

# Finance and Resources Committee

10am, Thursday, 26 November 2015

## Edinburgh Alcohol and Drug Partnership (EADP) Counselling and Psychological Therapies Service Contract

Item number 7.10  
Report number  
Wards: All

### Executive summary

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This report seeks the approval of the Finance and Resources Committee to award a contract for a Counselling and Psychological Therapies Service to be delivered on behalf of the Edinburgh Alcohol and Drug Partnership (EADP). The term of the contract will be three years, with an option to extend for up to a further 24 months.

This contract replaces similar contracts.

### Links

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Coalition pledges	P12 and P43
Council outcomes	CO10 and CO11
Single Outcome Agreement	SO2

## Edinburgh Alcohol and Drug Partnership (EADP) Counselling and Psychological Therapies Service – Contract

### 1. Recommendations

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- 1.1 It is recommended that the Finance and Resources Committee approve the award of a three year contract to a consortium led by the Edinburgh and Lothian Council on Alcohol (ELCA) for provision of a Counselling and Psychological Therapies Service, with the option to extend the contract for up to a further twenty four months.

### 2. Background

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- 2.1 The Edinburgh Alcohol and Drug Partnership (EADP) is a collaborative partnership of the City of Edinburgh Council, NHS Lothian, Police Scotland, the Scottish Prison Service and the Third Sector.
- 2.2 EADP invests in a range of services that are intended to stop or reduce substance misuse, including an adult counselling and psychological therapies service.

### 3. Main Report

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- 3.1 In terms of EU procurement regulations, care services are Part B services. Although Part B services are not subject to the full rigours of EU procurement regulations, there is a requirement for openness, transparency and fair and equal treatment, as well as a requirement to comply with the Public Contracts (Scotland) Regulations 2012 and the Council's Contract Standing Orders.
- 3.2 A Future Contract Opportunity (FCO) notice was published on the Public Contracts Scotland (PCS) website on 4 May 2015 in order to ensure that interested parties would be made aware of the Council's intention to tender for provision of this service. A total of seventeen organisations registered interest in response to the FCO notice.
- 3.3 A Contract Notice was subsequently published on the Public Contracts Scotland (PCS) website on 21 August 2015 and an open Invitation to Tender (ITT) was published on the Public Contracts Scotland-Tender (PCS-T) website the same day. A total of eighteen organisations registered interest.

- 3.4 A supplier briefing meeting was held on 3 September 2015 to provide guidance on tendering and to respond to questions about the specification of requirements and the tender process.
- 3.5 Three organisations submitted tenders by the deadline of 2 October 2015.
- 3.6 Tenders were evaluated on the basis of the most economically advantageous tender, with weighting of 70% for quality and 30% for price. A summary of the tender process and information about the award criteria and the scoring methodology are provided at appendices 1, 2 and 3 of this report.
- 3.7 Evaluation of the technical (quality) content of the bids was undertaken by an evaluation panel including representatives of the City of Edinburgh Council, the Scottish Prison Service, NHS Lothian and an independent technical expert.
- 3.8 Evaluation of the commercial (price) content of the bids was undertaken by the Council's Procurement and Commercial Services, based on the offer price for annual provision of the service.
- 3.9 The Edinburgh Alcohol and Drug Partnership (EADP) will be responsible for contract management and will monitor management and performance information.

#### **4. Measures of success**

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- 4.1 The contract will address directly the need to provide a counselling and psychological therapies service for substance misuse throughout the City of Edinburgh Council area, including HMP Edinburgh.
- 4.2 The contract meets the specification of requirements within the allocated budget.

#### **5. Financial impact**

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- 5.1 The maximum potential value of the contract, including extension, is £3,149,250.
- 5.2 The contract value represents a saving of £14,414 per annum, compared to the allocated budget.
- 5.3 The costs associated with procuring this contract are estimated to be from £10,001 to £20,000.

#### **6. Risk, policy, compliance and governance impact**

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- 6.1 The risks associated with implementing the contract will be monitored and managed through the Edinburgh Alcohol and Drug Partnership (EADP).

#### **7. Equalities impact**

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- 7.1 A full equalities and rights impact assessment (ERIA) has been undertaken.

7.2 There are no direct equality and rights impacts arising from this report.

## 8. Sustainability impact

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8.1 There are no impacts on carbon, adaptation to climate change and sustainable development arising directly from this report.

## 9. Consultation and engagement

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9.1 Meetings were held with incumbent providers prior to commencement of the procurement procedure. This created an opportunity for informal discussion of the requirements, taking account of lessons learned from current provision of the service.

## 10. Background reading/external references

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Equalities and rights impact assessment:

[http://www.edinburgh.gov.uk/directory\\_record/580686/procurement\\_of\\_eadp\\_services\\_2015](http://www.edinburgh.gov.uk/directory_record/580686/procurement_of_eadp_services_2015)

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## 11. Links

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<b>Coalition Pledges</b>	P12 - Work with health, police and third sector agencies to expand existing and effective drug and alcohol treatment programmes. P43 - Invest in healthy living and fitness advice for those most in need.
<b>Council Outcomes</b>	CO10 - Improved health and reduced inequalities. CO11 - Preventative and personalised support in place.
<b>Single Outcome Agreement</b>	SO2 - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health.

<b>Appendices</b>	1. Summary of Tender Process 2. Award Criteria 3. Scoring Methodology
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# Appendix 1 - Summary of Tender Process

## EADP Counselling and Psychological Therapies Service – Contract Ref: CT 0465

<i>Tender</i>	<b>EADP Counselling and Psychological Therapies Service – Contract Ref: CT 0465</b>
<i>Contract Period</i>	1 April 2016 to 31 March 2019 with option to extend for up to twenty four months
<i>Estimated value of contract</i>	£3,149,250 (total including extension)
<i>Standing Orders observed</i>	Open Procedure
<i>EC Directives</i>	2004/18/EC
<i>Tenders Returned</i>	3
<i>Tenders fully compliant</i>	3
<i>Recommended Provider</i>	Consortium led by Edinburgh and Lothian Council on Alcohol (ELCA), with Crew2000 and Simpson House (Church of Scotland trading as CrossReach).
<i>Primary Criterion</i>	Most economically advantageous tender to have met the qualitative and technical specification
<i>Evaluation criteria and weightings and reasons for this approach</i>	Quality (70%) Price (30%) Quality was of greater importance due to the nature of the services to be provided.
<i>Evaluation Team</i>	An officer from Health and Social Care, a representative from each of the Scottish Prison Service and NHS Lothian and an independent technical expert.

## Appendix 2 - Award Criteria

### EADP Counselling and Psychological Therapies Service – Contract Ref: CT 0465

Technical (Quality) Evaluation - Award Criteria	Weighting (%)
Approach to Delivering the Service	10%
Methodology and Organisation	15%
Therapeutic Quality	25%
Case Study 1	7.5%
Case Study 2	7.5%
Organisational Quality and Strategic Contribution	20%
Implementation Plan	10%
Community Benefits	5%
<b>Total</b>	<b>100%</b>

Bids were assessed for quality using the above evaluation criteria and scored as a percentage of the weighting of 70 for quality.

Bids were assessed for price and the lowest priced bid was awarded the maximum total weighting of 30 for price; higher priced bids were awarded pro rata scores out of 30, measured against the lowest priced bid.

Resultant overall scores were as follows:

Provider	Quality	Price	TOTAL	Position
ELCA Consortium	48.13	27.63	75.76	1
Provider B	40.25	30.00	70.25	2
Provider C	35.88	29.01	64.89	3

# Appendix 3 - Scoring Methodology

## EADP Counselling and Psychological Therapies Service – Contract Ref: CT 0465

### Scoring Methodology for Technical (Quality) Evaluation

Score	Description
<b>0</b> <b>Unacceptable</b>	Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.
<b>1</b> <b>Poor</b>	Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.
<b>2</b> <b>Acceptable</b>	Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.
<b>3</b> <b>Good</b>	Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.
<b>4</b> <b>Excellent</b>	Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.