

FOI number: **HBC_FOI_20200007**
 Date FOI Received: **03/01/2020**
 Department: **Asset Management**
 Title: **Facilities contracts**
 Description: **Details of the contracts in place for office and building cleaning, lift maintenance, food catering services, general waste and laundry services.**

Request: (As Redacted sent by requestor)

For each of the different contracts below, can you please provide me with all the information using the questions below

1. Office and building cleaning – Service contract that is focus around office, commercial and building cleaning services.
2. Lift service and maintenance – Service contract for lift service and maintenance.
3. Food – Service contract that is focused around catering services.
4. General waste services contracts – The organisation’s primary general waste service contract.
5. Laundry services where clothes and linen can be washed and ironed.

Contract profile questionnaire for each type of contract:

1. Supplier/Provider of the services
2. Total Annual Spend – The spend should only relate to each of the service contract listed above.
3. A description of the services provided under this contract please includes information if other services are included under the same contract.
4. The number of sites the contract covers
5. The start date of the contract
6. The end date of the contract
7. The duration of the contract, please include information on any extensions period.
8. Who within the organisation is responsible for each of these contracts? name, Job Title, contact number and email address.

Response: (Response as Redacted sent by service)

	Cleaning	Lifts	Food	Waste	Laundry
1. Supplier/Provider of the services	Cleantec	Apex Lifts	None	In-House	None
2. Total Annual Spend – The spend should only relate to each of the service contract listed above.	£100k	£15.5k		Not identified separately	
3. A description of the services provided under this contract please includes information if other services are included under	Office cleaning	Lift servicing and repairs			

	Cleaning	Lifts	Food	Waste	Laundry
the same contract.					
4. The number of sites the contract covers	5	3			
5. The start date of the contract	Dec-18	Annual ongoing			
6. The end date of the contract	Dec-21				
7. The duration of the contract, please include information on any extensions period.	3yrs				
8. Who within the organisation is responsible for each of these contracts? name, Job Title, contact number and email address.	Malcolm Greaves, Property Services Manager, 0208 207 7513, asset.management@hertsmere.gov.uk				

If you have any queries about the processing of your request then please do not hesitate to contact me. Further information explaining the Council's process for responding to information requests together with a complaints/appeals procedure is available in our reception or via our website at:

<https://www.hertsmere.gov.uk/Your-Council/Official-Publications--Guides--Policies/Access-to-Information.aspx>

The Information Commissioner oversees the application of the Freedom of Information Act. You may contact the Information Commissioner at:

Information Commissioners Office
Wycliffe House, Water Lane
Wilmslow
Cheshire SK9 5AF

Telephone: 01625 545700

Website: www.informationcommissioner.gov.uk

Please include the above reference number on all correspondence related to this request.

Thank you for your request.

Kind regards

Information Services