

**REPORT TO: COMMUNITIES COMMITTEE - 14 MARCH 2005**

**REPORT ON: DUNDEE COMMUNITY SAFETY WARDENS INITIATIVE -  
PROVISION OF EXTERNAL EVALUATION SERVICES**

**REPORT BY: HEAD OF COMMUNITIES**

**REPORT NO: 66-2005**

**1.0 PURPOSE OF REPORT**

1.1 This report details tenders received for the external evaluation by consultants of the Community Safety Wardens Initiative and requests a decision on acceptance thereof.

**2.0 RECOMMENATIONS**

2.1 Approval is recommended for the acceptance of the tender submitted by Blake Stevenson Ltd in the amount of £39,358.75 (excluding VAT).

**3.0 FINANCIAL IMPLICATIONS**

3.1 The expenditure can be contained within the external support Finance provided for this activity from the Scottish Executive for the period 2004-2006.

**4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 Approval of this report will ensure that resources are used efficiently and waste minimised effectively.

**5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 None.

**6.0 TENDER REPORT**

6.1 The tender notes external evaluation services to be provided as per Appendix 1 specification as a requirement of Scottish Executive grant funding.

6.2 Seventeen consultancies were requested to tender, five applied for and returned tender documents, details being as follows:

<b><u>Consultancy</u></b>	<b><u>Tender Amount</u></b>
*RTCS 2 St Lawrence Avenue Dunblane Perthshire PH15 9DE	£27,460
*CAG Consultants 28 Collins Place Edinburgh EH3 5JD	£49,780

#Comares £45,250  
Communications, Marketing & Research  
69 Calderglen Road  
St Leonards  
East Kilbride  
G74 2JS (subsequently withdrew)

Blake Stevenson Ltd £39,358.75  
1 Melville Park  
Edinburgh  
EH28 8PJ

\*George Street Research Limited Gold Cost £44,525  
24 Broughton Street Silver Cost £39,420  
Edinburgh Bronze Cost £32,485  
EH1 3RH

6.3 After selection board screening, consultancies designated \* did not meet the required criteria and consultancy marked # withdrew due to staffing difficulties.

6.4 It is proposed that the quotation from Blake Stevenson Ltd be accepted as the only applicant capable of meeting the required work criteria.

## **7.0 CONSULTATION**

7.1 The Chief Executive and Depute Chief Executives (Finance and Support Services) have been consulted in the preparation of this report.

## **8.0 BACKGROUND PAPERS**

8.1 None.

**Signed: Stewart Murdoch**  
**Head of Communities**

**Date: 4 March 2005**