

Measurement and Monitoring of the implementation of South Dublin County Council's Procurement Plan 2015 – 2017

		2015	2016	2017																														
1	Savings achieved through procurement	<p>The Procurement Unit conducted an analysis of spend in 2015 compared to 2014 spend across five areas which had been subject to recent procurement competitions to identify savings achieved (if any) through procurement. The areas assessed were: skip hire, personal protective equipment, building materials, printers and security.</p> <p>The annual spend on the areas assessed ranged from €90,000 to €740,000, averaging €335,918. Potential savings realised from availing of a contract established by a Central Purchasing Body, such as staff or other costs, were not accounted for as part of the analysis. The analysis was based on overall spend data for suppliers contracted to provide the supplies and services, and was not assessed at a cost per unit level.</p> <p>Across the five areas assessed a combined reduction in spend of €153,444 was realised in 2015 compared to 2014 spend. A reduction in spend across 4 of the 5 areas assessed was identified, ranging from 6% to 23%. An increase in spend of 53% was identified in the fifth area assessed.</p> <p>The change in the level of spend on any given area is most likely related to a number of factors, such as a change in contract (which may have occurred mid-year), a reduction in purchasing due to improved stock/resource management or an increase in purchasing due to a change in requirements. The analysis does not estimate the potential savings over the lifetime of a contract.</p>	<p>Spend in 2016 across four areas subject to recent procurement competitions was compared to 2015 spend to determine if savings were achieved further to procurement processes. The areas assessed were: electricity, supply and servicing of water coolers, building materials and parking enforcement.</p> <p>The annual spend on the areas assessed ranged from €5,500 to €3.7 million, averaging €963,283. The analysis was based on overall spend data for suppliers contracted to provide the supplies and services, and was not assessed at a cost per unit level. Like the 2015 analysis, potential savings realised from availing of a contract established by a Central Purchasing Body, such as staff or other costs, were not accounted for. The analysis does not estimate the potential savings over the lifetime of a contract.</p> <p>Across the four areas assessed a combined reduction in spend of €791,950 was realised in 2016 compared to 2015 spend. A reduction in spend across 3 of the 4 areas assessed was identified, ranging from 4% to 45%. An increase in spend of 48% was identified in the fifth area assessed.</p> <p>Measuring procurement savings effectively is challenging and accurately accounting for procurement related savings would require system improvements to facilitate tracking by volume. A procurement intervention may also result in non-monetary benefits that are not easily quantifiable, such as efficiencies gained, improved service levels, risk reduction and so forth and it should be noted that the assessment carried out does not account for these factors which may result in additional savings to the organisation.</p>																															
2	Number of national /sector/regional procurement processes participated in	<p>In 2015, South Dublin County Council joined 5 national frameworks established by the Office of Government Procurement and 5 regional frameworks established by one of the Dublin local authorities. Details of these procurement processes joined in 2015 are available below:</p> <table><tr><td>National Frameworks</td><td>Security – Man-Guarding & Key Holding Energy – Electricity, Unmetered Electricity Supply Energy – Electricity, Non-Domestic Supply Energy – Gas Managed Print Service</td></tr><tr><td>Regional Frameworks</td><td>Canteen Paint Electrical Goods Upgrade Protection on Autodesk Software Computerised Tree Management System</td></tr></table>	National Frameworks	Security – Man-Guarding & Key Holding Energy – Electricity, Unmetered Electricity Supply Energy – Electricity, Non-Domestic Supply Energy – Gas Managed Print Service	Regional Frameworks	Canteen Paint Electrical Goods Upgrade Protection on Autodesk Software Computerised Tree Management System	<p>In 2016, an analysis of the council’s participation in collaborative procurement processes was conducted. The findings are presented below:</p> <table><tr><th colspan="2">Review of use of OGP arrangements at December 2016</th></tr><tr><td colspan="2">OGP Arrangements</td></tr><tr><td>Total Number of Live OGP Contracts/ Frameworks</td><td>83</td></tr><tr><td>Number Available to Local Government Sector</td><td>80</td></tr><tr><td colspan="2">SDCC Usage*</td></tr><tr><td>Availed of</td><td>20</td></tr><tr><td>Sign up in progress</td><td>7</td></tr><tr><td>Under consideration</td><td>16</td></tr><tr><td>No current requirement identified</td><td>33</td></tr><tr><td>Alternative requirement</td><td>1</td></tr><tr><td>Alternative arrangement in place</td><td>7</td></tr><tr><td>Total</td><td>84</td></tr><tr><td colspan="2"><i>* Some contracts have more than one usage status</i></td></tr></table>	Review of use of OGP arrangements at December 2016		OGP Arrangements		Total Number of Live OGP Contracts/ Frameworks	83	Number Available to Local Government Sector	80	SDCC Usage*		Availed of	20	Sign up in progress	7	Under consideration	16	No current requirement identified	33	Alternative requirement	1	Alternative arrangement in place	7	Total	84	<i>* Some contracts have more than one usage status</i>		
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		During 2015, 42 mini tenders were also conducted via Local Government Operational Procurement Centre frameworks.	<table><tr><th colspan="2">Review of use of LGOPC arrangements at December 2016</th></tr><tr><td colspan="2"></td></tr><tr><td colspan="2">LGOPC Arrangements</td></tr><tr><td>Total Number of Live LGOPC Contracts</td><td>12</td></tr><tr><td>Number Available to South Dublin County Council</td><td>10</td></tr><tr><td colspan="2"></td></tr><tr><td colspan="2">SDCC Usage</td></tr><tr><td>Availed of</td><td>3</td></tr><tr><td>No current requirement identified</td><td>3</td></tr><tr><td>Alternative arrangement in place</td><td>4</td></tr><tr><td>Total</td><td>10</td></tr><tr><td colspan="2"></td></tr></table>	Review of use of LGOPC arrangements at December 2016				LGOPC Arrangements		Total Number of Live LGOPC Contracts	12	Number Available to South Dublin County Council	10			SDCC Usage		Availed of	3	No current requirement identified	3	Alternative arrangement in place	4	Total	10																	
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3	Number of national/sector/regional procurement processes not participated in (outlining reasons for non-participation)	One regional procurement process, window cleaning, was not joined in 2015. Due to the different requirements of the contracting authorities it was decided the best value for money for South Dublin County Council in this instance would not be achieved by participating in this procurement process.	<table><tr><th colspan="2">Review of use of regional arrangements at December 2016</th></tr><tr><td colspan="2"></td></tr><tr><td colspan="2">Regional Arrangements</td></tr><tr><td>Number Available to South Dublin County Council</td><td>17</td></tr><tr><td colspan="2"></td></tr><tr><td colspan="2">SDCC Usage</td></tr><tr><td>Availed of</td><td>11</td></tr><tr><td>Under consideration</td><td>1</td></tr><tr><td>Alternative arrangement in place</td><td>5</td></tr><tr><td>Total</td><td>17</td></tr><tr><td colspan="2"></td></tr></table>	Review of use of regional arrangements at December 2016				Regional Arrangements		Number Available to South Dublin County Council	17			SDCC Usage		Availed of	11	Under consideration	1	Alternative arrangement in place	5	Total	17																			
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4	Report on suppliers exceeding procurement threshold/ number of revenue suppliers in the different expenditure thresholds	<p>The number of revenue suppliers in the different expenditure thresholds in 2015 are detailed in the table below. Suppliers are monitored on an ongoing basis by the contract/ project manager to ensure that the appropriate procurement procedures are followed.</p> <table><tr><td><€25,000</td><td>1,505</td></tr><tr><td>€25000 - €50,000</td><td>70</td></tr><tr><td>€50,000 - €207,000</td><td>81</td></tr><tr><td>€207,000 -€5.186m</td><td>38</td></tr><tr><td>Above €5.186m</td><td>0</td></tr><tr><td>Total</td><td>1,694</td></tr></table>	<€25,000	1,505	€25000 - €50,000	70	€50,000 - €207,000	81	€207,000 -€5.186m	38	Above €5.186m	0	Total	1,694	<p>The table below shows the number of revenue suppliers in the different expenditure thresholds in 2016. The thresholds at EU level were revised in January 2016 and the thresholds below reflect these values. Suppliers are monitored on an ongoing basis by the contract/ project manager to ensure that the appropriate procurement procedures are followed.</p> <table><tr><td><€25,000</td><td>1,367</td></tr><tr><td>€25000 - €50,000</td><td>82</td></tr><tr><td>€50,000 - €209,000</td><td>89</td></tr><tr><td>€209,000 -€5.225m</td><td>35</td></tr><tr><td>Above €5.225m</td><td>0</td></tr><tr><td>Total</td><td>1,573</td></tr></table> <p>There were 993 common suppliers identified across both 2015 and 2016, with the balance being a supplier in one or other year:</p> <table><tr><th></th><th>2016</th><th>2015</th></tr><tr><td>Supplier in only 2015 or 2016</td><td>580</td><td>701</td></tr><tr><td>Supplier in both 2015 and 2016</td><td>993</td><td>993</td></tr><tr><td>Total</td><td>1,573</td><td>1,694</td></tr><tr><td></td><td></td><td></td></tr></table>	<€25,000	1,367	€25000 - €50,000	82	€50,000 - €209,000	89	€209,000 -€5.225m	35	Above €5.225m	0	Total	1,573		2016	2015	Supplier in only 2015 or 2016	580	701	Supplier in both 2015 and 2016	993	993	Total	1,573	1,694			
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5	Number of quotations sought via Requests for Quotations (www.supplygov.ie) and QuickQuotes (www.etenders.gov.ie)	<table><tr><td>Request for Quotations</td><td>10</td></tr><tr><td>QuickQuotes</td><td>24</td></tr></table>	Request for Quotations	10	QuickQuotes	24	<table><tr><td>Request for Quotations</td><td>65</td></tr><tr><td>QuickQuotes</td><td>301</td></tr></table>	Request for Quotations	65	QuickQuotes	301																							
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6	Number of new suppliers from whom quotations were sought	<p>The systems in place prior to 2015 did not record the number of new suppliers from whom quotations were sought. Therefore, the number of suppliers from whom quotations were sought via Requests for Quotations and QuickQuotes in 2015, 111, will be used as a baseline figure for calculating the number of new suppliers from whom quotations were sought for 2016.</p> <p>Purchasers are advised to invite new suppliers to quote each time they seek quotations, where possible.</p>	<table><tr><td>New suppliers invited to quote via QuickQuotes</td><td>320</td></tr></table>	New suppliers invited to quote via QuickQuotes	320																													
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7	Report on information sessions for suppliers	The Procurement Unit, in partnership with the Local Enterprise Office, held an information session for suppliers regarding public procurement processes and procedures. The session was held on the 12 th May 2015 and 17 businesses attended.	On the 9 th March 2016 the Procurement Officer hosted, in partnership with the Local Enterprise Office, an information session for businesses interested in tendering for public sector contracts. An article was also published in the December edition of South Dublin County Today to inform suppliers of South Dublin County Council’s procurement procedures.																															
8	Percentage of tender procedures conducted using open procedures	<table><tr><td>Restricted National</td><td>4</td><td>12%</td></tr><tr><td>Restricted OJEU</td><td>1</td><td>3%</td></tr><tr><td>Open National</td><td>23</td><td>68%</td></tr><tr><td>Open OJEU</td><td>6</td><td>18%</td></tr><tr><td>Total</td><td>34</td><td></td></tr></table>	Restricted National	4	12%	Restricted OJEU	1	3%	Open National	23	68%	Open OJEU	6	18%	Total	34		<table><tr><td>Restricted National</td><td>3</td><td>6%</td></tr><tr><td>Restricted OJEU</td><td>2</td><td>4%</td></tr><tr><td>Open National</td><td>38</td><td>76%</td></tr><tr><td>Open OJEU</td><td>7</td><td>14%</td></tr><tr><td>Total</td><td>50</td><td></td></tr></table>	Restricted National	3	6%	Restricted OJEU	2	4%	Open National	38	76%	Open OJEU	7	14%	Total	50		
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9	Report by exception on any use of non-OGP documents	Fifteen of the 34 tenders advertised on e-tenders were done so without using OGP template documents, as they were either frameworks or restricted tenders for which there are no OGP templates currently available.	The OGP template documents were used in all open procedures. In 14 instances the OGP templates were not used as the competition was for a framework, concession or via the restricted procedure.																															
10	Percentage increase in number and value of LVPC transactions	<table><tr><td>Value</td><td>58% increase in 2015 compared to 2014 activity</td></tr><tr><td>Transactions</td><td>70% increase in 2015 compared to 2014 activity</td></tr></table>	Value	58% increase in 2015 compared to 2014 activity	Transactions	70% increase in 2015 compared to 2014 activity	<table><tr><td>Value</td><td>5% increase in 2016 compared to 2015 activity</td></tr><tr><td>Transactions</td><td>1% decrease in 2016 compared to 2015 activity</td></tr></table>	Value	5% increase in 2016 compared to 2015 activity	Transactions	1% decrease in 2016 compared to 2015 activity																							
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11	Update on progress and measures in place to progress implementation of e-procurement	The pending transposition of EU Directive 2014/24 into Irish law should see a mandatory requirement for all procurement to be conducted electronically. In anticipation of the impending legislation South Dublin County Council have taken the initiative to promote the use of e-procurement via the QuickQuotes system, for purchases of goods and services below €25,000 and for purchase of works below €50,000.	The implementation of e-procurement continued during 2016. The etenders.gov.ie or supplygov.ie platforms were used for advertising all tenders, and the seeking of quotations electronically increased significantly on 2015 activity as rollout across the organisation progressed.																															

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12	Number of meetings of Procurement Steering Group and summary of issues considered	<p>The Procurement Steering Group convened 4 times in 2015. The topics for discussion included the rollout of Procurement Plan 2015 to 2017, information sessions for staff, the Public Spending Code, the contracts database, quotations processes, procurement savings, procurement pipelines and national and regional tender opportunities.</p>	<p>The Procurement Steering Group convened 3 times in 2016. Topics discussed included the Public Spend Code, planned procurements, the contracts database, the transposition of the 2014 Directives, communications and 2017 training programme.</p>	
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