

Officer Non Key Executive Decision

Relevant Chief Officer (Decision Maker):	Diane Booth, Director of Children's Services
Relevant Cabinet Member (for consultation purposes):	Councillor Kath Benson, Cabinet Member for Schools, Education and Aspiration
Report Author (Officer name and title):	Trish Rimmer, Procurement and Projects Officer
Implementation Date of Decision:	19 March 2020

CLEANING SERVICES FOR THE PUPIL REFERRAL UNITS X 3 – BLACKPOOL

1.0 Purpose of the report:

- 1.1 To confirm the outcome of the recent market tender exercise undertaken for Cleaning Services for 3 x Pupil Referral Units in Blackpool.

Blackpool Council wishes to appoint a single Contractor who can clearly demonstrate the ability to meet the service's requirements and who offers the most economically advantageous tender.

2.0 Recommendation(s):

- 2.1 To approve the appointment of MINT Commercial & Healthcare Limited to provide cleaning services to the Athena, Pegasus and Willows Pupil Referral Units.

3.0 Reasons for recommendation(s):

- 3.1 A formal tendering exercise was undertaken between December 2019 through to March 2020 in order to select suitably qualified and experienced Contractor to undertake cleaning services (regular, deep and window cleaning). The previous contract expires 21 June 2020 with no further extensions available.

The Council conducted an restricted (2-stage) tender via our electronic tendering portal, The Chest.

Stage 1: Tender submissions were received from:

- 5am Contract Cleaners Limited, Blackpool
- CG Cleaning Limited, Bolton
- Fylde Clean Limited, Poulton-Le-Fylde

- Gemini GRP Limited, Blackburn
- MINT Commercial & Healthcare, Northwich
- Pristine Clean Services Limited, Inverness
- RCCN Limited, Wakefield
- Regent Samsic, Coventry
- RFM Group, Leeds
- Tenon FM, London

Stage 2 (shortlisted): Tender submissions were received from

- 5am Contract Cleaners Limited, Blackpool
- Gemini GRP Limited, Blackburn
- MINT Commercial & Healthcare, Northwich
- Pristine Clean Services Limited, Inverness
- Regent Samsic, Coventry

MINT Commercial & Healthcare provided the most economically advantageous tender (based on a combination of price, quality and social value) and it is therefore, the Council's intention to enter into a formal agreement with them.

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 Priority is "The economy: Maximising growth and opportunity across Blackpool".

5.0 Background Information

5.1 Introduction to the Service

Educational Diversity is a multi-site Pupil Referral Unit in Blackpool providing full-time education for young people (ages 7-16) with behavioural, emotional and

social difficulties. Educational Diversity occupy 3 separate buildings owned by Blackpool Council across the town. More information about the service can be found on our website www.eddiversity.com

Scope of Service

The Contractor shall comply with all the requirements set out in the Service Specification.

The Contractor shall provide the Cleaning Service on a scheduled, planned and reactive basis as may be required to meet the Service Standards.

The Cleaning Service consists of:

Scheduled cleaning;

Window cleaning 3 times per year internally and externally;

Ad hoc service requests including but not limited to;

Spillages/spoiling (internal and external) of bodily fluids and other substances – although these incidences are rare and will usually have been dealt with by caretakers, the cleaners may have to deal with the aftermath at their next visit

Replenishment of materials/disposables/consumables, e.g. toilet tissue, hand towels, hand cleanser etc ;

Untoward incidents such as flooding.

The Contractor shall be responsible for cleaning of all areas, in compliance with this specification and to the standards and monitoring frequencies described.

Within each of these areas as so defined, the Contractor shall be responsible for cleaning to agreed standards of all elements, except where specifically excluded.

The Contractor shall be responsible for cleaning to the standard required and will be expected to audit, monitor and improve their own quality of work and provide this to the Educational Diversity at regular intervals.

The Council will provide:

A secure storage area to safely store the contractor's equipment and consumables

All paper consumables e.g. toilet rolls and paper towels, for the contractor to replenish as necessary.

The Contractor will provide:

- Suitable equipment in good working order. Any electrical equipment should be PAT tested and operators adequately trained in safe use of any

such equipment.

- All cleaning materials to be used to ensure effective cleaning, which should be stored safely and securely in line with relevant legislation and industry best practice. Any product safety sheets and risk registers should be available for the Council on request.
- All uniforms and ID badges for the cleaning staff
- Trained and competent personnel to carry out the described duties effectively and safely.

Does the information submitted include any exempt information?

No

6.0 Legal considerations:

- 6.1 The process was undertaken in line with Public Contract Regulations 2015 and is in line with the Council's Contract Procedure Rules. Authority has been sought from the Head of Procurement. The Council will enter into a contract with MINT Commercial & Healthcare Limited.

7.0 Human Resources considerations:

- 7.1 This contract will give rise to a TUPE transfer and the Contractor's TUPE process has been assessed via method statements answered in the tender process. The Contractor has committed to payment of the Real Living Wage but is proposing a drop in hours at some sites.

8.0 Equalities considerations:

- 8.1 None.

9.0 Financial considerations:

- 9.1 This contract offers in the region of a £12,000 per year saving from the incumbent provider's price and is within budget.

10.0 Risk management considerations:

- 10.1 If the contract is not awarded, this will impact upon on-going cleanliness and usability of the physical assets.

11.0 Ethical considerations:

- 11.1 Social value has been included @ 20% and some measurable suggestions have been provided.

12.0 Internal/ External Consultation undertaken:

- 12.1 The TUPE process will include consultation with existing staff (Tenon FM). Approval has been sought from the headmistress, Wendy Casson to proceed with the new contractor.

13.0 Decision of Chief Officer

- 13.1 To approve the appointment of MINT Commercial & Healthcare Limited to provide cleaning services to the Athena, Pegasus and Willows Pupil Referral Units.

14.0 Reasons for the Decision of the Chief Officer

- 14.1 MINT Commercial & Healthcare provided the most economically advantageous tender (based on a combination of price, quality and social value) and it is therefore, the Council's intention to enter into a formal agreement with them.