

REPORT TO: Musselburgh Racing Associated Committee

MEETING DATE: 19 March 2019

BY: Depute Chief Executive – Resources & People Services

SUBJECT: Procurement - Update

1 PURPOSE

- 1.1 To update the Committee on the current position regarding the Procurement Process.

2 RECOMMENDATION

- 2.1 That the Musselburgh Racing Associated Committee notes the position.

3 BACKGROUND

- 3.1 The British Horseracing Association (“BHA”) issued a further licence to permit horseracing at Musselburgh until October 2019. A condition of this licence was that the procurement process required to be commenced no later than 31 January 2019.
- 3.2 The tender was formally launched and went live on the Public Procurement Scotland portal on 29 January 2019. This met the BHA’s licencing condition.
- 3.3 This procurement is being carried out under the Competitive Negotiated Procedure which provides the tendering authority the ability to negotiate on bids, if required. The table below sets out the estimated time frame for the procurement although this may be subject to adjustment as the procurement process progresses.

ACTIVITY	ESTIMATED DATE
Contract Notice Issued	29 January 2019
Deadline for receipt of Submissions to ESPD	(Noon) Monday, 4 March 2019
Evaluation of ESPD Responses	5 March 2019 to 8 March 2019
Notify Potential Providers of Outcome of Stage 1	11/12 March 2019
Issue of ITPN to successful Potential Providers for Responses	12/13 March 2019
Deadline for receipt of Submissions to ITPN	12/15 April 2019
Notify Potential Providers of Outcome of Stage 2	8 May 2019
Negotiation round 1 (if required)	w/c 13 May 2019
Deadline for receipt of responses (Final)	10 June 2019
Evaluation, Reporting & Review	21 June 2019
Negotiation round 2 (if required)	w/c 1 July 2019
Evaluation, Reporting & Review	w/c 5 August 2019
AWARD	
Notification of intended award	27 August 2019
Commencement of standstill period	27 August 2019
Target Contract Commencement Date	7 September 2019
Target Services commencement date	15 October 2019

The first stage of the tender process (ESPD) has now come to a close. The interest in the bid had been promising and those bidders who are successful have been notified and the bidders will be able to review the documentation for the second stage of the procurement process.

4 POLICY IMPLICATIONS

There are no policy implications relating to this report

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – Discussions are underway regarding the allocation of costs relating to advice received in connection with the decision to move to the third party operator, and the procurement and tender costs relating to that process.

Additional costs may be incurred if the negotiation stages are required following receipt of the tenders.

6.2 Personnel – the launching of the tender process has had no negative impact on the employees status. The employees will be consulted on any potential TUPE transfer once the successful bidder has been identified.

6.3 Other - none

7 BACKGROUND PAPERS

7.1 None

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