Replacement Geographic Information System (GIS)

Subject: Procurement Report
Date: 2nd February 2022
Reference: HWFRS/118

1. Background

Hereford & Worcester Fire and Rescue Service (the Authority) have developed an ICT Strategic Programme, which will deliver the requirements set out in the 2017 ICT Strategy, to increase productivity through flexible and accessible systems, whilst delivering continued cost savings. See **Appendix 1** ICT Strategy 2017 for full strategy.

HWFRS must keep pace with modern, user-oriented models of operating in order to address changes in the expectations of our workforce and providing our communities with sustainable, high quality firefighting, rescue and preventative services.

The existing mapping software hadn't been reviewed in over a decade so in line with the recent Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) audit the Authority will re-tender the software to ensure the Authority has access to the best product available to give the outputs required to meet the changing environment whilst delivering value for money.

This document aims to provide a clear and transparent rationale for how the appropriate supplier has been selected. The Authority has assessed the appropriate procurement routes, the appropriate available partners and the relevant costs of those partners.

2. Service Review

The Authority consists of, in addition to its headquarters (SHQ), 27 fire stations strategically located across the two counties. Nineteen of these stations are Retained and predominantly located in Hereford. The remaining 8 stations consist of 3 day crewed and 5 whole time. It operates on a 24 hour per day/7 days per week /365 days per year basis. The mission of the Service is to make the communities we serve safer through prevention, protection and response activities.

Based on the deliverables the Head of Corporate Services, Project Officer and Head of ICT reviewed and agreed based on the Authorities operational requirements a user specification inline with current legislation.

The current arrangement for the mapping software will cease the end of March 2022.

As part of the review and finalising of the process the following documents were agreed between the Head of Performance & Information, Communications Manager, Head of ICT and Prevention Community Services Manager based on the Authorities operational requirements a user specification in line with current legislation.

Finalising of Tender Documents

1. Invitation to Tender, Evaluation Criteria, Specification, Questionnaire **Appendix 2**
2. Pricing Schedule **Appendix 3**

The specification structure was agreed and the following criteria would be used to assess the overall economic advantages of the tender proposals:-

- **Price (30%)**
- **Quality and Technical (70%)**
- **Delivery (Pass/Fail)**

The Authority requires a 3 year contract with the option to extend for a further 24 months for the provision of a single supplier to provide Geographic Information System (GIS)

3. Procurement

The Tender for the provision of a Geographic Information System was advertised on 18th October 2021, with a closing date for applications on 16th November 2021.

This was undertaken as an open tender and published on the BlueLight Portal eu-supply.com

4. Evaluation Stage

Evaluation Stages
- Stage 1- Evaluated Price (30%)
- Stage 2- Quality and Technical (70%)
- Stage 3- Delivery (Pass/Fail)
- Stage 4- HWFRS requested further clarification/amplification

Evaluation questions were based on the following overarching criteria and weighted scores:

Award Criteria	Weightings
Price	**30%**
Quality	**70%**
Delivery	**Pass/Fail**
TOTAL	**100%**

Bids were received from the following two suppliers

1. Cadcorp
2. Esri UK Ltd

Stage 1- Price (30%)

A full cost evaluation was carried out on all of the suppliers returned pricing schedules based on the contract period (3 years).

Stage 2- Quality and Technical (70%)

The suppliers tenders submissions were reviewed against the above criteria and specification (**Appendix 2**) with the evaluation panel consisting of Head of Performance & Information and Performance & Information Manager, agreeing, through consensus, an overall score for each question.

Stage 3-Delivery (Pass/Fail)

Each supplier confirmed and supplied an implementation plan as part of their tender submission that they were able to have the software installed before the 1st April 2022.

Stage 4-Amplification/Clarification

Amplification and Clarifications questions were requested from the two suppliers, to further clarify responses within their tender submissions. **See Appendix 4**

The below table summaries the weighted scores achieved by each of the two suppliers

Criteria	Area	TOTAL SCORE AVAILABLE	Computer Aided Development Corporation Ltd (Cadcrop)	Successful Supplier Esri UK Limited
1	Mandatory Questions	Pass / Fail	Pass	Pass
2	Delivery	Pass / Fail	Pass	Pass
3	Quality and Technical	70%	59%	69%
4	Price	30%	30%	26.61%
	Total	**100%**	**89.00%**	**95.61%**

5. Recommended Decision

Esri UK Ltd appointed for the provision of Geographical Information Software
Contract Value would be £79,000 (3 year contract) which will commence 1st April 2022.

6. Full Audit trail (including Specification/Scoring matrix)

Esri UK Limited - All Documents

Appendix 1- ICT Strategy 2017	HWFire ICT Strategy v1.0.pdf
Appendix 2- Instructions To Tender	Instructions To Tender GIS System v
Appendix 3- Pricing Schedule	Appendix H Pricing Schedule GIS.xlsx
Appendix 4- Amplification and Clarification	Tender clarifications v3.xlsx