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# Soft Market Testing

**For**

**WNC Security Services**

**Ref: WNC00000315**

# Section 1: Introduction

## General Requirements

* 1. The purpose of this document is to briefly explain to suppliers the business and technical requirements along with the expected scope of West Northamptonshire Councils Security Services, in order that suppliers can explain the relevance of products, services and their experience to the requirements.
  2. **Please note:** this market testing exercise is **not** an invitation to tender or a request for formal expressions of interest. This document does not form any part of an invitation to tender. West Northamptonshire Council (WNC) is issuing this request for **information only**. Any supplier responding to WNC is doing so to support market research only and to help make any potential procurement process more focused and efficient.

## Confidentiality and Freedom of Information (FOI)

* 1. **Please note:** all information included in this Soft Market Test is confidential and only for the recipients’ knowledge. No information is for disclosure from either this document or discussions by any responders to any other party without prior written authorisation.
  2. Responses are treated with confidentially by WNC. However, please be aware that we are subject to the disclosure requirements of the FOI Act and that potentially any information we hold is liable to disclosure under that Act. For this reason, we strongly advise that any information you consider to be confidential is to be labelled as such. If a request is subsequently made for disclosure under FOI the request will be dealt with in accordance with the legislation.

## Background

West Northamptonshire is a rural and urban area with a population of around 425,700 and an area of around 531.79 sq. mil, located in the East Midlands. Formed in 2021 West Northamptonshire Council is responsible for half of Northamptonshire and covers the former authority areas of Daventry, South Northamptonshire, Northampton, and the previous responsibilities of Northamptonshire County Council.

Its functions include Waste Collection, Regeneration, Museums, Planning, Children and Adults Social Services, Housing, Libraries and Education.

West Northamptonshire Council’s corporate plan has 6 key priorities to make West Northants a place to thrive:

* + - Green and Clean
    - Improved Life Chances
    - Connected Communities
    - Thriving Villages and Towns
    - Economic Development
    - Robust Resource Management

This is available at <https://www.westnorthants.gov.uk/corporate-plan/our-vision>

## Soft Market Test Timetable

* 1. Please read this document and if you feel that your organisation can contribute to this exercise please complete the questionnaire at the end of this document and return, via email to [softfmcontracts@westnorthants.gov.uk](mailto:softfmcontracts@westnorthants.gov.uk) **by 14th July 2023.**
  2. WNC will be holding a Supplier Day so that you can gain an understanding of our organisation and potential advertisement routes inline with the Procurement Regulations.
  3. Please confirm your attendance to the Security Supplier Day on 19th July 2023.
  4. Details of the timetable are below:

|  |  |
| --- | --- |
| **Stage** | **Date** |
| Deadline for receipt of responses to Soft Market Test. | 14th July 2023 |
| Security Supplier Day | 19th July 2023 |
| Decision on way forward. | September 2023 |

* 1. Potential responders will not be prejudiced either way by WNC, in any future procurement processes by either responding or not responding to this soft market test exercise.

# Section 2: Identification of Requirement

## Current Situation

West Northamptonshire, located in the East Midlands has a population of around 425,700 covering an area of 531.79 sq. mi (1,377.3 km2.) forming half of Northamptonshire.

The legacy security contracts from the sovereign authorities are coming to an end during 2024. West Northamptonshire Council are inviting the security industry to innovate and collaborate on a solution that matches with the organisational THRIVE Ambitions. These can be found on our website or here: <https://www.westnorthants.gov.uk/corporate-plan/our-vision>

Significant action is being taken around reviewing current security arrangements from formal to ad hoc in Northampton, Daventry, Towcester, and the surrounding rural localities. West Northamptonshire Council is committed to protecting the public and its staff at both our occupied and vacant estates.

Security services include, but are not limited to; static guarding, mobile patrols, CCTV/intruder alarm monitoring, event security, unlocking and locking-up of properties and installation, service, and maintenance of Intruder Alarms.

## Our Requirements

* 1. We are looking for input from the market that will help us to develop a solution that will provide:
* A service that matches West Northamptonshire Council’s economic, environmental, and social values which is fit for a modern, forward-thinking organisation
* Cost-effective, meeting tight local government budgets in the interests of residents
* Assurance services are always insurance compliant
* 24/7/365 monitoring of intruder alarms and CCTV
* Enable vacant sites to be securely monitored to prevent anti-social behaviour and maintain the security of the estate
* Out of hours for property help-desk requirements at residential settings
* Monitoring and securing car parks across West Northamptonshire
* Provide static guarding across headquarter sites that can be flexible to site specific needs
* Able to operate in challenging situations and environments e.g. during potentially extreme weather to dealing with difficult customers
* Provide event security dealing with large scale events, weddings, and formal events
* Recommend Intruder Alarm solutions

# Section 3: Supporting information

Please note: you do not need to resize the table; it will automatically adjust to fit your response.

## Section A: Organisation and Contact Details

|  |  |
| --- | --- |
| **Question** | **Response** |
| Name of your organisation |  |
| Registered office (if applicable) |  |
| Trading address (if different from office) |  |
| What if any local connections do you have with the authority? |  |
| Name of person with whom any queries relating to this questionnaire, should be addressed? |  |
| Telephone Number(s) |  |
| Email |  |
| Address if different to above |  |

## Section B: Questions

|  |  |  |
| --- | --- | --- |
|  | **Question** | **Response** |
| **1** | What are the new industry developments in supporting static guards to deliver a diverse array of requirements including but not limited to: weddings, formal events, challenging environment, and headquarters’ buildings? |  |
| **2** | What are the new innovations in technology around the security industry including alarm provisions and communication methods? |  |
| **3** | How will your proposal meet the need to provide a flexible service within West Northamptonshire to deal with arrange of anti-social behavioural issues? |  |
| **4** | How does the industry carry out the project management and monitoring of non-functioning estates and unoccupied buildings? |  |
| **5** | What is your view on including additional services and the most cost-effective pricing model to use? |  |
| **6** | How long in your view do you envisage it would take your proposal to implement? (To commission the scope of work detailed) Please briefly outline your reasons |  |
| **7** | If your proposal is based on a service already being commissioned, please provide some brief details of the proposed solution and how it has met the requirements of the customer? |  |
| **8** | Is there anything else that you would like to add that you believe would benefit the council at this early stage of engagement? |  |

## Section C: Security Supplier Day Attendance

|  |  |
| --- | --- |
| **Question** | **Response** |
| Registration of attendance |  |
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|  |
|  |
| Names of attendees |  |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| Roles of attendees |  |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| Email address of attendees | 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| Telephone Numbers of attendees | 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| Organisation Telephone |  |