

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I108652</b>
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1. **TITLE:** Extension of Cleaning Framework Contract Provision

2. **SERVICE AREA:** Resources

3. **PURPOSE OF DECISION**

The current Corporate Cleaning Framework Agreement and call off contract were recently extended via a waiver until 30 August 2022. The option to place a final call off contract before the expiry of the framework agreement is permitted under the procurement regulations (PCR2015).

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive Director: Resources

6. **DECISION:**

That a final call off contract to the supplier (Birkin Cleaning Services) be approved for a period of 12 months, expiring on 31 August 2023.

7. **REASON FOR DECISION**

A further 12 month call off will allow sufficient time to prepare the procurement documents and complete the process of appointing a supplier to the new framework agreement starting 1 September 2023. Spend reporting for the initial framework agreement period and projected spend for the framework extension and final call off contract, show that the estimated value published in the original OJEU Notice for the framework will not be exceeded.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The original intention was to procure a new framework agreement to start 31 August 2022.

The lead procurement officer for this contract joined the council at the end of January 2022, and the schools needed to have the framework in place before the start of the school holidays in July to have certainty of their provision for the start of the new school year.

Having reviewed the previous tender documents and started compiling the new ones, it was considered by the Procurement Team unrealistic to have the new framework in place by July 2022.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Resources

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
25 July 2022	This decision is not subject to call-in.