

Fire Door Inspection Complete Workflow Solution



From Booking > Inspection > Report/Certificate > Tender Packs > Tender Analysis



Your complete workflow sorted

as seen in

Fire Door Inspections (FDI): System or Admin nightmare?



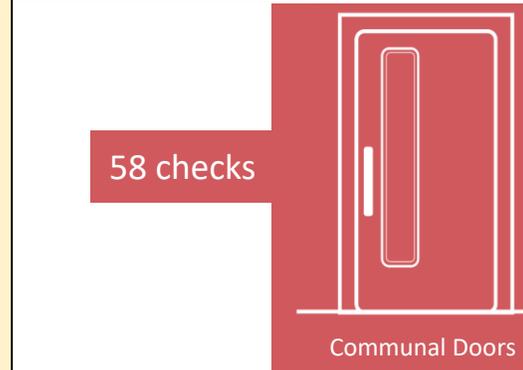
Logistical Nightmare Solved

It is not about inspecting thousands of doors
It is about what to do with hundreds of PDF reports
How to convert that to tender packs
How to collect evidence of works done

Options

Option 1: run by Ringley as part of AM / PM
Option 2: licenced to operator for self use (follow BLUE)

1. Upload names of owners or residents for Apartment door inspections
(we set up your buildings for you, we import your tenants for you – this enables your buildings for FDI)
1. Manage bookings you get access to the DIARY to create booking slots (__ PAGES URLs)
2. Issue 'no show fines' you get EXCEL download (formatted for import into your invoicing system the level of NO SHOW fine can be varied each time bookings are set up)
3. Individual Reports per Apartment
4. Grouped Reports per Block or Site
5. Instant Bill of Quantities
6. Instant Full Tender pack
7. Transparent online tendering process - dashboard to see tenders submitted, chase etc...
8. Bulk Procurement of Works - add your suppliers, 1 click to issue each tender pack [reword tender email]
9. Portal for Owners to submit [upload] proof of remedial works done portal is extra
10. Mechanism for Engineers to review works proof uploaded
11. Diary to schedule next regime of inspections
12. Ringley Law to serve Section 38 Repairs Notices to call for works not done or use your lawyers
13. 1 click to produce schedule of developer install faults (for claims under the Building Safety Act 2022)
14. 1 click to produce schedule of developer to support NHBC and new build warranty claims



Fire Door Inspections: Managing Bookings



2. Open Bookings for Residents

EITHER:

You book inspection slots in the diary

– [reword email template for yourself] uses RAILS MAILER direct from diary

If you want residents to be able to choose their own slots.....

- then we need to SKIN you an App to enable this

On the Residents App

Via a web page

By the Site Staff

Inspection - Fire Door

01. Confirm tour building and unit 02. Date and time of available 03. Contact info

1 Confirm your building and unit

Castle Road 2 2a

2 Date & Time Available

February March

| | | | | | | | | | | | | |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 25 Tue | 26 Wed | 27 Thu | 28 Fri | 29 Sat | 01 Sun | 02 Mon | 03 Tue | 04 Wed | 05 Thu | 06 Fri | 07 Sat | 08 Sun |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|

Choose a time 28 February 2023

| | | | | | | | | | | | |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 10:00 6/6 | 10:30 6/6 | 11:00 6/6 | 11:30 6/6 | 12:00 6/6 | 12:30 6/6 | 13:00 6/6 | 13:30 6/6 | 14:00 6/6 | 14:30 6/6 | 15:00 6/6 | 15:30 6/6 |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|

Support Submit



Welcome back, Ringley Ltd admin (Admin User)

Add Booking

Select Site
Prospect Place

Select Building
Block A - Alderney House

Select Unit
1

Booked For
L Gibson

Select Event
All Events

Booking

Submit Close

| | | | | |
|-------------------|---------------------------|--------------------|---------------|-------------------------------|
| EVENTBOOKING#1892 | Block D4 06 Feb 17:00 | Block D4_Duncansby | Linda Osborne | linda_osborne23@hotmail.co.uk |
|-------------------|---------------------------|--------------------|---------------|-------------------------------|

Fire Door Inspections: Managing Bookings



3. Booking into inspector's diary

Show Booked Meeting Rooms | Show Booked Car | Ben Hedge | Type Meeting id | Search

Day | Week | Month

Mon, April 17

| | |
|-------|---|
| 02:00 | |
| 03:00 | |
| 04:00 | |
| 05:00 | |
| 06:00 | |
| 07:00 | |
| 08:00 | |
| 09:00 | |
| 10:00 | 09:40 - 17:35 Id_125214 Client Name: FDI |
| 11:00 | |
| 12:00 | |
| 13:00 | |
| 14:00 | |

Diary view – for each inspector

Example: User DRAGS and DROPS time in diary to book TIME TICKETS
Each TIME TICKET can contain up to 30 inspection slots

Details: 10 Attendees
Diary Id: 125214
Meeting for: 09:40 to 17:35
Client Name: FDI
Details: 1007s Flat door
Person: BHE
Booked By: LCH
Attendants: BHE
Site: Abbey Court, Cambr
Address: Abbey Court, W
Cambridge, CB25 9LG

4. Inspector download and start inspection by using the App

To-Dos | MANUAL IMPORT

Estate: 0521S
Kentish Town Rd
No.147

#125212

Inspection type: FDI

Block: Castle Street

Booked by: EAS

Note: new STV test

Date: Thursday, 13 Apr 2023

Start

Areas

| TODO | COMPLETE |
|-------|----------|
| 09016 | |
| 09017 | |
| 09018 | |
| 09019 | |
| 09020 | |
| 09021 | |
| 09022 | |
| 09023 | |
| 09024 | |
| 09025 | |
| 09026 | |
| 09027 | |
| 09028 | |

Inspector can add or create a new door on site, on the fly

Areas

River heights- 00001

Create a new area

Select Block *

River heights

Select Fire Door Category *

Select Fire Door Category *

Choose Doors

CONFIRM

Or

CREATE DOOR

CANCEL

Recommendation: Each hour should not be booked for > 7 inspection door inspections
Each day should not be booked for > 56 door inspections per person

Fire Door Inspection Tracker: to monitor progress across the block



5. Result sync back to FDI tracker

FDI Tracker Select Estate* 1000S - Woodside Court, ... Select Year *2023 Select Door Type* *Apartment Select Door Minute All Search

No. of Doors = 20 Export Excel Third Party Certified Download Pdf BoQ Result Collection Page

| Block Name | No of Fire Doors | Inspected | To Do | No Show | Download Pdf | Action Summary | Export Action Summary |
|------------------------|------------------|-----------|-------|---------|------------------------------|--------------------------------|------------------------------|
| Woodside Court block 4 | 5 | 4 | 1 | 1 | Download Pdf | Action Summary | Export Excel |
| Woodside Court block 3 | 4 | 3 | 1 | 1 | Download Pdf | Action Summary | Export Excel |
| Woodside Court block 2 | 4 | 4 | 0 | 0 | Download Pdf | Action Summary | Export Excel |
| Woodside Court block 1 | 7 | 6 | 1 | 1 | Download Pdf | Action Summary | Export Excel |

^ Woodside Court block 4

| Property Ref | Fire Door Name | Inspected | To Do | No Show |
|--------------|----------------|------------|-----------------------------|------------|
| | 18 | 17/01/2023 | | |
| | 19 | 17/01/2023 | | |
| | 20 | 17/01/2023 | | |
| | 21 | 17/01/2023 | | |
| | 22 | | Please Book | 17/01/2023 |



Fire Door Inspection Report

17/01/23

| | |
|--|--------------|
| Ref, Address 1000S - Woodside Court Woodside Court, Guillemont Fields, Farnborough, GU14 9UW | Estate Image |
|--|--------------|

Inspection Details

| | |
|---|------------|
| Report Ref 121306 | |
| Client | |
| Inspected on: 17.01.23 | |
| Site Inspector | Jon Curtis |
| Estate Manager | Jon Curtis |
| Please Note*: Due to ever-changing legislation and the degree of potential risk involved, we are actively checking all fire-safety related things on each and every site visit. Consequently, you will see duplicate action points, particularly with respect to Fire Safety Signage, and the zero tolerance 'Keep Clear' policy being implemented through the communal hallways/stairs and cupboards. | |

| | |
|----------------------|-----------------------------|
| Completion status: | Completed |
| Door Location | Woodside Court block 4 - 18 |
| Inspection booked on | 18/01/2023 |
| Overall condition | Fail - Replace Door |

We incorporate your logo on all Fire Door Reports



Fire Door Maintenance Checklist

| | |
|--|--|
| Site Ref: 1000S - Woodside Court - (Block - Woodside Court block 4) Woodside Court, Guillemont Fields, Farnborough, GU14 9UW | |
| Estate Manager: Jon Curtis | |
| Generated On: 2023-04-17 | |
| Generated By: | |

6. Report for each single door and summary result for the whole building

| | |
|--|------------------|
| Total pass | 0 |
| Total fail and remedial works required | 0 |
| Total fail and need to replace | 4 |
| Total fail and need to replace the door sets | 0 |
| Report by: | Libby Chen ISFM |
| Signature: | |
| Approved by: | Jon Curtis MRICS |
| Signature: | |

Fire Door Inspection Certificates



7. Certificates Issued

To support Asset Sales or pre-sales packs for leaseholders we issue PDF PASS/FAIL Certificates

We incorporate your logo on all certificates

FIRE DOOR INSPECTION CERTIFICATE

PASS

Building Surveying & FM RINGLEY

Ringley Building Surveying & FM hereby certifies that the Apartment Fire Door at

**22 Wuthering Heights
Anytown
Anywhere**

has been inspected by a qualified Fire Door Inspector

SCOPE OF INSPECTION
40 checks covering
door condition, thickness, 3rd party certification
frame seals gaps around door hinges
closer operation door furniture CE markings

Certificate No: ##### Date: dd/mm/yyyy Issue Date: dd mm yyyy
Expiry Date: dd mm yyyy

Signed by the Fire Door Inspector _____ Date _____

Signed for and on the behalf of the Ringley Building FM & Surveying _____ Date _____

This certificate is issued following a single inspection carried out by a qualified fire door inspector. It does not warrant the condition of the door after the inspection date, should any repairs or replacement be undertaken, or the door loses integrity due to wear and tear, or removal of door closures, or other tampering.

RINGLEY HOUSE, 1 CASTLE ROAD, LONDON, NW1 5PL, UK. REGISTERED IN ENGLAND NO 03302438 TEL:0207 287 2800 WWW.RINGLEY.CO.UK

FIRE DOOR INSPECTION CERTIFICATE

FAIL
REMEDIAL WORKS REQUIRED

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FIRE DOOR INSPECTION CERTIFICATE

FAIL
NEW DOORSET REQUIRED

Building Surveying & FM RINGLEY

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SCOPE OF INSPECTION
40 checks covering
door condition, thickness, 3rd party certification
frame seals gaps around door hinges
closer operation door furniture CE markings

Certificate No: ##### Date: dd/mm/yyyy Issue Date: dd mm yyyy
Expiry Date: dd mm yyyy

Signed by the Fire Door Inspector _____ Date _____

Signed for and on the behalf of the Ringley Building FM & Surveying _____ Date _____

This certificate is issued following a single inspection carried out by a qualified fire door inspector. It does not warrant the condition of the door after the inspection date, should any repairs or replacement be undertaken, or the door loses integrity due to wear and tear, or removal of door closures, or other tampering.

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Expiry Date: dd mm yyyy

Signed by the Fire Door Inspector _____ Date _____

Signed for and on the behalf of the Ringley Building FM & Surveying _____ Date _____

This certificate is issued following a single inspection carried out by a qualified fire door inspector. It does not warrant the condition of the door after the inspection date, should any repairs or replacement be undertaken, or the door loses integrity due to wear and tear, or removal of door closures, or other tampering.

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Fire Door Inspections : Robotic & Tendering



Invitation email ready

Bill of Quantities of Fire Door Faults

The Ringley Group

London 020 7267 2900
 Manchester 016 1376 3276
 Cardiff 033 0174 7747

- Option 1: Cardiff
- Option 2: Estate & Block Management
- Option 3: Legal Services
- Option 4: Survey & Engineering
- Option 5: Lettings, Management & Sales



Ringley House,
 1 Castle Road,
 Camden Town,
 London NW1 8PR
 solutions@ringley.co.uk
 www.ringley.co.uk

We incorporate your logo on
 - all Tender Packs and
 - Bill of Quantities

| Item | Door Repairs | Fault | Details (Door number - floor level & location) | Price per fault | Total Price | Vat @ 20% | Total |
|------|---|-------|---|------------------------|-------------|-----------|-------|
| 1.1 | "Fire Door Keep Shut" signs missing ⓘ | 0 | | | | | |
| 1.3 | Smoke Seals/Intumescent Strips in poor condition ⓘ | 10 | 10 - & flat 10 , 12 - & flat 12 14 - & flat 14 , 16 - & flat 16 3 - & flat 3 , 5 - & flat 5 6 - & flat 6 , 7 - & flat 7 8 - & flat 8 , 9 - & flat 9 | £ <input type="text"/> | | | |
| 1.4 | Door leaf doesn't have 3 or more hinges ⓘ | 0 | | | | | |
| 1.5 | Loosing screws to the hinges ⓘ | 1 | 13 - & flat 13 | £ <input type="text"/> | | | |
| 1.6 | hinges not free of metal fragments, oil leakage, wear ⓘ | 0 | | | | | |
| 1.7 | Tighten loose screws to ironmongery ⓘ | 0 | | | | | |
| 1.8 | Change ironmongery that is not CF BSEN | 9 | 10 - & flat 10 11 - & flat 11 | £ <input type="text"/> | | | |

8. Bill of Quantities

Automatic touch of a button generation of the Bill of Quantities and full tender PDF pack which comprises:

- Title page
- Preliminaries
- Materials & Workmanship
- Bill of Quantities (2 pages: Residents and Communal)
- Tender Collection Summary

- 1) user's responsibilities
- 2) Developer's responsibilities

9. Digital Tendering

The User can enter the prices (text book prices) which triggers instant calculation of price variance for analysis

You share the BIG DATA system benchmarking of average prices per door repair/replacement component which gives instant reality checks against prices submitted.

Fire Door Inspections : Developer faults



10. Developer and NHBC warranty claims

One click creates a SUB REPORT which shows all the 'install faults' to assist with collateral warranty, NHBC/Build Guarantee and Building Safety Act 30 year claims.

We incorporate your logo on

- Bill of Quantities of faults for NHBC claims
- Bill of Quantities of Developer/install faults

13 of 35 faults are considered 'installation faults'

FDI Tracker

Select Estate* 0547S - 204 units @ Str... Select Year *2023 Select Door Type* *Apartment Select Door Minute All Search

No. of Doors = 202

Export Excel Third Party Certified Download Pdf BoQ Result Collection Page

| Block Name | No of Fire Doors | Inspected | To Do | BoQ | Download Pdf | Action Summary | Export Action Summary |
|---------------|------------------|-----------|-------|--|--------------|----------------|-----------------------|
| HA block | 42 | 29 | 13 | User FDI BoQ Whole FDI BoQ Developer FDI BoQ | Download Pdf | Action Summary | Export Excel |
| River heights | 160 | 107 | 53 | 11 | Download Pdf | Action Summary | Export Excel |

^ HA block

^ River heights

Fire Door Inspection: Tender Process



11. Tender invitations

Easy to add details of contractors to tender to
Or pick from the database which contains approved fire door installers nationwide

Show 10 entries

| Company Name | Company Email | Company Address | Invitation |
|-------------------------------|-------------------------------------|--|-----------------------------------|
| Sachin Ranjan | sachin.ranjan@unthinkable.co | | Send Invite Email |
| Prince Breja | prince.breja@unthinkable.co | | Send Invite Email |
| ADCAS | enquiries@adcas1997.co.uk | Park View Road West Park View West Industrial Estate Hartlepool TS25 1PG | Send Invite Email |
| Libby | fm.helpdesk@ringley.co.uk | | 2023-05-11 |
| London Fire Solutions Limited | iimhannon@londonfiresolutions.co.uk | Pentlands House Saracen Close | Send Invite Email |

Tender invitation history and answer received date

| Door Type | Name | Email | Invitation Sent | Form Filled |
|-----------|---------------|------------------------------|-----------------|-------------|
| Apartment | Sachin Ranjan | sachin.ranjan@unthinkable.co | 2023-03-20 | |
| Apartment | Prince Breja | prince.breja@unthinkable.co | 2023-05-10 | |
| Communal | Libby | fm.helpdesk@ringley.co.uk | 2023-05-11 | |

We incorporate your logo on - all Tender Packs

Suitable Tenderers should be added from approved installers such as these:
1 Click Quick Link to each of these websites on screen

<https://www.bmtrada.com/certified-companies>

[https://www.asdma.com/third-party-](https://www.asdma.com/third-party-certification)

[certificationhttps://bafesearch.secure.force.com/wb/wbCompanyListing](https://bafesearch.secure.force.com/wb/wbCompanyListing)

<https://www.bwf.org.uk/find-a-supplier/>

12. Automated Tender Analysis

There is also a touch of a button Tender Analysis Report to the Alternative 1 of the Code of Procedure for single stage Selective Tendering, published by the National Joint Consultative Committee of Architects, Quantity Surveyors and Builders

| Schedule 2 - Communal Fire Doors | | libby test - christianoamatruda4@gmail.com Accept Reject | | | |
|----------------------------------|--|--|-----------------|-----------|--------------|
| Item | Door Repairs | Fault Count | Price per fault | Net Total | Ringley rate |
| 1.1 | "Fire Door Keep Shut" signs missing | 2 | 32.0 | 76.8 | £5.99 |
| 1.3 | Smoke Seals/Intumescent Strips in poor condition | | | | £21.49 |
| 1.4 | Door leaf doesn't have 3 or more hinges | | | | £14.36 |
| 1.5 | Loosing screws to the hinges | 1 | 7.0 | 8.4 | £14.36 |
| 1.6 | hinges not free of metal fragments, oil leakage, wear | 6 | 22.0 | 158.4 | £25.32 |
| 1.7 | Tighten loose screws to ironmongery | 1 | 8.9 | 10.68 | £5.0 |
| 1.8 | Change ironmongery that is not CE BSEN 1935 grade 13 marked (lock) | 1 | 0.99 | 1.19 | |
| 2 | Top: Gaps non-compliant | 56 | 53.0 | 3561.6 | £15.0 |
| | compliant | 65 | 334.0 | 26052.0 | £15.0 |
| | compliant | 34 | 12.0 | 489.6 | £15.0 |
| | compliant | 27 | 58.0 | 1879.2 | £15.0 |
| | fire door frame | 5 | 91.87 | 551.22 | £25.32 |
| 2.0 | replace glazing panel with safety glass? | | | | |
| 2.6.1 | 200*750 | 1 | 4.97 | 5.96 | £50.35 |
| 2.6.2 | 200*1450 | 1 | 52.0 | 62.4 | £100.7 |
| 2.6.3 | 200*488 | 1 | 10.98 | 13.18 | £35.8 |
| 2.6.4 | 200*688 | 1 | 98.0 | 117.6 | £45.0 |

You share the BIG DATA system benchmarking of average prices per door repair/replacement component which gives instant reality checks against prices submitted.

Fire Door Inspection: Initial Setup



13. Ringley OAUTH Login

Login to Ringley OAUTH can provide you access to all FDI relevant web page

You provide us with

1. a list of your HQ Staff Users who will run the Bill of Quantities etc... And,
2. a list of your Fire Door Inspectors

We give them access to the system with a temporary password via OAUTH. They are required to **CHANGE** their password to a secure password on 1st login.

After initial set up - you can maintain your authorised user list. The initial setup is just for speed as we can import an EXCEL of your desired user list.



Users download the App

