



OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

ORIGINATOR: Assistant Chief Constable
Sarah Hamlin

DECISION NO. 2015/01

REASON FOR SUBMISSION: For Decision

SUBMITTED TO: Police and Crime Commissioner

SUBJECT: Forensic Medical Examiner Contract Award Recommendation

SUMMARY:

1. The report outlines the procurement process undertaken for the provision of FME services into the Norfolk & Suffolk PICs.
2. A financial overview of the three compliant bids is provided, with the Year 1 contract value of £1.55m comparing favourably with the budget of £1.596m
3. A recommendation to approve the award of contract for the provision of medical services following the successful tender process is made on the basis of the summary information included in this report.

RECOMMENDATION:

It is recommended that the PCC approves the procurement recommendation to award G4S Forensic Medical Services the contract for provision of medical services in Norfolk & Suffolk following the successful tender led by Hertfordshire Constabulary.

OUTCOME/APPROVAL BY: PCC

The recommendation as outlined above is approved.

Signature *A.W. Bett* **Date:** *21/1/15*

DETAILS OF THE SUBMISSION

- The current contract for the provision of forensic medical examiner services is due to end in March 2015.
- The following forces requested to participate in the retendering process: Bedfordshire Police, Cambridgeshire Constabulary, Essex Police, Hertfordshire Constabulary, Norfolk Constabulary and Suffolk Constabulary.
- Hertfordshire led the procurement exercise (restricted process) following EU Regulations.
- The process was conducted in compliance with the European Procurement Directives and Hertfordshire's procurement procedures and contract regulations as the lead force in this procurement.
- The tender was issued with 2 Lots; Lot 1 with Essex, Norfolk & Suffolk; Lot 2 with Beds, Cambs and Herts.
- 3 bids received, all of which were compliant
 - G4S Forensic Medical Services (3 year fixed price) for both Lots
 - Mountain Healthcare (3 year fixed price) for Lot 1 only
 - Tascor Medical Services (3 year fixed price) for both Lots
- The evaluation was undertaken by representatives from all Police Forces involved in the procurement process, NHS England (East Anglia Area Team) and an independent Clinical expert.
- An NHS performance monitoring framework will be implemented from 1st April 2015 with a formal review scheduled for each quarter. Where services have not met the requirement, a % of the contract will be calculated and withheld, capped at 3%.

On the assumption that the legislation is changed, the contract will be transferred to the NHS in April 2016.

FINANCIAL IMPLICATIONS:

- The pricing for each bid submission was:

Tender No	Company Name	Price	
		Lot 1	Lot 2
1	G4S Forensic Medical Services (3 year fixed price)	£9,421,374.00	£6,943,142.00
2	Mountain Healthcare (3 year fixed price)	£11,510,320.08	
3	Tascor Medical Services (3 year fixed price)	£14,600,958.93	£7,827,125.85

- The contract value of Lot 1 is:

G4SFMS					
Lot 1	Year 1	Year 2	Year 3		Total
Essex	£1,539,756.00	£1,565,157.00	£1,596,745.00		£4,701,658.00
		1.65%	2.02%	3.70%	
Norfolk	£899,577.00	£911,824.00	£929,996.00		£2,741,397.00
		1.36%	1.99%	3.38%	
Suffolk	£650,000.00	£657,506.00	£670,813.00		£1,978,319.00
		1.15%	2.02%	3.20%	£9,421,374.00

Norfolk & Suffolk expenditure:

- Year 1 = £1,549,577.00
 - Year 2 = £1,569,330.00 (includes price indexation)
 - Year 3 = £1,600,809.00 (includes price indexation)
- The custody FME budget for Norfolk & Suffolk for 2014/15 as provided by Finance is;
 - £1.596m
 - Year 1 expenditure will be within budget.
 - The contract is based upon a fixed price using average footfall with no additional charges for higher volumes.

OTHER IMPLICATIONS AND RISKS:

- In addition to formal quarterly reviews that will be held at regional level, NHS England (East Anglia Area Team) and Norfolk & Suffolk constabularies will establish a suitable contract performance monitoring mechanism for holding the provider to account.

PUBLIC ACCESS TO INFORMATION: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	YES
Has the PCC's Chief Finance Officer been consulted?	YES
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	YES
Have human resource implications been considered?	YES
Is the recommendation consistent with the objectives in the Police and Crime Plan?	YES
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	N/A
Has communications advice been sought on areas of likely media interest and how they might be managed?	NO
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	YES

APPROVAL TO SUBMIT TO THE DECISION-MAKER (this approval is required only for submissions to PCC and DPCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.

Signature:



Date: 21.1.15