

SCOPE OF WORKS

- 1.1. This specification and tender response document sets out the requirements for the LRA's across the Employer's Estate.
- 1.2. Work Requirements

The works to be delivered is to include the following:

- 1.2.1. The successful Contractor will be required to provide suitably qualified and trained surveyors with a full understanding and comprehensive experience of preparing Legionella Risk Assessments, to comply with the statutory requirements associated with the buildings and infrastructure of the Trust's facilities.
- 1.2.2. The final LRA submitted by the contractor shall include the requirements as described within this specification and in accordance with the Approved Code of Practice L8 and the LRA format attached (Appendix 2). Contractors shall note the requirement to include a drawing of each building assessed and the risk assessment is to include:
 - Encompass all buildings and all water systems
 - Identify and evaluate potential sources of risk
 - Include an assessment of occupant vulnerability
 - Use an established risk scoring matrix
 - Include an assessment of engineering, considering correct design [inherent risk and actual risk], installation, commissioning, maintenance, verification and effectiveness as a control measure
 - Include information on scalding risk
 - Include the unnecessary use of non WRAS or WRC approved materials [i.e. Flexi hoses
 - A schematic of the building's hot and cold water supply showing all water outlets, defined sentinel points, hot water heating sources, thermostatic mixing valves, storage tanks, circulating pumps and outlets which require flushing
 - Details of temperature checks undertaken on the day of the survey
 - The assessors recommended frequency of flushing for specific outlets
 - Photographs and a condition report of the water storage tanks and Calorifiers/hot water tanks
 - Details of dead legs within the system
 - Details of any repairs identified/new equipment required, during the survey including estimated costs
 - Identification of insulation requirements
 - Review monitoring, sampling and testing records
- 1.2.3. The contract require is for a separate LRA for each of the water systems identified in 'Schedule 6 – Commercial Schedule'.
- 1.2.4. Contractors shall provide CV's of the staff intended to undertake these assessments detailing previous experience of undertaking such assessments as part of their ITT documentation submission.

1.2.5. In order to ascertain that the correct details and format are understood by the Contractor the initial assessments will be required as a pilot study to ensure a full understanding of the requirements of the Contract for assessment by the Project Manager.

1.2.6. The risk assessment must be completed in accordance with:

- ACOP L8 [fourth edition] 2013;
- HSG274 [Parts 1, 2 & 3] [as applicable];
- HTM04:01 [Parts A, B & C];
- SHTM 04:01 [Parts A, B, E & G];
- SHTM 04:02 [Parts A, B & C];
- BS8580:2010;
- HGN "Safe" Hot water and Surface Temperatures'.

1.3. Programme of Works

1.3.1. Prior to commencing works, the Contractor shall agree a programme of works with the Project Manager which provides minimal disruption to the Trust's Estate and the building's occupants.

1.4. Specifications/Drawings

1.4.1. Specific schematics of the areas being surveyed will be available to the Contractor in either paper form for copying or Visio or AutoCAD format where available, inclusion of a drawing / schematic of the complete water system for each area in the final LRA is a requirement of the Contract. Any drawings available from the Trust shall be considered as for information only.

1.5. Site Safety

1.5.1. All Contractor's staff employed on the Trust's portfolio of properties shall undertake the requirements of this specification in strict accordance with the Health and Safety at Work Act 1974, The Control of Legionella Bacteria in Water Systems Approved Code of Practice L8, Health Technical Memorandums (HTMs) and all other relevant legislation and subsequent amendments in accordance with good industry practice. Contractors are reminded that this work impacts on the effective running of the Trust's services and as such will necessitate working around the Trust's work schedules. The Contractor shall provide their safety policy statement, risk assessments and method statements (RAMS) for the works to the Trust's Project Manager two working days prior to commencement of work.

1.5.2. Contractors are advised that an existing asbestos register is available from the Project Manager which shall be consulted before starting works and preparing the RAMS.

1.5.3. All Contractors shall have a full understanding of the Trust's contractor's site rules, attached as part of the Contract documentation as 'Schedule 11 – Site Rules'.

1.5.4. Contractor's shall be aware that the works will be undertaken in a fully operational acute hospital and shall allow appropriate timescales in their costings to work around the operational requirements of the hospital's clinical and associate staff.

1.6. Isolation and Methods of Safe Working

1.6.1.

