
Bath & North East Somerset Council

Welding Services

Volume 3

Specification

INTRODUCTION

The Council has a statutory duty to collect and arrange for the receipt and disposal of household waste and other waste arising within Bath and North East Somerset. As part of this duty, the Council operates refuse and cleansing depots, public Recycling Centres, a commercial weighbridge and recycling operations depot.

The Council is seeking to award a Contract for Welding Services for works required on property and specialist equipment at its Depots and other sites within the district as required. The Contract will commence on 1st December 2019 and continuing for an Initial Term of 3 years with an option for the Council to extend the Contract for up to a further 1 year. This Specification details the Services to be provided by the Contractor.

SPECIFICATION

1. Background Information

- 1.1 The Council wishes to appoint a Contractor able to undertake Welding Services to maintain and repair a range of items, plant and specialist equipment installed and in use at the Council's Depots.
- 1.2 There is no routine maintenance schedule for this work. The Contractor will be called upon to carry out routine and emergency repair Welding Services as and when required by the Council.
- 1.3 The Contract will be for a period of three years, with the option to extend for a further 12 months by mutual agreement. All prices quoted must remain valid for the period of the Contract.

2. Depots

- 2.1 The locations of the Council's Depots where the Welding Services work is required as part of this Contract are as follows:
- 2.1.1 Bath Recycling Centre, Transfer Station and Refuse Depot, Midland Bridge Road, Bath, BA1 3AT
- 2.1.2 Old Welton Recycling Centre, Radstock Road, Midsomer Norton BA3 2AA
- 2.1.3 Pixash Lane Recycling Centre, Pixash Lane, Keynsham, BS31 1TP
- 2.1.4 Former MOD depot, next door to Pixash Recycling Centre, Pixash Lane, Keynsham, BS31 1TP.
- 2.1.5 Radstock Road Cleansing Depot, Radstock Road, Midsomer Norton BA3 2AA.
- 2.1.6 Locksbrook Road Cleansing Depot, Locksbrook Road, Bath, BA1 3EL
- 2.1.7 Ashmead Road Recycling Depot, Unit 3, Ashmead Trading Estate, Keynsham, BS31 1SX
- 2.2 The Depots are open every day of the year except for 25th, 26th December and 1st January. The normal operating hours of the site are as follows:

Days	Normal Operating Hours
Monday – Friday	07.00 – 16.15 hours
Saturdays, Sundays & Bank Holidays	07.00 – 15.45 hours

3. Welding Services

- 3.1 The Contractor shall normally be required to undertake Welding Services within the normal operating hours of the Depots which are set out in sub-paragraph 2.2. However, emergency work may be required outside of these hours if specifically requested by the Council.
- 3.2 The following list provides an indication of the type of equipment that is likely to need Welding work as part of this Contract:
- 3.2.1 Height Barriers

3.2.2 Waste skip / bulk bin / waste bay repairs (including bay walls)

3.2.3 Metal plating

3.2.4 Forklift loading attachments and front end loader machine

3.2.5 Site repair work - fences, gates, signs, hazardous waste cages.

3.2.6 Waste packer equipment, baling equipment, conveyors

3.2.7 Vehicles – fuel tanks, stainless steel water tanks, floors

Please note this list is meant as a guide, it is not exhaustive and other items of equipment and plant are also likely to require Welding Services. Appendix 1 sets out images of a sample of equipment requiring welding work on site.

3.3 The Contractor will be experienced in undertaking Welding Services on a range of heavy duty plant and equipment and have all the necessary equipment to be able to undertake Welding on such heavy plant and machinery, for example lifting gear and jacks.

3.4 All equipment used in the provision of the Service shall be suitable for Welding Services and maintained in a safe condition and meet all legal requirements.

3.5 No labour, machinery or carnage can be made available to assist the Contractor in the provision of Welding Services.

3.6 The Contractor will be responsible for ensuring all Welding Services work is undertaken to British Welding Standards.

3.7 Following completion of a task, the Council will fully inspect the Welding Services carried out. If any of the Welding Services tasks are identified by the Council to be below standard, the work will be photographed and the Contractor's Manager notified within 2 working days of the work being completed.

3.8 The Contractor's Manager will then arrange for any sub-standard work to be examined and further work undertaken to rectify the work within a 10 day period, or before if critical to health and safety.

3.9 The Contractor will be required to comply with all site rules when working at the Depot(s) which will be made available to the Contractor prior to the start of the Contract.

4. Site visit

4.1 Bidders are invited to visit the Council's Midland Road depot in Bath to view the range of Welding Services work required as part of this Contract.

4.2 The visit is scheduled for 10am on Tuesday 22nd October. Should your organisation wish to send up to two representatives, please send the project team a message with their contact names via the ProContract message service.

5. Orders for work

5.1 The Council's Key Personnel named in the Contract are authorised to place orders for Welding Services work as part of this contract. Only orders placed by the named Key Personnel will be paid as part of this arrangement.

5.2 The Council's Key Personnel will contact the Contractor via phone or email to request work for Welding Services. The Contractor will respond to such requests within one working day and arrange a date and time agreed by both parties to visit the site and carry out the work.

5.3 There will be Welding Services work that requires immediate attention, if a suitable date and time for the works to be carried out cannot be agreed, the Council reserves the rights to use an alternative contractor to ensure any disruption to the sites and services provided are limited.

5.4 Once a date and time for the works has been agreed, the Council will issue a purchase order which will need to be quoted by the Contractor against a description of the work on each fortnightly invoice raised to the Council.

6. Communication

6.1 The Council shall pay the Contractor on receipt of a VAT invoice for Welding Services undertaken as part of this Contract within 30 days, unless there are any queries on the invoice.

6.2 The Contractor shall send one invoice to the Council for each individual job and include the following information:

- (a) Date and name of Depot where works undertaken;
- (b) Full description of the Welding Services undertaken;
- (c) Start and finishing time;
- (d) Labour - stating hours and rate charged
- (e) Mileage – stating number of miles and rate charged
- (f) Materials – description and charge applied
- (g) Purchase order number

6.3 The Contractor will provide a Contract Manager for the Term of the Contract. The Contract Manager, or nominated deputy, shall be available to the Council at all reasonable times.

6.4 The Contractor will:

- 4.4.1 attend regular review meetings with the Council, as and when requested; and
- 4.4.2 ensure all complaints are dealt with in a timely and professional manner.

7. Health & Safety

7.1 The Contractor is required to successfully complete the Health and Safety section of the Tender Questionnaire in order to be able to undertake any works at the Council Depots. Only approved contractors are permitted access to the Depots.

7.2 The Contractor must take full note of the requirements of health and safety at work laws in the United Kingdom and incorporate these into all systems design and operational procedures for the provision of the Service. The Contractor shall take particular account of the Health and Safety at Work, etc, Act 1974 (as amended) and all other applicable regulations. The Contractor and its Staff shall adopt safe construction and working practices as laid down in current and future Laws and working rules that apply to its activities under the Contract.

7.3 The Contractor shall be responsible for carrying out all risk assessments and, where necessary, develop safe working procedures for implementing all health and safety recommendations in the delivery of the Service. Copies of all such documentation shall be provided as part of the Service Delivery Plan by the Contractor and any amendments shall need to be submitted to the Council within 15 Business Days of re-assessment.

7.4 The Contractor shall provide personal protective equipment (“**PPE**”) and ensure that PPE is utilised in accordance with the Personal Protective Equipment at Work Regulations 1992 (as amended).

7.5 In line with the Health & Safety Executive (HSE) requirements, the Council operates a ‘Permit to Work System’. The contractor will be expected to adhere to these requirements and report to the appropriate Site Manager to retrieve a permit to work before starting any Welding Services work on site.

7.6 The Permit to Work system will be operated in line with the following HSE Guidance:-

The potential for injury and property damage are such that many companies want to control hot work very closely. One way to achieve this is to operate a written permit system for welding and flame cutting. Sometimes called hot work permits, they aim to ensure that welding and flame cutting does not start until after the risks for that particular task are identified and measures to eliminate or control risk are in place. A permit should specify:

- (a) what work will be done;
- (b) how and when it is to be done;
- (c) what safety and health precautions are needed;
- (d) who is responsible for checking it is safe to start;
- (e) who will check the work is done safely;
- (f) who is responsible for confirming that work is complete and there is no longer a risk from, or to, the people doing the work.

Appendix 1 – Equipment and machinery at the Council Depots

Photo 1 – hookloader vehicle - chassis & tipping system



Photo 2 – Pins on container doors



Photo 3 – Plates within waste compactor



Photo 4 – Patch welding within the hopper



Photo 5 – bulk bins needing sections cut out and replaced and new tops rails



Photo 6 – loading shovel, bucket and clamp work

