

## PFCC Decision Report

**Report reference number:** PFCC/128/22

**Classification** OFFICIAL

**Title of report:** 7F.2021.P078 - Gates & Barriers (Kent & Essex)

**Area of county / stakeholders affected:** Kent and Essex Police - Countywide

**Report by:** Becky Canfield, 7F Commercial Services

**Chief Officer:** ACO Mark Gilmartin – Director of Support Services

**Date of report:** 5 December 2022 (amended by authors on 23 January 2023)

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### 1. Executive Summary

This decision report outlines the procurement process and recommended contract award for inspecting, testing, servicing, and maintaining the following equipment:

- Automated sliding gates and associated operating equipment.
- Automated bi-folding speed gates and associated equipment.
- Automated swing gates and associated equipment.
- Automated car park barriers and associated equipment.
- Automated and manual pedestrian gates.
- Automated sliding doors.
- Automated swing doors.
- Automated roller shutter.
- Manual roller shutter / concertina doors

This contract also includes Kent Police, under a separate lot.

## **2. Recommendations**

For the reasons set out in this report, the Police, Fire and Crime Commissioner (PFCC) is recommended to:

- 2.1** Approve the contract award to DSSL Group Ltd for an initial term of 3 years, with the option to extend for a further 2 x 12 month extensions. The cost of the service to Essex Police over the initial 3-year contract totals for maintenance: £79,770 for year one and £61,430 for years two and three. The reactive call outs, repairs and emergency work incorporating plant, materials and labour elements are estimated to be approximately £145,718.75 per annum, totalling £639,786.25 for the three-year contract. This will vary depending upon the number of faults and reactive call outs received within the relevant year.
- 2.2** Authorise the application of the PFCC's electronic signature to the contract.

## **3. Background to the Proposal**

A contract for this service provision is required to ensure continuity of service without interruption upon expiry of the contract currently in place. The current suppliers contract commenced on 1<sup>st</sup> December 2017 until 30<sup>th</sup> November 2020. Two one-year extensions have been issued in accordance with the provisions within the contract which expired on 30<sup>th</sup> November 2022. There is no change in the approach to the service requirements; this is a contract renewal to comply with our contract standing orders, the PFCC's Financial Regulations and The Public Contracts Regulations 2015.

Due to nature of this requirement, it is imperative there is a reactive service in place 24 hours 365 days a year. If the gates fail, the officers could be in a situation where they are not able to exit police stations in vehicles, and this could have serious repercussions in an emergency.

The procurement process has been carried out in accordance with the 7 Force Contract Standing Orders. The procurement procedure chosen was the open tender to maximise competition and to allow SMEs to bid for each lot.

12 suppliers submitted tenders, but only nine were evaluated against the published evaluation criteria (as two were disqualified and one withdrew). The results and full evaluation are provided within section 16. *Background Papers and Appendices*.

## **4. Proposal and Associated Benefits**

The proposal is to award a three-year contract to DSSL Group Ltd, with the option of further extensions of 1+1 years.

The contract ensures our duties under the Health and Safety at Work etc Act associated with automated doors, gates and barriers are met.

The non-financial benefits would be egress from buildings and barriers functioning to allow vehicles on a blue light a quick response, in addition to a reduction in failures requiring the vehicle gates to be staffed for security purposes.

## 5. Options Analysis

### **Do Not Award Contract** – Option ruled out

The gates and barriers are required 24/7 365 days a year. It can be seen as a significant risk to the force if a gate fails, and vehicles are unable to exit to go to an emergency, or staff are required to be abstracted to guard an open gate. Therefore, we would be required to continue with the existing provider out of contract which would require an Single Tender Action (STA), thereby failing to comply with the PFCC's Financial Regulations.

### **Re-Tender With Amended Service Provision** – Option ruled out

The current service requirements within the specification meet our statutory obligations and proactive maintenance reduces the volume of reactive calls / gate failures impacting on operational policing.

### **Award Contract** - Recommended

This is the recommended option following the outcome of the procurement exercise summarised in section 3. This option ensures the continued maintenance of access systems across the force, enabling Essex Police to enter / exit stations promptly to attend emergencies.

## 6. Consultation and Engagement

Stakeholders consulted during this process included Engineering Maintenance Managers from both forces, and Chief Finance Officer within the force.

## 7. Strategic Links

This contract supports delivery of the wider Police and Crime Plan, and specifically the priorities relating to:

- Supporting our officers and staff
- Increasing collaboration between two forces resulting in better value contracts

## 8. Police operational implications

Ensuring that the gates and barriers are maintained not only mitigates the risk of the gates failing, which could have serious repercussions in an emergency, but also ensures that security and health and safety standards are maintained across all the police buildings.

## 9. Financial implications

The annual budget requirement for servicing is set out within the table below, amounting to £79,770 for year one and £61,430 for years two and three. The reactive call outs, repairs and emergency work incorporating plant, materials and labour elements are estimated to be approximately £145,718.75 per annum. This will vary depending upon the number of faults and reactive call outs received within the relevant year.

	Expiring Contract 2017-2022	Proposed Supplier 2022-2025	Difference +/-
Year 1 Service Cost	£86,633	£79,770	- (£6,863)
Year 2 Service Cost	£48,773	£61,430	+£12,657
Year 3 Service Cost	£53,374	£61,430	+£8,056
Unplanned, Emergency, Plant, Material & Labour	£406,718 (All Years)	£437,156.25 (All Years)	+£30,438.25
<b>Total Contract Value</b>	<b>£595,498</b>	<b>£639,786.25</b>	<b>+£44,288.25</b>

Although the new contract has additional costs of £44,288.25 (7.44%) this represents best value secured through the tender exercise given there has been a five-year period between procurement processes.

The MTFs incorporates a 7.7% inflationary increase for all maintenance activity, evidenced through the Office for National Statistics, Repair and Maintenance output prices.

If the contract is extended to the full five-year term, the estimated value of the contract is £716,560.60. Please note the extension figures are calculated using an estimated inflation rate of 12%.

Following the procurement exercise, the most economically advantageous tender was returned at £639,786.25 (excluding costs for the option to extend).

The existing budget is within the following Estate Services budget codes:

Servicing – GL 600010, cost centre ESS43J5A

Reactive - GL 600008, cost centre ESS43J5A

## 10. Legal implications

The procurement process has been carried out in accordance with the Contract Standing Orders, and the Public Contract Regulations 2015 via the Open Procedure. The standard 7F Terms and Conditions have been used for this project.

The recommendation is for the PFCC to agree to entering into contract with DSSL Group Ltd.

## 11. Staffing implications

There are no staffing implications arising from this decision report.

## 12. Equality, Diversity and Inclusion implications

There are no equality, diversity and inclusion implications arising from this decision report.

## 13. Risks and Mitigations

A risk report from Credit Safe indicated the successful bidder had a risk score of 76 which indicates a low risk.

The construction industry is still facing supply / material delays which may have an impact on the project. However, the Estates team will work with the appointed contractor to mitigate any time delays where necessary.

Failure to proceed with this option proposed could leave the force without a contract which could have a big impact on the forces if they are unable to get out of the gates. More detail is provided under section 3 of this report.

#### 14. Governance Boards

Commercial Executive Board - 24<sup>th</sup> February 2022 (Gateway 1)  
Commercial Executive Board – 28<sup>th</sup> September 2022 (Gateway 2)  
PFCC Strategic Board – 26<sup>th</sup> September 2022

#### 15. Links to Future Plans

7F Commercial to review collaborative opportunities for this provision, as other force arrangements expire. This will also consider involvement of the Essex County Fire and Rescue Service.

#### 16. Background Papers and Appendices

[Redacted]



[Redacted]

[Redacted]



[Redacted]

[Redacted]



[Redacted]  
Tender Evaluation C

**Report Approval**

The report will be signed off by the PFCC's Chief Executive and Chief Finance Officer prior to review and sign off by the PFCC / DPFCC.

Chief Executive / M.O.

Sign: 

Print: P. Brent-Isherwood

Date: 14 December 2022

Chief Financial Officer

Sign: 

Print: Janet Perry

Date: 07 February 2023

**Publication**

Is the report for publication?

YES	<input checked="" type="checkbox"/>
NO	<input type="checkbox"/>

If 'NO', please give reasons for non-publication (Where relevant, cite the security classification of the document(s). State 'None' if applicable)

None

If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

**Redaction**

If the report is for publication, is redaction required:

1. Of Decision Sheet?	YES	<input type="checkbox"/>	2. Of Appendix?	YES	<input checked="" type="checkbox"/>
	NO	<input checked="" type="checkbox"/>		NO	<input type="checkbox"/>


If 'YES', please provide details of required redaction:

The documents contained within Section 16 contain commercially sensitive information so are not suitable for publication

Date redaction carried out: .....

**Chief Finance Officer / Chief Executive Sign Off – for Redactions only**

If redaction is required, the Treasurer or Chief Executive is to sign off that redaction has been completed.

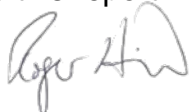
Sign:  .....

Print: Janet Perry .....

**~~Chief Executive~~ / Chief Finance Officer**

**Decision and Final Sign Off**

I agree the recommendations to this report:

Sign: 

Print: ROGER HIRST

**PFCC/~~Deputy PFCC~~**

**Date signed:** 10 February 2023

I do not agree the recommendations to this report because:

.....  
.....  
.....

Sign:

Print:

**PFCC/Deputy PFCC**

**Date signed:**