

Decision Taker:	Cabinet Member for Council Homes
Date:	14 October 2024
Report title:	Gateway 2 - Contract Award Approval Lift Maintenance, Refurbishments and Replacement
Ward(s) or groups affected:	All
Classification:	Open
Reason for lateness (if applicable):	Not applicable
From:	Strategic Director of Housing

RECOMMENDATIONS

1. That the Cabinet Member for Council Homes approves the award of Lift Maintenance, Refurbishment and Replacement (Contract A: North of the borough) to Lift Specialists Ltd (Lift Specialists) for the estimated sum of £2.027m per annum for a period of six years (£12.162m) from 4 November 2024 with the option to extend (in increments at the council's sole discretion) by a further two years making a total estimated contract value of £16.218m.
2. That the Cabinet Member for Council Homes approves the award of Lift Maintenance, Refurbishment and Replacement (Contract B: South of the borough) to Guideline Lift Services Ltd (Guideline) for the estimated sum of £1.369m per annum for a period of six years (£8.214m) from 4 November 2024 with the option to extend (in increments at the council's sole discretion) by a further two years making a total estimated contract value of £10.952m.
3. That the Cabinet Member for Council Homes notes that both Lift Specialists and Guideline will operate, as a backup contractor to each other in the event of the failure to deliver the service using their own tendered rates should this be required.

BACKGROUND INFORMATION

4. The planned procurement strategy was the subject of a Gateway (GW)1 report approved by cabinet on 14 July 2020. The procurement process took longer than expected due to delays during the Covid-19 pandemic following GW1 approval for one year coupled with subsequent competing priorities across the asset management (AM) division. The approved restricted tendering procurement strategy was followed in accordance with Regulation 28 of the Public Contracts Regulations 2015 (PCR15). The report also

delegated authority to the Cabinet Member for Council Homes to approve the GW2 report.

5. The scope of works is:
 - Planned Preventative Maintenance (PPM);
 - Refurbishments and Replacements;
 - Repairs; and
 - Emergency out of hours service
6. The geographical split (north and south) of the borough for the two new contracts are (Contract A – north - Bermondsey, Borough and Bankside, Rotherhithe and Walworth and Contract B – south - Camberwell, Peckham, Nunhead and Peckham Rye, Dulwich) each providing all of the works noted in paragraph 5 above.
7. The total estimated value for both contracts stands at £27.168m, broken down as follows: - total cost for the initial six-year period: £20.376m. Total cost for the additional two year period: £6.792m
8. The prices are fixed until 1 April 2025 but the contracts contain a Building Maintenance Index / General Maintenance Index adjustment that is applied annually thereafter. All contractors were advised to consider this when pricing for these contracts at the Information Day held on 4 October 2022.

Procurement project plan (Key Decision)

9.

Activity	Completed by/Complete by:
Forward Plan for Gateway 2 decision	28/06/2023
Briefed relevant cabinet member (over £100k)	01/06/2020
Approval of Gateway 1: Procurement Strategy Report	14/07/2020
Notice of Intention (Applies to Housing Section 20 Leaseholder Consultation)	11/08/2020
Invitation to tender	27/09/2022
Closing date for return of tenders	11/11/2022
Completion of evaluation of tenders	14/06/2023
Notice of Proposal (Applies to Housing Section 20 Leaseholder Consultation)	31/08/2023
DCRB Review Gateway 2:	10/06/2024
CCRB Review Gateway 2:	27/06/2024
Briefed relevant cabinet member (over £100k)	12/08/2024
Notification of forthcoming decision – Five clear working days	06/09/2024
Approval of Gateway 2: Contract Award Report	09/09/2024

Scrutiny Call-in period and notification of implementation of Gateway 2 decision	17/09/2024
Debrief Notice and Standstill Period (if applicable)	30/09/2024
Contract award	01/10/2024
Add to Contract Register	02/10/2024
TUPE Consultation period (if applicable)	20/12/2024
Contract start	20/12/2024
Place award notice in Find a Tender Service	23/12/2024
Publication of award notice on Contracts Finder	23/12/2024
Contract completion date	19/12/2030
Contract completion date – if extension(s) exercised	19/12/2032

KEY ISSUES FOR CONSIDERATION

Description of procurement outcomes

10. This procurement exercise was delivered to ensure two contracts are in place for Lift Maintenance, Refurbishment and Replacement works to enable the council to meet its legislative obligations as a social housing landlord.
11. These contracts will ensure lift availability, step free access so residents can enjoy their homes, and ensure new build assets are incorporated into a maintenance programme.

Key/Non Key decisions

12. This report deals with a key decision.

Policy framework implications

13. The works provided through these contracts will contribute to the Fairer Future Procurement Framework to support the Council Delivery Plan and Fairer Future Commitments to deliver value for money and be open, honest and accountable.
14. These contracts will contribute to the council's priorities and commitments as outlined in the Council's Delivery Plan to make the borough fairer, greener and safer, specifically the following themes:
- A thriving and inclusive economy;
 - A healthy environment;
 - Quality affordable homes; and
 - Keeping you safe

Tender process

15. On 12 April 2022, following the placement of the Find a Tender Service (FTS) advertisement, the PAS91 Pre-Qualification Questionnaire (PAS91

PQQ) documents and the Invitation to Tender (ITT) were uploaded to the eProcurement System (Portal) and Contracts Finder website for tenderers to view and download.

16. 11 companies returned completed PAS91 PQQ submissions by the PAS91 PQQ response deadline of 12 noon on 17 May 2022.
17. The PAS91 PQQ set out that the top six highest ranked applicants would be invited to tender but reserved the right to invite further applicants should they obtain a score that was within two marks of the sixth ranked applicant's score.
18. An AM Senior Lift Engineer, an AM Lift Inspector and an AM Senior Quantity Surveyor evaluated the 11 PAS91 PQQs.
19. The top six companies were invited to tender as well as the seventh and eighth placed bidders whose scores were within two marks of the sixth ranked applicant.
20. On 4 October 2022, an Information Day was held with all eight tenderers' representatives at 160 Tooley Street. All eight tenderers' representatives attended either in person, or online. The purpose of this Information Day was to explain to the tenderers that the contracts were predominantly of a responsive nature, to provide them with guidance on how to complete the tender and to enable them to raise any clarifications they had in relation to the tender documents prior to compiling their tenders.
21. An extension was issued due to a number of clarifications being received, with a revised return date of 11 November 2022. All eight tenders were returned via the Portal on or by 11 November 2022 and were electronically opened the same day by the monitoring officer's authorised representative in accordance with the council's Contract Standing Orders (CSO) 7.2.5 in the presence of an asset management procurement team (AMPT) procurement manager. These were transferred to a secure file for evaluating and checked for compliance.

Tender evaluation

22. The Tender Evaluation Panel (TEP) was split into three separate panels; one to evaluate quality and social value qualitative, one to evaluate price and social value quantitative and one to evaluate equality, diversity and inclusion (EDI). The quality and social value qualitative evaluation panel consist of individuals experienced in lift maintenance provisions and the price evaluation panel consisted of an individual with financial expertise.
23. Tenders were evaluated using the weighted model of 55:42:3 price and social value quantitative/quality and social value qualitative /EDI. The GW1 report approved on 14 July 2020 outlined a weighted model of 55:35:10 price, quality and social value; however, this was modified to include a quantitative social value element and specific weighting evaluating EDI.
24. All tenders were initially checked for completeness and compliance with the ITT documents as set out in the Tender Evaluation Methodology and to ensure that a tenderer was the same company shortlisted at the PAS91

PQQ stage. All tender submissions received were compliant and released for evaluation by the TEP.

25. Tenderers were evaluated using a price evaluation model that contained various annexes covering the different work streams and hourly rates. This tendering approach was intended to preclude any tactical tendering of any work streams and reduce the risk of uncontrolled expenditure.
26. Each annex contained a pre-priced schedule of rates and estimated indicative quantities for each annex based on historical data. The tenderers were required to put either a +/-% against each annexe, including their hourly rate.
27. Price evaluation was marked out of 55%. The lowest lump sum price was awarded 30%, 20% was awarded for the lump sum price that is closest to the mean average of all compliant lump sum tenders. 5% was available for the social value quantitative score.
28. For these two contracts (Contract A and Contract B), the figures and quantities used in the price evaluation were indicative only, to enable an evaluation of the relative prices of the tenders. Final expenditure will be demand led in accordance with the available budget. Each tendered price was scored against the lowest lump sum price and was awarded 30%, 5% for social value quantitative and 20% for the lump sum price that is closest to the mean average of all compliant lump sum tenders.
29. All priced documents submitted were checked for arithmetical errors and qualifications.
30. The quality assessment was based on the information received from tenderers who were required to provide information to support their quality submission in response to Method Statements (MS) covering mobilisation, Service delivery, Value for Money, Climate, Quality Management, Social Value and London Living Wage (LLW) and EDI.
31. Each member of the TEP independently assessed each method statement response in accordance with the scoring guidelines detailed in the TEM. The TEP then checked the scoring for consistency and agreed a consensus score. Final scores were calculated to ascertain the tenderer's overall score.
32. Tenderers were required to submit a method statement proposal answering the questions contained within the MS Response Document and covers the following areas:
 - MS1 Mobilisation
 - MS2 Service Delivery
 - MS3 Value for Money
 - MS4 Climate
 - MS5 Quality Management
 - MS6 Social Value and LLW
 - MS7 EDI
33. Lift Specialists and Guidelines' MS Response Documents will be incorporated into their contracts as their planned way of working/operating throughout the contract period.

34. All submissions were scored against the same criteria / sub criteria and sub-weightings as set out in this schedule.

35. The table below shows that the tenderers' combined price, quality, social value and EDI scores identifies the two successful tenderers for Contract A and Contract B respectively.

Tender Evaluation							
SUMMARY OF TENDER SCORES FOR LIFT MAINTENANCE, REFURBISHMENT AND REPLACEMENT WORKS							
Position	Tenderer	Best Price Weighting	Mean Avg price weighting	Social Value Price Weighting	Quality weighting	EDI weighting	Total Score
1	Lift Specialists	28.65%	19.65%	4.05%	27.30%	0.8%	80.45%
2	Guideline	29.49%	19.16%	2.83%	24.30%	1.2%	76.98%
3	Bidder C	28.11%	20%	2.65%	23.4%	0.6%	74.76%
4	Bidder D	30%	18.88%	1.18%	21.30%	0.6%	71.96%
5	Bidder E	26.08%	19.77%	5%	19.40%	0.8%	71.05%
6	Bidder F	23.49%	17.80%	1.06%	24.50%	0.8%	67.65%
7	Bidder G	25.98%	19.69%	1.79%	18.30%	0.4%	66.16%

Plans for the transition from the old to the new contract

36. An initial mobilisation will be held with both Lift Specialists and Guideline in which the mobilisation requirements will be clearly set out by an AM Engineering Contract Manager, AM Senior Lift Engineer and AM Lift Inspectors.

37. As one of the current providers (Liftec) was unsuccessful during the tender process, TUPE implications may apply and will be considered during the TUPE consultation period.

Plans for monitoring and management of the contract

38. The council's contract register publishes the details of all contracts over £5,000 in value to meet the obligations of the Local Government Transparency Code. The Report Author must ensure that all appropriate details of this procurement are added to the contract register via the eProcurement System.

39. Asset management's Engineering Team (Electrical) will manage the two contracts (Contract A and Contract B).

40. The purpose of the Key Performance Indicators (KPIs) is to maximise, through measurable continuous improvement, the service provided to the council's residents and to provide best value to the council.

41. Performance against all of the KPIs, which are identified in the table below, shall be ascertained and monitored on a monthly basis at the contract progress meetings from the commencement of the two new contracts.

No.	Key Performance Indicator	Minimum Target Percentage %	Council's Aspirational Target Objective %
1.	Percentage of time passenger lifts are available to Residents	97%	99%
2.	Percentage of Emergency Orders commenced within stipulated timescales	97%	100%
3.	Percentage of maintenance works completed within the agreed programme	98%	100%
4.	Response to queries/complaints from Residents and Council Officers to meet the Council's Complaints Policy	98%	99%
5.	Percentage of Orders for which a Recall Notice (Default Notice) has not been issued within the calendar month	98%	99%
6.	Percentage of Contractors vehicles being either Hybrid OR Electric within 12 months of Commencement Date	90%	100%
7.	Delivery of proposed social value initiatives as measured by proxy value	95%	100%

42. The Contract Administrator prior to any additional KPIs being implemented shall agree the actual basis of calculation of KPI percentages.

43. The AMPT contracts compliance officer will produce and present annual performance reviews (APR) with the contract manager in line with the council's CSOs.

44. As part of the APR process, the AMPT contracts compliance officer will carry out annual checks to ensure:

- a. Current insurances and certifications are maintained;
- b. LLW compliance;
- c. Blacklisting and other forms of discrimination e.g. unlawful discrimination, Anti-discrimination legislation;
- d. Compliance with the council's relevant policies e.g. Equality & Diversity Policy, Fairer Future Procurement Strategy, trade union recognition, etc.;

- e. Compliance with relevant legislation e.g. Equalities Legislation, the Employment Relations Act 1999 (Blacklists) Regulations 2010 and the Prevent Duty under section 26 of the Counter-Terrorism and Security Act 2015; and
 - f. Contractors' own policies e.g. Equality & Diversity
45. Monthly progress meetings with Lift Specialists, Guideline and the AM Engineering Electrical team will be arranged and recorded to review performance and compliance.
46. LLW compliance will be reviewed at Annual Performance Review (APR) stages and office audits of contractors will be carried out to confirm compliance.
47. AM quantity surveyors will review all applications for payment, monitor, and administer defaults and recovery of costs for poor performance.
48. To ensure robust contract management arrangements are in place, the AM Lift Inspectors will undertake audit site inspections to ensure that method statements are adhered to and re-instatement works are compliant and delivered to a high standard.

Identified risks for the new contract

49. The table below identifies the specific risks associated with this contract, the likelihood of occurrence and the controls in place to mitigate the risk:

R/N	Risk	Likelihood	Risk Control
R1	One or both of the contractors become insolvent	Low	<p>The two contracts contain a provision for both contractors to act as back-up to each other.</p> <p>If both contractors become insolvent, the council's approved works list (Alcumus SafeContractor) will be used should this occur whilst re-procuring a contract.</p> <p>The financial stability of both contractors will be continuously monitored throughout the initial term through the contract management monitoring process. Bureau van Dijk (BvD) Fame credit checks were carried out as part of the tendering process and will be carried out again prior to award and annually as part of the contract management monitoring process.</p> <p>Retentions will be held on all interim payments to mitigate against all risks involved of company failure.</p> <p>A parent company guarantee will not be taken up from Lift Specialists, as they do not have an ultimate holding company.</p>

			However, as Guideline have an ultimate holding company; a parent company guarantee will be taken up.
R2	One or both of the contractors is unable to fulfil the requirements of the contract e.g. poor performance, leading to the need to terminate the contract.	Low	The council will use back-up arrangements on the contractor's own tendered rates within the contract. If both contractors fail, the council's approved works list (Alcumus SafeContractor) will be used should this occur whilst re-procuring a contract. The tender selection process reduced the likelihood of poor performance using their method statements to evaluate tenderers' capacity to deliver.
R3	Price increase	Low	The price evaluation model in the tender documents was specifically designed to allow for sustainable bids and avoid a race to the lowest price. The prices are fixed until 1 April 2025.
R4	Risk of procurement challenge	Low	The procurement was conducted in accordance with the Public Contract Regulations 2015. All tenders were anonymised before distributing to the TEP. As the service delivery for Lifts is predominately of a responsive nature, both Lift Specialists and Guideline demonstrated a good understanding of the responsive nature of this service.

Other considerations (For Housing Department works contracts only)

50. Not applicable to this report.

Community, equalities (including socio-economic) and health impacts

Community impact statement

51. The two contracts (Contract A and Contract B) will operate borough-wide and will support the council's Fairer Future Commitments for quality affordable homes and revitalised neighbourhoods.

52. Both contracts (Contract A and Contract B) will be of medium to high impact to tenants, leaseholders and other stakeholders as works will involve working on lifts that are used to access properties.

Equalities (including socio-economic) impact statement

53. The two contracts (Contract A and Contract B) will contribute to providing step free access to residents for their health, safety and quality of life.

Health impact statement

54. The two contracts (Contract A and Contract B) will contribute to the health, safety, and quality of life of council residents. The two contracts will ensure that the council has arrangements in place to meet its obligations and statutory requirements

Climate change implications

55. The two contracts (Contract A and Contract B) requires all contractor company vehicles to be either hybrid or electric within the first 12 months of the contract term in line with the council's target of being carbon zero by 2030. As referenced in paragraph 33 above, Lift Specialists and Guideline's MS Response Documents will be incorporated into their contracts.

Social Value considerations

56. The Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process, how wider social, economic and environmental benefits that may improve the wellbeing of the local area can be secured. The social value considerations included in the tender (as outlined in the Gateway 1 report) are set out in the following paragraphs in relation to the tender responses, evaluation and commitments to be delivered under the proposed contract.

57. Lift Specialists and Guideline will be required to demonstrate that they are registered and accredited with the Transport for London (TfL) Fleet Operator Recognition Scheme (FORS). FORS helps fleet operators to measure and monitor performance, encompassing safety, fuel efficiency, vehicle emissions and improved operations, in order to promote fleet management best practice and reduce social / environmental impacts.

58. Lift Specialists and Guideline will be required to demonstrate that they can meet the Mayors Good Working Standard foundation level or above and that they are committed to the End Violence at Work Charter.

59. Lift Specialists and Guideline will be required to demonstrate they are delivering their social value commitments outlined in paragraph 41 of this report.

Economic considerations

60. The full cost to the council and the life span of each contract is set out in paragraphs 1 to 2 and 71 to 76 of this report.

61. Lift Specialists and Guideline will be required to provide the apprenticeship opportunities and work experience for schools and those not in education, employment or training as proposed in their MS Response Documents which will be incorporated into their contracts.

Social considerations

62. Both Lift Specialists and Guideline have confirmed that they will comply with the provisions of the Equalities Legislation, the Employment Relations Act 1999 (Blacklists) Regulations 2010 and the Prevent Duty under section 26 of the Counter-Terrorism and Security Act 2015.
63. Both Lift Specialists and Guideline have confirmed that they recognise trade union recognition in line with the council's Fairer Future Procurement Framework and they exceed the payment of the minimum LLW hourly rate to all relevant staff. Quality improvements and cost implications linked to the payment of the LLW will be monitored as part of the each contract review process.

Environmental/Sustainability considerations

64. Lift Specialists and Guideline will be required to recycle metal and timber products.
65. Lift Specialists and Guideline will salvage and reuse parts where possible.
66. Lift Specialists and Guideline will be required to provide hybrid or electric company vehicles within the first 12 months of the contract term in line with the council's target of being carbon zero by 2030.

Market considerations

67. Lift Specialists and Guideline are small and medium sized enterprises private limited companies.
68. Lift Specialists is based in Hatfield and currently employs 73 employees and operates across the South East of the UK. Lift Specialists has confirmed that they will not be using sub-contractors to deliver the works.
69. Guideline is based in Ashford, Kent and currently employs 105 employees and operates across the UK, including London. Guideline has confirmed that they will not be using sub-contractors to deliver the works.

Staffing implications

70. There are no staffing implications as the existing AM division are already performing the contract management functions.

Financial implications

71. For construction (works) contracts, the council is not the end user in relation to Domestic Reverse Charge (DRC) and notification of this will be included in the letter of award to the successful contractor.
72. The Lifts contracts have an estimated combined spend of £3.396m per

annum broken down into two contracts:

- Contract A (North) £2.027m
- Contract B (South) £1.369m

73. The contract value including and excluding VAT is:

74. Contract A (North)

Budget	Cost excluding VAT
Estimated Capital resources (based on availability and considering other priorities across asset management)* H-3118-9562	£600,000
Revenue Budget GG224	£1,427,267
Total Estimated Contract Value	£2,027,267

* subject to financial resources being available and other priorities within the asset management capital programme

75. Contract B (South)

Budget	Cost excluding VAT
Estimated Capital Resources (based on availability and considering other priorities across asset management)* H-3118-9562	£600,000
Revenue Budget GG224	£768,529
Total Estimated Contract Value	£1,368,529

* subject to financial resources being available and other priorities within the asset management capital programme

76. The prices are fixed until 1 April 2025 with a Building Maintenance Index / General Maintenance Index being applied annually thereafter. Where these works are chargeable to leaseholders they will be recharged through the annual charge.

Second stage appraisal (for construction contracts over £250,000 only)

77. Second stage financial appraisals were obtained from BvD FAME report for Lift Specialists and Guideline on 31 July 2024. The table below details their credit score and risk banding:

Tenderer	Met acceptable Risk Banding?
Lift Specialists Ltd	Yes - Stable
Guideline Lift Services Ltd	Yes - Secure

78. Financial appraisals will be obtained from BvD FAME for Lift Specialists and Guideline prior to contract award.

Legal implications

79. Please see concurrent from the Assistant Chief Executive – Governance and Assurance.

Consultation

80. A resident involvement strategy is currently being developed. When developed, the resident involvement strategy will be formally consulted with residents.

Other implications or issues

81. Not applicable to this report.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Strategic Director of Resources (H&M 23/056)

82. This report seeks approval from the Cabinet Member for Council Homes, to award two contracts for Lift Maintenance, Refurbishment and Replacement to Lift Specialists Ltd and Guideline Lift Services Ltd for an estimate combined annual value of £3.3m. Following the award of the contracts, the actual cost will be determined by both the overall priorities of the council's Housing Investment Programme and the resources available to fund it.

Head of Procurement

83. This report seeks the approval of the Cabinet Member for Council Homes for the award of Lift Maintenance, Refurbishment and Replacement (Contract A: North of the borough) to Lift Specialists Ltd. The estimated annual value of the contract is £2.027m for a period of six years (£12.162m over this period), commencing on 14 October 2024. The contract also has the option to extend (in increments at the council's sole discretion subject to performance) by a further two years making a total estimated contract value of £16.218m.

84. The report also seeks approval from the Cabinet Member for Council Homes for the award of Lift Maintenance, Refurbishment and Replacement (Contract B: South of the borough) to Guideline Lift Services Ltd. The estimated annual contract value is £1.369m, for a period of six years (£8.214m over this period) commencing on 14 October 2024. The contract also has the option to extend (in increments at the council's sole discretion subject to performance) by a further two years making a total estimated contract value of £10.952m.

85. The report confirms that both Lift Specialists Ltd and Guideline Lift Services Ltd will operate as a backup contractor to each other in the event of the failure to deliver the service using their own tendered rates should this be required.

86. The report details the tender process and outcomes, with evaluation stages and results in paragraphs 15 to 35. The community, health, equalities and climate change impact statements are detailed in paragraphs 53 to 55.

87. The social value elements are detailed in paragraph 61. Monitoring and management of the contracts with London Living Wage being payable under both contracts are detailed in paragraphs 38 to 48 and 63 and the risks are detailed in paragraph 49.

Assistant Chief Executive – Governance and Assurance (Ref: Con/CD/06082024)

88. This report seeks the approval of the Cabinet Member for Council Homes to the award of two separate Lift Maintenance, Refurbishment and Replacement contracts (Contract A for north of the borough to Lift Specialists Ltd and Contract B for south of the borough to Guideline Lift Services Ltd for the contract sums and durations highlighted in paragraphs 1 and 2 of this report.

89. The Cabinet Member for Council Homes is requested to note that Lift Specialists Ltd and Guideline Lift Services Ltd will act as back up contractor to each other on their own tendered rates when required.

90. Paragraphs 15 to 21 of the report outlines the tender process and paragraphs 22 to 35 outlines the tender evaluation process.

91. The council's Contract Standing Orders 2.3 requires that no steps are taken to award a contract unless the expenditure involved has been included in approved estimates, or otherwise approved by the council. Paragraphs 71 to 76 of this report confirm the financial implication of this award.

92. Cabinet Member for Council Homes's attention is drawn to the Public Sector Equality duty (PSED General Duty) under the Equality Act 2010, which requires public bodies to have regard, when making decisions, to the need to eliminate discrimination, advance equality of opportunity and foster good relations between persons who share a relevant protected characteristic and those who do not share it. Cabinet Member for Council Homes is specifically referred to the community, equalities (including socio-economic) and health impacts at paragraphs 51 to 54 setting out the consideration that has been given to these issues which should be considered when approving the recommendation in this report.

Director of Exchequer (for housing contracts only)

93. This is a Qualifying Long Term Agreement under the Commonhold and Leasehold Reform Act 2002. Consultation is required with leaseholders under schedule 2 of the regulations and Notice of Intention was served on all affected leaseholders on 20 August 2020. Notice of proposal was served on 21 July 2023.

94. The Notice identified the successful contractors for the North and South of the borough.

95. The decision to award to Guideline Lift Services Ltd, who are not one of the two lowest tenderers, will require that a further Notice of Entering into

Contract is served on leaseholders, under paragraph 8 of the regulations referred to above. The Notice will advise that Lift Specialists Ltd are appointed to the North of the Borough and Guideline Lift Services Ltd are appointed to the South of the borough, and give details of why the decision to appoint these two contractors was made.

96. Notice is required within 21 days of entering into the contract and the date of the contract commencement will therefore need to be communicated to Homeownership Services.

BACKGROUND DOCUMENTS

Background documents	Held At	Contact
Gateway 1 Procurement Strategy-Lift Maintenance, Refurbishments and Replacement dated 14 July 2020	Electronically held in Housing Asset Mgmt. at 160 Tooley Street, London SE1 2QH	Chris Gregory 0207 525 1803
Link: https://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?Id=7135		

APPENDICES

No	Title
None	

AUDIT TRAIL

Lead Officer	Stuart Davis, Director of New Homes	
Report Author	Christopher Gregory, Procurement Manager	
Version	Final	
Dated	3rd October 2024	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Strategic Director of Resources	Yes	Yes
Head of Procurement	Yes	Yes
Assistant Chief Executive – Governance and Assurance	Yes	Yes
Director of Exchequer (for housing contracts only)	Yes	Yes
Cabinet Member	Yes	Yes
Contract Review Boards		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	Yes	Yes
Cabinet	No	No
Date final report sent to Constitutional Team		14 October 2024