

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I069714</b>
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1. **TITLE:** Procurement Plan for Corporate Cleaning contract

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To approve the procurement plan for the Corporate Cleaning Contract (currently 28 Council sites/26 School Sites) due to commence on the 01 April 2018.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Director of Corporate Services, Executive Member for Transformation & Finance

6. **DECISION:**

That the Procurement Plan for the procurement of a new Corporate Cleaning Framework to supply cleaning services for all Civic Buildings, Libraries, Youth Centres, and some Schools (as required) be approved.

7. **REASON FOR DECISION**

It is a requirement of the Contract Standing orders that the Executive member approves Procurement Plans with a value in excess of £400,000. This decision seeks approval of the procurement process.

8. **ALTERNATIVE OPTIONS CONSIDERED**

A single-stage 'open' procedure has been considered but is felt to be inappropriate for this project because there is likely to be too much interest in the market to make it manageable.

Whilst the use of existing Frameworks has been considered, there have been no suitable arrangements found.

9. **PRINCIPAL GROUPS CONSULTED:** Key Stakeholders within the Council

10. **DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

11. **DECLARED CONFLICTS OF INTEREST:** None.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 August 2017	21 August 2017