

Southampton City Council, Integrated Commissioning Unit: Alcohol and Drug, Substance Misuse Services

Supplier Briefing Event October 2018



Agenda for Today

- Welcome & Introductions
- Service Overview
- Procurement Background
- Procurement process and guidance
- Comments and Q&A Session



Alcohol and Drug, Substance Misuse

Services Overview

What are we trying to achieve?

Southampton City Council and Southampton City Clinical Commissioning Group

- tendering for alcohol and drug substance misuse services to
- improve outcomes and maximise use of resources

The services will consist of:

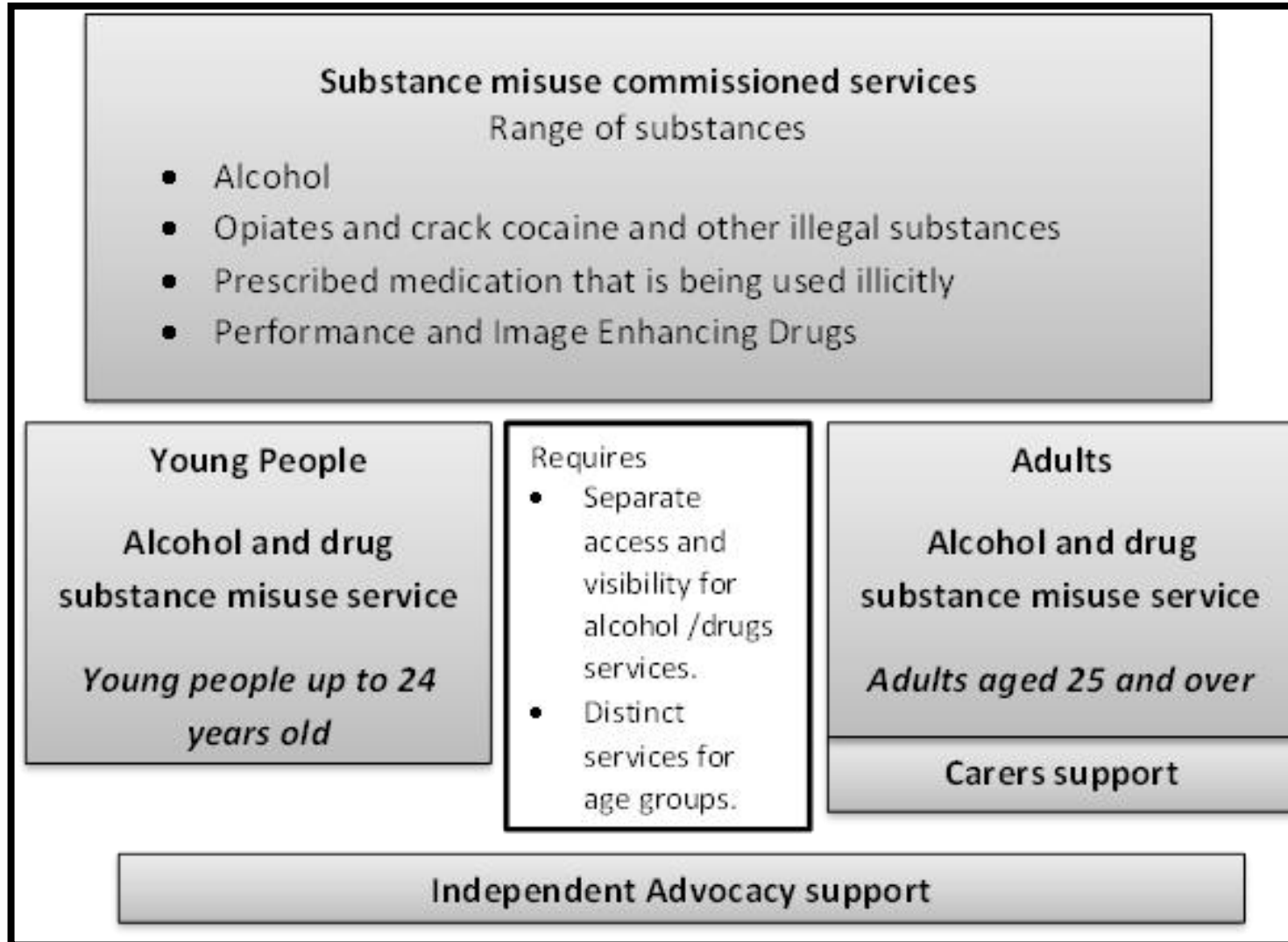
An adult substance use disorder treatment service for ages 25 years and over

- provide both medical and psychosocial interventions.
- clinical treatment for the 11-24 year age group

A young people's substance misuse service (up 24 years),

- provide care co-ordination
- psycho-social interventions and
- space and support for medical interventions provided by the adults service.

Service Model



Services sourced through partners or other commissioning route

- Shared care, needle exchange and supervised consumption
- Hepatology nurse
- Social workers
- MASH worker
- Alcohol team within UHS

Aims

The new services will provide a **personalised integrated substance misuse recovery and treatment pathway**

In Southampton, recovery is defined as:

Voluntarily - sustained control over problematic substance use which maximises health and wellbeing and participation in the rights, roles and responsibilities of society.

Objectives

- To enable & support an individuals recovery through evidence based interventions
- To reduce the harms associated with problematic substance use
- To ensure harm minimisation underpins service delivery
- To provide easy & equitable accessible services
- To pro-actively work to re-engage individuals
- To improve the outcomes for children of people who use drugs and/or alcohol
- To safeguard adults, children and young people
- To improve the wider health and wellbeing of people involved in services
- Increase the number of young people who successfully complete treatment
- Meets the cultural needs of all young people and adults
- Achieve required performance levels,
- Foster and promote a culture of good practice

Principles

- Encompass drug & alcohol misuse, health, social functioning & criminal involvement.
- Risks are adequately assessed
- Service users should have consented to their treatment.
- A consistent, named keyworker should develop and review the care plan
- Drug testing can be a useful tool in diagnosis, assessment and monitoring
- Treatment involves a range of interventions
- Work with primary & secondary care services to respond to general healthcare needs
- The involvement of service users and carers
- Competent in identifying and addressing effects of trauma and intimate partner or other domestic violence
- Aftercare support and pathways for rapid re-engagement

The service should

- Work in partnership
- Include both abstinent and non-abstinent pathways
- Be family orientated
- Empowering
- Personalised
- Seek engagement
- Improving Health and Well-being
- Asset Based
- Evidence based
- Performance Orientated

Outcomes of the Services

To reduce the adverse effects of substance misuse on adults and young people by

- Improving access to assessment, brief interventions and service provision.
- Ensuring adults and Young people, where appropriate, are in specialist treatment.
- Reducing the number of problematic drug and alcohol users.
- Increasing the proportion of people completing treatment successfully.
- Preventing blood borne virus transmission.
- Impacting on the cycles of inter-generational substance misuse.
- Reducing hospital attendances and/or admissions for drug and/or alcohol use, without discouraging those in need to attend.

Outcomes of the Services

The service will also seek to improve outcomes that impact on several local strategic objectives

- Improve the physical and mental health and wellbeing of people in Southampton City.
- Reduce the number of people affected by domestic violence or at risk of sexual exploitation.
- Improve the emotional well-being of adults and young people and improve the early identification of emotional and mental health needs.
- Reduce health inequalities through early intervention.
- Ensure that the personal development needs of all, particularly vulnerable people are met.
- Increase opportunities for adults and young people to make a positive contribution to the community.
- Increase opportunities to achieve economic well-being and overcome disadvantage.

Out of scope but in sight

New services will not include

- The **Alcohol Care Team** (University Hospital Southampton - UHS).
- The part of **Shared Care** provision delivered by GP practices. The adult drug and alcohol treatment service will play an active part in shared care provision and provide clinical supervision for it.
- **Community Pharmacy Needle Exchange**. In addition to this, the adult drug and alcohol treatment service will provide their own needle exchange service and the young people's drug and alcohol treatment service will also facilitate needle exchange.
- **Supervised Consumption** in community pharmacies. The adult drug and alcohol treatment service will identify service users requiring supervised consumption.

Service Requirements

- Information and Advice
- Single Point of Contact
- Naloxone
- Brief Interventions alcohol & drugs
- Structured treatment
- Psychosocial Interventions
- Peer mentoring programme
- Service User Involvement
- Sustaining Recovery (6 months)
- Access to residential, In-patient detoxification provision and rehabilitation services
- Family and Carer Support

- Via adult service
 - Community prescribing and clinical interventions
 - Needle Exchange Service
 - Supervised Consumption
 - Blood Borne Virus (BBV) Testing and Vaccination
- Criminal Justice Services
- Making Every Contact Count (MECC)

The Procurement Process

- ✓ Procurement regulations
- ✓ Tender timetable
- ✓ Procurement documentation/stages
- ✓ Evaluation and approval processes
- ✓ Top tender tips



The Tender Portal can be accessed at

<https://supplysouthampton.esourcingportal.com>

Indicative Tender Timetable

Stage	Dates/time
Issue of Invitation to Tender	1.10.18
The opportunity to ask clarification questions closes	Mid-day 31.10.18
Submission of Tenders	Mid-day 8.11.18
Evaluation of Tenders	9.11.18 to 14.12.18
Notification of result of evaluation	17.12.18
Expected date of award of Contract(s)	05.01.18
Planned commencement	01.07.19

The Format of this Tender



- Advertisement
 1. Official Journal of the EU (OJEU)
 2. Government Contracts Finder
 3. Southampton City Council Tender Portal – Curtis Fitch
- Stages
 1. First stage Selection Questionnaire
 2. Method Statement Questions (MSQ's)
 3. Pricing Schedule
- TUPE Consideration

The Invitation to Tender

- Our Invitation Documents Consist of:
 - Instructions to tenderers
 - The Specifications for each Lot
 - Price Schedule
 - Questions for tenderers (Method Statements) applicable to each Lot
 - Terms and conditions of contract

Procurement Process



Selection Questionnaire

- To test the capability of potential bidders in areas such as:
- Professional conduct
- Economic and financial standing
- Insurance
- Health & Safety
- Quality assurance
- Business continuity
- Compliance with Equality Legislation
- Past experience and capabilities.

Considerations at The Initial Stages of Tender

- Does your organisation have the relevant experience to undertake the Services?
- What information is needed to help you complete the bid?
- Can you satisfy the terms and conditions?
- How will you price the tender?
 - Can you cover all your costs?
 - What about set-up costs?
 - TUPE costs?
- Can you justify all you have written within your responses at Selection Stage and in the Method Statement responses?

Tender Evaluation Criteria

Our Tender Evaluation is Based on:

Most economically advantageous tender:

- Quality 70%
- Price 30%

Lots

- This procurement is designed with 2 Lots
 - Lot 1 – Adults Service
 - Lot 2 – Young People Service
- Each Lot has individually published Method Statement Questions
- Tenderers can apply for 1 lot or for both Lots
- Each lot will be scored on an individual basis
- The Quality Weighting applied to each Lot is 70%, please note there are sub weightings detailed in the tender documentation

Tender Documents

- Check the contents of this tender
- Check and read all documents
- Read the instructions carefully and follow them
- Do you need any clarification/other information?
 - If so please seek clarification via the tender portal

The Tender Price Schedule

- Bidders must complete the Pricing Schedule for each Lot being applied for, in order to submit a compliant response.
- Please read through the Pricing Schedule Guidance document, this includes information regarding restricted budgets which apply to Lot 1 only.
- Pricing score is evaluated using the following formula:

$$\frac{\text{Lowest Price}}{\text{Individual Tendered Price}} \times 100$$

- The scores achieved are then weighted at 30% of the overall score

Completing the tender

- Answer ALL of the relevant questions;
- Within your responses to the MSQ's, demonstrate how you would run the service;
- Ensure you can deliver the service within the price you tender;
- Ensure that you have taken account of the restricted budgets and any TUPE costs that may apply;
- Ensure you take account of the Contract Terms & Conditions;
- Avoid making assumptions – If in doubt, ask via the clarification section of the tender portal.

The Structure of your Tender

Bids will be considered from:

- sole providers;
- lead providers (acting on behalf of sub-contractors)
- multiple providers acting as a consortium (a legal entity will need to be formed)

Submitting Your Tender

- Check everything thoroughly before submitting;
- All tenders must be submitted via the tender portal;
- Do not wait until the last minute;
- Do not miss the deadline – Not even by 1 minute!
 - This is because the system locks at the stated time.

Evaluation Decision & Approval Process

- A Panel of Evaluators will score all of your tender submissions
- Internal approval/audit checks
- Various reporting and sign off mechanisms

- BEFORE....
 - ✓ Provisional Award – successful/unsuccessful providers notified
 - ✓ 10 day standstill period will apply following notification
 - ✓ Formal Award Stage – the contract(s) will be issued for signature prior to sealing
 - ✓ Contract mobilisation

Thank you for your time today

Procurement Lead

Susan Nash

Snr Sourcing and Contract Manager

Southampton City Council

ANY QUESTIONS?