Freedom of Information Request

Reference Number:  EPUT.FOI.21.2036
Date Received:  7 June 2021

Information Requested:

I would like the organisation to review my freedom of information request below, that’s focused around contract data for services around facilities management.

1. Office and building cleaning – Service contract that is focused around office, commercial and building cleaning services.

2. Lift service and maintenance – Service contract for lift service and maintenance.

3. Food – Service contract that is focused around catering services.

4. General waste services contracts – The organisation’s primary general waste service contract.

5. Laundry services where clothes and linen can be washed and ironed.

Contract profile questionnaire for each type of contract:

1. Supplier/Provider of the services

2. Total Annual Spend – The spend should only relate to each of the service contracts listed above.

3. A description of the services provided under this contract please include information if other services are included under the same contract.

4. The number of sites the contract covers

5. The start date of the contract

6. The end date of the contract

7. The duration of the contract, please include information on any extensions period.

8. Who within the organisation is responsible for each of these contracts? name, Job Title, contact number and email address.

You may have received the same request in the past. The information sent has now expired and I required an update as soon as possible. If all the information besides the contract dates are the same, I am happy to just receive an update on the contract dates.
Response:

Please see attached spreadsheet

Publication Scheme:

As part of the Freedom of Information Act all public organisations are required to proactively publish certain classes of information on a Publication Scheme. A publication scheme is a guide to the information that is held by the organisation. EPUT’s Publication Scheme is located on its Website at the following link https://eput.nhs.uk
<table>
<thead>
<tr>
<th>Cleaning</th>
<th>Lift Service and Maintenance</th>
<th>Food</th>
<th>Food</th>
<th>Food</th>
<th>Food</th>
<th>General Waste</th>
<th>Laundry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplier Name</td>
<td>In-house Essex Lift Service</td>
<td>Brake Bros</td>
<td>Raynor Foods Limited</td>
<td>Penworth Dairies</td>
<td>Tillery Valley</td>
<td>SRCL</td>
<td>Synergy</td>
</tr>
<tr>
<td>Total Annual Spend</td>
<td>£5000 - £10,000 (Reactive / PPM / Service)</td>
<td>The Trusts annual expenditure is submitted and published in the Trust’s annual accounts on Trust web page under Transparency of Transactions</td>
<td>£20,000 - £30,000 (November 2019 - January 2020)</td>
<td>The Trusts annual expenditure is submitted and published in the Trust’s annual accounts on Trust web page under Transparency of Transactions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description of Service</td>
<td>Lift Service and Maintenance</td>
<td>Fruit and Vegetables and Ambient Food</td>
<td>Sandwiches, Salads and Wraps</td>
<td>Bread and Milk</td>
<td>Cook Chilled Food Service</td>
<td>Total Waste Management Service</td>
<td>Linen and Laundry Service</td>
</tr>
<tr>
<td>Number of Sites Covered</td>
<td>Trust wide</td>
<td>Trust wide</td>
<td>Trust wide</td>
<td>Trust wide</td>
<td>Trust wide</td>
<td>Trust wide</td>
<td></td>
</tr>
<tr>
<td>Contract start date</td>
<td>April to April [Standing Order]. Please Note: The Trusts Estates and Facilities Team are undertaking a review of all Services with a view of transferring to Contracts.</td>
<td>27th November 2017</td>
<td>1st April 2021</td>
<td>1st November 2019</td>
<td>27th November 2017</td>
<td>1st October 2018</td>
<td>13th January 2020</td>
</tr>
<tr>
<td>Contract end date</td>
<td>N/A</td>
<td>26th November 2020 (extended to 30th June 2021)</td>
<td>31st March 2023</td>
<td>31st October 2020 (extended to 30th June 2021)</td>
<td>26th November 2020 (extended to 30th June 2021)</td>
<td>30th September 2021</td>
<td>12th January 2023</td>
</tr>
<tr>
<td>Contract Duration</td>
<td>N/A</td>
<td>3 years</td>
<td>2 years</td>
<td>1 year</td>
<td>3 years</td>
<td>2 years in 12 month periods</td>
<td>3 years in 12 month periods</td>
</tr>
<tr>
<td>Extension Options</td>
<td>N/A</td>
<td>2 years in 12 month periods</td>
<td>2 years in 12 month periods</td>
<td>12 months</td>
<td>2 years in 12 month periods</td>
<td>2 years in 12 month periods</td>
<td>2 years in 12 month periods</td>
</tr>
</tbody>
</table>