

**THE OFFICE OF POLICE AND CRIME COMMISSIONER  
FOR DERBYSHIRE  
DECISION RECORD**

<b>Request for PCC Decision</b>	<b>Received in OPCC Date: March 2018</b>	<b>OPCC Ref: 14/2018</b>
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**PROVISION TO AWARD THE CONTRACT FOR THE PROVISION OF A NEW  
INTRANET SOLUTION**

**Executive Summary:**

Approval was sought to award contract for the Provision of a New Intranet Solution to be provided by Scroll LLP, for the period from 1 April 2018 top 31 March 2021, with no options to extend, for the total contract value of £165,875.00 (detailed in the attached report)

**Decision**

The recommendation to award the contract to Scroll LLP for the initial contract period from 1 April 2018 to 31 March 2021 with no option to extend, for the total contract value of £165,875.00 was confirmed.

**Declaration**

I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct for the Police and Crime Commissioner for Derbyshire. Any such interests are recorded below.

None

The above request has my approval.



**DECISION REPORT**  
**19 MARCH 2018**  
**REPORT OF THE POLICE AND CRIME COMMISSIONER**

**RECOMMENDATION TO AWARD THE CONTRACT FOR THE PROVISION OF A  
NEW INTRANET SOLUTION**

**1 PURPOSE OF THE REPORT**

- 1.1 Recommend approval to award contract for the Provision of a New Intranet Solution to be provided by Scroll LLP, for the period from 1 April 2018 to 31 March 2021, with no options to extend, for the total contract value of £165,875.00.

**2 INFORMATION AND ANALYSIS**

- 2.1 The current force intranet system is over 12 years old. The underlying technology does not allow full use of the latest communication methods. Derbyshire Constabulary requires a new, modern intranet system to replace its 12-year-old system.
- 2.2 This competition was conducted under the Crown Commercial Services Digital Outcomes and Specialists 2 Framework (Ref: RM1043iv). 15 suppliers submitted expressions of interest during stage 1. The 15 suppliers were shortlisted to 5 suppliers. The Invitation to Tender document was sent to the 5 shortlisted suppliers. 2 suppliers submitted a bid: Scroll LLP and CDS Limited.
- 2.3 The evaluation team consisted of Ray Poxon (Head of Procurement), Kirsty Holding (Procurement Assistant), Ben Sherwin (Digital Media Manager), Dominic Masotano (Digital Content & Intranet Officer) and Michael Culliford (Project Manager) for Derbyshire Constabulary.
- 2.5 The submissions were evaluated against the Most Economical Advantageous Tender Criteria (MEAT): Weighting 20% Price and 80% Quality.
- 2.6 Based on the detailed evaluation Scroll LLP received the full 80.00 points for their quality response. The evaluation panel confirmed that they demonstrated that they could meet the

requirements which were outlined within the specification and provided a comprehensive response to the method statements. CDS Limited received 65.96 points for their quality response.

- 2.7 Based on the evaluation of the pricing schedules, Scroll LLP received the full 20 points, as they were the most economical submission. There was 58.9% (£116,704.83) difference between the submission from Scroll LLP and CDS Limited.

### 3 RECOMMENDATIONS

- 3.1 Confirm the recommendation to award the contract to Scroll LLP for the initial contract period from 1 April 2018 to 31 March 2021 with no option to extend, for the total contract value of £165,875.00.

### IMPLICATIONS

All implications are assessed and scored to the table below.

**HIGH** – supporting explanation and narrative required and to be contained within the report

**MEDIUM** – narrative to be contained within the report at the discretion of the author

**LOW** – no narrative required

	LOW	MEDIUM	HIGH
Crime & Disorder			
Environmental			
Equality & Diversity			
Financial			
Health & Safety			
Human Rights			
Legal			
Personnel			

<b>Contact details in the event of enquiries</b>	<b>Name:</b>
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