

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I071506</b>
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1. **TITLE:** Contract Award for Cleaning Contract

2. **SERVICE AREA:** Resources

3. **PURPOSE OF DECISION**

To approve the contract award for the Corporate Cleaning Contract (which includes a mixture of school sites and civic buildings).

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that the Corporate Cleaning Framework Agreement due to commence on 1 April 2018 be awarded to Tenderer A.

7. **REASON FOR DECISION**

1. To ensure, that the Council has an effective and reliable contractor offering effective contract management and supervision minimising the need for intervention by Council officers, and which delivers best value for money. The service deals with all cleaning related tasks, including the provision of office cleaning, the supply of cleaning and janitorial consumables to Civic Buildings and to those schools wishing to use this aspect of the service (around 6 during the current contract). Periodic cleaning, such as carpet cleaning, window cleaning and cleaning of ICT equipment are now only provided if requested by individual sites, rather than at pre-defined intervals. This provision was introduced during the current contract as a cost-saving measure.
2. Failure to award this framework agreement could result in implications for the Council's reputation in public facing buildings, and could also impact on the productivity of employees. A considerable number of school sites have also bought into the contract and will therefore continue to benefit from the cleaning service arising from this award.
3. This links to Council Objectives which include ensuring that all sites remain clean, accessible and attractive.

8. **ALTERNATIVE OPTIONS CONSIDERED**

1. There is plenty of interest in the market for a contract of this size and scope and the team considered that competitive tendering following a Selection Questionnaire process was the most sensible option.
2. Another alternative might have been the use of an existing OJEU compliant framework agreement; however no suitable framework agreements were identified.

9. **PRINCIPAL GROUPS CONSULTED:** As above
10. **DOCUMENT CONSIDERED:** Report of the Director of Resources
11. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
19 December 2017	27 December 2017