

Members' Library Service Request Form

Date of Document	11/10/12
Originator	Julie Caughey
Originator's Ref (if any)	
Document Title	Award of B&B Accommodation Contract

Please indicate if access to the document is to be "unrestricted" or "restricted", with regard to the terms of the Local Government (Access to Information) Act 1985.

Unrestricted	<input checked="" type="checkbox"/>	Restricted	<input type="checkbox"/>
--------------	-------------------------------------	------------	--------------------------

If the document is "restricted", please state on what grounds (click on grey area for drop-down menu):

For Publication

Please indicate which committee this document should be recorded into (click on grey area for drop-down menu):

Cabinet

Additional information:

Authorised By	Jim Lamond
Designation	Head of Council Resources
Date	11/10/12

For Office Use Only:	
Library Reference	239/12
Date Received	11/10/12
Bulletin	Oct12

REPORT TO: Members' Library Service

MEETING DATE:

BY: Executive Director (Support Services)

SUBJECT: Framework award – B&B Services

1 PURPOSE

To record the award of places on a framework agreement for Bed & Breakfast service provision.

2 RECOMMENDATIONS

Members are requested to note the decision of the Executive Director (Services for Communities) as appointed representative under Standing Order Rule 46 and delegation Appendix 2a (Tenders) thereto and after consultation with the Head of Council Resources to accept the following contractors into a framework agreement, for a period of three years, with one optional extension of one year, from 8 October 2012:

- B&B 128, Musselburgh
- Bert Logan Property (Jessmont, Dunbar; Barlae House, Haddington and Andermatt, Prestonpans)
- Brae Cottage, Tranent
- Cathy Caven, Musselburgh
- F W B&B, Musselburgh
- Mercat Hotel, Haddington
- Mrs Nish, Musselburgh
- Queen Margaret Lodge, Musselburgh
- Ravensheugh, Musselburgh
- Rooms 2 Rent, Prestonpans
- St Andrews B&B, Tranent

3 BACKGROUND

- 3.1 This was a re-tendering of an expired contract for B&B services for homeless service users.
- 3.2 Due to the nature of this contract, the opportunity was advertised in the local press on 11 May 2012 with a deadline for completed tenders of 25 June 2012.

COMPARISON OF TENDERS

- 3.3 Twelve providers submitted tenders. All passed the mandatory criteria and provided the required documentation. It was noted that several new providers submitted tenders giving more choice and coverage across the County. New providers' premises were visited and assessed as meeting the Council's requirements.
- 3.4 A different approach was taken in this tender to the previous one with regards to pricing. Rates per person per night (pppn) were sought, regardless of the size and type of room (i.e. single, double or family). It is expected that this will result in savings as the majority of service users are single people. We also specified the rate per night for children.
- 3.5 Further clarification was sought from five providers who had submitted prices which were significantly above the market rate. Some providers reduced their rate and others did not. The call offs from the framework will be at the lowest rates first (dependant on suitable location and availability).
- 3.6 Contracts were awarded to the twelve providers on 5 October 2012.

4 POLICY IMPLICATIONS

- 4.1 There are no policy implications.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 This report is not applicable to the well being of equalities groups and an Equalities Impact Assessment is not required.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – The prices tendered are in some cases lower and in other cases higher than the prices paid on the previous contract. Any costs arising from application of these contracts will be managed by the Housing service in accordance with their approved budgetary limits.
- 6.2 Personnel – none

7 BACKGROUND PAPERS

7.1 Various supporting procurement papers.

AUTHOR'S NAME	Julie Caughey
DESIGNATION	Corporate Procurement Manager
CONTACT INFO	jcaughey@eastlothian.gov.uk
DATE	11 October 2012