

FORM 1

NOTICE OF DELEGATION OF DECISION TO CABINET MEMBER BY STRONG LEADER

Section 15(4) of the Local Government Act 2000, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1st December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

I, Cllr Marcus Hart, as Strong Leader, delegate the decision for the provision of Server Virtualisation and Storage Area Network Technology refresh, as detailed in the Forward Plan to the Cabinet Member detailed below:

Cllr Nathan Desmond, Cabinet Member for Resources and Transformation

5th June 2014



Dated:

Signed

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Cllr Marcus Hart
Leader of the Council

FORM 2

NOTICE OF DECISION OF CABINET MEMBER

Pursuant Section 15(4) of the Local Government Act 2000, as amended by section 63 of the Local Government and Public Involvement in Health Act 2007, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1st December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

In accordance with the authority delegated to me by the Leader (delete as appropriate), I have made the following decision:

Subject	Decision	Reason for decision	Date for Decision to be taken
Contract for the provision of Server Virtualisation and Storage Area Network Technology Refresh	<ul style="list-style-type: none"> • Approval of the short list of suppliers, tender evaluation model and tender timetable • Grant delegated authority to the Chief Executive to award the contract for Server Virtualisation and Storage Area Network refresh, in line with the evaluation model. 	To progress the procurement of Server Virtualisation and Storage Area Network refresh.	

I confirm that the appropriate statutory officer consultation has taken place with regard to this decision.

Dated: 05/06/14


Signed:
 Councillor: Nathan Desmond
 Cabinet Member for Resources and Transformation

WYRE FOREST DISTRICT COUNCIL

CABINET DECISION FOR STRONG LEADER APPROVAL
JUNE 2014

**Contract for the provision of Server Virtualisation and
Storage Area Network Technology Refresh.**

Exempt	
SUSTAINABLE COMMUNITY STRATEGY THEME:	Stronger Communities
CORPORATE PLAN THEME:	Delivering together with Less
CABINET MEMBER:	Councillor N J Desmond
DIRECTOR:	Ian Miller
CONTACT OFFICER:	Dave Johnson - Ext 2138 dave.johnson@wyreforestdc.gov.uk
APPENDICES:	

1. PURPOSE OF REPORT

1.1 To progress the procurement of Server Virtualisation and Storage Area Network refresh.

2. RECOMMENDATION

The Cabinet is asked to DECIDE:

2.1 Approval of the short list of suppliers, tender evaluation model and tender timetable.

2.2 To grant delegated authority to the Chief Executive to award the contract for Server Virtualisation and Storage Area Network refresh, in line with the evaluation model.

3. BACKGROUND

3.1 The ICT Strategy Board in February approved the Server Virtualisation and Storage Area Network refresh business case following a full review and appraisal of a number of options.

3.2 The council needs to build on the savings and service improvements made over the last 5 years from Server Virtualisation and SAN technology to ensure increased capacity and performance for delivery of ICT Services and systems.

3.3 Refreshing the Server Virtualisation and SAN technology will ensure the councils continuity of ICT services by having a fully supported solution and a platform to build on for future Wyre Forest Forward initiatives.

3.4 Budget provision is provided in the ICT Strategy as part of the Capital Programme.

4 KEY ISSUES

- 4.1 The current contract for the supply of Server Virtualisation and Storage Area Network finishes in October 2014.
- 4.2 To ensure increased capacity for the delivery of ICT Services and systems over the next 5 years.
- 4.3 To build on the savings and service improvements delivered over the last 5 years.
- 4.4 Ensure continuity of service by having a fully supported solution, a fast and reliable system to meet current and future user demands and council's SLA and PI's
- 4.5 The new contract will be for a minimum of 5 years.

5. SHORT LIST OF SUPPLIERS – PRE-TENDER EVALUATION

- 5.1 The Council has received 22 expressions of interest to be included on the supplier list.
- 5.2 The pre-qualification questionnaire and award of points addressed the following areas:
 - Contract volume
 - Experience and Installations
 - Road map
 - Quality Systems
 - QA Guarantees
 - QA Recognition
 - Financial Status
 - Company details
 - Staff development
 - Equal Opportunities
 - Health and Safety
 - Environmental
 - Data Protection
- 5.3 Of the 22 suppliers that expressed an interest the 7 highest scoring ones have been selected and will be invited to Tender.

6. TENDER EVALUATIONS and TIMETABLE

- 6.1 The award of the tender will be based on a value for money tender evaluation model, split 30% on price, 70% on quality/fitness for purpose basis including presentations and references.
- 6.2 The proposed tender evaluation for the 60% Quality Criteria is shown in the table below. The quality/fitness for purpose evaluation model and award of points is divided between the following headings.

	Criteria	%Value
A	Quality Criteria (60%) Proven and demonstrable ability to meet requirements Resourcing, project management and proven ability to support Delivery / implementation of products and services	60.00%
B	Presentations and References	10.00%
C	Cost (30%)	30.00%

- 6.3 The invited suppliers will be required to return their tenders for opening and consideration by the 22nd July 2014.
- 6.4 In accordance with the ICT strategy the Council is looking to commence implement of the chosen solution in October 2014.

7. FINANCIAL IMPLICATIONS

- 7.1 In July 2008 the Council approved £2.54 million for the implementation of the ICT strategy.
- 7.2 A Server Virtualisation and SAN refresh is a key part of the strategy to ensure an updated and supported ICT infrastructure required by the council.
- 7.3 A budget provision for Server Virtualisation and SAN technology including any installation and professional services is contained within the Capital Program.

8. LEGAL AND POLICY IMPLICATIONS

- 8.1 Due to the value of the contract Cabinet approval is required to award the contract under paragraphs 9 and 19.9 of the Contract Procedure Rules.
- 8.2 Due to the contract value, this procurement is being carried out in accordance with Public Contract Regulations 2006 and therefore subject to a strict procurement

timetable. An OJEC notice was published on 7th April 2014 inviting suppliers to be considered for short listing, In accordance with OJEC notice, suppliers had until 16th May 2014 to request to be considered.

- 8.3 The successful Tenderer will be required to enter into a formal contract prepared by the Solicitor to the Council.

9 RISK MANAGEMENT

- 9.1 Failure to refresh the current Server Virtualisation and SAN infrastructure will preclude the council from building on savings delivered over the past 5 years.
- 9.2 Current contract with Viglen expires in October 2014.
- 9.3 It is envisaged that the contract should generate revenue savings.
- 9.4 Servers are nearing capacity and SAN is going end of support in 2017.

10. EQUALITY IMPACT ASSESSMENT

- 10.1 This is a financial report and there is no requirement to consider an Equality Impact Assessment.

11. CONCLUSION

- 11.1 In conducting this Tender exercise the Council will achieve the most economically advantageous result in terms of price and quality.

12. CONSULTEES

- 12.1 ICT Strategy Board members
- 12.2 Chief Executive
- 12.3 Head of Transformation and Communications
- 12.4 Procurement Officer

13. BACKGROUND PAPERS

- 13.1 Tender Documents
- 13.2 Business Case for SAN and Virtualization Refresh