



Our Reference:

BY EMAIL ONLY

4 October 2016

Dear

Request for Information

Thank you for your email dated 16 September 2016 requesting information on the facilities management contracts entered into by the Homes and Communities Agency (HCA).

In your request you identify five different contract categories you wish to find out information about: 'Lift Service and Maintenance', 'Air Conditioning and Ventilation Servicing and Maintenance', 'Cleaning and Janitorial', 'Mechanical And Electrical Maintenance' and 'Property Maintenance And Day To Day Repairs'.

HCA have two contracts which fall within the scope of your request. One is for Cleaning and Janitorial services, the remaining four categories you listed are contained within the second contract within the scope of your request.

There are currently 11 offices occupied by HCA staff, however HCA own only two of these (Gateshead and Warrington) and as such the information we hold within the scope of your request concerns only these two offices. For the remaining 9 offices, HCA does not have contracts for these facilities as these services are included as part of the Memorandum of Terms of Occupation.

The responses to your request for information are detailed below:

1. Contract Type

Lift Service and Maintenance, Air Conditioning and Ventilation Servicing and Maintenance, Mechanical and Electrical Maintenance and Property Maintenance and Day to Day Repairs

2. Existing Supplier

Cofely GDF Suez Ltd is now ENGIE

3. Annual Spend

£75,000

4. Contract Duration

5 years

5. Contract Start

April 2014

6. Contract Expiry

April 2019

7. Contract Review

October 2018

8. Contract Description

Planned Preventative Maintenance for Electrical, Mechanical and Public Health to HCA office locations

9. Number of sites covered for each contract

2

10. Can you also send me the contact details of the person within the Council that is responsible for each one of these contract your have submitted.

Mr Ashley Thomason, Facilities Manager
Homes and Communities Agency, St George's House, Kingsway,
Team Valley, Gateshead, NE11 ONA
Tel 0191 497 7516 ashley.thomason@hca.gsi.gov.uk

1. Contract Type

Cleaning and Janitorial

2. Existing Supplier

In-depth Managed Services Ltd

3. Annual Spend

£95,000

4. Contract Duration

5 years

5. Contract Start

June 2008

6. Contract Expiry

To be advised in line with award as detailed in Point 7 below. (Note since contract expiry office locations at Cambridge, Milton Keynes, Manchester, and London have ceased as service locations.

7. Contract Review

Currently under way, utilising the Crown Commercial Services FM Framework for properties within the DCLG/MOJ cluster. New contract arrangements intended for June 2017.

8. Contract Description

Daily Office Cleaning to HCA Operational offices, including window cleaning every 2 months and carpet cleaning every 3 months.

9. Number of sites covered for each contract

2

10. Can you also send me the contact details of the person within the Council that is responsible for each one of these contract your have submitted.

Mr Ashley Thomason, Facilities Manager
Homes and Communities Agency, St George's House, Kingsway,
Team Valley, Gateshead, NE11 ONA
Tel 0191 497 7516 ashley.thomason@hca.gsi.gov.uk

If you have any questions regarding this response or any further queries you can contact us at the following addresses and quote your unique reference number found at the top of this letter:

Email: mail@homesandcommunities.co.uk

Mail: Information Access Officer
Homes and Communities Agency
Fry Building
2 Marsham Street
London
SW1P 4DF

If you are unhappy with the way Homes and Communities Agency has handled your request you may ask for an internal review. You should contact

Head of Legal Services
Homes and Communities Agency
Fry Building
2 Marsham Street
London
SW1P 4DF

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire

Homes and Communities Agency
Fry Building, 2 Marsham Street, London, SW1P 4DF

0300 1234 500
homesandcommunities.co.uk

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Online: <https://ico.org.uk/concerns/getting/>

Yours sincerely

Naomi McMaster
Information Access Officer
Homes and Communities Agency