercial and Procurement Comments

3. This paper is requesting the approval of the initiation of the procurement

exercise of the re-tender of the 5 services advised above. Further detailed information is contained in the restricted section of the report.

Legal Comments

4. There are no deviations from the contract agreed by MPS legal advisers.

Equality Comments

5. As this is a re-tender of existing services there are no changes in any aspects relating to Equality or Diversity.

Privacy Comments

6. Four of the services will not involve the processing of personal data. TUPE data maybe required for one service and this data will be handled in line with the General Data Protection Regulation (GDPR).

Real Estate Implications

7. Three of the services (mail screening, fuel metering and pumps and firing ranges and equipment) may be impacted by future estate transformation changes. However, any changes will be dealt with by initiating the necessary change control procedures outlined in the supplier contracts.

Environmental Implications

8. There is no impact with these services.

Report author: (Dawn Lewis, Procurement Category Manager)

