

Our Ref: 2018-184

Date: November 2018

Subject: Facilities Management

This request asked:

Please can you provide the following information relating to the contracts in place:

- 1) Does the Department / Executive Agency outsource Facilities Management services to a third party?
- 2) Could you state whether the contracts are soft FM, hard FM or Total FM?
- 3) Could you specify what services are provided under this contract? A brief description will be acceptable.
- 4) Could you provide the month and year of the contracts start and expiry? Could you also provide me with and any extensions that may be offered to the supplier?
- 5) Could you provide the annual £ value of the contract?
- 6) Could you state the provider of the contract?
- 7) Could you provide the information on the size of the estate (in sq m or sq ft)? An estimate will also be acceptable.
- 8) Can you please provide me with the total number of sites the contract covers? An estimate will also be acceptable.
If the contract information provided is going to be expiring within the next 3 months it would be helpful to know if you're going to renew or are planning to go to tender for a new contract for this particular service."

SFO Response:

The SFO are tenants of a leased building. As such, the landlord, the Canadian High Commission (CHC), provides a full Facilities Management and building service which is part of the overall leasehold contract. The services provided by the CHC's FM are as follows:

- Building security
 - Common area cleaning (not SFO floors)
 - Heating and cooling
 - Safety systems
 - Lifts
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However, the SFO does have two contracts dedicated solely to the floors of the SFO. These contract details are below:

- Cleaning contract* outsourced to Julius Rutherford & Co Ltd. This is an annual cleaning contract worth £87,948.03 which runs through to 24th March 2022.
- UPS Plant contract outsourced to Central Power Supply (CPS) for maintenance and servicing functions. This is a five year contract which runs through to 2023.

*Please note that this cleaning contract is a shared service between the SFO and the CHC.

All contracts cover the SFO's floors within the High Commission. This amounts to 40,802 sq ft.
