

# **Infrastructure and Laboratory Services Specification**

## **Title: Library Quad H&S Improvements**

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### **Scope of Work:**

To provide detailed design and drawings and full costing for the refurbishment of the Library Quad area which will incorporate the following points:

- an access path for MWEP's around all aspects of the library Quad to allow safe access to windows and guttering.
- To provide a safe and pleasant landscaped area for staff to enjoy that is also easy to maintain.

Cut back all foliage and expose original pathways and patios, make good, thorough deep clean and repaint/relay loose uneven paving slabs, steps and blockwork.

Build a retaining wall to prevent landslip, needs to be low maintenance and long lasting.

Remove original water feature /fountain and rotten sleepers.

Reuse as many plants as possible in proposed design and lay grass as required.

Reinstate lighting where there are current circuits, this is to be smart LED lighting with manual and photocell fittings.

All drainage to be considered for weight loading during design, any hidden drains or manholes to be brought to the surface and any damaged / blocked drains repaired.

Provide garden furniture either built in or movable for comfortable seating for 20 staff, to provide maintenance service for 5 years on completion of project.

Any conservation or biodiversity ideas would be welcomed in the design.

Whilst accessing the library quad any damage caused during the project to the grass or existing materials need to be made good at end of Project.

Must supply full program of works including detailed GANTT chart for the whole project.

All waste to be removed from site by contractor and provisions made to prevent ingress of dirt and debris into the site buildings.

Additional costs to be provided as options for consideration:

- Access to library quad for machinery very limited – costed option to widen the pathway to allow machinery to access the quad area.
- Supply and installation of a Robot mower for the new lawned area in the library quad.

### **Confidentiality:**

Subject to legal/regulatory requirements, in particular access legislation such as The General Data Protection Regulation Act, The Freedom of Information Act and the Environment Information Regulations and Human Rights Act, the service provider shall not disclose to any third-party information regarding the work of MHRA or of any employee.

### **Technical requirements:**

All drainage to be considered for weight loading during design and repaired if damaged.

Please note the gradient of pathway needs to allow for MWEP access and weight of our cherry picker, which has a maximum incline limit of 4° and a weight of 3165Kg

- All workers should be appropriately trained and a statement of competency for the personnel should be provided by the service provider. All workers will be inducted onto site on their first working visit before commencing work. Refresher inductions will be required at an interval determined by MHRA.
- All workers should wear the appropriate safety equipment to be provided by the supplier.
- Work should be completed at a date and time agreed by MHRA (Opening Hours 9am- 5pm) and must agree visits prior to arriving on site.
- Risk Assessments and method statements must be provided in advance of any work to be undertaken.
- COSHH Assessments (where applicable) must be provided.
- Work must not be subcontracted without the written permission from MHRA.
- Any spillages or accidental damage in any of the grounds or to any of the equipment must be reported to the MHRA staff member responsible immediately.
- The area must be left in a clean and tidy state after work has finished.

**Special considerations:**

Access to the quad to be restricted due to works. Machinery noise. Access of machinery into quad. Drainage. Electrical cables. Retaining wall loading, IT Fire alarm isolation during works