



## THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

### DECISION RECORD FORM

<b>REQUEST: For PCC Approval</b>			
<b>Title: Procurement Report for Non HQ LAN, RAS and APN</b>			
<b>Executive Summary:</b>			
<p>In order to support the ICT Strategy, the Force has an on-going technology refresh programme. ICT have submitted three business cases to the Towards 2020 Board in respect of this.</p> <p>Non HQ Local area Network(LAN), the current technology in place across non-HQ sites for the Local Area Network is due a refresh and is end of life and support.</p> <p>Remote Access Services are used by the Force to access Cleveland Force Networks from remote locations.</p> <p>Access Point Name (APN) is a gateway between a mobile network and a computer network such as the Internet.</p> <p>The similarities of the kit required in order to service all three projects, allowed the three projects to be consolidated into one procurement exercise in order to achieve economies of scale and efficiencies in the procurement exercise.</p> <p>Crown Commercial Services have a Network Services Framework RM1045 which enables a compliant route to market.</p> <p>Thirteen Suppliers who were unable to supply under both Lots 1 and 2 were invited to submit a bid as part of a further competition exercise.</p> <p>One Bid was received and evaluated based on the criteria of price only as the mini-competition was mainly for the supply of kit. The bid received met the requirements, however further clarifications were sought which resulted in a reduction in the costs.</p>			
<b>Decision:</b>			
The PCC is asked to approve the award of the contract to Bidder 1			
<b>OPCC Lead Officer:</b> Michael Porter			
<b>Contractor Details (if applicable):</b>			
<b>Implications:</b>			
Has consideration been taken of the following:	Yes	No	
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Equality & Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

(If yes please provide further details below)

### Decision Required – Supporting Information

Financial Implications: (Must include comments of the PCC's Chief Finance Officer where the decision has financial implications)

The agreed budget for the three projects is £465,000 which is to include Sopra Steria resource costs to complete the project.

The initial costs which were submitted was £471,740 which included £44,437 reduction as a result of the supplier buying back some of the old kit being removed.

Following the clarification, the final tender price is £458,000 including £55,802 of buy back credits.

In addition to the above contract costs additional costs totalling £39,500 made up of implementation, training and excess cabling costs.

This has brought the overall project costs above budget by £32,500; this has been approved by the Chief Constable's CFO following discussion with the PCC CFO and will be managed within the overall capital budget. There will therefore be no requirement for any additional borrowing to fund this proposal beyond those already included within the approved plans.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

Terms and Conditions used for this service is Crown Commercial Service Framework RM1045.

Having read this report and having considered such information as has been provided at the time of being asked to express this view, the Chief Executive is satisfied that this report does not ask the PCC to make a decision which would (or would be likely to) give rise to a contravention of the law.

### Equality and Diversity Implications

There are no diversity & equal opportunity implications associated with the award of this contract.

### Human Rights Implications

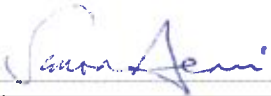
There are no Human Rights implications associated with the award of this contract.

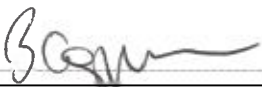
Sustainability Implications

There are no sustainability implications associated with the award of this contract.

Risk Management Implications

The Bidder has confirmed that they are willing to hold their prices, however in order to receive the additional discount secured as part of the clarification process, orders must be placed by end of January. If contracts are not signed there is a risk that prices could increase due to fluctuations in the exchange rate. The Force will then have 45 days from receipt of the goods to complete the project and return the old kit as part of the buy-back agreement.

**OFFICER APPROVAL**  
**Monitoring Officer**  
I have been consulted about the decision and confirm that financial, legal, and equalities advice has been taken into account. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.  
Signed  Date 18/1/17

**Police and Crime Commissioner:**  
The above request HAS my approval.  
Signed  Date 18/1/17

## **Report of the Chief Constable to the Police and Crime Commissioner for Cleveland – January 2017**

**Status: For Decision**

### **Procurement Report for the Non HQ Local Area Network (LAN), Remote Access Services (RAS) and Access Point Name (APN)**

#### **1. Purpose**

- 1.1 In order to support the ICT Strategy, the Force has an on-going technology refresh programme. ICT have submitted three business cases to the Towards 2020 Board in respect of this.
  - 1.1.1.1 Non HQ LAN - The HQ LAN was replaced in 2014/15, however, the current technology in place across non HQ sites for the local area network is due a refresh and is end of life and support. New technology will improve resilience, performance and reliability.
  - 1.1.1.2 Remote Access Services (RAS) are used to access Cleveland Force networks from remote locations. The current solution has been successfully implemented, however, as a result of an increase in agile users a greater dependency will be placed on the current solution and there is a need to ensure that there is sufficient capacity for future growth.
  - 1.1.1.3 Access Point Name (APN) is a gateway between a mobile network and a computer network such as the internet. A mobile device, such as those used by officers, must be configured with an APN to be allowed to connect from a Force device to ensure security measures are in place. The increased importance of Mobile Devices in Force to meet operational needs means that additional capacity is required for the mobile APN and its infrastructure.
- 1.2 The similarities of the kit required in order to service all three projects, allowed the three projects to be consolidated into one procurement exercise in order to achieve economies of scale and efficiencies in the procurement exercise.

#### **2. Recommendations**

- 2.1 That the Police and Crime Commissioner note the procurement process used to appoint a supplier for the Non HQ LAN, RAS and APN schemes.

- 2.2 The Police and Crime Commissioner approve the procurement methods investigated and recommendations put forward by the Evaluation Team to award the contract to Bidder 1.

### **3. Background**

- 3.1 Crown Commercial Services have a Network Services Framework RM1045 which enables a compliant route to market. Using such a framework reduces the procurement costs and also reduces the timescales in the tendering process as suppliers on the framework are already commercially compliant.
- 3.2 Initially Lot 1 – Data Access Services was chosen and a mini competition commenced with all 26 suppliers within this Lot. However, during the mini competition phase a query was raised regarding the chosen lot as Lot 2 –Local Connectivity Services specifically referred to LAN.
- 3.3 Advice was sought from Crown Commercial Services which advised that the original mini-competition was closed and a new competition was entered into with those suppliers whom could supply under both Lots 1 and 2.
- 3.4 A new mini-competition commenced with the 13 suppliers who were able to supply under Lot 1 and 2 on the framework.
- 3.5 One supplier responded to the mini competition and submitted a bid.
- 3.6 The evaluation criterion was based on price only as the requirement was for the supply of equipment with some standard support to be included.
- 3.7 Clarification questions were issued to the bidder in relation to price and as a result the bidder adjusted their pricing.

### **4. Implications**

#### **4.1 Finance**

- 4.1.1 The agreed budget in the capital programme for the three projects is £465,000.
- 4.1.2 The initial costs which were submitted was £471,740 which included £44,437 reduction as a result of the supplier buying back some of the old kit being removed.
- 4.1.3 Following the clarification, the final tender price is £458,000 including £55,802 of buy back credit.
- 4.1.4 In addition to the above contract costs, additional costs totalling £39,500 made up of implementation, training and excess cabling costs. This has brought the overall project costs above budget by £32,500. This has been approved by the CFO following discussion with the OPCC and will be managed within the overall capital budget.

- 4.2 Legal  
Terms and Conditions used for this service is Crown Commercial Service Framework RM1045.
- 4.3 Diversity & Equal Opportunities  
There are no diversity & equal opportunity implications associated with the award of this contract.
- 4.4 Human Rights Act  
There are no Human Rights implications associated with the award of this contract.
- 4.5 Sustainability  
There are no sustainability implications associated with the award of this contract.
- 4.6 Risk
- 4.6.1 The Bidder has confirmed that they are willing to hold their prices, however in order to receive the additional discount secured as part of the clarification process, orders must be placed by end of January. If contracts are not signed there is a risk that prices could increase due to fluctuations in the exchange rate. The Force will then have 45 days from receipt of the goods to complete the project and return the old kit as part of the buy-back agreement.

## **5. Conclusions**

- 5.1 The Evaluation Team is confident that the procurement exercise has been conducted in a fair, comprehensive, thorough and transparent process.
- 5.2 The clarification process saw a reduction of £13,740.49 against the initial tender submission costs.
- 5.3 The overall project is £32,500 over the initial estimated budget. However, this is a result of resource costs not being included in the initial budget estimate which was made 12 months ago.
- 5.4 The Evaluation Team is confident that the procurement exercise has achieved value for money.
- 5.5 The Evaluation Team recommends that the PCC awards the contract for Non HQ LAN RAS and APN to Bidder 1.

Iain Spittal  
T/Chief Constable

Evaluation team:  
Procurement and Fleet Lead Business Partner – Cleveland Police  
Network Manager – SopraSteria (on behalf of Cleveland Police)