

Report of the Chief Officer (PPP&PU)

Report to the Programme Manager, Built Environment

Date: 2nd July 2015

Subject: Request to award the ICT supply and installation for Little London Primary following procurement from the DFE ICT Framework.



Capital Scheme Number: 16585

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Woodhouse	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. As part of the new build Primary Basic Need programme Little London Primary requires the installation of ICT hardware to allow the school to operate. The schools will be occupied in September 2015.
2. Little London Primary is the extension of an existing school but the installation is beyond the capability of the existing company that supports the school.
3. The provision of this equipment is contained within the existing budgets for the school that has already been approved.
4. The DfE ICT framework has been used to tender the work.
5. The Programme Manager, Built Environment is recommended to approve the award of the contract following evaluation of the tenders returned to European Electronique in the sum of £173, 500. This is within the budget approved as part of the scheme DCR.

Recommendations

The Programme Manager, Built Environment is requested to approve the Award for the contract to supply and installation of the ICT equipment to Little London Primary to European Electronique following evaluation of the tender returns, the contract value of £173,500 which is within the budget approved for the scheme.

1.0 Purpose of this Report

1.1. The purpose of this report is:

- Award the contract for the supply and installation of ICT hardware to European Electronique following evaluations of the tender returns received for Little London Primary. The DfE ICT framework was used to procure the solution.

2.0 Background Information

2.1. The Basic Need programme represents the Council's response to the demographic growth pressures in primary school provision. The rapidly increasing birth rate in Leeds has required Leeds City Council to approve over 1300 new reception places since 2009 in order that it fulfils its statutory duty to ensure sufficiency of school places.

2.2. The scale of the response cannot be met through the existing estate; therefore the expansion of existing schools or the creation of new schools has been required in many instances. Under the Education and Inspections Act 2006, these changes all constitute prescribed alterations, and each requires a statutory process to confirm the change and make it permanent. Capital school building solutions to the demographic need are managed via Children's Services Basic Need Programme.

2.3. As a consequence of the rapidly increasing birth rate it is necessary to Increase Little London from a 1 form to a 3 form entry primary

2.4. This work will be completed under the City Council's Primary Basic Need Programme which aims to ensure its statutory duties are met with respect to ensuring a school place for every child within the city.

2.5. The new provision will be available from September 2015.

2.6. The expansion of places at this school was approved by Executive Board in September 2014 following public consultation and the publication of statutory notices for the expansion

2.7. The projects are being delivered in conjunction with Leeds City Council's Joint Venture partners NPS Leeds Ltd. acting as Technical Advisors and the Council's Public Private Partnership and Procurement Unit (PPP&PU).

2.8. A key objective within the Best Council Plan 2013-2017 is to build a Child Friendly City with a 14/15 priority 'ensuring sufficiency of school places'. The delivery of pupil places through Basic Need is one of the most baseline entitlements of a Child Friendly City and directly contributes to key outcomes identified within the Children and Young People's Plan (CYPP) 2011-2015 such as our obsession to 'improve behaviour, attendance and achievement'.

3.0 Main Points

3.1. The DfE ICT framework agreement set up by the Crown Commercial Service, has been used to obtain a suitable provider to supply, install, configure and commission the following systems:

- _ Switches – Core and Edge
- _ Wireless LAN
- _ Servers and storage
- _ Display Screens – interactive & non-interactive
- _ Interactive Whiteboards / Ultra Short Throw Projectors
- _ User devices – Desktops, laptops, tablets and other mobile devices
- _ Printing
- _ Telephony
- _ Hall AV Solution

3.2. The DfE ICT framework agreement provides a pre-approved suppliers list from which ICT equipment can be procured without the need to undertake a full blown tendering exercise in full compliance with the Public Contracts Regulations. It is considered that undertaking a mini-competition exercise with the lot 1 suppliers will provide an efficient and suitable response in order to achieve the requirements and equipment needed at Little London

3.3. The strategy to use the DfE Framework as a procurement route has been approved for Little London Primary, Lane End Primary and the North SILC scheme with a DDN approved by Paul Brennan on the 5th May 2015.

3.4. An ICT Provider selected after min-competition will undertake the final design of the installation that has been developed and specified with the school and our ICT advisor Turner and Townsend.

3.5. An expression of interest was published and 6 companies confirmed that they wished to tender for the work, however only 2 tenders were returned.

3.6. The tender returns were then evaluated and cross checked with similar schemes to ensure a suitable solution was returned from each company.

4.0 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The proposal to change the age range and subsequently expand the school was subject to statutory process including public consultation. The expansion of the school was subsequently approved by the Executive Board in September 2014.

4.1.2 The proposed scheme and associated work has been the subject of consultation with key stakeholders including LCC Officers, school staff and Governors, local ward members and the local residents. Further consultation on the procurement strategy is not required, however consultation on the scheme as a whole will continue throughout the development.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The recommendation within this report does not have any direct nor specific impact on any of the groups falling under equality legislation and the need to eliminate discrimination and promote equality.

4.3 Council Policies and City Priorities

- 4.3.1 This scheme is due to be delivered under the City Council's Basic Need Programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places.
- 4.3.2 CPRs apply to this process and this report confirms that the relevant CPRs have been adhered to.
- 4.3.3 A key objective within the Best Council Plan 2013-2017 is to build a Child Friendly City with a 14/15 priority, 'ensuring sufficiency of school places'. The delivery of pupil places through Basic Need is one of the most baseline entitlements of a Child Friendly City. A good quality school place contributes to the achievement of targets within the Children and Young People's Plan such as our ambition to 'improve behaviour, attendance and achievement'.

4.4 Resource and Value for Money

- 4.4.1 The ICT framework agreement produced by the DfE is a nationally recommended route for purchasing and installing ICT equipment into schools. To be appointed to the framework companies have already been subject to a competitive process that complies with public sector procurement regulations.
- 4.4.2 The cost will be met as part of the Basic Need Programme and are specifically accounted for in the Little London scheme budget. All schemes have within their budget a sum for the provision of IT. All tender documentation will be thoroughly reviewed and validated by T&T our ICT appointed advisor and PPP&PU to ensure Value for Money.
- 4.4.3 The budget available for the ICT installation is 199.5k which is within the DCR figure approved at Executive Board in June 2014.

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4.5 Legal Implications, Access to Information and Call-In

- 4.5.1 This is a significant operational decision as defined under Article 13 of the Council's constitution and is not subject to call-in. There are no grounds for keeping the contents of this report confidential under the Access to Information Rules
- 4.5.2 The terms and conditions have been reviewed and are acceptable.
- 4.5.3 Use of an approved framework is fully in accordance with the CPRs, which define an Approved Framework as an agreement set up by an external organisation which has been authorised by PPPU/PU. It is considered that such authorisation is merited for this agreement.

4.5.4 In the interest of transparency and equal treatment, it is advised that following the call-off from the framework agreement and award decision has been made to appoint the winning bidder, the other providers invited to participate in the mini-competition are advised of the outcome of the call-off, and a voluntary 10 day standstill period be observed in order to allow any potential challenge to be brought by those other providers. If no challenge is made, a claim for ineffectiveness cannot be brought. Further, observing a voluntary standstill period will also start time running for any other potential claim for breach of the Regulations, which must be brought within 30 days of the date that an aggrieved party knew or ought to have known that a breach had occurred

4.6 Risk Management

4.6.1 Risk is to be managed through application of 'best practice' project management tools and techniques via the City Council's Project Management Methodology. Experienced Project Management resource has been allocated from within the Public Private Partnerships & Procurement Unit.

4.6.2 A risk log will be maintained throughout the project and escalation is via the Built Environment Programme Manager.

5 Conclusions

5.1 The Basic Need Project team consisting of PPP&PU, Legal, Corporate Finance, Procurement and Children's Services have reviewed the scheme requirements and procurement options available and have concluded that the appropriate procurement route to ensure that the scheme is delivered within the programme timescales and best value is achieved by the Council is via use of the ICT supplier framework.

6 Recommendations

6.1 The Programme Manager, Built Environment is recommended to approve the Award for the contract to supply and installation of the ICT equipment to Little London Primary to European Electronique following evaluation of the tender returns, the contract value of £173,500 which is within the budget approved for the scheme.

7 Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.