



ISLINGTON

Dynamic Purchasing System

Service Specification

London Borough of Islington

Public Realm

November 2020 – V.2

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PUBLIC REALM SUPPLY CATEGORY SERVICE SPECIFICATION

1.0 INTRODUCTION

1.1 This document outlines the services Suppliers will be asked to deliver within for the following Service Categories for Public Realm:

- Building works
- Plumbing/Heating
- Drainage
- Heating, ventilation and air conditioning
- Electrical
- Surfacing
- Fencing
- Planned Preventive Maintenance (PPM)
- Access Control
- Alarms and Security
- Fuel Island
- Playground and Sports
- Waste Recycling Centre
- Specialist Ornamental Works

1.2 The individual requirements put out to the supply chain for this Supply category will give the specific details of the services to be undertaken.

1.3 Suppliers are required to deliver services in accordance with the individual requirements set out in each of the individual Service Category Service Specifications.

1.4 The price/quality split may vary with each request for service. Suppliers will be notified on each individual Requirement as to how the Offers will be scored.

1.5 If Suppliers are undertaking works at the Waste Recycling Centre, they will be issued with site rules upon entry.

1.6 Sections 2.0 and 3.0 below applies to all Service Categories contained within the Public Realm Supply Category.

2.0 CONTRACT MONITORING AND QUALITY ASSURANCE

2.1 The council will monitor all works carried out to ensure that the required quality set out to all specifications are adhered to.

3.0 DISCIPLINARY, GRIEVANCE AND COMPLAINTS

3.1 All complaints and incidents must be reported by the supplier to the Authorised Officer (or member of the team) as soon as possible, and no later than 1 working day after the incident/complaint.

Building works Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- General repairs
- Refurbishment
- Roofing
- Ceilings
- Carpentry
- Plastering
- Site welding
- Painting
- Reactive works
- Road cleaning
- Shutter maintenance
- Door maintenance
- Welfare works
- Bench installation
- Wall construction
- Wall maintenance
- Green roofing
- Brown roofing
- Exterior decoration
- Interior decoration
- Window maintenance
- Shutter installation
- Skylights
- Powered door maintenance

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

2.2 Photos of the works prior to works being started must be taken by the supplier. These will be sent to the council as per 3.2 below.

2.3 If R.A.M.S and or any other health and safety documentation is required prior to works commencing these must be approved by the council.

2.4 All health and safety checks required must be carried out before any work begins to ensure the minimum requirements are met.

3.0 Following completion of works

3.1 Receipts to be submitted via *adam* Procure upon completion of the works.

3.2 Photos of completed works as well as photos taken as per 2.2 above are to be submitted via *adam* Procure within 3 working days after completion of the work.

3.3 Any installation certificates, servicing and operating documentation as well as any guarantees are to be submitted via *adam* Procure within 3 working days after completion of the work.

3.4 A works completion meeting may need to be held between the supplier and the council following the completion of the work.

Plumbing/Heating Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Heating maintenance
- Heating repairs
- General plumbing works
- Water Temperature Checks
- Legionella works
- Reactive works
- Bio mass heating system maintenance

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

2.2 Photos of the works prior to works being started must be taken by the supplier. These will be sent to the council as per 3.2 below.

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3.4 A works completion meeting may need to be held between the supplier and the council following the completion of the work.

Drainage Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Specialist drain cleaning
- Drain clearance works
- Drain repair works
- Gutter cleaning
- Gully cleaning
- Reactive works

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Heating, ventilation and air conditioning Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Maintenance
- Repairs
- Duct cleaning
- Filters
- Fire dampers
- Grill Cleaning
- Damper Testing
- Fan Testing
- Air conditioning units
- Carbon Filters
- Reactive works

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

2.2 Photos of the works prior to works being started must be taken by the supplier. These will be sent to the council as per 3.2 below.

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Electrical Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- General electrical works
- Floodlighting
- Street light repairs
- Depot Lighting
- 5 yearly periodic testing
- Emergency Lighting
- Reactive works
- Bollard lighting
- Solar panels
- Portable Appliance Testing

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Surfacing Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Tarmac
- Block paving
- Paving slabs
- Resin surfacing
- Line Painting
- Reactive works
- General surface repairs
- Decking

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Fencing Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Steel railing repairs
- Steel railing installation
- Reactive works
- Wooden fence
- Weld mesh fence
- General fencing repairs
- Railing refurbishment
- Self-closing gates
- Gates

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Planned Preventive Maintenance (PPM) Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Fire alarms
- Emergency lighting
- Pressure vessel testing
- Periodical electrical inspections
- Disabled toilet alarms
- Lightning conductors
- Solar thermal panel testing
- Wood pellet boiler inspections
- Fire extinguishers
- Bio mass heating system inspections
- Periodic testing
- Electrical testing

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Access Control Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Automatic barrier servicing
- Automatic barrier repairs
- Reactive works
- Automatic door servicing
- Automatic door repairs

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Alarms and Security Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Access Control
- Alarms
- Locks & keys
- Reactive works

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

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Fuel Island Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Reactive works

2.0 Before commencing works

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Playground and Sports Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Playground equipment
- Water play features
- Sports equipment
- Outdoor gym equipment
- Water features
- Sign making
- Tank chlorinations
- Wet pour
- Safety matting
- Safety matting maintenance
- Loose fill safety surface
- Synthetic turf
- Sports pitch roof netting

2.0 Before commencing works

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Waste Recycling Centre Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Mobile Elevated Working Platforms (MEWP)
- Fork lift
- Cherry picker
- Vehicle stacker
- Sign making
- Dry riser services
- Movement checks
- Automatic Number Plate Recognition (ANPR)
- Radiant heaters
- Sprinkler servicing
- Pit cleaning
- Interceptor maintenance
- HV Yearly Testing
- Black Building Testing
- Air Flow Testing
- BMS / Trend
- Building access system
- Key management system
- Fixing Checks and Maintenance
- Passenger lift
- Goods lift

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- 3.4 A works completion meeting may need to be held between the supplier and the council following the completion of the work.

Specialist Ornamental Works Service Specification

1.0 General Standards Applicable to All Works

1.1 Services to be undertaken under this specification will include the following:

- Clock maintenance
- War memorials
- Water features
- Exterior Cladding
- Historic railing repairs
- Landscape Design
- Project Management
- Surveying
- Building Control
- Architect Services
- Quantity Surveying
- General works

2.0 Before commencing works

2.1 Prior to the commencement of any work, the supplier may be asked to attend a site visit which may be carried out with a member of the council.

2.2 Photos of the works prior to works being started must be taken by the supplier. These will be sent to the council as per 3.2 below.

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Version Control

Version Number	Description of Changes	Date of Change
V.1	Original Documentation	October 2020
V.2	Service Template added to the Specialist Ornamental Works category – Cover Page and contents page added.	November 2020