

SERCO contract

Extract from Schedule 2: Part 1

Information Management & Technology Specification

22.2. Facilities Management

- a. The Service Provider shall ensure that the environmental monitoring of all IT environments is undertaken
- b. Annual reviews will be undertaken by the Service Provider to review energy usage and set/agree targets and action plan for energy reduction which the Service Provider shall then implement subject to an agreed Business Case as part of a New Project or through Change Management (see section 27 of Part Two)

22.3. Carbon Footprint

- a. The Service Provider shall ensure that accurate, regular measurement and reporting of energy consumption of all aspects of ICT Service delivery both on-site and off-site is undertaken and to include all end-user and infrastructure
- b. The Service Provider shall effectively contribute to reducing the reduction of power consumption throughout the lifecycle of assets (procurement and management)
- c. The Service Provider shall ensure management of power management across the IT estate
- d. The Service Provider shall provide analytics in regards to usage to support awareness campaigns and influence strategic direction
- e. The Service Provider shall minimise and manage waste aspects of ICT (including re-use, disposal etc.)

Extract from Part Three – Key Performance Indicators

Ref	Performance Measure Description	Target Service Level	Minimum Service Level
IMT_PI_18	% Annual reduction in energy usage across the estate subject to an agreed scope and service improvement plan	5%	2%

VinciMouchel contract

Extract from Energy, Water and Environmental Management

8.1 Monitoring and Reduction of Energy and Water Consumption in Buildings

- (1) The *Contractor* is required to input all existing energy and water data for the Affected Property within an energy management module of the computer aided facilities management system. The data set includes:
 - a) meter supply points;
 - b) energy billed data from utility service providers;
 - c) water billed data from utility service providers;
 - d) automatic meters;
 - e) energy and water technologies installed.
- (2) Once all data has been transferred onto the energy management module of the computer aided facilities management system the *Contractor* is required to maintain and manage the accuracy, and all future data input from utility bills meters and sub-meters ensuring integration and compatibility of automatic meter reading information with TEAM Sigma electronic systems. This requirement extends to the input of all utility bills issued by the *Employer's* finance department for verification of their accuracy and data contained in the bill.
- (3) The *Contractor* maintains an accurate record of energy and water consumption to ensure that bills submitted by utility companies can be easily and accurately approved or queried by the *Employer* and / or the *Contractor* as necessary. On a monthly basis the *Contractor* records energy and water consumption and enters this into the computer aided facilities management system database.
- (4) The *Contractor* in consultation with the *Service Manager* sets and monitors energy and water reduction targets and provides all necessary advice to achieve overall reduction of energy and water consumption.
- (5) The *Contractor* produces monthly reports clearly showing actual consumption against targets and corrective action taken to deal with exceptions.
- (6) The *Contractor* is required to produce a Greenhouse Gas Emissions draft annual report using DECC / DEFRA guidance by the end of June every year for approval by the *Employer*.
- (7) The *Contractor* inputs the Greenhouse Gas Emission report onto the appropriate module of the computer aided facilities management system.

8.2 Display Energy Certificates and Advisory Reports and Energy Performance Certificates

- (1) Where not already provided, the *Contractor* provides all Affected Property over 500m² with a display energy certificate and advisory report.
- (2) The *Contractor* provides and agrees a programme for the annual renewal of the display energy certificates for the Affected Property.
- (3) The *Contractor* provides and agrees a programme for undertaking annual surveys at Affected Property over 500m² to ensure compliance with the appropriate accreditation body and to update the advisory reports where required.
- (4) The *Contractor* inputs and maintains all data relating to display energy certificates and advisory reports at the Affected Property onto the appropriate module of the computer aided facilities management system.
- (5) The *Contractor* provides monthly progress reports detailing:
 - a) the number of display energy certificates and advisory reports produced to the agreed programme;
 - b) the number of surveys undertaken to the agreed programme.
- (6) Energy performance certificates are required when the *Employer* sells / leases out Affected Property. The *Employer* issues Task Orders for the preparation of energy performance certificates.

8.3 Identify and Implement Schemes to Reduce Energy and Water Consumption

- (1) The *Contractor* reviews designs for capital new build and refurbishment projects, capital maintenance projects, minor works projects and maintenance activities to verify compliance with Building Regulations as demonstrated via Simplified Building Energy Model or other approved calculations.
- (2) The *Contractor* works with and supports the *Employer* to identify the worst performing sites of the Affected Property and undertakes site surveys to highlight inefficient energy and water consumption.
- (3) The *Contractor* works with and supports the *Employer* in identifying improvements in practice and proposes and appraises individual energy schemes for the Affected Property to identify cost savings with quantifiable reductions in energy and water consumption and related carbon dioxide emissions, and Feed-In Tariff and Renewable Heat Incentive income.
- (4) Where schemes are approved the *Service Manager* will issue Task Orders as necessary to project manage and implement the schemes.
- (5) The *Contractor* assists the *Employer* to identify and bid for relevant grant aid wherever available to assist scheme implementation.

8.4 Maximise Cost Benefits of Energy and Water Contracts

- (1) The *Contractor* inputs and maintains all energy and water contract data on the appropriate module of the computer aided facilities management system.
- (2) The *Contractor* provides all data associated with energy and water contracts for the Affected Property in sufficient detail to the *Employer's* Procurement Team and Eastern Shires Purchasing Organisation.
- (3) The *Contractor* supports the Employer's Procurement Team and Eastern Shires Purchasing Organisation in evaluating contracts and reports on their financial benefits.
- (4) The Contractor manages and responds to day-to-day contract enquiries from occupiers at the Affected Property. The Contractor arbitrates and provides technical assistance for occupiers to allow the *Service Manager* and Eastern Shires Purchasing Organisation to resolve disputes with energy and water suppliers.
- (5) The *Contractor* monitors tariffs for energy and water costs and identifies to the *Service Manager* Eastern Shires Purchasing Organisation where changes in tariffs would be financially advantageous. Where tariffs are changed the *Contractor* advises the occupiers for the Affected Property of the implications of the tariff change.
- (6) The *Contractor* provides detailed advice to occupiers where changes in operational practices can have a significant effect on energy and water costs.

8.5 Increase Awareness for Energy, Water and Environmental Matters

- (1) The *Contractor* works together with the *Employer* to improve the energy, water and environmental performance of the Affected Property by increasing knowledge and awareness of the *Employer's* staff.