

# WEST DUNBARTONSHIRE COUNCIL

## Report by Interim Executive Director of Social Work and Health

Tendering Committee: 27 January 2009

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**Subject: Provision of Residential Respite Services for Adults with Learning Disabilities**

### **1. Purpose**

- 1.1** To update the Committee in relation to the above, to advise of tenders received and seek approval to award a contract for the provision of a Residential Respite Service for Adults with Learning Disabilities.

### **2. Background**

- 2.1** The Tendering Committee of 28<sup>th</sup> July 2009 agreed to the initiation of an open tendering exercise for the provision of a Residential Respite Service for Adults with Learning Disabilities.
- 2.2** It was agreed that a further report seeking approval to appoint a successful Tenderer would be submitted to The Tendering Committee.

### **3. Main Issues**

- 3.1** An advert inviting tenders was placed in "The Herald" on 30<sup>th</sup> July 2009. The Quality Assurance and Training Section of the Department of Social Work and Health issued tender packs to 13 providers. On the closing date, five valid tenders were received from the following Providers:

- a) Four Seasons Health Care, The Gatehouse, Westway, Porterfield Rd. Renfrew PA4 8DJ
- b) The Richmond Fellowship Scotland, 3 Buchanan Gate, Buchanan Gate Business Park, Cumbernauld Rd, Stepps G33 6FB
- c) Cornerstone, Kirkhaven Business Centre 120 Sydney Street Glasgow G31 1JS
- d) Quarriers, Quarriers Village Bridge of Weir PA11 3SX
- e) Care UK, Block 1, Unit B3 Templeton Business Centre, 62 Templeton St. Glasgow G40 1DA

- 3.2** The five valid tenders have been comprehensively evaluated on the following seven criteria with each of the criteria given a weighting:

<b>Criteria</b>	<b>Evaluation Criteria</b>	<b>Weighting</b>
1	Compliance	5%
2	Track record	20%
3	Financial Cost	40%
4	Financial viability	10%
5	Care Commission registration	10%
6	Emergency & overnight provision	5%
7	Commitment to service user & carer consultation	10%
	<b>Total</b>	<b>100%</b>

**3.3** The evaluation team comprised of staff from the Department of Social Work & Health and Carers representatives with input from Legal, Administrative & Regulatory Services.

**3.4** The completed evaluation matrix is attached for information at Appendix 1 from which it can be seen from the scores awarded that Provider 4, Quarriers, is the preferred bidder.

**4. Personnel Issues**

**4.1** There are no personnel issues in this tender.

**5. Financial Implication**

**5.1** Finance for this service is in place through the budget process – as the provision of temporary alternative services has had to be provided since the closure of Marelen House. Failure to progress this tender will result in additional costs to meet existing commitments.

**6. Risk Analysis**

**6.1** If there is a delay in the commencement and letting of the contract there is a significant risk of damage to the Council's reputation as the new build facility will lie empty and incur additional costs for securing the building. There is also the certainty that any delay will impact adversely on the development of a much needed and anticipated facility.

**6.2** Failure to develop this service will have an adverse effect on the councils performance reporting to the Scottish government

## **7. Conclusions and Recommendation**

- 7.1** The tendering process has successfully identified a provider who can deliver the overall best service at a competitive price for Council over the period of the contract.
- 7.2** The Committee is invited to consider and approve the award of this contract to Provider 4, Quarriers, for a period of 3 years. The option to be extended will be decided after completion of a Service review before the end of the 3 year period.

Stephen West  
Interim Executive Director of Social Work and Health

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**Appendix:** Evaluation of Tender Scoring

**Background Papers:** Provision of Residential Respite Services for Adults with  
Learning Disabilities - Tendering Committee:  
15 November 2006

Proposed Closure of Marelen House –  
Social Justice Committee 14<sup>th</sup> June 2006

**Wards Affected** All

## Appendix 1

### Evaluation scoring of submitted Tenders for provision of Residential Respite Services for Adults with Learning Disabilities

<b>Provider</b>	<b>Before checking</b>	<b>After checking</b>	<b>Total score</b>	<b>Placing</b>
Four Seasons Health Care, The Gatehouse, Westway, Porterfield Rd. Renfrew PA4 8DJ	£373,770	£373,770	64	4th
The Richmond Fellowship Scotland, 3 Buchanan Gate, Buchanan Gate Business Park, Cumbernauld Rd, Stepps G33 6FB	£348,910	£404,267	69	3rd
Cornerstone, Kirkhaven Business Centre 120 Sydney Street Glasgow G31 1JS	£336,991	£336,991	72	2nd
Quarriers, Quarriers Village Bridge of Weir PA11 3SX	£395,328	£395,328	89	1st
Care UK, Block 1, Unit B3 Templeton Business Centre, 62 Templeton St. Glasgow G40 1DA	£495,696	£495,696	40	5th