

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead – Resources****Tendering Committee: 19 February 2020**

Subject: Contract Authorisation Report – Flexible Framework Agreement for the Delivery of Employability Skills Support

1. Purpose

1.1 The purpose of this report is to seek the approval of Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the Flexible Framework Agreement (FA) for the delivery of Employability Skills Support.

2. Recommendations

2.1 It is recommended that the Tendering Committee:

- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of the Flexible FA for the delivery of Employability Skills Support; and
- b) Note that the Flexible FA will be divided into three unranked Lots with the Flexible FA period being two years with an optional extension of two x 12 months and at an indicative cost of £1,200,000 ex VAT over two years and £2,400,000 ex VAT over four years:
 - Lot 1 - Engagement and Barrier Removal
The recommended providers within Lot 1 are listed in Table 1
The estimated value over two years - £430,000
 - Lot 2 - Vocational Training and Work Related Skills
The recommended providers within Lot 2 are listed in Table 2
The estimated value over two years - £260,000
 - Lot 3 - Job Brokerage, Work-based Qualifications
The recommended providers within Lot 3 are listed in Table 3
The estimated value over two years - £510,000

3. Background

3.1 The Council wishes to engage with external service providers who will provide a wide range of pre / vocational training interventions that will assist citizens of West Dunbartonshire (aged 16+) to overcome barriers to employment, training and learning opportunities and assist them to achieve their training, employment/career and job aspirations.

- 3.2** The delivery of these services is funded by a range of organisations including: European Social Funds, Scottish Government Funding and Skills Development Scotland. The Housing and Communities Committee agreed to approve the planned approach for managing significant change in the employability service provision environment on 14th August 2019.
- 3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2016* for Services. A Contract Strategy document was also approved by the Procurement Manager on 15 January 2020.
- 3.4** The Contract Strategy determined that the best route to market was to put in place a Flexible FA, divided into three Lots:
- Lot 1 – Engagement and Barrier Removal
 - Lot 2 – Vocational Training and Work Related Skills
 - Lot 3 – Job Brokerage, Work-based Qualifications and Progression
- 3.5** The purpose of the Flexible FA is to prescribe the terms and conditions which would apply to any subsequent contract. The Flexible FA operates differently to the traditional FA model that the Council has previously adopted where a traditional FA doesn't allow for new Providers to be added on to the FA once the FA has been established. This Flexible FA will be re-opened for bidders on an annual basis to accept new Providers to the Flexible FA where they meet the selection criteria.

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal and the Official Journal of the European Union (OJEU) on 6 September 2019. 55 providers expressed an interest in the Flexible FA, with 18 providers submitting a response by the deadline for the submissions, on 4 October 2019.
- Lot 1 – Engagement and Barrier Removal: 9 submissions were received;
 - Lot 2 – Vocational Training and Work Related Skills: 14 submissions were received; and
 - Lot 3 – Job Brokerage, Work-based Qualifications and Progression: 12 submissions were received.
- 4.2** The bidders were evaluated by representatives from Working4U, the Corporate Procurement Unit (CPU) and Finance Services against pre-determined Flexible FA selection criteria forming part of the published Flexible FA tender documents which assesses competence, experience and capacity. Nine submissions passed the selection criteria for Lot 1; 14 submissions passed the selection criteria for Lot 2; and 12 submissions passed the selection criteria for Lot 3.
- 4.3** The below bidders were evaluated against a set of award criteria which was based on a Price / Quality ratio of 30% / 70% for each Lot. The scores, relative to the award criteria for each Lot are outlined in Appendix 1. The 3 tables

below outline the proposed award for the unranked lots.

- Lot 1 – Engagement and Barrier Removal:

Provider	Address	City/Town
Archaeology Scotland	Suite 1a, Stuart House, Eskmills	Musselburgh
Barnardos Scotland	Tanners Lane, Barkingside, Ilford	Essex
Impact Arts	The Factory, 319 Craigpark Drive	Glasgow
Salus Occupational Health, Safety & Return to Work Services	Kirklands Hospital, Fallside Road	Bothwell
Scottish Sports Futures	The Legacy Hub, 301 Springfield Road	Glasgow
Sinclair Wellbeing and Training Solutions Limited	94 Dalry Road	Ardrossan
The Lennox Partnership	Carus House, 201 Dumbarton Road	Clydebank
The Tell Organisation Ltd	Tell House, Unit 8/4 Bankend Road	Dumbarton
The Wise Group	72 Charlotte Street	Glasgow

- Lot 2 – Vocational Training and Work Related Skills:

Provider	Address	City
Barnardos Scotland	Tanners Lane, Barkingside, Ilford	Essex
Glasgow Clyde College	690 Mossspark Drive	Glasgow
GTS Solutions CIC	1 St Colme Street	Edinburgh
HSC FUTURES LTD	75 LONDON ROAD	Kilmarnock
Impact Arts	The Factory, 319 Craigpark Drive	Glasgow
Sinclair Wellbeing and Training Solutions Limited	94 Dalry Road	Ardrossan
Sixth Sense Trading Ltd.	25 St Bryde Street	East Kilbride
Street League	Suite 1.05 The Courtyard Royal Mills, 17 Redhill Street	Manchester
The Digital College Ltd	Omnibus, 39-41 North Road	London
The Lennox Partnership	Carus House, 201 Dumbarton Road	Clydebank
The Tell Organisation Ltd	Tell House, Unit 8/4 Bankend Road	Dumbarton
The Training Team (Scotland)	Middlerow, Dalton	Lockerbie

The Wise Group	72 Charlotte Street	Glasgow
Your The Hero	14 Mill Grove	Hamilton

- Lot 3 – Job Brokerage, Work-based Qualifications and Progression:

Provider	Address	City
Experiential Play Ltd	6th Floor Gordon Chambers, 90 Mitchell Street	Glasgow
GTS Solutions CIC	1 St Colme Street	Edinburgh
HSC FUTURES LTD	75 LONDON ROAD	Kilmarnock
Salus Occupational Health, Safety & Return to Work Services	Kirklands Hospital, Fallside Road	Bothwell
Sinclair Wellbeing and Training Solutions Limited	94 Dalry Road	Ardrossan
Street League	Suite 1.05 The Courtyard Royal Mills, 17 Redhill Street	Manchester
The Digital College Ltd	Omnibus, 39-41 North Road	London
The Lennox Partnership	Carus House, 201 Dumbarton Road	Clydebank
The Tell Organisation Ltd	Tell House, Unit 8/4 Bankend Road	Dumbarton
The Training Team (Scotland)	Middlerow, Dalton	Lockerbie
The Wise Group	72 Charlotte Street	Glasgow
Your The Hero	14 Mill Grove	Hamilton

- 4.4** The Flexible FA shall be for a period of two years with an optional two x 12 month extension periods and at an indicative cost of £1,200,000 ex VAT over two years and £2,400,000 ex VAT over four years.
- 4.5** Each lot is unranked, for a call-off to be made from a lot the requesting service area shall conduct a mini competition exercise inviting all providers listed on the lot to achieve suitable competition.
- 4.6** From the 18 Providers who have bid, 11 pay the Real Living Wage and two pay the National Living Wage.
- 4.7** To ensure compliance with the Council's Financial Regulations, any contract placed through this Flexible FA where the value exceeds the Light Touch Regime Threshold (currently £663,540); will be submitted to the Tendering Committee for approval before award.
- 4.8** Whilst the Providers methodology for social benefits has been established in the Flexible FA only; social benefits will be asked for from the Providers in every subsequent contract.

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs in respect of these Employability Skills Support Flexible FA contracts will be met from the approved funding streams from European Social Funds, Scottish Government Funding and Skills Development Scotland.

6.2 This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the CPU in close consultation with Working4U officers and the provisions of Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

7.1 The successful Providers have no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

8. Equalities Impact Assessment (EIA)

8.1 Equalities issues are built into service provision including the need to ensure that we clearly demonstrate support provided for people who have a minimum of two barriers to opportunity. The service is also required to demonstrate actions that will improve the quality of life for families facing poverty. This includes specific information and action to support families where a member of the family is affected by equalities issues.

9. Consultation

9.1 Working4U, Legal Services and Finance Services have been consulted in the preparation of this report.

10. Strategic Assessment

10.1 Delivery of this contract will support the following strategic objectives:

- Efficient and effective frontline services that improve the everyday lives of Residents;
- A strong local economy and improved employment opportunities; and
- Supported individuals, families and carers living independently and with dignity.

Name: Angela Wilson

Designation: Strategic Lead – Transformation and Public Service Reform

Date: 19 February 2020

Person to Contact: Angus Cameron - Senior Procurement Officer, Corporate Procurement Unit, 16 Church Street, Dumbarton.
Telephone: 01389 776952

Appendices: Appendix 1 – Employability Skills Flexible FA Scoring Breakdown.

Background Papers: Contract Strategy
EIA

Wards Affected: All

Appendix 1 – Employability Skills Flexible FA Scoring Breakdown

Lot 1 – Engagement and Barrier Removal

	Weighting	Archaeology Scotland	Barnardos Scotland	Impact Arts	Salus Occupational Health, Safety & Return to Work Services	Scottish Sports Futures	Sinclair Wellbeing and Training Solutions Limited	The Lennox Partnership	The Tell Organisation Ltd	The Wise Group
Quality 70%										
Contract Management & Delivery 63%										
Experience	15.8%	7.9%	11.8%	7.9%	11.8%	7.9%	7.9%	7.9%	3.9%	11.8%
Service Methodology	28.4%	14.2%	21.3%	21.3%	21.3%	14.2%	14.2%	14.2%	14.2%	14.2%
Service User & Contract Management	18.9%	4.7%	14.2%	9.5%	9.5%	9.5%	4.7%	9.5%	4.7%	9.5%
Social Benefits 7%										
Social Benefits	7.0%	5.3%	5.3%	1.8%	3.5%	3.5%	1.8%	3.5%	1.8%	5.3%
Quality Sub-Total %	70.0%	32.1%	52.6%	40.5%	46.1%	35.1%	28.6%	35.1%	24.6%	40.8%
Price (30%)										
Price Sub Total %	30.0%	15.0%	30.0%	5.3%	11.1%	8.2%	15.7%	4.8%	9.9%	11.5%
Total Score	100.0%	47.1%	82.6%	45.8%	57.2%	43.3%	44.3%	39.9%	34.5%	52.3%

Appendix 1 – Employability Skills Flexible FA Scoring Breakdown

Lot 2 – Vocational Training and Work Related Skills

	Weighting	Barnardos Scotland	Glasgow Clyde College	GTS Solutions CIC	HSC FUTURES LTD	Impact Arts	Sinclair	Sixth Sense Trading Ltd.	Street League	The Digital College Ltd	The Lennox Partnership THIS ONE	The Tell Organisation Ltd	The Training Team)	The Wise Group	Your The Hero
Quality 70%															
Contract Management & Delivery 63%															
Experience	15.8%	11.8%	11.8%	3.9%	11.8%	11.8%	11.8%	3.9%	3.9%	3.9%	7.9%	3.9%	3.9%	7.9%	7.9%
Service Methodology	28.4%	21.3%	21.3%	7.1%	21.3%	21.3%	14.2%	14.2%	14.2%	14.2%	21.3%	14.2%	7.1%	14.2%	14.2%
Service User & Contract Management	18.9%	9.5%	9.5%	14.2%	9.5%	9.5%	4.7%	9.5%	9.5%	4.7%	9.5%	9.5%	9.5%	9.5%	4.7%
Social Benefits 7%															
Social Benefits	7%	5.3%	3.5%	5.3%	5.3%	1.8%	1.8%	1.8%	1.8%	3.5%	3.5%	1.8%	0.0%	5.3%	1.8%
Quality Sub-Total %	70%	47.9%	46.1%	30.5%	47.9%	44.4%	32.5%	29.4%	29.4%	26.3%	42.2%	29.4%	20.5%	36.9%	28.6%
Price (30%)															
Price Sub Total %	30%	12.6%	30.0%	1.2%	5.1%	13.2%	4.0%	13.2%	5.8%	2.8%	2.1%	3.2%	2.7%	3.3%	1.5%
Total Score	100%	60.5%	76.1%	31.7%	53.0%	57.6%	36.5%	42.6%	35.2%	29.1%	44.3%	32.6%	23.2%	40.2%	30.1%

Appendix 1 – Employability Skills Flexible FA Scoring Breakdown

Lot 3 – Job Brokerage, Work-based Qualifications and Progression

	Weighting	Experiential Play Ltd	GTS Solutions CIC	HSC FUTURE S LTD	Salus Occupational Health, Safety & Return to Work Services	Sinclair Wellbeing and Training Solutions Limited	Street League	The Digital College Ltd	The Lennox Partnership THIS ONE	The Tell Organisation Ltd	The Training Team (Scotland)	The Wise Group	You're the Hero
Quality 70%													
Contract Management & Delivery 63%													
Experience	15.8%	7.9%	3.9%	11.8%	7.9%	11.8%	3.9%	3.9%	7.9%	3.9%	3.9%	7.9%	7.9%
Service Methodology	28.4%	21.3%	14.2%	21.3%	21.3%	14.2%	14.2%	14.2%	14.2%	14.2%	14.2%	14.2%	14.2%
Service User & Contract Management	18.9%	9.5%	14.2%	14.2%	9.5%	4.7%	9.5%	9.5%	9.5%	9.5%	4.7%	9.5%	9.5%
Social Benefits 7%													
Social Benefits	7%	3.5%	5.3%	5.3%	3.5%	1.8%	1.8%	3.5%	3.5%	1.8%	0.0%	5.3%	1.8%
Quality Sub-Total %	70%	42.2%	37.6%	52.6%	42.2%	32.5%	29.4%	31.1%	35.1%	29.4%	22.8%	36.9%	33.4%
Price (30%)													
Price Sub Total %	30%	30.0%	2.5%	13.5%	3.5%	4.9%	4.8%	3.4%	1.2%	1.9%	3.6%	4.5%	1.2%
Total Score	100%	72.2%	40.1%	66.1%	45.7%	37.4%	34.2%	34.5%	36.3%	31.3%	26.4%	41.4%	34.6%