

Great savings for Howard Kennedy

CLIENT:	Howard Kennedy
SECTOR:	Professional
COST CATEGORIES:	Records Management & Office Supplies

THE CLIENT

Howard Kennedy is a leading London law firm with 51 Partners and has particular strengths in Real Estate, Dispute Resolution, Corporate and Commercial Work.

Following successive mergers, first with West End neighbour Finers Stephens Innocent then with boutique firm CKFT, Howard Kennedy invited Expense Reduction Analysts (ERA) to assist in the post-merger integration of records management services and office supplies prior to a move to prestigious new offices at No.1 London Bridge.

RECORDS MANAGEMENT

As is often the case following merger, Howard Kennedy had multiple suppliers of Records Management services. As well as widely diverging commercial terms and exit costs, Howard Kennedy recognised the process and compliance benefits that could be accrued by consolidating all files with a single supplier.

ERA set about unbundling Howard Kennedy's contractual arrangements to provide a clear position statement with the prospective benefits that could be derived and set against the cost of change. The first successful change presented to Howard Kennedy was a £270,000 write down of potential exit charges prior to proceeding to tender.

On completion of the tender ERA presented Howard Kennedy with a series of options to consolidate records management services with one of the three existing suppliers or to move to a new supplier. Howard Kennedy's archivists were involved to rank the relative merits of the existing incumbent suppliers before a decision was made to select a preferred supplier from one of those three.

ERA managed the migration of boxes to the preferred supplier over an eight month period, dealing with any matters arising in the transfer and day-to-day retrieval requests along the way.

The net benefit to Howard Kennedy is a six-figure saving each year for the five year Fixed Tariff life of the contract, and radically improved exit charges at contract expiry which will allow the firm to leverage additional savings in future.



 howard kennedy

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ALAN HUTCHINSON
FACILITIES DIRECTOR, HOWARD KENNEDY

OFFICE SUPPLIES

The merger of three distinctive firms each with their own suppliers and buying habits presented Howard Kennedy with the task of leveraging savings whilst at the same time satisfying the needs and preferences of over 250 fee earners.

ERA worked with Howard Kennedy's Facilities Team to define a 'core list' of products used across the newly merged firm and consolidated this into a tender schedule which would meet users demands.

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Once this task was completed ERA performed a tender with the UK's largest office supplies companies resulting in an award to a new supplier. Working with the supplier to trial new products and minimise the opportunity for maverick buying Howard Kennedy benefitted from audited savings in excess of £170,000 over the first two years of the new arrangements.

"The consolidation of records management services will bring us undoubted process benefits as well as great savings. The process of transferring records was not onerous at all, and effectively acted as a free audit of a large part of our files in store.

"Expense Reduction Analysts has also helped to bring about a commercial discipline to our purchasing of office supplies. We're confident that we can build on the solid foundations created by ERA to further develop and build our close relationship with our supplier.

Having a dedicated specialist auditing our expenditure following the tender process has ensured the real value of supplier consolidation has been achieved and that it is a sustainable and workable solution," summarises Alan Hutchinson, Facilities Director Howard Kennedy.

"Our work with Howard Kennedy has been classic post-merger integration. My colleague Derek Hodd has dealt with all aspects in granular detail allowing Howard Kennedy's facilities staff to deal with more strategic demands. Ultimately our client is delighted with the quality of service and sustained competitive pricing of the suppliers they've chosen."

JASON ADDERLEY
LEAD CONSULTANT, ERA



We see opportunities where you never thought possible.
So contact us today to discover the true potential of your business.

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