

Decision Record Template



**POLICE & CRIME
COMMISSIONER**
for Leicester,
Leicestershire & Rutland
Your Communities - Your Commissioner

Date of Decision: 3/10/2024

Lead Officer: Jim Bates/Shivam Vadher

Decision Record URN: EXE0030-24

Title: **CONT0339 Hardware Maintenance contract**

Decision summary:

The current hardware maintenance contract (CON895) expires 30th September and a further competition was published using the Crown Commercial Service (CCS) RM6100 Technology Services 3 framework. We received three tenders and have awarded the contract to CDW as the most economically advantageous tender. The award has been approved by Assistant Chief Officer (Finance & Resources) and we are asking the Police Commissioner to sign the contract & to add his seal.

Decision Sought:

To be completed by Lead Officer

Procurement are requesting that the Police Commissioner signs the Hardware Maintenance contract and adds his seal. The total estimated value of £782,924.62 1st October 2024 to 30th September 2027 with two optional extensions of one year (the estimated value includes optional extensions).

Supporting information

1) Background information

IT Business Applications Support Manager, requires the renewal of the Hardware Maintenance contract. The contract (CON895) expires 30th September 2024.

Initial Term

Year 1 £133,454.56

Year 2 £144,130.92

Year 3 £155,661.69

Extension Options

Year 4 £168,114.31

Year 5 £181,563.44

Total value £782,924.63

It was agreed to publish a further competition using the Crown Commercial Services Technology Services framework (RM6100).

2) Detail of additional information attached.

Please see attached approved recommendation.

3) Expected benefits.

We expect CDW to take a more proactive approach to minimise disruption to Leicestershire Police assets and this does provide the continuity from the previous contract and minimises disruption to Force IT.

4) Impact of not approving the application

The Force will be without a hardware maintenance contract, will have to pay market rates and risk assets not being maintained. There are also TUPE implications.

5) Financial implications (including any cost savings)

The price increase by approximately 8% annually.

6) Consultations (Details of any consultations that have been carried out or reason as to why no consultations has taken place):

We used the CCS Technology Services framework. CSS would have engaged in supplier engagement before awarding the contract.

7) Collaboration (is there an opportunity to collaborate with partners)

There is no opportunity to collaborate as the contract is dependent on Leicestershire Police hardware assets. We previously collaborated with Northamptonshire Police, however this provided no additional benefit.

8) Equality, Diversity & Human Rights implications

There were two equality and diversity criteria, which was given a weighting of 5%. The first was for them to submit their equality policy for review and the second criteria was for the tenderers to provide details of their approach to Diversity/Equality training and awareness.

9) Legal comments

There is no need for legal advice as Procurement are using a standard CCS framework and standard CCS contract documents.

10) Publication

To be completed

It is appropriate to publish this record of decision made by the Police and Crime Police and Crime Commissioner: Yes

It is appropriate to publish the contents of the supporting papers: No

It is appropriate to publish details of the decision by the Police and Crime Police and Crime Commissioner for Leicestershire: Yes

Reasons for any non-Publication (referencing appropriate legislation):

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Unless the information provided is covered by an exemption and stated to be either confidential or partly confidential, the information contained in the form will be published on the OPCC website.

Chief Finance Officer:

Comments: Approved

I have been consulted about the proposal and confirm that financial advice has been taken into account in the preparation of this report and assurances sought have been outlined within the report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Police and Crime Commissioner for Leicester, Leicestershire and Rutland.

Signature:

Name: Kira Kott

Date:29/10/2024

Chief Executive and Monitoring Officer:

Comments: Approved

I have been consulted about the proposal and confirm that legal and equalities advice have been taken into account in the preparation of this report and assurances sought have been

outlined in this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Police and Crime Commissioner for Leicester, Leicestershire and Rutland.

Signature

Name

Claire Trewartha

Date 01/11/2024

Police and Crime Police and Crime Commissioner for Leicestershire:

Having received the advice set out above and reviewed relevant documentation my decision in regard of this matter is:

Approved

I confirm that my register of interests' declaration is up to date and that none of my interests preclude me from making this decision.

Signature: Rupert Matthews

Date: 11/11/2024

Name of Police and Crime Commissioner: