

Reference:	FOI.2239.20
Subject:	Contract data for facilities management services
Date of Request:	3 January 2020

Requested:

For each of the different contracts below, can you please provide me with all the information using the questions below:

1. Office and building cleaning – Service contract that is focus 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 contract listed above.
3. A description of the services provided under this contract please includes 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.

Response:

Hywel Dda University Health Board (UHB) only has contracts for lift service and maintenance and general waste and recycling. Details of these have been provided within the table below. The other services detailed within your request are delivered in house.

Contract details	Lifts	General waste and recycling
Supplier	OTIS	Biffa
Total annual spend	£47,000	£174,750
Description of services	Lift maintenance	Collection of general waste and recycling
Number of sites	7 sites	35 sites
Contract start date	June 2018	July 2013
Contract end date	June 2020	July 2020, extended until July 2021
Contract duration	2 years	5 years with optional 2 year extension
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