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## NORTH AYRSHIRE COUNCIL

14 May 2019

### Cabinet

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<b>Title:</b>	<b>Award of a Pan-Ayrshire Framework for Provision of Occupational Health and Welfare Services</b>
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<b>Purpose:</b>	To advise Cabinet of the result of the tendering exercise for the Pan-Ayrshire Framework for Provision of Occupational Health and Welfare Services
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<b>Recommendation:</b>	Agree to approve the award of the contract to Working on Wellbeing trading as Optima Health
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### 1. Executive Summary

- 1.1 Acting as lead authority for a collaborative procurement, North Ayrshire Council requires to establish a replacement Pan-Ayrshire Framework for Provision of Occupational Health and Welfare Services on behalf of North Ayrshire Council, South Ayrshire Council and East Ayrshire Council.
- 1.2. To comply with EU Procurement Directives, Public Contracts (Scotland) regulations 2015, The Procurement Reform Act 2014, the Procurement Scotland Regulations 2016 where appropriate and the Councils Standing Orders a formal tendering exercise was undertaken.
- 1.3. The contract is for 3 years with the option to extend by up to 24 months.

### 2. Background

- 2.1 To ensure wider market consultation for a contract of this size a Prior Information Notice was published on 26/11/2018 to allow potential bidders the opportunity to note interest for the project. Following this, suppliers who registered interest were invited to a contractor information session. This event gave potential bidders the opportunity to engage with service managers and ask questions about the procurement exercise. A formal contract notice was advertised on 21/1/2019 under the Open procedure on Public Contracts Scotland and the Official Journal of the European Union and the procurement exercise was carried out via the PCS-Tender System. The return date for the Tender was 15/2/2019.
- 2.2. The contract notice attracted 15 expressions of interest of which 4 submitted a tender response.

- 2.3. The 4 tenders received were evaluated against the stated evaluation criteria of 60% cost and 40% Quality.
- 2.4. The contract was originally split into 4 lots. 3 lots were allocated to the individual authorities. Bidders were also able to bid for all respective authorities as a combined lot. The most economically advantageous tender has provided a better financial offering for the combined lot compared with the individual lots, therefore only this lot will be awarded.

### **3. Proposals**

- 3.1 It is proposed that the framework for Occupational Health and Welfare services be awarded to Working on Wellbeing trading as Optima Health.

### **4. Implications/Socio-economic Duty**

<b>Financial:</b>	<ul style="list-style-type: none"><li>• North Ayrshire Council's total contract value is £1,901,969. North Ayrshire Council's contract will be awarded to the total available budget value of £2,062,500 to allow for potential increases in requirements which may be required through the course of the contract.</li><li>• South Ayrshire Council's total contract value is £897,572. South Ayrshire Council advised budget is available to meet this.</li><li>• East Ayrshire Council's total contract value is £735,952. East Ayrshire Council advised budget is available to meet this.</li><li>• The total contract value up to the available budget is £3,696,024.</li></ul>
<b>Human Resources:</b>	None

<b>Legal:</b>	This procurement complies with EU Procurement Directives, Public Contracts (Scotland) regulations 2015, The Procurement Reform Act 2014, the Procurement Scotland Regulations 2016 where appropriate and the Councils Standing Orders relating to contracts.
<b>Equality/Socio-economic Duty:</b>	An Equality Impact Assessment was undertaken by North Ayrshire Council HR.
<b>Children and Young People:</b>	School pupil work placement and Community Group support – refer to Community Benefits for further details.
<b>Environmental &amp; Sustainability:</b>	None
<b>Key Priorities:</b>	This Pan-Ayrshire Framework supports the following Council priorities: <ul style="list-style-type: none"> <li>• <b>A Council for the future-</b> ‘A valued workforce that delivers high quality services’</li> </ul>
<b>Community Benefits:</b>	The successful tenderer will deliver community benefits to all participating authorities while the following community benefits are offered to North Ayrshire Council during the contract period: <ul style="list-style-type: none"> <li>• work placement for a minimum of 5 days for an S4, S5 or S6 pupil from a North Ayrshire School</li> <li>• Support for Community Groups by participating in NAC workshops - to identify skills that could be shared with Community Organisations to build capacity and improve relationships. NAC will invite the awarded supplier to the relevant events.</li> </ul>

## 5. Consultation

- 5.1 Consultation took place with the Human Resources and Procurement functions within the participating local authorities (East Ayrshire Council, South Ayrshire Council and North Ayrshire Council) to determine the needs of each authority for Occupational Health and Welfare Services. Early market engagement and market consultation was facilitated using a prior information notice and a contractor information session

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For further information please contact **Maurice McTeague, Category Manager**, on 1294 324015.

## Background Papers

Appendix A – Tender Outcome Report