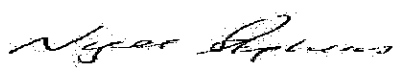

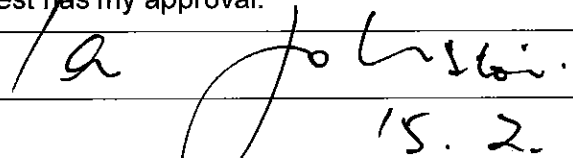


DECISION NO: PCCG-2016-017	
<u>OFFICE OF POLICE AND CRIME COMMISSIONER</u>	
LEAD CHIEF OFFICER:	Nigel Stephens – Assistant Chief Officer
TITLE:	Provision of a Community Messaging System
DATE:	8th February 2016
TIMING:	Urgent
PURPOSE:	Approval
1.	<u>RECOMMENDATION</u>
1.1	It is recommended that the contract for the Provision of a Community Messaging System be awarded to Tenderer D, in accordance with paragraph 84 of the Manual of Corporate Governance.
1.2	The contract is to be awarded for four (4) years.
2.	<u>INTRODUCTION & BACKGROUND</u>
2.1	The current contract for the Provision of a Community Messaging System was awarded following single tender approval for a one (1) year contract in February 2015, with a commencement date of 1 st April 2015. This was to enable sufficient time for Gwent Police to develop an in-house Community Messaging System.
2.2	Due to reductions in staff (through departmental review), it was later determined that there was no capacity to develop an in-house internal messaging tool. As such, due to the costs of obtaining this system from an external supplier, there was a requirement to go out to tender to ensure compliance with the Police & Crime Commissioner for Gwent's Manual of Corporate Governance.
2.3	The current contract provides for a Community Messaging System through a shared platform that allows the public (once registered) to keep updated on what is going on with regards to policing and crime in their area. The system allows the force to send messages containing such things as appeals for information and crime prevention advice directly to those residents living on a specific street, surrounding streets, the Local Policing Area (LPA) or across the whole force.
2.4	No suitable framework was identified for this requirement; therefore in order to obtain maximum interest and to alert the market to this tender opportunity, a Speculative Notice was issued via Sell2Wales in September 2015. The tender opportunity was then advertised via a Contract Notice on Sell2Wales and a Notice on Contracts Finder 18 December 2015. Five Tenderers submitted a tender response by the deadline of 12 noon 19 th January 2016, and these were evaluated by;

	<ul style="list-style-type: none"> • The Online Watch Link (OWL) Co-ordinator; • A Neighbourhood Inspector; • A Communications and Engagement Specialist; • A Communications Manager; and • A Technical Programme Services Manager; <p>The evaluation process was facilitated by a Senior Procurement Officer.</p>																																				
3.	<u>ISSUES FOR CONSIDERATION</u>																																				
3.1	As part of the Invitation to Tender (ITT) process, Tenderers had to successfully pass all Pass/Fail criteria within the Pre-Qualification Questionnaire (PQQ) and obtain a score of at least 26.5 in order to be evaluated on Most Economically Advantageous Tender (MEAT) evaluation criterion of 60% Price and 40% Quality, in accordance with the ITT guidance.																																				
3.3	<p>Below is a full breakdown of scores achieved by the five Tenderers.</p> <table border="1"> <thead> <tr> <th>Supplier</th> <th>PQQ</th> <th>Price</th> <th>Quality</th> <th>Total</th> <th>Ranking</th> </tr> </thead> <tbody> <tr> <td>Tenderer A</td> <td>PASS</td> <td>6.17</td> <td>24.84</td> <td>31.01</td> <td>4</td> </tr> <tr> <td>Tenderer B</td> <td>PASS</td> <td>22.41</td> <td>32.00</td> <td>54.41</td> <td>3</td> </tr> <tr> <td>Tenderer C</td> <td>PASS</td> <td>60.00</td> <td>27.79</td> <td>87.79</td> <td>2</td> </tr> <tr> <td>Tenderer D</td> <td>PASS</td> <td>48.28</td> <td>40.00</td> <td>88.28</td> <td>1</td> </tr> <tr> <td>Tenderer E</td> <td>FAIL</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> </tr> </tbody> </table> <p>The evaluation panel agreed the scores detailed in the table above.</p>	Supplier	PQQ	Price	Quality	Total	Ranking	Tenderer A	PASS	6.17	24.84	31.01	4	Tenderer B	PASS	22.41	32.00	54.41	3	Tenderer C	PASS	60.00	27.79	87.79	2	Tenderer D	PASS	48.28	40.00	88.28	1	Tenderer E	FAIL	N/A	N/A	N/A	N/A
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4.	<u>NEXT STEPS</u>																																				
4.1	On approval of the report, Tenderer D will be sent an Intention to Award letter subject to successful completion of an Information Sharing Protocol (ISP). The unsuccessful Tenderers will be notified of the outcome confirming their scores and that of the successful Tenderer. Subject to completion and agreement of the ISP, and following a contract implementation period, the contract will commence on 1 st April 2016.																																				
5.	<u>FINANCIAL CONSIDERATIONS</u>																																				
5.1	Based on the new costs submitted by Tenderer D, and anticipating the same number of text messages to be sent based on historical figures, the spend on this contract for the full four (4) year term will be approximately £55k.																																				
5.2	<p>Breakdown of costs:</p> <p>Annual cost of system - £5,500</p> <p>Per message cost - £0.0270 (based on historical usage 306,898 texts, this figure may increase or decrease depending on number of texts sent) = £8,286.25</p> <p>Total cost per annum £13,786.25</p>																																				
5.3	This presents a significant reduction in costs for Gwent Police from the previous contract. The savings are anticipated to be approximately £77k over the four year term.																																				

6.	<u>PERSONNEL CONSIDERATIONS</u>
6.1	There are no personnel considerations related to this contract.
7.	<u>LEGAL IMPLICATIONS</u>
7.1	This report has been submitted in line with the Public Contracts Regulations 2015 and the Manual of Governance.
8.	<u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u>
8.1	This proposal has been considered against the general duty to promote equality, as stipulated under the Strategic Equality Plan and has been assessed not to discriminate against any particular group.
8.2	In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.
9.	<u>RISK</u>
9.1	The Community Messaging System has proved an excellent tool for community engagement, and to date over 55,000 households are signed up to the system. If this contract is not awarded, Gwent Police and the Police and Crime Commissioner for Gwent will lose an important communication and engagement tool which has proven effective in crime prevention.
9.2	It is essential that this contract is awarded by 15 th February 2016 to successfully implement the system prior to the contract commencement date of 1 st April 2016. It should be noted that the current contract expires 31 March 2016; the force will not be able to access the system after this date.
10.	<u>PUBLIC INTEREST</u>
10.1	Following approval of this report by the Commissioner, this document will be made available to the public following completion of the ISP and contract award.
11.	<u>CONTACT OFFICER</u>
11.1	Natalie Noble, Senior Procurement Officer
12.	<u>ANNEXES</u>
12.1	N/A

For OPCC use only

Office of the Chief Constable I confirm that Provision of a Community Messaging System report has been discussed and approved at a formal Chief Officers' meeting. It is now forwarded to the OPCC for approval.	
Signature: 	
Date: 10/2/16	
	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC (insert name) The Chief of Staff has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	✓
Legal The legal team have been consulted on this proposal.	N/A
Equalities The Equalities Officer has been consulted on this proposal.	N/A
Chief of Staff/ Chief Finance Officer: I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.	
Signature: 	
Date: 10/02/16	
Police and Crime Commissioner for Gwent I confirm that 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. The above request has my approval.	
Signature: 	
Date: 15.2.16.	