

**DMPC Decision – PCD 722**

**Title: Procurement Activity for the Supply of Surveying Support Services**

**Executive Summary:**

This paper seeks approval for a value increase to an existing contract, and to initiate procurement for future provision. The service is for specialist survey and 3D modelling of crime scenes, in support of the in-house function. The value of the extension is £150k and the estimated value of the proposed new procurement is £1.4m.

**Recommendation:**

The Deputy Mayor for Policing and Crime is recommended to:

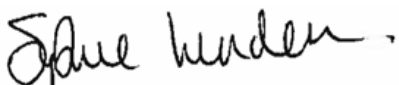
1. Approve the increase of the existing value of contract SS2/14/6 by a further £150k for the supply of Surveying Support Services to the MPS Property Services' Computer Aided Modelling Bureau (CAMB).
2. Approve the initiation of the procurement of a new Surveying Support Services contract in accordance with Public Contract regulations 2015.
3. Delegate authority to the Commercial Director to approve award of the contract following a compliant procurement process in accordance with Public Contract Regulations 2015.

**Deputy Mayor for Policing and Crime**

I confirm 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. Any such interests are recorded below.

The above request has my approval.

**Signature**



**Date**

**20/08/2020**

## **PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC**

### **1. Introduction and background**

- 1.1. The Computer Aided Modelling Bureau (CAMB) are a small specialist survey and 3D modelling team within the Metropolitan Police Service that survey crime scenes and produce Scene of Crime plan drawings and 3D crime scene reconstructions and analysis. Their work is evidential and is presented in court
- 1.2. To support the business demand and meet operational requirements CAMB employ the services of a professional survey company to undertake crime scene surveys and produce CAD drawings of the built environment.

### **2. Issues for consideration**

- 2.1. Due to unprecedented demand for these surveys over the past 3 years the financial scope of the contract has been exhausted early. This paper is requesting permission to extend the financial scope of the contract by £150k. The term of the current contract expires on 30 November 2020.
- 2.2. Approval is also sought to initiate procurement for a replacement survey contract with a new three year contract with two 24 month extension options.

### **3. Financial Comments**

- 3.1. The additional costs of £150k for the current contract extension and the estimated costs of the £1.4m over the potential seven year life of a new contract will be met from within the MPS budget.

### **4. Legal Comments**

- 4.1. The Mayor's Office for Policing Crime is a contracting authority as defined in the Public Contracts Regulations 2015 ("the Regulations"). All awards of public contracts for goods and/or services valued at £181,302 or above will be procured in accordance with the Regulations.
- 4.2. Paragraph 4.13 of the MOPAC Scheme of Delegation and Consent provides that the Deputy Mayor for Policing and Crime (DMPC) has delegated authority to approve all unforeseen variations and extensions to contracts with an original value of £500,000 or above, when the variation or extension is greater than 10% of the original value and/or is for a period of more than 12 months
- 4.3. Paragraph 4.13 of the MOPAC Scheme of Delegation and Consent provides that the Deputy Mayor for Policing and Crime (DMPC) has delegated authority to approve all requests to go out to tender for contracts of £500,000 or above.

4.4. Paragraph 1.7 of the MOPAC Scheme of Delegation and Consent states that “the DMPC may in addition, from time to time make specific delegations to officers within MOPAC or consents to staff/officers within the MPS”.

4.5. MPS has confirmed that there are no legal implications arising from this report.

## 5. **Commercial Issues**

5.1. The services to be provided are professional surveying services, being extended via a approved MOPAC contract in the first instance and then to be re-procured via a compliant OJEU procurement process.

## 6. **GDPR and Data Privacy**

6.1. The proposal does not use personally identifiable data of members of the public, so there are no GDPR issues to be considered

## 7. **Equality Comments**

7.1. MOPAC is required to comply with the public sector equality duty set out in section 149(1) of the Equality Act 2010. This requires MOPAC to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations by reference to people with protected characteristics. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

7.2. There are no direct equality implications arising from this proposal.

## 8. **Background/supporting papers**

- Appendix 1 MPS Paper - INCREASE EXISTING VALUE OF CONTRACT SS2/14/6 AND INITIATE PROCUREMENT ACTIVITY FOR THE SUPPLY OF SURVEYING SUPPORT SERVICES TO THE MPS.

**Public access to information**

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOIA) and will be made available on the MOPAC website following approval.

If immediate publication risks compromising the implementation of the decision it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

**Part 1 Deferral:**

Is the publication of Part 1 of this approval to be deferred? NO

If yes, for what reason:

Until what date:

**Part 2 Confidentiality:** Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **Part 2** form – YES

<b>ORIGINATING OFFICER DECLARATION</b>	<i>Tick to confirm statement (✓)</i>
<b>Financial Advice:</b> The Strategic Finance and Resource Management Team has been consulted on this proposal.	✓
<b>Legal Advice:</b> Legal advice is not required.	✓
<b>Equalities Advice:</b> Equality and diversity issues are covered in the body of the report.	✓
<b>Commercial Issues</b> Commercial issues are covered in the body of the report.	✓
<b>GDPR/Data Privacy</b> A DPIA is not required.	✓
<b>Director/Head of Service:</b> The interim Chief Finance Officer has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓

**Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

**Signature**

**Date 19/08/2020**





# MOPAC

MAYOR OF LONDON  
OFFICE FOR POLICING AND CRIME

INCREASE EXISTING VALUE OF CONTRACT SS2/14/6 AND INITIATE PROCUREMENT ACTIVITY FOR THE SUPPLY OF SURVEYING SUPPORT SERVICES TO THE MPS.

## MOPAC Investment Advisory & Monitoring meeting 11/02/2020

Report by Kate Mannooch on behalf of the Chief of Corporate Services

**Part 1 – This section of the report will be published by MOPAC. It is classified as OFFICIAL – PUBLIC**

### *EXECUTIVE SUMMARY*

This paper seeks authority to increase the contract value of the existing contract for the Supply of Surveying Support Services to the MPS by more than 10%. It also seeks approval to initiate procurement activity for the continued supply of surveying and CAD (Computer Aided Design) services to the MPS.

### **Recommendations**

The Deputy Mayor for Policing and Crime, via the Investment Advisory and Monitoring meeting (IAM), is asked to:

- 1. Approve the increase of the existing value of contract SS2/14/6 by a further £150k for the supply of Surveying Support Services to the MPS Property Services' Computer Aided Modelling Bureau (CAMB).**
- 2. Approve the initiation of the procurement of a new Surveying Support Services contract in accordance with Public Contract regulations 2015.**
- 3. Delegate authority to the Commercial Director to approve award of the contract following a compliant procurement process in accordance with Public Contract Regulations 2015.**

### **Time sensitivity**

A decision is required from the Deputy Mayor by 31st August 2020. This is because the financial scope of the existing contract is about to expire and to maintain crime scene survey support requires an extension to this contract whilst a new contract is put in place. The contract supplier has to have specialist survey equipment, appropriate inoculations/PPE and the relevant training in crime scene attendance protocols.

## **Non-confidential facts and advice to the Deputy Mayor for Policing and Crime**

### **Introduction and background**

1. The Computer Aided Modelling Bureau (CAMB) are a small specialist survey and 3D modelling team within the Metropolitan Police Service that survey crime scenes and produce Scene of Crime plan drawings and 3D crime scene reconstructions and analysis. Their work is evidential and is presented in court
2. To support the business demand and meet operational requirements CAMB employ the services of a professional survey company to undertake crime scene surveys and produce CAD drawings of the built environment. These services were tendered for under a 3+1+1+1year contract (SS2/14/6 ending 30th Nov 2020).
3. Due to unprecedented demand for these surveys over the past 3 years the financial scope of the contract has been exhausted early.
4. This paper is requesting permission to extend the financial scope of the contract by £150k to cover the interim period so that the MPS can initiate the procurement of a replacement survey contract with a new 3 year contract with two 24 month extension options. Procurement of the above will ensure that this capability continues and provides sufficient capacity to meet the current and anticipated future needs of the MPS.

### **Issues for consideration**

5. 'This information is contained in the restricted section of the report'.

### **Contributes to the MOPAC Police & Crime Plan 2017-2021<sup>1</sup>**

- Crime Scene surveying and the production of Scene of Crime plans and 3D reconstructions support effective criminal investigations and the MOPAC commitment to a better criminal Justice Service for London.

### **Financial, Commercial and Procurement Comments**

6. As an extension to an existing service this work does not change any aspects relating to responsible procurement.

### **Legal Comments**

7. There are no significant legal implications arising from this report.

### **Equality Comments**

8. As this is an extension of an existing service this work does not change any aspects relating to equality or diversity.

### **Privacy Comments**

9. The programme does not use personally identifiable data of members of the public, so there are no GDPR issues to be considered.

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<sup>1</sup> [Police and crime plan: a safer city for all Londoners | London City Hall](#)

**Real Estate Implications**

10. There is no impact to the estate associated with this report.

**Environmental Implications**

11. There is no impact on the Mayor's London Environment Strategy.

**Background/supporting papers**

12. None.

Report author: Kate Mannooch, Assistant Director and head of the Computer Aided Modelling Bureau, 020 7161 2029.

**Part 2 – This section refers to the details of the Part 2 business case which is NOT SUITABLE for MOPAC Publication.**

The Government Security Classification marking for Part 2 is:  
OFFICIAL-SENSITIVE [OPERATIONAL]

Part 2 of 'Increase existing value of contract SS2/14/6 and initiate procurement activity for the supply of surveying support services to the MPS' is exempt from publication under Article 2(2)(a) of the Elected Local Policing Bodies (Specified Information) Order 2011 (Data Protection Section 43 – Commercial Interests).

The paper will cease to be exempt after a period of 6 years