

## Officer Non Key Executive Decision

<b>Relevant Chief Officer (Decision Maker):</b>	John Blackledge, Director of Community and Environmental Services
<b>Relevant Cabinet Member (for consultation purposes):</b>	Councillor Kath Benson, Cabinet Member for Schools and Learning
<b>Report Author (Officer name and title):</b>	Kate Faulkner, Corporate Procurement and Projects Officer
<b>Implementation Date of Decision:</b>	9 October 2017

### THE SUPPLY AND DISTRIBUTION OF GROCERIES; CONSISTING OF DRY GOODS, DAIRY PRODUCTS AND COOKED MEATS TO BLACKPOOL COUNCIL'S SITES AND BLACKPOOL SCHOOLS

#### 1.0 Purpose of the report:

- 1.1 To seek approval for the appointment of Trevors Foodservice to deliver all 3 lots of the Groceries contract to Blackpool Council's schools and other Council sites.

Lot 1 – Dry Goods  
Lot 2 – Dairy Products and Eggs  
Lot 3 – Cooked Meats and Bacon

#### 2.0 Recommendation(s):

- 2.1 To approve the appointment of Trevors Foodservice to deliver all 3 lots of the Groceries contract in Blackpool for a period of 2 years starting from 30<sup>th</sup> October 2017 for 2 years with an option to extend for a further 2 years, incrementally.

#### 3.0 Reasons for recommendation(s):

- 3.1 A formal tendering exercise was undertaken during August 2017 to select a single supplier (per lot) to provide the service from 20<sup>th</sup> October 2017. The Council tendered through the electronic portal (The Chest) using an Open OJEU process.

The Open OJEU advert attracted 2 bidders:

- Trevors Foodservice – Blackpool – Lots 1, 2 and 3
- Clegg's Chilled Foodservice – Longridge – Lots 2 and 3

After the evaluation stage Trevors Foodservice provided the most economically advantageous tender and it is the intention to enter into a formal contract.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

None.

#### **4.0 Council Priority:**

4.1 The relevant Council Priorities are:

- "The economy: Maximising growth and opportunity across Blackpool"
- "Communities: Creating stronger communities and increasing resilience"

#### **5.0 Background Information**

5.1 A one stage (Open) OJEU tender was undertaken and published on the council's electronic portal (The Chest).

5.2 Six companies expressed an interest in delivering the contract. However, four companies opted out of the process, prior to the closing date.

5.3 Trevors Foodservice submitted a bid for Lots 1, 2 and 3 and Clegg's Chilled Foodservice submitted for Lots 2 and 3, with Trevors Foodservice providing the most economically advantageous tender for all 3 lots.

5.4 Does the information submitted include any exempt information? No

#### **5.5 List of Appendices:**

None.

#### **6.0 Legal considerations:**

6.1 The procurement exercise has been carried out in line with Contract Procedure Rules and Public Contract Regulations 2015 and authority has been sought from the Head

of Procurement.

6.2 Blackpool Council's standard terms and conditions for service provision will be used for this contract.

**7.0 Human Resources considerations:**

7.1 TUPE did not form part of this process.

**8.0 Equalities considerations:**

8.1 None.

**9.0 Financial considerations:**

9.1 The total budget for this project is £757,647 over 2 years, plus a further £757,647 should the decision be made to exercise the available extension options.

**10.0 Risk management considerations:**

10.1 None.

**11.0 Ethical considerations:**

11.1 The Contractor has signed Blackpool Council's Supplier Charter which includes a commitment to consider how they can help achieve Blackpool Council's priorities.

**12.0 Internal/ External Consultation undertaken:**

12.1 The evaluation panel consisted of representatives from the Catering Services, Adult's Services and the Procurement and Projects Team.

The Head of Procurement has remained informed throughout the process.

**13.0 Decision of Chief Officer**

13.1 To seek to approve Trevors Foodservice to provide Groceries for a period of 2 years starting from 20<sup>th</sup> October 2017 with an option to extend incrementally for a further 2 years.

**14.0 Reasons for the Decision of the Chief Officer**

14.1 Trevors Foodservice provided the most economically advantageous tender that fully met the requirements of the service.

