

Record of decision taken under delegated powers by a council officer



Title:	Facilities Management (FM) Procurement: Hard FM Services & Soft FM Services
Key Decision:	Yes
Reason Key:	Over £1m
Decision taken under delegation by virtue of:	Cabinet Meeting 29 March 2022 Minute ref: 60/22

Summary

The Council is seeking to appoint a single Service Provider for Hard FM Services and single Service Provider for Soft FM Services.

The Hard FM Services contract includes all planned and reactive maintenance of mechanical, electrical, plant, equipment (M&E) and fabric, project management and other services. The new Hard FM supplier will manage the existing Hard FM contracts, as the Council's Managing Agent, until it takes over direct responsibility for the planned and reactive services from July 2024 after the current term contracts expire. The Hard FM supplier will also deliver minor works under £25k.

The Hard FM Service Provider will act as the Council's Managing Agent: undertaking professional design, specification and pre-tendering services; tendering the designed projects through procured SCC Frameworks; advising on best value and recommending the selection of the preferred contractors; and as the works proceed, managing the project from a cost, timing and quality point of view, recommending stage and final payments to the Council.

The Soft FM Services contract includes all cleaning, security, waste and recycling, confidential waste removal, window cleaning, pest control, water cooler services, salting/gritting, removals, grounds maintenance, provision of cleaning consumables, and other services.

The recommended route to market was to run a restricted tender process for each contract following the Public Contract Regulations 2015.

Decision madeDecision made:

It was AGREED that:

Hard FM Services:

1. The successful bidder Mace is awarded the contract.

Soft FM Services:

1. The successful bidder Mace is awarded the contract.

Reasons for Decision:

The winning bidder Mace scored highest for both contracts achieving 88.05% for Hard FM Services and 83.68% for Soft FM Services and offered the most economically advantageous tender for both contracts.

Decision taken by:	Anna D'Alessandro
Decision taken on:	26/07/2023
To be implemented on:	08/08/2023

Alternative options considered

Various options considered in the Procurement Report Options Analysis.

Declarations of conflicts of interest

None

Consultation/Process Followed

S151 Officer approved

Exempt:

Background Documents

Procurement Report for Award	Yes
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