

Fire Door Experts Ltd, (FDE), your one stop third party accredited contractor for fire door surveys, installation and maintenance, is pleased to introduce our new:



Fire Door Experts 360[®] Planned Preventative Maintenance Service.

Reacting to client demands for a regular, cost effective and professional maintenance programme to avoid sudden, unexpected expenditure, FDE has developed what we truly believe to be the industry leading Planned Preventative Maintenance Service.

Features:

1. Regular (6 monthly recommended as per BS 9999) inspections of all fire door assemblies in the location / building.
2. Inclusive, labour only adjustments and minor maintenance works to all surveyed doors during the Service visit.
3. Complete report post Service on the condition of each door assembly with costed recommendations or more significant maintenance and repairs as required.
4. BM Trada Q-Mark accredited service to include a Record of Maintenance Activities Form post completion of each Service visit.



Benefits:

1. Regularly updated asset register of your building's fire door assemblies. This ensures the building's Responsible Person fulfils their obligations under the Regulatory Reform (Fire Safety) Order 2005, which places a legal liability on a Responsible Person to ensure that any *"facilities, equipment and devices are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair by suitably competent persons"*.
2. Fixed cost service, enabling better financial planning and control.
3. Fully accredited service, complying with the highest industry standards.
4. Auditable records of 'Fire Door Maintenance'.

Keen to know how this could work for you?
Please see details overleaf!



Standard Service

Includes:

- » Bespoke plan to suit your building's needs.
- » BM Trada Q-Mark accredited service.
- » Regular inspections of all fire doors in the location / building.
- » Inclusive, labour only adjustments and minor maintenance works to all surveyed doors during the Service visit.
- » All elements of each fire door assembly included giving you complete peace of mind.
- » All works follow BM Trada's 'Accepted Repair Techniques' ensuring full compliance.
- » Detailed post Service report on the condition of each door assembly with costed recommendations on more significant maintenance and repairs if / as required.
- » Before & After photographs stored in shared Dropbox folder.
- » Fully Auditable 'Record of Maintenance Activities' form post Service identifying the work carried out to each door assembly, on what date and by whom.
- » Updated Asset Register to form a vital part of the building's O&M Manual.

Adjustments and Maintenance Works include:

Item	Rectification Action
1	Adjust door closer(s)
2	Adjust door selector(s)
3	Adjust door(s) to fit
4	Adjust floor spring(s)
5	Re-fix door stop(s)
6	Service panic bar(s)
7	Re-fix architrave(s)
8	Re-fix glazing bead(s)

Item	Rectification Action
9	Re-fix loose intumescent smoke seal(s)
10	Re-fix loose pull & lever handles
11	Re-fix loose push plate(s)
12	Re-fix loose hinge screw(s)
13	Re-fix loose signage
14	Re-fix surface mounted drop-down seal(s)



Enhanced Service

Includes:

- » **ALL** parts of our **Standard Service**, **PLUS**;
- » Replacement of worn / faulty ironmongery.
- » Make structural adjustments to door assemblies.
- » **ALL** on pre-agreed schedule of rates.

Ironmongery and Structural Adjustments include:

- » Fit new fire rated hinges
- » Fit new intumescent hinge pads (FD60)
- » Fit new fire rated lock
- » Replace regular surface mounted overhead door closers
- » Fit new surface mounted drop-down seals
- » Fit new combined intumescent smoke seals
- » Adjust door frame
- » Resize door - plane edge or add lipping

Conclusion

From initial conversations with a number of clients, Fire Door Experts 360[®] Planned Preventative Maintenance is proving to be extremely popular resulting in limited availability.

As a result, please register your interest now and we will contact you to discuss costs and confirm potential dates when your FDE360[®] service could start.

We trust you will find this proposal of interest and we look forward to hearing from you. In the meantime, if you have any questions or comments on the FDE360[®] service, please do let us know.

Appendix

Accepted Repair Techniques under BM Trada's Q-Mark scheme for maintaining fire doors.

ART Number: 18

* Door-set requires replacement due to damage or a non-fire rated door-set has been fitted.

ART Number: 09

* Door-set has incorrect gaps as a result of poor installation or movement of the frame.

ART Number: 23

* Damage is present for which there is no applicable Accepted Repair Technique.

ART Number: 05

* Door leaf fails to close due to failure / incorrect set-up of closer.

ART Number: 04

* Door leaf too small for frame, resulting in oversize door gaps.

ART Number: 03

* Door frame joints have separated, leaving gaps.

ART Number: 15

* Split lipping at the screw positions for hinges on door leaf.

ART Number: 19

* Appropriate fire door signage not present.

ART Number: 14

* Damaged glazing / glazing beads or poorly fitted glazing system.

ART Number: 12

* Door latch bolt / keep plate or door bolt / socket misaligned preventing leaf from latching / closing.

ART Number: 06

* Door leaf twisted, bowed or cupped preventing it from closing fully.

ART Number: 02

* Over recessed hardware / hardware that has been removed leaving voids.

ART Number: 01

* Repair of damage to lipping.

ART Number: 11

* Perimeter intumescent and / or smoke seals are damaged or partly missing.

ART Number: 13

* Door leaf has dropped due to loose hinge fixing.

ART Number: 08

* Worn hinges causing door leaf to drop, resulting in incorrect gaps / problems with door-set operation.

ART Number: 22

* Smoke control inadequate due to damaged smoke seals, or additional smoke sealing required.

ART Number: 20

* Door frame requires replacement due to damage which is beyond repair.

ART Number: 07

* Door leaf fails to close due to swelling of door leaf caused by moisture absorption.

ART Number: 16

* Architrave needs refitting due to damage or because fire stopping between frame and structural opening requires improvement.

ART Number: 21

* Repairing door frame due to damage.

ART Number: 17

* Door leaf damaged beyond repair and requires replacement.

