

# Freedom of Information requests

2012

Reference number: 12-011

Dear National Museum Wales,

Please find below a request for information under freedom of information. My contact details can be found below and my preferred method of information delivery is email.

All questions relate to the procurement of Mechanical and Electrical responsive and planned building maintenance.

- What is the name of the person who is currently in charge of responsive maintenance contract procurement?
- What is their Job title?
- At what address are they based?
- How many buildings are in your current stock?
- Are responsive maintenance needs within your buildings stock, currently met by a Direct Labor Organization?
- If yes, what percentage of responsive maintenance work do they undertake?
- For each contract for Planned and responsive maintenance please can you confirm the following:
  - The renewal date
  - The bid process start date
  - The term of the contract
  - The contract annual value (for the last contract tendered if necessary)
  - Who the current contract holder is
  - If there is a framework in place
    - If yes, how many firms are on this, who operates on this and is it a contract specific framework or a framework for all responsive maintenance contracts, framework value
  - Do you use a procurement consortium
    - If yes, who

Should you wish for further clarification around this, please do not hesitate to contact me.

Kind regards

26 June 2012

Reference number: 12-011

Dear,

**REQUEST FOR INFORMATION** – *Information relating to the procurement of Mechanical and Electrical responsive and planned building maintenance..*

Thank you for your request for information. As Head of Knowledge & Information Management for Amgueddfa Cymru - National Museum Wales, I am responsible for responding to your request for information.

I refer to your email of 18<sup>th</sup> and 20<sup>th</sup> June 2012, in which you asked for the following information:

- 1) What is the name of the person who is currently in charge of responsive maintenance contract procurement?
- 2) What is their Job title?
- 3) At what address are they based?
- 4) How many buildings are in your current stock?
- 5) Are responsive maintenance needs within your buildings stock, currently met by a Direct Labour Organisation?
- 6) If yes, what percentage of responsive maintenance work do they undertake?
- 7) For each contract for Planned and responsive maintenance please can you confirm the following:
  - The renewal date
  - The bid process start date
  - The term of contract
  - The contract annual value (fir the last contract tendered if necessary)
  - Who the current contract holder is
  - If there is a framework in place
- 8) If yes, how many firms are on this, who operates on this and is

it a contract specific framework or a framework for all responsive maintenance contracts, framework value?

- 9) Do you use a procurement consortium?
- 10) If yes, who?

In responding to your request for information, I will be referring to each element of your request separately.

**1) What is the name of the person who is currently in charge of responsive maintenance contract procurement?**

Buildings and Estates Department is responsible for responsive maintenance contract procurement.

**2) What is their Job Title?**

Head of Buildings and Estates

**3) At what address are they based?**

Their address is:

St Fagans National History Museum  
Gardens House  
Cardiff  
CF5 6XB

**4) How many buildings are in your current stock?**

The National Museum Wales (NMW) currently operates on eight sites across Wales, including:

National Museum Cardiff – 1 building  
St Fagans National History Museum – 11 buildings  
National Slate Museum, Llanberis – 6 buildings  
National Roman Legion Museum, Caerleon – 3 buildings  
National Wool Museum, Drefach Felindre – 4 buildings  
The Collections Centre, Nantgarw – 1 building  
Big Pit National Coal Museum, Blaenafon – 8 buildings

National Waterfront Museum Swansea – 1 building  
Turner House Gallery – 1 building

Further information about NMW is available from our web site in Welsh at [www.aocc.ac.uk](http://www.aocc.ac.uk) and in English at [www.nmgw.ac.uk](http://www.nmgw.ac.uk)

**5) Are responsive maintenance needs within your buildings stock, currently met by a Direct Labour Organisation?**

Only in part.

**6) If yes, what percentage of responsive maintenance work do they undertake?**

Around 80% of the work is undertaken in this manner.

**7) For each of the contract for Planned and responsive maintenance please can you confirm the following:**

➤ **The renewal date**

1 contract (specialist) renewed annually on the 1<sup>st</sup> July  
2 contracts (PPM and CCTV) renewed every 3 years, renewal date is 1<sup>st</sup> April 2014

➤ **The bid process start date**

1 contract is on the 1<sup>st</sup> June 2013  
1 contract is in July 2013

➤ **The term of the contract**

As stated above

➤ **The contract annual value (for the last contract tendered if necessary)**

The values are £1,600, £216,468 and £22,000

➤ **Who the current contract holder**

Chester Chains Ltd.  
Kier Facilities Services  
JPR Phoenix Ltd.

➤ **If there is a framework in place**

There is no framework in place.

**8) If yes, how many firms are on this, who operates on this and is it a contract specific framework or a framework for all responsive maintenance contracts, framework value**

No framework is in place.

**9) Do you use a procurement consortium**

No.

**10) If yes, who?**

We do not use a procurement consortium.

Your request was considered according to the principles set out in the National Assembly's Code of Practice on Public Access to Information (third edition). The Code is published on the Internet at [www.information.wales.gov.uk](http://www.information.wales.gov.uk).

If you believe that I have not applied the Code of Practice on Public Access to Information correctly or have not followed the relevant laws, please contact me to request a first-stage review. If, after that, you are still not satisfied you may request a formal review by Amgueddfa Cymru. When dealing with any concerns, we will follow the principles of the National Museum of Wales's Code of Practice on Complaints, which is available on our website at [www.museumwales.ac.uk/en/45/](http://www.museumwales.ac.uk/en/45/) or by post from:

Judith Ingram  
Head of Policy and Planning  
Amgueddfa Cymru – National Museum Wales  
Cathays Park  
Cardiff  
CF10 3NP

You also have the right to complain to the Information Commissioner.  
Normally, however, you should pursue the matter through our internal  
procedure before you complain to the Information Commissioner.  
The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Yours sincerely,

Head of Knowledge & Information Management

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Parc Cathays, Caerdydd CF10 3NP/Cathays Park, Cardiff CF10 3NP  
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E-bost: [post@amgueddfacymru.ac.uk](mailto:post@amgueddfacymru.ac.uk)/E-mail: [post@museumwales.ac.uk](mailto:post@museumwales.ac.uk)

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