



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**



Cabinet

18 January 2024


Councillor Phil Dilks

Cabinet Member for Housing and
Planning

Sheltered Scheme Passenger Lift Replacements

Report Author

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Purpose of Report

To obtain approval to enter into a contract with Allied Lifts for the provision of replacing six passenger lifts at South Kesteven District Council's sheltered housing schemes. The contract would be awarded through the Fusion 21 Framework and would be for an initial period of 3 years with an option to extend for a further 1 year.

Recommendations

That Cabinet:

1. Approves the award of a contract to Allied Lifts for the replacement of six lifts at the Council's sheltered housing schemes with a contract value of £600k for a period of 3 years with the option to extend for a further 1 year.

Decision Information	
Is this a Key Decision?	Yes
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Housing that meets the needs of all residents Healthy and strong communities
Which wards are impacted?	Grantham, Bourne, Stamford.

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance

- 1.1 The approved 2023/24 HRA Capital Budget includes an unallocated budget provision of £580k for the replacement of lifts which can be used to fund the cost of this contract. The 2024/25 – 2026/27 includes a total budget request of £792k for lift replacement which will ensure that there is sufficient budget to fund the cost of this contract in future years.

Completed by: Alison Hall-Wright, Deputy Director (Finance and ICT) and Deputy S151 Officer

Legal and Governance

- 1.2 There are no significant legal and governance implications arising from the report which are not already reflected elsewhere in the report, particularly in relation to procurement and compliance with the Council's Contract Procedure Rules.

Completed by: Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

Procurement

- 1.3 It is confirmed that a fully compliant procurement process has been completed and the Council's Procurement Lead has been consulted throughout the process.

Completed by: Helen Baldwin, Procurement Lead

Risk and Mitigation

- 1.4 Any risk will be monitored as part of the contract management process

Completed by: Tracey Elliott, Governance and Risk Officer

Health and Safety

- 1.5 As part of the tender documentation, a comprehensive Pre-Construction Information document was provided for all bidders to review and consider the aspects of health & safety associated with the proposed lift replacements.
- 1.6 When the contract is awarded to the successful bidder, a Construction Phase will be requested/provided by the Principle Contractor and this will detail how all the health & safety risks associated with the construction phase will be implemented to minimise the risks where possible or eliminate them. This will be monitored through the management of the contract.

Completed by: Phil Swinton, Health & Safety and Compliance Manager

2. Background to the Report

- 2.1 The Council has a clear commitment in its Corporate Plan 2020-2023 to provide "Housing that meets the needs of all residents". As a stock-retained local authority, the Council has statutory and regulatory obligations to maintain and repair its properties.
- 2.2 The purpose of this report is to seek approval to enter into a contract with Allied Lifts for the provision of replacing six of passenger lifts at South Kesteven District Council's sheltered housing schemes. The contract would be awarded through the Fusion 21 Framework and would be for an initial period of 3 years with an option to extend for a further 1 year.
- 2.3 The existing lifts that are within our sheltered schemes have been in situ for a number of years and despite the regular servicing and maintenance that has taken place, we are incurring an increased amount of callouts for breakdowns and higher maintenance costs, plus a lack of available parts is making the ongoing serviceability more and more challenging while trying to maintain a reliable means for the tenants to access their homes and local facilities.

2.4 The lifts identified are as follows: (not in any order of replacement)

- Meadow Close, Bourne
- Stanton Close, Bourne
- Hillary Close, Stamford
- Emlyns Gardens, Stamford
- Essex Road, Stamford
- Witham Place, Grantham

2.5 Welland Procurement explored available frameworks that met the needs of lift replacement and the Fusion 21 Framework. The tender was advertised on ProContract in October 2023. A total of 14 expressions of interests were initially received which resulted in four tender submissions being received to be evaluated.

2.6 One of the bids was rejected as the price schedule had not been completed correctly, post tender clarification was sent out to clarify this with the supplier, however they still failed to send in the completed price schedule which meant the submission could not be fully evaluated.

2.7 To evaluate the tender, the following award criteria was established:

Evaluation Criteria	Weighting
Qualitative (non-price, technical professional ability assessment)	60%
Price	40%

2.8 An evaluation panel was assembled to ensure that individuals assigned to evaluate the questions were the most suitable and appropriate to the criteria being examined, based upon qualifications and experience. Each question was evaluated by two evaluators, and their scores and comments recorded.

2.9 Following the completion of the evaluation process, a moderation meeting was held by Welland Procurement on the 18th December 2023. This was attended by both the evaluators and Welland Procurement to review the scores and also to ensure that the scoring had been consistent and the key points in each question had been accounted for. As the scoring was consistent between the evaluators, average scoring was not used.

- 2.10 Following the completion of the evaluation and moderation process the scores awarded to the participants were as follows:

Rank	Bidder	Overall Score
1	Allied Lifts	95.03%
2	Bidder 2	80.53%
3	Bidder 3	64.85%

Therefore, it is recommended that Allied Lifts be awarded the contract for the provision of lift replacement.

3. Key Considerations

- 3.1 Key areas for consideration are that existing lifts are becoming increasingly unreliable and could pose a risk as they are an essential means for them to access both their homes, local community, and facilities. The procurement has gone through a formal process and established a competitive outcome with a best value for money and quality of product.

4. Other Options Considered

- 4.1 We have considered the option of maintaining the existing lifts and replacing parts to keep them in service, but availability of parts is becoming difficult or non-existent, hence the need to replace the lifts.

5. Reasons for the Recommendations

- 5.1 The proposed contract award has followed compliant procurement processes and shall provide the Council with the appropriate contracts to aid us to deliver on our Corporate Priority to provide “Housing that meets the needs of all residents”.

6. Consultation

- 6.1 SKDC has engaged with a lift consultancy firm both at pretender stage in the compilation of the tender documentation along with the evaluation of the technical side of the submitted bids to ensure the lifts and their components meet an industry standard.

7. Appendices

Appendix 1 - Procurement Summary Report.