

MRC FM SPECIFICATION

SITE	HARWELL
BUILDING	Mary Lyon Centre & Building 383
PACKAGE TYPE	ACCESS CONTROL (AC)
SPECIFICATION NAME	Automatic Doors (AD)

Revision/Approval

Rev	Author	Details	Date
1.0	A.Elsley	Completed	21.06.2016

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Automatic Door Maintenance Specification

The Contractor shall provide a professionally managed, high quality Automatic Door maintenance service that as a minimum complies with:

- Manufacturers recommendations as set out in their O&M schedules or as required to meet the needs of the as-built environment.
- Relevant BS EN Standards
 - e.g. BS 7036-0:2014 Power operated pedestrian door sets. Safety in use.
 - Code of practice for risk assessment and risk reduction
 - BS EN 16005:2012 Power operated pedestrian door sets. Safety in use. Requirements and test methods
- SFG20

Legal Obligations

Without prejudice to the generality of the foregoing the Contractor must observe, perform and comply with all the relevant provisions of the following together with any amendments thereto:

- Management of Health and Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992
- Personal Protective Equipment (PPE) Regulations 1992
- Provision and Use of Work Equipment Regulations (PUWER) 1998
- Manual Handling Operations Regulations 1992
- Health & Safety (First Aid) Regulations 1981
- The Health & Safety Information for Employees (Amendment) Regulations 2009:
- The Employer's Liability (Compulsory Insurance) Regulations 1998:
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR)
- The Control of Noise at Work Regulations 2005
- Electricity at Work Regulations 1989
- Requirements for Electrical Installations: IET Wiring Regulations BS 7671 : 2008 incorporating Amendment No.1 : 2001 (BS767 : 2008 + A1 : 2011)
- Control of Substances Hazardous to Health Regulations 2002 (COSHH)
- Chemicals (Hazard Information and Packaging for Supply) Regulations 2009
- Construction (Design & Management) Regulations 2015
- The Gas Safety (Installation & Use) Regulations 1998
- Health & Safety at Work etc. Act 1974
- The Control of Asbestos Regulations 2012
- Lifting Operations & Lifting Equipment Regulations 1998 (LOLER)
- Building Regulations 2010
- 2014 EU Fluorinated Greenhouse Gas (Fgas0 Regulations
- The Environmental Protection Act 1990
- The Regulatory Reform (Fire Safety) Order 2005
- The Fire Safety (Employees' Capability) (England) Regs 2010
- The Control of Legionella Bacteria in Water Systems ACOP & Guidance L8.
- The Notifications of Cooling Towers and Evaporative Condensers Regulations 1992

- The Health & Safety (Safety Signs and Signals) Regulations 1996
- Health & Safety (Employee Consultation) Regulations 1996
- Pressure Systems Safety Regulations 2000
- Disability Discrimination Act 1995
- The Confined Spaces Regulations 1997
- 2014 F-Gas Regulations

Through the use of industry best practice and the introduction of innovation, the service will achieve and demonstrate value for money on a continuous basis.

The Contractor shall deliver, but not limited to:

Equipment	Buildings and Equipment Description
	<p>Building 383</p> <p>2 No. Dorma RST Doors</p> <p>Mary Lyon Centre (MLC)</p> <p>19 No. Geze TSA 160/162 door sets</p> <p>Locations:</p> <ul style="list-style-type: none"> • TSA 160 - WARD 2 OUTER MAIN ENTRANCE: Asset No.54158 • TSA 160 - WARD 6 MAIN ENTRANCE: Asset No.54169 • TSA 160/162 - WASH ROOM: Asset No.54164 • TSA 160 - LAUNDRY ROOM: Asset No.54157 • TSA 160/162 - AUTOCLAVE: Asset No.54171 • TSA 160 - WARD 1 OUTER MAIN ENTRANCE: Asset No.54153 • TSA 160 - WARD 3 MAIN ENTRANCE: Asset No.54162 • TSA 160 - WARD 4 MAIN ENTRANCE: Asset No.54165 • TSA 160 - WARD 5 MAIN ENTRANCE: Asset No.54167 • TSA 160 - WARD 1 INNER MAIN ENTRANCE: Asset No.54156 • TSA 160 - WARD 1 INNER REAR DOOR: Asset No.54154 • TSA 160 - WARD 1 OUTER REAR DOOR: Asset No.54155 • TSA 160 - WARD 2 INNER MAIN ENTRANCE: Asset No.54159 • TSA 160 - WARD 2 INNER REAR DOOR: Asset No.54160 • TSA 160 - WARD 2 OUTER REAR DOOR: Asset No.54161 • TSA 160 - WARD 3 INNER REAR DOOR: Asset No.54163 • TSA 160 - WARD 5 REAR (DIRTY CORRIDOR): Asset No.54168 • TSA 160 - WARD 6 REAR (DIRTY CORRIDOR): Asset No.54170 • TSA 160 - WARD 4 REAR DOOR: Asset No.54166 <p>NOTE: The above doors have to be serviced in a specific order so as to maintain our cleanliness barrier within the MLC. This will always be confirmed on the actual service visit day prior to the commencement of any work.</p>

Maintenance	Requirements - General
	<p>Bi-Annual Maintenance is required for the doors in the schedule below:</p> <p>Provide a detailed planned maintenance schedule/ check list to comply with the requirements of this specification.</p> <p>Recommendations – but not limited to</p> <p>BS7036-0:2014 stipulates Functionally test all doors for proper operation. The annual maintenance visit for the doors should as a minimum comprise:</p> <ul style="list-style-type: none"> • Inspect doors for binding, rubbing and proper securement of door to track. • Inspect door seals, mechanical linkages and devices for worn parts and damage. • Inspect relays and wiring for chafing, burnt or loose connections. • If equipped, inspect door pockets and door pocket drains for dirt and debris. Clean as required. • If equipped, inspect door pockets and door track heaters for proper operation. • Perform functional check of traction interrupt circuit on each door leaf. • Perform functional check of door indicator circuit on each door leaf. • Perform functional check of "zero speed" circuit. • If equipped, inspect operation of obstruction sensing or push back circuit. • Check opening and closing speed, adjust as necessary. • Inspect pneumatic devices (if equipped) for air leaking. • Inspect door seals for damage and proper function. • Perform a functional check of local and trainlined indication circuits. • Verify over-centre mechanism is properly adjusted so the door locks when closed. • Verify operation of mechanical cut-out lock to ensure it engages and the door leaf closes properly. • Verify correct door travel on opening and closing.
Maintenance	Requirements – Emergency Operation
	<p>Powered doors are equipped with manual override for use in emergency situations, such as when evacuation is necessary and the powered door system is non-functional.</p> <p>The following inspection/maintenance tasks shall be performed at the time of periodic maintenance.</p> <ul style="list-style-type: none"> • Inspect emergency door operation instructions. Verify that

	<p>all instructions are in place and legible.</p> <ul style="list-style-type: none"> Inspect and test all doors for proper emergency operation. Utilize both interior and exterior openers to verify that doors open easily with no binding or rubbing. Inspect interior emergency door operating mechanism for damage or wear. Lubricate and adjust according to OEM or maintenance specifications. Inspect exterior pull mechanism. Verify mechanism operates properly. If test requires breaking or removal of seals, these must be renewed after test.
Other	Parts supplied & fitted during the visit
	<p>Essential parts required to carry out the actual service can be included in the above.</p> <p>All additional parts supplied/fitted during the service visits are chargeable in addition to the above.</p>
Documentation	Requirements
	<p>A service report will be completed and sent in PDF format within 2 days of each visit; it will need to include any identified defects or remedial work required.</p> <p>An electronic service report can be e-mailed to the Head of Engineering & Estates, with the Chief Engineer & Facilities Support Manager copied in.</p> <p>Site specific risk assessments and method statements (RAMS) will be required before the commencement of any work.</p>
Call out	Requirements
	<ul style="list-style-type: none"> Breakdown cover to provide <ul style="list-style-type: none"> Telephone/electronic support for the equipment to be provided during working hours to assist the in-house engineers with any issues Next day on site response for any EMERGENCY breakdowns. 7day on site response for any general call outs Attending site breakdowns will be an additional cost, which will include labour & parts fitted. Labour rates to be provided within the tender submission. Performance tests <p>Costs for call outs, consumables & repairs to be covered by a provisional sum as detailed in the contract.</p>
Other	Remedial/Reactive works
	<p>A transparent quote for any suggested remedial/reactive works in relation to any identified faults/failures to be provided within 5 working days.</p>
Other	General

	<p>Engineer(s) to report to the Engineering & Estates Office before starting and leaving site.</p> <p>Normal working hours are: 08:00 – 17:00 Mon-Thurs 08:00 – 16:00 Fri</p> <p>The site (area where work has taken place) to be left clean & tidy.</p> <p>12month warranty/guarantee of work carried out (including parts).</p>
NOTE	<p>Restrictions and Entry Procedures for visitors to the Mary Lyon Centre (MLC) Animal Unit</p>
	<p>48 hour Exclusion: Visitors who have been in another mouse facility or in contact with rodent material are not allowed to enter the MLC for 48 hours. This exclusion period minimizes the risk of introducing infectious diseases into our mouse colony.</p> <p>Other animals can harbour laboratory mouse pathogens: At least 18 common mouse pathogens have alternative hosts such as wild mice, pet mice, rats, hamsters, guinea pigs, rabbits and gerbils. Ownership of rodent pets, inadvertent contact with mice and rats through ownership of cats, snakes (fed mice), horses and livestock or pursuits such as rabbit shooting, also risk contact with infected animals. If you have had direct or indirect contact with the animals mentioned, you may be refused entry or are required to undertake a full wet shower before entering the unit. Please speak to the member of staff showing you through the barrier or phone in advance to discuss any problems.</p> <p>The Entry Procedure into the MLC Main Unit: There are male and female changing areas. To enter the changing rooms you step over a 20cm high 50cm wide barrier and don disposable shoe covers. You must remove your outer clothing and place these in a lockable locker. We stock a range of sizes in clothing and shoes but if you feel we may not have your size then please let us know and we will attempt to supply them. You will be provided with 100% polyester trousers, tunic and socks. As you proceed to step over the floor barrier you will be provided with unit shoes. On entering the air shower corridor you must wash your hands with bactericidal hand soap and dress in the provided one-piece coverall and mobcap. Individuals with beards will be provided with beard guards.</p> <p>All staff and visitors entering the unit must proceed through the air barrier. This is a chamber in which high velocity HEPA filtered air is blown at the individual to cleanse clothing of allergens and any other dust particles. Individuals with contact lenses should keep their eyes shut during the fifty-second cycle, and those with sensitive hearing may wish to cover their ears.</p> <p>On exiting the air shower you will be escorted to the area you are visiting.</p>

	<p>Exit Procedure: You will exit the unit via the air showers and remove all the personal protective clothing provided as instructed, in the changing area.</p> <p>All personal protective clothing will be provided and a member of the MLC staff will be available for assistance at all times.</p>
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