Facilities management contracts

Reference No: 021/2017
Request Date: 16/02/2017

Request

I have been wanting to send a freedom of information request relating to the Organisation's existing contracts relating to facilities management.

1. Lift Service and Maintenance
2. Air Conditioning and Ventilation Servicing and Maintenance
3. Cleaning and Janitorial
4. Mechanical And Electrical Maintenance
5. Property Maintenance And Day To Day Repairs

In regards to the types of contracts I have displayed above can you please send the Organisation's primary contracts? Or can you please send me the contract that are above £1000. Also, so that I understand the information you have provided to me please state information if the Organisation doesn't have any contract I have stated within this request.

1. Contract Type – Please use the list I have provided above
2. Existing Supplier – Please state the supplier for each contract
3. Annual Spend- Please can you provide me with the spend for each individual supplier
4. Contract Duration- please note if there are any extensions period available and if so what?
5. Contract Start
6. Contract Expiry
7. Contract Review
8. Contract Description- a small description of the type of services included within each contract.
9. Number of sites covered for each contract e.g. the organisation may have a maintenance agreement with a supplier that covers several sites/buildings.
10. Can you also send me the contact details of the person within the Organisation that is responsible for each one of these contract you have submitted.

Response

FOI 021/17									

Contract Type	**Existing Supplier**	**Annual Contract Spend**	**Contract Duration**	**Contract Start Date**	**Contract Expiry Date**	**Contract Review**	**Contract Description**	**Number of Sites covered for each contract**	**Primary Contact Details**
Annual Maintenance of Lifts and Chair Lifts	Entrust, The Riverway Centre, Riverway, Stafford ST16 3TH	£5,285	1 Year	01/04/2016	31/03/2017	Reviewed as part of main Entrust - Service Level Agreement	Annual Maintenance of Lifts and Chair Lifts	3 sites	Entrust, Iain Atherton (Tel: 0300 111 8030)
Annual Maintenance of Air Conditioning Units	Entrust, The Riverway Centre, Riverway, Stafford ST16 3TH	£12,572	1 Year	01/04/2016	31/03/2017	Reviewed as part of main Entrust - Service Level Agreement	Annual Maintenance of Air Conditioning Units	7 sites	Entrust, Iain Atherton (Tel: 0300 111 8030)
Cleaning Services	Entrust, The Riverway Centre, Riverway, Stafford ST16 3TH	£123,083	Currently in final year of 3 Year Contract	01/04/2014	31/03/2017	Currently under review	Cleaning Services	14 sites	Entrust, Michelle Ryan - (Tel: 0300 111 8030)
Janitorial Services	Not a contract this is an In-house function carried out as part of other Technician Duties	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Mechanical & Electrical Maintenance	We do not have a contract for Mechanical / Electrical Maintenance - these are done on a day to day reactive basis using Entrust approved Contractors	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Property Maintenance & Day to Day Repairs	We do not have a contract for Property Maintenance/Day to Day repairs - these are done on a day to day reactive basis using Entrust approved Contractors	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a