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Planning

Expression of interest for Portfolio Programme and Project services - Benefits Management

Environment Agency

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-018048

Procurement identifier (OCID): ocds-h6vhtk-034d27

Published 1 July 2022, 2:32pm

Section I: Contracting authority

I.1) Name and addresses

Environment Agency

PO BOX 544

ROTHERHAM

S601BY

Contact

Jeff Baldwin

Email

jeff.baldwin@environment-agency.gov.uk

Country

United Kingdom

NUTS code

UKE31 - Barnsley, Doncaster and Rotherham

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/environment-agency>

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Expression of interest for Portfolio Programme and Project services - Benefits Management

II.1.2) Main CPV code

- 79421000 - Project-management services other than for construction work

II.1.3) Type of contract

Services

II.1.4) Short description

Support for the Environment Agency's Flood and Coastal Risk Management (FCRM) Improvements Portfolio on benefits mapping.

We require support to produce programme level benefits maps for 3 programmes, with a possible extension to include a 4th programme.

We need a supplier with:

expertise in producing benefits maps

ability to plan manage and facilitate benefits workshops

availability to provide support between September and December 2022

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Mix of remote and face to face workshops in locations across England. Face to face workshops if held likely to be in central locations in Bristol, London, Warrington or Birmingham.

II.2.4) Description of the procurement

Mix of remote (on-line video call) and face to face workshops in locations across England. Face to face workshops will be in central locations in Bristol, London, Warrington or Birmingham.

Outline of activities and output.

1. Review supplier-provided documents showing examples of existing benefits maps
2. Review supplier-provided documents detailing strategies and objectives, existing programmes and existing and planned projects.
3. Prepare and attend an initial on-line workshop with Benefits Manager, colleagues from Portfolio Management Office and Programme management staff to agree scope, workshop types/locations, format of outputs etc,

4. Document output from initial on-line workshop, including review by client and produce final version.
5. Propose and document workshop format for client's agreement.
6. Plan primary workshops - 1 per programme - to include setting up formats for gathering information and pre-populating maps as agreed.
7. Facilitate primary workshops - 1 per programme - and record information
8. Produce initial draft benefits maps - 1 set per programme
9. Obtain review of each set of maps from client's staff by a mix of secondary workshop, on-line meetings with individuals and discussion with client's representative.
10. Produce draft final maps for client's final edits.

Documents and maps will be exchanged in digital format. No paper documents are envisaged.

Client will own all output.

Client will arrange contacts with EA staff for workshops and reviews.

II.3) Estimated date of publication of contract notice

5 August 2022

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

Section VI. Complementary information

VI.3) Additional information

Expressions of interest required by 25 July 2022 to include

name of organisation

name and contact details of primary contact

brief summary of capabilities of organisation and of staff in this area