



Contract Award for Void Property Repair Works

Report Author

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Purpose of Report

To approve the award of contracts to Foster Property Maintenance Ltd and Gratton Construction Ltd for the provision of void property repair work to Council owned social housing stock. The contracts would be awarded for an initial period of 3 years with an option to extend for a further 1 year plus 1 year.

Recommendations

Cabinet is recommended to:

- 1. Approve the award of contracts to Foster Property Maintenance Ltd and Gratton Construction Ltd for the provision of void property repair work to the Council's social housing. The annual contract value will be up to £2m, split between the two contractors, for a period of 3 years with the option to extend for a further 1 year plus 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Does the report contain any exempt or confidential information not for publication?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 Effective council
Which wards are impacted?	All Wards

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 and Procurement

- 1.1 The 2024/25 approved HRA Capital Programme and HRA Revenue budget will be used to fund the cost of these contracts.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Procurement

- 1.2 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)

Legal and Governance

- 1.3 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, Monitoring Officer

Risk and Mitigation

- 1.4 Any risk will be monitored as part of the contract management process. The contractors will be appropriately insured to mitigate any claims that may occur in the event of their work.

Completed by: Tracey Elliott, Governance & 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 roofing contract.

- 1.6 When the contract is awarded to the successful bidder, a Construction Phase will be requested and must be provided prior to works commencing by the Principal Contractor and this will detail how all the health & safety risks associated with the construction phase will be implemented to minimise the risks or where possible or eliminate them. This will be monitored regularly through the management of the contract

Completed by: Philip Swinton, Health, Safety and Compliance Manager

2. Background to the Report

- 2.1. The Council has a clear commitment in its Corporate Plan 2024 – 2027 to ensure that all residents can access housing which is safe, good quality, sustainable and suitable for their needs and future generations.
- 2.2. The purpose of this report is to seek approval to enter into contracts with Foster Property Maintenance Ltd and Gratton Construction Ltd for the provision of void property repair works in South Kesteven District Council's housing stock. The contract would be awarded for an initial period of 3 years with an option to extend for a further 1 year plus 1 year.
- 2.3. On an annual basis between 150 and 200 properties are returned to the Council which require major void works which includes replacement kitchens, bathrooms, electrical and general refurbishment works. These contracts will be used to undertake these works which will ensure that properties meet the South Kesteven Voids Quality Standard prior to them being relet to people on the Housing register.
- 2.4. Appointing 2 contractors will ensure that the Council can meet the current demand for void property repair works and will also assist the team with achieving the void property KPI which has been set at 100 days in 2024/25 reducing to 60 days in 2026/27.
- 2.5. In accordance with the Public Contract Regulations 2015, this Tender opportunity was advertised on the Find a Tender Service (FTS). The Contract Notice (2024/S 000-030966) was dispatched on 30 September 2024 and advised that award of the contract would follow an open procedure. The opportunity was also advertised on Contracts Finder. The Council received 18 tender submissions.
- 2.6. The tender was made up of two questionnaire sets: one questionnaire for the selection criteria questions, and one for award criteria questions. The award criteria questions were evaluated as follows:

Evaluation	Weighting
Quality	60%
Price	40%

- 2.7. An evaluation panel was constructed to ensure that individuals assigned to evaluate questions were the most suitable and relevant to the criteria being examined, based upon qualifications and experience. Each question was evaluated by at least two evaluators and their scores, and comments recorded.
- 2.8. Following the completion of the evaluation process, a moderation meeting was held by Welland Procurement on 20 November 2024. 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.
- 2.9. Following the completion of the evaluation and moderation process 5 bids were identified as failing to meet the minimum threshold for the award criteria. The scores awarded to the participants meeting the minimum threshold were as follows:

Rank	Bidder	Overall Score
1	Foster Property Maintenance Services	86.72%
2	Gratton Construction Limited	76.74%
3	Bidder 3	76.19%
4	Bidder 4	74.18%
5	Bidder 5	70.91%
6	Bidder 6	67.06%
7	Bidder 7	67.00%
8	Bidder 8	63.97%
9	Bidder 9	62.76%
10	Bidder 10	62.29%
11	Bidder 11	60.56%
12	Bidder 12	57.09%
13	Bidder 13	56.44%

- 2.10. It is therefore recommended that contracts are awarded to Foster Property Maintenance Ltd and Gratton Construction Ltd for the provision of void property repair works on the Council's Housing Stock.

3. Key Considerations

- 3.1. Key areas for consideration are that properties are returned to the Council on a weekly basis. It is therefore essential that the Council has contractors in place to complete the required void repair works on these properties so that they can be relet to people on the housing register.

4. Other Options Considered

- 4.1 The Council could choose to appoint 1 contractor but this would not create additional capacity for void property repair works to be undertaken and would not support the Council in achieving 60 void days by 2026/27

5. Reasons for the Recommendations

- 5.1. The proposed contract awards have followed compliant procurement processes and shall provide the Council with the appropriate contracts to aid enable it to deliver the commitment to ensure that all residents can access housing which is safe, good quality, sustainable and suitable for their needs and future generations.

6. Appendices

- 6.1 Appendix 1 – Void Repair Works Tender Award Report