

DECISION MAKING REPORT

Report for: Delegated Authority

Item number: N/A

Title: Award of Contract as allowed under CSO 9.06.1c and 9.07.1 b (i) for the purchase and on-going maintenance of Body Worn Cameras to Oscomms

Report authorised by : *Ann Cunningham*

Signed *Ann Cunningham* date 3/5/2017

Lead Officer: Jim Mehmet, Acting Parking Operations Manager

Ward(s) affected: N/A

Report for Key/

Non Key Decision: Non Key Decision

1. Describe the issue under consideration

To seek approval to award the contract for the supply of 50 Body Worn Cameras and ancillary equipment for the on-street parking enforcement service following a competitive request for quotation process.

2. Recommendations

For the Assistant Director, Commercial & Operations to approve the award of contract to Oscomms for the provision to supply 50 Body Worn Cameras and ancillary equipment for the sum of £35,215 and an annual storage and Broad band cost of £2250 and £720 respectively, as allowed under CSO 9.07.1 b (ii)

Total Cost = £35,215 + £2,250 + £2250 + £720 + £720 = £41,155 (exclusive of VAT)

3. Reasons for decision

Four companies were asked to tender for the provision of Body Worn Video Cameras, ancillary equipment and data storage. The specification included requirements relating to data retention and data security and the chosen supplier was able to demonstrate full compliance with this requirement and provide live examples of where their product conformed. Three provided responses and the evaluation of their submissions is detailed in this report.

It is considered that the quotation provided by Oscomms provides the Council the required equipment and value for money.

The preferred product works in high definition only with regard to the storage requirements which offers evidential quality footage at a reasonable storage cost.

4. Alternative options considered

No other options were considered because this equipment is essential to manage the safety and well being of parking enforcement staff.

5. Background information

Parking Operations deploys a team of 60 on-street Civil Enforcement Officers to undertake parking enforcement across the borough. In line with Health and Safety requirements staff, are deployed with a two-way radio, to maintain communications channels with base. The CEOs are often subjected to abuse, threats and on some occasion's actual physical assaults. Body Worn Video (BWC) has proven to be an effective deterrent to abuse, threats and violence as well as providing real time evidence for criminal prosecutions, complaints and in support of Penalty Charge Notices.

The safety of the Council's staff is paramount. The Council has a duty to provide a safe working environment for its staff and BWV will assist in meeting this duty.

Alongside the safeguarding of Civil Enforcement officers the BWV footage will be used to refute spurious allegations and complaints and other relevant matters made by members of public.

The service requested a quotation from four providers and obtained a response from three. All three companies submitted a written quotation and were invited to demonstrate the equipment and provide further evidence of the quality of that equipment and the ongoing support and maintenance offer.

Bids were evaluated on the basis of cost and quality, 70:30 respectively, Quality criteria were; Functionality, Durability

The scores of the 3 bidders are highlighted below

Aspect	Quality Criteria	weight	Tyco	Edesix	Oscoms
Functionality	Field Of View	5	4	5	4
Functionality	Clarity of Audio	5	3	4	5
Functionality	Clarity of 5 minutes External day time video clip at sd	5	3	4	5
Functionality	Clarity of 5 minutes External night time video clip at sd	5	3	4	4
Functionality	Clarity of 5 minutes External night time video clip at sd	5	3	4	4
Durability	weatherproof and dust proof to at least ip54 standerd rating	3	3	3	3
Durability	capacity to record for 5 hours during a 10 hour shift	2	2	2	2
Total		30	21	26	27

Bid	Bid price	price score 70%	Quality Score	Quality score Max 30%	Overall
Bid 1 TYCO	£42,882	57.55%	21	21%	78.55%
Bis 2 Edesix	£43,928	56.12%	26	26%	82.12%
Bid 3 Oscoms	£35,215	70.0%	27	27%	97.00%

OSCOMS is the highest scoring bidder, on both Price and Quality.

6. Contribution to strategic outcomes

This will help resolve complaints at the initial stage because the footage will be indisputable. Research has shown that the public modify their behaviour once they are aware that audio and video recording is being undertaken. This is likely to deter verbal abuse and violent attack. In the small number of cases where a violent attack may occur, the footage will support the police in securing a prosecution.

7. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Procurement

Service have carried out a quotation exercise (CSO 8.03 compliant). The winning supplier has been identified following a "most economically advantageous tender (MEAT) process. Procurement endorses the procurement and award process.

8. Use of Appendices
None

There is a large amount of information available in the field of ...
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