

EAST LINDSEY DISTRICT COUNCIL EXECUTIVE DECISION NOTICE

1. Decision to be taken:
To consider and approve the award of the Lift Servicing & Maintenance Measured Term Contract 2020 - 2023 to the most economically advantageous bid received through a full open procurement exercise via Pro-Contract e-procurement portal in accordance with the Council's Contract Procedure Rules.

2. This is a: **PORTFOLIO HOLDER SUPPORTED OFFICER DECISION**

Note: This form should not be used for Key Decisions

3. The following is the decision making body or person:
OFFICER: Duncan Hollingsworth, Service Manager for Property & Technical Services

4. Financial implications from this decision have been communicated to the Portfolio Holder for Finance and the Leader? **No – prior approved under R&M Planned Maintenance Budget for 2020/21.**

5. The decision was taken on: 01 May 2020 _____

Note: - the above date to be completed by Democratic Services upon publication

6. Contact Officer and details: **Sam Robbins, Senior Technical Officer, Room 16, Tedder Hall, 01507 613036**

7. List of documents submitted for consideration in relation to the matter in respect of which the decision is to be made : **None – Tender evaluation and pricing considered commercially sensitive for publication.**

8. Where the documents are held and where they can be obtained from (except exempt items) when they become available: **Sam Robbins, Senior Technical Officer, Room 16, Tedder Hall, 01507 613036**

9. The reason for the decision and other alternative options considered and rejected:
The Council has a number of passenger, goods and disabled hydraulic and electric lift installation across its assets providing essential access for public, staff and transportation of goods around its buildings.
The inspection, servicing and maintenance of this equipment is a statutory duty under the LOLER Regulations and an essential part

of our planned and cyclical maintenance programme to ensure plant is running reliable, safe and confirming to current regulations.

Economies of scale have been obtained in an open procurement exercise which has resulted in six competitive priced bids being received for the callout, servicing and maintenance works through an agreed fixed schedule of rates for three years with the option to extend for a further two years (1+1) dependant on performance.

It is therefore recommended the lowest economically advantageous bid received for the sum of £25,684 per annum (approx. £77k over 3 years) be accepted and a formal contract entered into with the successful Contractor.

The above cost contains a number or priced schedule of rate items which may or may not be used during the contract duration, therefore where possible, these will be omitted thus providing a saving.

10. Declaration of any conflicts of interest of the decision making body or the individual: **None.**
11. Provide a note of any subsequent dispensations granted by the Head of Paid service: **None.**

12. Financial Implications of this Decision:-

Estimated cost:- **£25,684 per annum.**

Funded from:- **Existing approved repairs and maintenance budgets.**

N.B. Please enter names below, signatures will be retained as a hard copy and will not be published therefore should be provided on page 3 of this form:

13. This decision has been signed off by:

Head of Paid Service/S151 Officer or person presiding
(insert name - signatures should be provided overleaf on page 3)

Leader/Officer:

**Insert
Name:**
