

DIBDEN GOLF CENTRE PROCUREMENT PROCESS UPDATE

1. INTRODUCTION

1.1 The formal tender process commenced on the July 15th 2011 based on a competitive dialogue model which involved four stages as follows:

- Completion of Technical and Financial Pre- Qualification Questionnaires (PQQ)
- Invitation to Submit Outline Solutions (ISOS)
 - Competitive dialogue
- Invitation to Submit of Detailed Proposals (ISDS)
 - Competitive dialogue
- Submission of Final Tenders (SFT)

1.2 A project timetable is attached as Appendix 1

1.3 At each of the stages submissions are evaluated using an agreed formal scoring mechanism and conditional on reaching an appropriate standard, discussions then take place between the Council and contractor to clarify any issues of concern and develop any element of the submission which initially does not meet the Council's objectives.

1.4 Four companies passed the technical and financial Pre Qualification Questionnaires they are:

Mytime Active - This is a charitable leisure trust based in Bromley in south-east London which originated out of the London Borough of Bromley. Over the last few years it has taken a strategic decision to take a leading role in the management of municipal golf courses. It now has around 10 municipal golf courses under its management, including the nearby Southampton Municipal Golf Course, which it took over last year.

The company is well funded (by UK golf industry standards) and given it's local authority roots is well used to working with councils. The company's website address is mytimeactive.org.uk/ .

Mack Trading Amenity Management - This is a private limited company which has its roots in Ireland. Its founders are brothers Liam and Colm McCabe. The company's main strategic objective is to build a market leading position in the management and operation of municipal golf courses. The company originally had a handful of short-term municipal golf course contracts in Ireland but was keen to grow, and a few years ago looked to expand in England.

They now have 10 municipal golf courses under their control including the nearby Moors Valley Golf Course. The company is still very keen to take on further contracts. The company's website address is macktrading.net/ .

Glendale Grounds Management LTD:

Glendale Golf is a subsidiary of Parkwood Holdings Plc, a group which is a leading provider of support services to public and private sector clients. It employs over 6,000 people throughout the UK on projects such as grounds maintenance, leisure management, healthcare and management of PFI projects. See parkwood-holdings.co.uk .Glendale Golf was set up a few years ago with a view to becoming one of the leading operators of municipal golf courses in the UK. The group currently has eight golf courses within its portfolio with the nearest one being at Portsmouth. See glendale-golf.com .

Carr Golf Services:

Carr Golf Services is based in Ireland is part of the Carr Group and has 21 years experience in golf management currently they are managing 5 public golf facilities and 4 private facilities as well as being responsible for the maintenance of 10 other golf courses. They are currently acting as technical advisor to the successful Paris 2018 Ryder cup bid.

Their web site address is carrgolfservices.com

1.5 Following a series of meetings with the four companies the ISOS was issued on the 12 September 2011 together with a comprehensive library of documentation, the main element of which was The Dibden Competitive Dialogue ISOS which included:

- Process and Timetable
- Procedural Guidelines and Instructions
- Submission Requirements for the Outline Solutions Response
 - Financial
 - Technical (Method Statements)
- Evaluation and Award Criteria
- Important Notices
- Draft Heads of Terms
- NFDC Strategic Objectives for Dibden Golf Centre
- Outline Solutions Response Statement
- Background Information about Dibden Golf Centre

- Draft Heads of Terms for Lease
- Draft Heads of Terms for Operating Agreement
- Further Information Pack

2. CURRENT POSITION

2.1 The Outline Submissions were received on Friday 14th October and an initial evaluation has been completed using a formal evaluation model which “scores” the financial and technical elements of the submissions.

2.2 The scoring mechanism involved;

- An initial score for each element using the principles used in the PQQ’s (Scoring Principles)
- A “ weighting” for each individual element which reflects the Council’s stated objectives
- A further weighting of the Financial & Technical groupings which reflected the emphasis on financial outcomes.

- 2.3 The main objective of scoring the submissions at the early stage of the process was to decide whether or not the outline solutions were sufficiently robust to warrant a dialogue with the bidder. The Council was not looking to make a definitive decision at that stage and in that respect the threshold for bidders to progress to competitive dialogue in respect of their ISOS was not set at a prohibitive level.
- 2.4 All of the outline solution submissions were carefully evaluated and scored and all four contractors progressed to the competitive dialogue stage.
- 2.5 In addition a series of issues for discussion and requests for further information were formulated and forwarded to each company as the basis for the competitive dialogue.
- 2.6 Meetings have now taken place and all points of clarification have been dealt with prior to the submission of the detailed solutions on November 28th.

3. TASK & FINISH GROUP

- 3.1 The Task and Finish Group set up by the Community Overview Panel has been involved throughout the process, and in progressing arrangements to this point. As such they are fully aware of all of the issues contained in this report.
- 3.2 They will now have a key role to play in the evaluation of the detailed proposals and the prospective operators as follows:
- December 5th - Meeting to evaluate the detailed solution submissions
 - December 13th - Presentations by shortlisted bidders
 - December (date to be agreed) – Site visits
 - January (date to be agreed) – Meeting to evaluate final tender submissions
 - January (date to be agreed) – Open meeting for all members & stakeholders to review and evaluate the process and outcomes.

4. TIMETABLE

- # 4.1 The updated timetable shown in Appendix 1 highlights the key dates for input from the Task & Finish group and in addition there will be an opportunity for wider member involvement both at the presentations on December 13th as well as the Task and Finish Group open meeting in January 2012.
- 4.2 The contractors have all expressed a preference for the contract to commence on April 1st if possible which has meant that the timescales in the new year although achievable are challenging.

5. FINANCIAL IMPLICATIONS

- 5.1 There are none arising from this report.

6. PORTFOLIO HOLDER COMMENTS

- 6.1 The Portfolio Holder supports the continuation of the procurement process as reported.

7. ENVIRONMENTAL IMPLICATIONS

- 7.1 There are none arising from this report.

8. RECOMMENDATIONS

- 8.1 That Cabinet note the contents of the report.

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Stage	Date(s)/time
Issue of Invitation to Submit Outline Solutions (ISOS)	September 13 th 2011
Competitive Dialogue and Submission of Outline Solutions	October 14 th 2011
Evaluation of Outline Solutions and Short listing of Bidders	October 21 st 2011
Issue of the Invitation to Submit Detailed Solutions (ISDS)	October 28 th 2011
Detailed Dialogue with Shortlisted Bidders	From October 28 th 2011
Submission of Detailed Solutions	November 28 th 2011
NFDC Task & Finish Group Evaluation of ISDS	December 5th 2011
Evaluation, clarification and further dialogue on Detailed Solutions	By December 9 th 2011
Presentations by Shortlisted Bidders to NFDC Task & Finish Group/Cabinet & key stakeholders	December 13th 2011
Site visits and take up of references	By December 20 th
Close Competitive Dialogue and Issue Call for Final Tenders	December 22 nd 2011
Final Tenders Returned	January 10 th 2012
Evaluation of Final Tenders (including NFDC task & Finish Group).	By January 20th 2012
Notification of Result of Evaluation & Selection of Preferred Bidder (Subject to Cabinet/Council Approval)	January 20 th 2012
NFDC Task & Finish Group “open meeting” for all members and stakeholders to review & evaluate the process and outcomes.	January 25 th or 26 th 2012
Report to Cabinet	February 1 st 2012
Report to Council	February 28 th 2012
Final Due Diligence and Approvals	February 30 th 2012
Expected Date of Award of Contract	March 2 nd 2012
Contract Conclusion	March 12 th 2012
Contract Commencement	April 1 st 2012