

London Construction Programme on behalf of the London Borough of Haringey

Dynamic Purchasing System for Minor Works (DPS)

Service Category Disciplines and Summaries

Version Control

Version	Description	Date Issued
V1	Draft	

Introduction

This document forms part of the Invitation to Participate and must be read in conjunction with all other documents.

This Procurement is for the establishment of a Dynamic Purchasing System for Minor Works for use by the London Construction Programmes current and future members and other Public Sector Contracting Bodies across the UK as set out in the OJEU notice. This document outlines the scope of the Requirements that Suppliers appointed to the DPS must be able to provide.

The DPS is divided into twenty eight main Service Categories as detailed below:

1. Asbestos
2. Brickwork

3. Carpentry & joinery
4. Cleaning & Clearance
5. Demolition
6. Drainage
7. Electrical
8. Energy Efficiency
9. Fencing & Gates
10. Fire
11. Foundations
12. General Construction Multi Trade
13. Glazing
14. Groundworks
15. Heating, gas appliances & installations
16. Highways
17. Landscaping
18. Lifts
19. Masonry
20. Modern Methods of Construction
21. Painting & decorating
22. Plasterwork & other finishes
23. Plumbing
24. Principal Contractor
25. Roofing
26. Scaffolding
27. Specialist treatment
28. Wall, floor, tile & sheet finishes

This DPS is being established to provide public sector organisations with a compliant procurement route for their Minor Works needs. The DPS is intended to provide for Minor Works for any size of project from small discrete works through to large-scale developments and therefore all Construction Related Service Organisations from SME's through to large Companies are encouraged to participate.

The DPS is divided into Service Categories which outline the basis of characteristics of procurements that may be undertaken under the appropriate category.

When a Contracting Body has a specific requirement, it will issue a Call for Competition to all Suppliers admitted to the DPS within the relevant category, detailing the precise requirements. Suppliers are under no obligation to respond and can decide whether they wish to participate in each call for competition.

There is no guarantee that any Call-off Contracts will be placed under the DPS Supplier Agreement by any of the Contracting Bodies.

Scope of Works – All Service Categories

General Requirements

Best Practice

Suppliers admitted to the DPS are expected to demonstrate Best Practice at all times when appointed by members following a DPS call for competition (“Further Competition”). **Health and Safety**

The Suppliers and all persons (including sub-Contractors) employed by them on the provision of construction related multi-disciplinary service shall comply fully with the Health and Safety at Work Act 1974 and all relevant Health and Safety legislation.

Construction (Design and Management) Regulations 2015 (CDMC 2015)

The Construction (Design & Management) Regulations (CDMC 2015) are the main set of regulations for managing the health, safety and welfare of construction projects. Suppliers are required to comply with the relevant legal Duties under CDMC 2015 as appropriate to their role and responsibilities within any Call-off Contract.

CDMC applies to all building and construction work and includes new build, demolition, refurbishment, extensions, conversions, repair and maintenance.

Suppliers providing services on **all projects** must:

- Make sure the client is aware of the client duties under Construction (Design and Management) Regulations 2015 before any work starts.
- Plan, manage and monitor all work carried out by themselves and their workers, considering the risks to anyone who might be affected by it (including members of the public) and the measures needed to protect them.
- Check that all workers they employ or appoint have the skills, knowledge, training and experience to carry out the work, or are in the process of obtaining them.
- Make sure that all workers under their control have a suitable, site-specific induction, unless this has already been provided by the principle Contractors.
- Provide appropriate supervision, information and instructions to workers under their control.
- Ensure they do not start work on site unless reasonable steps have been taken to prevent unauthorised access.
- Ensure suitable welfare facilities are provided from the start for workers under their control and maintain them throughout the work.
- Carry out regular health and safety audits/inspections. Reports detailing the findings shall be forwarded electronically to the CDMC and/or Principal Designer and shall be included within the Contractors monthly report for discussion at project meetings.

In addition to the above responsibilities, Suppliers working on **projects involving multiple disciplines** must:

- Coordinate their work with the work of others in the project team.
- Comply with directions given by the principal designer or principal Contractor.
- Comply with parts of the construction phase plan relevant to their work.

Risk Management

Suppliers need to manage the risks associated with carrying out the construction related services for works described in the scope of requirements effectively. Suppliers need to integrate good practice into their day-to-day operations. BS ISO 31000 is the international standard for Risk Management providing comprehensive principles and guidelines to help organisations with their risk analysis and risk assessments.

Minimum Qualifications

Suppliers must ensure that their work force have the necessary qualifications and holds any relevant certification that demonstrates their ability to undertake tasks in their profession.

Equivalent qualifications are acceptable, but the Suppliers must be able to provide justification and evidence that the alternative proposed qualification and experience meets the requirement detailed.

Note that contracting bodies may choose to validate during Further Competition the minimum qualifications of directly employed employees (and where appropriate Sub-Contractors) identified to provide services on specific call off contracts.

Suppliers are encouraged to hold certification, trade body membership and/or third-party accreditations that demonstrates the capability of the work they are undertaking. **Regulations and Standards**

Suppliers must comply with all Legislation and any other general or specific regulations and/or law that applies to the construction industry or trade as may be updated from time to time.

It is desirable that Suppliers hold accreditations to the relevant standards appropriate to the Service Categories including but not limited to:

- ISO 9000 family - Quality Management Systems
- ISO 14000 family - Environmental management
- OHSAS 18001 - Health & Safety Management
- ISO 45001 – Occupational health & safety

However, LCP Members can ask for additional certifications applicable to the scope of works at the Call Off stage.

Planning Requirements

Ensure all Planning requirements are met and complied with as required.

Standard Forms of Contract

Standard forms of appointment for contractors are available and can be used by the LCP Member, a range of which are listed below but which may be substituted for an LCP Members own depending of the Service of Requirements of the public sector body.

- JCT Minor Works
- NEC3/4
- Federation of Master Builders

Asbestos

This Service Category provides for all skills related to asbestos surveys, for both existing buildings and sites. Work under this service category may include but is not limited to: Asbestos assessment services, asbestos abatement advice, asbestos removal works.

Inspection
Full Management Survey
R&D Survey
Removal
Sample Testing
Site Sample Testing

Brickwork

This Service Category provides for all skills related to Brickwork, including but not limited to the Service

Templates below:

Airbricks & vents
Brick/Block walling
Chimneys
External wall cladding system
Fireplaces

Carpentry and Joinery

This Service Category provides for all skills related to Carpentry and Joinery, including but not limited to the Service Templates below

Canopies & porches
External cladding
External doors
Fascias, soffits & bargeboards
Flooring
Floors, roofs partitions
Garage doors and frames
Internal joinery
Internal timber doors
Ironmongery
Kitchen units and worktops
Miscellaneous fixtures & fittings
Miscellaneous works
Security & controlled door entry works
Shelving, skirting & architraves
Windows

Cleaning and Clearance

This Service Category Cleaning and Clearing, including but not limited to the Service Templates below.

Carpet cleaning
Cleaning & clearance miscellaneous
Construction waste
Disinfestation
Dwelling, garden cleaning and clearance
External communal clearance
Site clearance

Demolition

This Service Category provides for all skills related to Demolition, including but not limited to the Service Templates below.

Demolition - Capital projects
Demolition - Commercial
Demolition - Education
Demolition - Heritage
Demolition - Highways & public realm
Demolition - Housing & residential

Drainage

This Service Category provides for all skills related to Drainage, including but not limited to the Service Templates below.

Clearing blockage, CCTV & testing
Drainage below ground
Drainage miscellaneous
Land drainages and soakaways

Electrical

This Service Category provides for all skills related to Electrical work, including but not limited to the Service Templates below.

Accessories
Air conditioning
Burglar alarm installation
Carbon monoxide detectors
Control equipment
Door bell/door entry installation
Earthing and testing
Electrical appliances
Electrical miscellaneous
Electrical Testing
Electrical work in connection with central heating
Fire alarm installation
General lighting & power
Heat detectors
Luminaires
Rewiring to dwellings
Smoke detectors
Space, point & water heating installations
TV aerial installation
Ventilation
Warden call installation

Energy Efficiency

This Service Category provides for all skills related Energy Efficiency, including but not limited to the Service Templates below.

Energy efficiency miscellaneous
Fabric
Heating
Renewables

Fencing and Gates

This Service Category provides for all skills related to Fencing and Gates, including but not limited to the Service Templates below:

Fencing
Fencing – perimeter and security fencing, site/ property hoarding, window boarding
Fencing miscellaneous
Railings
Sundry repairs

Fire

This Service Category provides for all skills related to Fire, including but not limited to the Service Templates below:

Fire Alarms
Fire doors
Fire miscellaneous
Fire Prevention
Fire Protection (Sprinklers)
Fire Protection-Smoke Vents (Automatic)
Fire Risk Assessment
Lightning services

Foundations

This Service Category provides for all skills related to Foundations, including but not limited to the Service Templates below:

Concrete floor renewals
Foundations miscellaneous
Internal floor renewals

General Construction Multi Trade

This Service Category provides for all skills related to General Construction Multi Trade projects, including but not limited to the Service Templates below:

GCMT - Capital projects
GCMT - Commercial
GCMT - Education
GCMT - Heritage
GCMT - Highways & public realm
GCMT - Housing & residential

Glazing

This Service Category provides for all skills related to Glazing, including but not limited to the Service Templates below:

Convert single to double glazing
Domelights
Double glazed units - Clear float low emissivity (low E) glass
Double glazed units - obscure low emissivity (low E) glass
Double glazed units - Safety Low emissivity (Low E) glass
Glass - clear & obscured
Glass - Laminated
Glass - Polycarbonate
Glass - wired cast
Glazing miscellaneous
Mirrors
Reglaze doors & windows
Secondary glazing
Shower screens
Sundries

Groundworks

This Service Category provides for all skills related to Groundworks, including but not limited to the Service Templates below:

Builders work in connection with incoming services to new external meter positions
Groundworks miscellaneous
Kerbs, channels & edging
Metals stairs, walkways & balustrades
Paths and paving
Steps, stairs and ramps

Heating, gas appliances and installations

This Service Category provides for all skills related to Heating, gas appliances and installations, including but not limited to the Service Templates below:

Gas central heating installation
Gas point, water & heating appliances
Heating boiler controls
Heating, gas appliances & installations miscellaneous
Heating, pumps & valves
Radiators
Solid fuel appliances, flue linings and pipes
Ventilation
Void works
Water tanks

Highways

This Service Category provides for all skills related to Highways, including but not limited to the Service Templates below:

Carriageway works
Drainage
Highways miscellaneous
Illuminated street furniture
Landscaping
Non-Illuminated street furniture
Paving works

Landscaping

This Service Category provides for all skills related to Landscaping, including but not limited to the Service Templates below:

Ductwork, culverts, slow release storage ponds
Ground remediation
Hard landscaping
Horticultural services
Invasive species removal
Landscaping miscellaneous
Minor demolition
Play Equipment
Soft landscaping
Sports Courts
Tree services

Lifts

This Service Category provides for all skills related to Lifts, including but not limited to the Service Templates below:

Installation
Lifts miscellaneous
Planned maintenance
Repairs

Masonry

This Service Category provides for all skills related to Masonry, including but not limited to the Service Templates below:

Masonry miscellaneous
Natural stone
Reconstructed stone
Stone repairs

Modern Methods of Construction

This Service Category provides for all skills related to Modern Methods of Construction, including but not limited to the Service Templates below:

Hybrid construction
Modern methods of construction miscellaneous
Modular buildings
Panellised construction systems
Sub-assemblies & components

Painting and Decorating

This Service Category provides for all skills related to Painting and Decorating, including but not limited to the Service Templates below:

External redecoration
Internal redecoration
Painting & decorating miscellaneous
Preparation - external & internal

Plasterwork and Other Finishes

This Service Category provides for all skills related to Plasterwork and Other Finishes, including but not limited to the Service Templates below:

Plaster coving
Plasterwork miscellaneous
Plasterwork, rendering & screeds

Plumbing

This Service Category provides for all skills related to Plumbing, including but not limited to the Service Templates below:

Condition Surveys
Fittings, equipment, & appliances associated with services
Foul drainage above ground
Hot water cylinders
Pipe insulation
Plumbing miscellaneous
Rainwater gutters
Rainwater pipework
Replumbing hot and cold water installations
Stopcocks and valves
Sundry works
Supply pipework
Underground water mains
Waste pipework and fittings
Water storage tanks
Water treatment

Principal Contractor

This Service Category provides for all skills related to Principal Contractor duties, including but not limited to the Service Templates below. Principal Contractors must comply with the duties and requirements of Construction (Design and Management) Regulations 2015. A Principal Contractor is the contractor with control over the construction phase of a project involving more than one subcontractor.

Principal contractor - Capital projects
Principal contractor - Commercial
Principal contractor - Education
Principal contractor - Heritage
Principal contractor - Highways & public realm
Principal contractor - Housing & residential

Roofing

This Service Category provides for all skills related to Roofing, including but not limited to the Service Templates below:

Asphalt roofing
Clay/concrete roof tiling
Felt roofing
Remedial works
Roofing miscellaneous
Sheet metal roofing
Slate roofing
Sundry works
Vertical Coverings

Scaffolding

This Service Category provides for all skills related to Scaffolding, including but not limited to the Service Templates below:

Lightweight mobile tower
Scaffolding miscellaneous
System scaffolding
Tube & fitting scaffolding

Specialist Treatment

This Service Category provides for all skills related to Specialist Treatment projects, including but not limited to the Service Templates below:

Artex removal
Fungus & beetle eradication & DPC works
Mastic asphalt work
Specialist treatment miscellaneous
Timber treatment

Wall, Floor, Tile and Sheet Finishes

This Service Category provides for all skills related to Wall, Floor, Tile and Sheet Finishes, including but not limited to the Service Templates below:

Ceramic tiles
Contract grade carpeting
Non-slip flooring
Nosings
Polysafe flooring
Quarry tiles
Sheet flooring
Skirtings
Vinyl
Wall, floor, tile, sheet miscellaneous

