

HEREFORDSHIRE COUNCIL

Herefordshire Intensive Placement Support Service (HIPSS) and Therapeutic Intervention
Support Service (TISS)

Tender Evaluation Report

Procurement Reference: **PRO1000098**

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1 Executive Summary

- 1.1. This procurement involves a new service for Children's Wellbeing Directorate includes two support services, Herefordshire Intensive Support service (HIPSS) and Therapeutic Intervention Support Service (TISS) on behalf of Herefordshire Council.
- 1.2. The service will provide intensive wrap-around therapeutic support for looked after children (or at risk of becoming looked after) as an alternative to institutionalised care, that is outcome focussed and built on a robust evidence-based approach.
- 1.3. This report sets out the procurement strategy and results of a tender exercise for: **HIPSS and TISS**.
- 1.4. The proposed contract will be with one provider to supply both services. The contract is anticipated to run for 3 years from September 1st 2014 with an option to extend for a further year at the councils discretion.
- 1.5. The Contract information and documents were made available electronically on the Councils procurement web portal 'Proactis'. Three providers submitted a completed Invitation to Tender (ITT) as part of the single stage process.
- 1.6. The ITT was issued via Proactis on the 21st March 2014. and closed on 23rd April 2014.
- 1.7. Suppliers were able to seek clarification on the Tender documentation via 'Proactis' during the Invitation to Tender (ITT) procurement phase.
- 1.8. Twenty Eight providers expressed an Interest in the opportunity and 3 submitted completed tender documentation.
- 1.9. Tenders were evaluated in accordance with meeting the criteria within the ITT. A copy of the Evaluation Process and Methodology documents are available on request from Mark Cage, Category Manager, telephone 01432 383605 and mark.cage@herefordshire.gov.uk
- 1.10. Tenders were evaluated on a cost and quality basis with 50% of the available marks being available for the fee submitted and 50% being available for the providers response to 4 service specific quality questions.
- 1.11. The results of the tender submissions are as follows:

Provider Name	Cost (3yrs)	Cost Score (Max 50%)	Quality Score (Max 50%)	Total Score (Max 100%)
Action for Children	£1,560,639	45.65	40.5	86.15
Supplier 1	£1,497,042	47.59	19.67	67.26
Supplier 2	£1,425,000	50	11.00	61.00

1.12. Recommendations

That:

- a. The Director for Children's Wellbeing approves the award of the Contract to Action for Children . Subject to contractual terms being satisfactorily agreed.

(NB: It is recognised that this contract is worth £1.56 Million over 3 years and therefore subject to a key decision. The client is recommended to ensure appropriate key decision approvals are in place prior to providing approval to award).

- b. On the basis of the approval provided above and the results of the Tender process undertaken the Tender Evaluation Team recommends that the Contract is awarded to Action For Children.
- c. Subject to approval, a standard notification of award decision letter will be issued to the Successful Tenderers there and the Unsuccessful Tenderers will be informed of the result. All Suppliers who submitted a tender (unless informed otherwise) will be provided with the opportunity to receive a debrief in accordance with the Public Contract Regulations.

2 Purpose

- 2.1 The purpose of this document is to present a recommendation to the Director for Children's Wellbeing for consideration and approval. The recommendation is based on the results of the Tender Evaluation carried out by the Tender Evaluation Team on the responses to the Provision of Passenger Transport Framework ITT.

3 Introduction

- 3.1 This report has been compiled on behalf of the HIPSS and TISS Tender Evaluation Team following the completion of the evaluation of responses to the Invitation to Tender (ITT).
- 3.2 This document contains information that is Commercial in Confidence and is not in the public domain. The contents of this document must not be disclosed or discussed with any third party.
- 3.3 An Executive Summary has been provided. Any further information or points of clarification should be addressed to the Category Manager, Mark Cage.

4 Background

- 4.1 The service will provide intensive wrap-around therapeutic support for looked after children (or at risk of becoming looked after) as an alternative to institutionalised care, that is outcome focussed and built on a robust evidence-based approach.

This is a very intensive service necessary for only a small number young people who have complex needs and require robust risk management. The successful provider will work closely with, and have the potential to co-locate with, the Councils Fostering and Looked After services. There will be additional close links with the Council's Additional Needs and Education Services, as well as services provided by other local partners including health and youth justice and any other services deemed appropriate through the length of the agreement.

In addition the service provider will operate a Therapeutic Intervention Support Service (TISS) which will support and promote the use of direct work models to be applied with the full range children and families being supported by the department. This service will comprise of a full time Lead Practitioner who will identify and develop a range of evidence based therapeutic interventions that will make a significant difference to the outcomes of children and young people in need as defined within Level 3 and 4 of the Herefordshire Levels of Need Pathway. The service will be complementary to HIPSS adopting a similar operational ethos and models of intervention. The service's Lead Practitioner will undertake some direct work with families but will primarily be required to guide and support the department's own staff to provide individually-tailored intensive wrap-around (multi-systemic) therapeutic intervention packages aimed at meeting the requirements of Children in Need, LAC and Child Protection Plans.

- 4.2 The proposed contract will be with one provider to supply both services. The contract is anticipated to run for 3 years from September 1st 2014 with an option to extend for a further year at the councils discretion.
- 4.3 The Contract information and documents were made available electronically on the Councils procurement web portal 'Proactis'. Three providers submitted a completed Invitation to Tender (ITT) as part of the single stage process.
- 4.4 The ITT was issued via Proactis on the 21st March 2014.
- 4.5 Suppliers were able to seek clarification on the Tender documentation via 'Proactis' during the Invitation to Tender (ITT) procurement phase.
- 4.6 Twenty Eight providers expressed an Interest in the opportunity and 3 submitted completed tender documentation.

5 Evaluation Process

- 5.1 The closing date for receipt of tenders was 12:00 noon on the 23rd April 2014. All tenders were received via the Councils secure web portal 'Proactis'. Tenders were downloaded and lodged into a secure file for evaluation.
- 5.2 Compliance Checks were undertaken by the Category Manager, Mark Cage.
- 5.3 The Qualitative evaluation was carried out by representatives of the Childrens Wellbeing Directorate (Steve Laycock, Jo King and Richard Watson).

5.4 There has been no contact with Suppliers who submitted a Tender.

6 Evaluation Results

6.1 The overall result of the evaluations are as follows:-
Received 3 tender submissions. See Appendix 1 for the results table.

There were no financial costs / evaluations required for creating the Framework Agreement. Financial bids will form part of mini competitions during the life of the Framework Agreement.

6.2 The scope of the Framework Agreement is for 3 years with an option to extend for up to a further year subject to the councils sole discretion. Any future requirement of this service beyond the maximum term of 4 years would require a new EU compliant procurement process.

7 Recommendation

That:

- a. The Director for Children's Wellbeing, approves the award of the Contract to Action For Children. Subject to contract terms being signed and agreed.
(NB: It is recognised that the potential value of this contract is £1.56 Million (3 yrs) and therefore subject to a key decision. The client is recommended to ensure appropriate key decision approvals are in place prior to providing approval to award.
- b. Subject to approval, a standard notification of award decision letter will be issued to the Successful Tenderer and Unsuccessful Tenderers. All Suppliers who submitted a tender (unless informed otherwise) will be provided with the opportunity to receive a debrief in accordance with the Public Contract Regulations.

8 Approval

Recommendation Supported:

Signed:

Name:

Date:

Title:

Appendix 1 – Evaluation Results
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See Appendix 3a
