

Technical Specification

For the Provision of Maintenance Services Issued by

North Cumbria Integrated Care NHS Foundation Trust

Tender Reference Number: LGM38231

Maintenance Contract

Water Hygiene Testing

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Introduction

This document shall provide prospective contractors with full details of the Client's requirements for Water Hygiene Testing.

The bidder is to complete all sections within the accompanying Invitation to Tender document (ITT), and provide pricing in the attached Pricing Schedule based on the following Specification of work.

The winning contractor is responsible for ensuring that all services provided are in line with the following specification as required by the Client.

Contract overview

North Cumbria Integrated Care NHS Foundation Trust "Client" is seeking to contract for the services listed to ensure that their systems are kept in a safe and reliable working order, and to ensure conformity with the following:

- HTM 04-01: Safe water in healthcare premises
- HSE ACOP L8 (2013) – the control of legionella bacteria in water systems
- HSG 274 (2014) – Parts 2 & 3
- WRAS Water Regulations Guide
- Any other applicable standards

It is essential that all aspects of this Technical Specification are adhered to during the contract period.

The Client reserves the right to delete from or add to this programme as may be dictated by circumstances from time to time. This shall include any equipment or testing that has inadvertently been missed from the maintenance programme.

Contract period

The agreement is to commence on 1st April 2025 and is intended to remain in force for a period of one year, with an option to extend for a further two years subject to the satisfactory performance of the contractor. Please note the first visit due under the new contract period is June 2025.

Location

Name and address of site where the contract will be carried out:

- West Cumberland Hospital (WCH), Hensingham, Whitehaven, Cumbria, CA28 8JG

Working hours

Normal working hours are between 08:00 and 16:00 Monday to Friday, work is to be undertaken between these hours unless specifically stated. Please see the following section for variations to these times.

Contract Requirements and Level of Cover

The Client requires a contract for the following services, please note all visits **must** take place in the months stated:

Water Hygiene Testing

All analysis is to be provided by a UKAS accredited laboratory.

Six-monthly domestic water tank sampling (to take place in August and February)

To collect and analyse samples from the cold-water storage tanks for TVC at 22°C and 37° C, Total Coliforms and E. coli.

Ten tanks to be visited twice yearly (20samples per year).

- Phase 1 Plant Room 1 Tank MT1
- Phase 1 Plant Room 1 Tank MT2
- Phase 1 Plant Room 1 Pathology Tank P1
- Phase 1 Plant Room 1 Tank P2
- Phase 1 Wash Down Tank (for courtyard)
- Retained Roof Plant Room J Block Yewdale Ward Tank 12
- Retained Renal Plant Room Tank 16
- Retained Level 2 Plant Room Mortuary Tank 6
- Retained Footsteps Playroom Tank CT1
- Retained Footsteps Cleaners Room Tank CT2

Six-monthly Legionella sampling of the cold-water system (To take place August and February)

Nearest and farthest points to be sampled post flush on a six-monthly basis for Legionella Bacteria 1000ml at detection rate of 20cfu per litre.

Forty-five systems in total to be visited twice yearly (90 samples per visit, pre & post, total 180 samples per year).

Six-monthly Legionella sampling of the hot water system (To take place August and February)

Nearest and farthest points to be sampled post flush on a six-monthly basis for Legionella Bacteria 1000ml at detection rate of 20cfu per litre.

Forty-five systems in total to be visited twice yearly (90 samples per visit, pre & post, total 180 samples per year).

Six-monthly augmented care area sampling (To take place August and February)

Additional 1000ml Legionella post flush samples at a detection rate of 20cfu per litre to be taken in augmented areas, hot and cold sample in each area.

Four areas in total to be visited twice yearly (16 samples per year).

Six-monthly Pseudomonas Aeruginosa sampling (To take place September and March)

The four augmented areas hot and cold outlets are to be sampled PRE flush for Pseudomonas Aeruginosa in accordance with HTM 04-01 Part B twice a year.

Four areas split between both parts of the hospital, 90 outlets to be visited twice-yearly (180 samples per year). **Work is to be carried out from 6am.**

Quarterly clean and descale of shower heads (To take place June, September, December and March)

244 accessible showerheads and hoses are to be visited on a quarterly basis, for cleaning, descaling and disinfection.

Annual Tank inspections Phase 1 and Retained (To take place in August)

Attend site to carry out tank inspections (11 tanks). To be carried out in conjunction with a tank sampling month.

Tanks listed below:

- Phase 1 Plant Room 1 Tank MT1
- Phase 1 Plant Room 1 Tank MT2
- Phase 1 Plant Room 1 Pathology Tank P1 and P2
- Phase 1 loading bay bin wash Tank 5
- Retained Roof Plant Room J Block Yewdale Ward Tank 11 and 12
- Retained Renal Plant Room Tank 16
- Retained Level 2 Plant Room Mortuary Tank 6
- Footsteps CT1 and CT2

Annual Tank clean and chlorination

Attend site to clean and chlorinate the following tanks in accordance with BS8558:2015 and PD855468:2015 (March)

- Phase 1 Tank MT1 - 4.30m x 4.30m x 1.50m
- Phase 1 Tank MT2 - 4.30m x 4.30m x 1.50m
- Phase 1 Pathology Tank P1 - 1.06m x 1.06m x 88cm and P2 - 1.06m x 1.06m x 88cm (chlorine only clean, neutralised and pumped out)
- Retained Roof Plant Room J Block Yewdale Ward Tank 11 (currently empty) - 2.50m x 2.50m x 1.50m and Tank 12 - 2.00m x 2.00m x 1.00m
- Retained Renal Plant Room Tank 16 - 1.4m x 1.25m diameter cylindrical (chlorine only clean, neutralised and pumped out)
- Retained Level 2 Plant Room Mortuary Tank 6 - 82cm x 60cm x 60 cm
- Retained Footsteps Playroom CT1 - 57cm x 15cm x 15cm
- Retained Footsteps Cleaners CT2 - 57cm x 15cm x 15cm
- Level 2 Wash Down Tank (only used for Courtyard) – 50cm x 50cm x 50cm

Telephone Support

The Client requires access to a 24/7 telephone support service as part of the contract.

Accreditations

The Contractor must be a current member of the Legionella Control Association.

Contractors Responsibility (Staff / personnel)

While on the premises, the Contractor shall comply, and shall ensure that their staffs complies with the requirements of the Health and Safety at Work Act 1974 and other relevant legislation, including regulations and codes of practice issued there under and with the authority's own policies and procedures.

All new Contractors attending site for the first time must go through a Maintenance Site Induction.

All Contractors must report to the Estates Office before commencing work during normal working hours. For out of hour's call outs, the Contractor should report to the Security Office where the Shift man/On Call Officer will meet them.

It is imperative that all Contractors also sign out before leaving site.

Visits to the locations are not permitted without the consent of the authorised officer.

All Contractors' employees who attend site shall be DBS checked by the Contractor.

Arrangements for parking will be made by Estates.

The Contractor shall provide its staff with a form of identification that is acceptable to the authority and which staff shall always provide on their first visit to display on their clothing when they are on the authority's premises. Following the Client's site induction, the Contractor's staff will be provided with identification which is to be worn at all times while on site.

Contractor's Tools and Equipment

The Contractor shall provide all necessary transport and equipment, including but not limited to; tools, instruments, test kits, PPE, access equipment, temporary barriers and signage, and first aid equipment that is necessary to carry out the work safely and as detailed in the Control of Contractors documents.

Please note a Surgical Mask may be required in certain areas.. Any Contractor found refusing to comply will be immediately asked to leave site and the matter will classed as non-performance of the contract.

Documents

Method statements, Risk Assessments, Training Certificates and sample service sheets should be included with bidders' submissions.

Review Meeting

The Client requires an implementation meeting with the winning Contractor to be carried out at the start of the contract. This will include a site visit and induction.

Thereafter, the Client reserves the right to request a regular review meeting.

The agenda of these meetings shall be based upon the Contractor's Reports and the maintenance programme and will typically cover:

These will typically cover:

- Planned visit completion review
- Response and resolution times for unplanned work.
- Review and agreement of the value of any additional works

Invoicing and Payment Terms

The Client will raise a multi-year order at the start of the contract and will expect to be invoiced six-monthly in arrears.

To ensure smooth payment of presented invoices, please ensure that maintenance contract work is clearly marked as such with the current purchase order number, together with the name, area and location of the equipment being serviced/service being provided.

Ad-hoc services should be clearly marked as such on the invoice.

Reporting

A detailed report outlining all services that have been undertaken must be completed after every visit. Details must include any work carried out, highlight any issues, and provide recommendations if applicable.

Hard copy reports (where available) should be signed by the Estates Officer/Manager and a copy left with the Client. An electronic copy is to be emailed to estates.WCH@ncumbria.nhs.uk within one week.

Terms and Conditions

Bidders should be aware that any contracts arising from this procurement process shall be subject to the NHS Conditions for the Provision of Services with Maintenance Schedule. A copy can be obtained from:

[NHS Terms and Conditions for the provision of services with maintenance schedule 5 - Aug 2022](#)