

Award of contract for the provision of Security Services
Councillor Peter Hiller Cabinet Member for Strategic Planning and Commercial Strategy and Investments
August 2021
Deadline date: N/A

Cabinet portfolio holder: Responsible Director:	Cllr Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments Peter Carpenter, Corporate Director Resources
Is this a Key Decision?	YES If yes has it been included on the Forward Plan: Yes Unique Key decision Reference from Forward Plan: KEY/29MAR21/01
Is this decision eligible for call-in?	YES
Does this Public report have any annex that contains exempt information?	YES
Is this a project and if so has it been registered on Verto?	No

RECOMMENDATIONS

The Cabinet Member is recommended to:

1. Authorise the Council to award the Security Contract to Businesswatch Guarding Services Ltd, for a period of three years, with an option to extend for a further two years (each extension period to be for a period of 12 months each).
2. Authorise the Director for Legal and Governance, or delegated officers, to enter into any other legal documentation on behalf of the Council in relation to this matter.
3. Authorise the Head of Property to amend the Property Schedule under the contract terms and to agree to the subsequent change to the Contract Price, provided that the total contract sum, detailed within this report, is not exceeded.

1. PURPOSE OF THIS REPORT

- 1.1 This report is for Cabinet Member for to Strategic Planning and Commercial Strategy and Investments to consider exercising delegated authority under paragraph 3.4.3 and 3.4.8 of Part 3 of the constitution in accordance with the terms of their portfolio at paragraph (q).
- 1.2 The attached Appendix 1 is NOT FOR PUBLICATION in accordance with paragraph (s) 3 of Schedule 12A of Part 1 of the Local Government Act 1972 in that it contains commercially sensitive information relating to tender bids. The public interest test has been applied to the information contained within the exempt appendix and it is considered that the need to retain the information as exempt outweighs the public interest in disclosing it

2. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	No	If yes, date for Cabinet meeting	N/A
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3. BACKGROUND AND KEY ISSUES

- 3.1 The report seeks the Cabinet Members approval to award a contract for the delivery of Security Services. The services include the provision of static guards, mobile patrols, building lock and unlock, key holding, vacant property inspection and alarm response across the Peterborough City Council premises portfolio.
- 3.2 The Council procured a framework agreement in respect of security services during 2010. Cabinet Member Decision NOV10/CMDN/118 authorised the placing of GSL Dardan Limited (“Dardan”) onto the framework for a period of 4 years, from November 2010 to November 2014.
- 3.3 The Council entered into a contract with Dardan on 24 March 2011 for the provision of security services, however, the contractual documentation in respect of the framework agreement and any call off contract to Dardan was not clear and no expiry date was included in the contract with Dardan.
- 3.4 The dates noted in the above-mentioned Decision suggest that the framework expired in November 2014 and therefore no call off contracts can be made under that framework. Dardan continued to provide security services to the Council.
- 3.5 An exemption report dated 28 July 2015 was put in place to authorise a contract with Dardan. Further exemption reports dated 31 March 2016, 10 August 2016, 19 April 2018, 10 June 2019 and 12th May 2020 have authorised the Council continuing to contract with Dardan for these services, on the basis that a procurement would be undertaken for the future provision of the services.
- 3.6 The procurement was delayed on a number of occasions, due to changes associated with the future delivery of property services and due to the development of a service specification for the procurement.
- 3.7

The development of the Service Specification and the need to ensure that it fully meet the developing needs of the Council's changing portfolio and the changes in the Council's strategy towards the management of any subsequent contract, meant that it did not prove feasible to complete the procurement exercise in the time periods previously anticipated, which has led to previous exemptions.

3.8

The current exemption will expire 31 August 2021.

3.9

Due to the value of the contract a procurement exercise was undertaken under the Public Contract Regulations 2015 (PCR) to invite tenders to deliver the security service contract from October 2021. The Invitation to Tender was issued on **17th February 2021** with a closing date of **25th March 2021**.

3.10

The Tender was evaluated on the basis of most economically advantageous tender (MEAT) Questions covered Delivery and Implementation The Price/Quality Split was 70% Price/30% Quality 66 (Sixty-six) bidders registered for this tender and initially showed an interest and 25 (Twenty Five) bidders submitted a tender. The received bids were evaluated and moderated on 10 May 2021 and the resulting Supplier Scores are set out in the Tender Report attached in the exempt information.

3.11

As a result of this the intention is to award the contract to Businesswatch Guarding Services Ltd with the total value of £1,065,544.50 for the initial 3-year term. The Contract includes an option to extend by a maximum of 2 years in 1 year increments (£355,181.50 per annum) Therefore, the total maximum value including extension is £1,775,907.50.

4. CONSULTATION

4.1 No external consultation has been required.

4.2 It is not proposed that other consultations should be undertaken.

5. ANTICIPATED OUTCOMES OR IMPACT

5.1 The safe and secure management of the Peterborough City Council premises estate.

6. REASON FOR THE RECOMMENDATION

6.1 It is imperative that the Council maintains a security service to ensure that its premises are kept secure and its staff and premises users are kept safe.

6.2 The interim arrangement with GSL Dardan Limited will cease on 31st August 2021 and it is essential that the Council has a security contract in place at that point to avoid significant disruption to services.

7. ALTERNATIVE OPTIONS CONSIDERED

7.1 To do nothing: It is essential that the Council has a security contract in place to meet its requirements as a Council.

7.2 Extend the exiting contract: The existing contract with Dardan's expires on 31st August 2021 having been extended over a number of years the Council would not be compliant with either the Public Contract Regulations or PCC's own Contract Rules.

8. IMPLICATIONS

Financial Implications

8.1 A total budget of £380,000.00 has been identified.

Legal Implications

8.5 The procurement has been carried out in accordance with the Public Contract Regulations 2015.

Equalities Implications

8.6 There are no implications

Carbon Impact Assessment

8.8 A Carbon Impact Assessment was completed as part of the Tender Exercise.

9. DECLARATIONS / CONFLICTS OF INTEREST & DISPENSATIONS GRANTED

9.1 None.

10. BACKGROUND DOCUMENTS

10.1 None

11. APPENDICES

11.1 Appendix 1-Tender Report