



European Union
European Structural
and Investment Funds

GIROSCOPE

Giroscope Limited

**Tender for the Repair and Refurbishment to the aisle roofs of the
former St Matthews Church, Hull**

Tender Reference: CLLD0026 Item 1

INVITATION TO TENDER (GOODS & SERVICES) (ITT)

Pre-Construction Information

CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015

PRE-CONSTRUCTION INFORMATION

INTRODUCTION

‘Pre-construction information’ means information in the client’s possession or which is reasonably obtainable by or on behalf of the client, which is relevant to the construction work and is of an appropriate level of detail and proportionate to the risks involved, including:-

Regulation 2 - Interpretation

- a) information about-
 - (i) the project
 - (ii) planning and management of the project
 - (iii) health and safety hazards, including design and construction hazards and how they will be addressed, and
- b) information in any existing health and safety file

Regulation 4 – Client Duties

A client must provide pre-construction information as soon as is practicable to every designer and contractor appointed, or being considered for appointment, to the project.

1. THE PROJECT

1.1 PROJECT BRIEF

Project Description: The total proposed works will involve the refurbishment of the church, and installing mezzanine levels to both the southern and northern aisles of the former church. These mezzanines will have rooms constructed upon them with space for a gallery/walkway facing the nave. A small narthex will be constructed at the western entrance, situated underneath a walkway connecting the two mezzanines. This will double as a viewing area for the War Memorial window.

The roofs of each aisle will be replaced with an insulated warm roofs allowing for roof lights to be installed. Stair and lift access will also be installed to the mezzanines. Below the mezzanines a toilet and kitchen area will be constructed.

A new heating system in the building incorporating underfloor heating to the nave is to be installed. Other plumbing and electrical works will be carried out where necessary and appropriate. Other repairs and renewals will be made to the fabric of the building as part of this project.

Planning Reference: 21/01201/FULL Change of use from church to mixed use community facility, including cafe, business/workshop space, meeting and teaching room, event space, education zone, community market.

External alterations including installation of conservation style roof lights to north and south aisle roofs, installation of photovoltaic panels on nave roof, new fire escape door with a new external staircase in east elevation of the tower, and creation of external ramps (revised resubmission of 20/00935/FULL) | Former St Matthews Church Boulevard Kingston Upon Hull HU3 2TA.

*Planning approval and Listed Building consent now achieved subject to Conditions.

The proposed works for this tender comprises of:

- The repair and renovation of the aisle roofs (north and south)
- The installation of insulation to the aisle roofs
- The installation of 20no. conservation style velux windows.
- Any necessary leadworks repairs
- Any necessary replacement of rainwater goods

1.2 KEY DATES

Planned date for the commencement of the construction work: To be agreed.

Construction Period: Estimated 8 weeks – to be agreed.

Minimum time allowed between the appointment of the Contractor and commencement of work on site: to be agreed.

1.3 PARTIES

Client:	Martin Newman, Giroscope Ltd, 69 Coltman Street, Kingston upon Hull, HU3 2SJ
Designer:	Integreat Plus, Offices 25 & 26 New Mesters, 53 Mowbray Street, Sheffield, S3 8EN
Structural Designer/Engineer:	Collins Hall Green, Courtwood House, Silver Street Head Sheffield, S1 2DD
Mechanical & Engineering Services:	Kinetic Engineers Ltd Unit 6 Kingsway House Kingsway Gateshead Tyne and Wear NE11 0HW
Principal Contractor	Giroscope Ltd, 69 Coltman Street, Kingston upon Hull, HU3 2SJ

2. PLANNING AND MANAGEMENT OF THE PROJECT

2.1 RESOURCES AND TIME

Planning for and managing the construction work –

Client liaison contact: - Stuart Beagle

Email: CLLD@giroscope.org.uk

Phone: 01482 576 374

It is the intention that adequate time will be allowed for this project to be completed with no safety incidents or accidents on site.

2.2 ARRANGEMENTS TO ENSURE CO-COPERATION AND CO-ORDINATION

Preparation work in the pre-construction phase should contribute to the delivery of positive health and safety outcomes. The project group will be brought together as early as possible in the project and then on a regular basis, to ensure everyone carries out their duties to achieve this. This will be done as part of the normal process. Regular meetings will be held as an effective way to:

- 1) Discuss the risks that should be addressed during the pre-construction phase
- 2) Decide on the control measures to be adopted
- 3) Agree the information that will help in the preparing on the construction phase plan.

The Construction Phase Plan shall include the Contractor's arrangements for:

- Regular liaison between parties on sites
- Exchange of design information between the designers and contractors on site
- Handling of design changes during the project
- The selection and control of sub-contractors
- The exchange of health and safety information between sub-contractors
- Security site induction and on-site training
- Welfare facilities and first aid
- The reporting and investigation of accidents and incidents, including near misses
- The production of risk assessments and method statements
- Site rules
- Fire and emergency procedures
- Liaison with local residents etc as necessary.

3. HEALTH AND SAFETY HAZARDS ON SITE

3.1 SAFETY HAZARDS

1. Boundaries and access: The boundaries of the site are indicated on the Integreat Plus drawing **A098 – Site Location Plan**.

Access to the front of the property is off Boulevard and there is side access off Selby Street.

2. Adjacent Land Uses: The property is located in a predominately residential area to the West of the city centre.
3. Location of existing services: There are no existing utility service drawings available.

The property is connected to mains electricity, gas, water and drains.

Prior to commencement of work on site all areas affected by the work are to be inspected by a suitably qualified operative to confirm that no services will be disturbed by the proposed works.

3.2 HEALTH HAZARDS

1. Due to the age of the building, there is no reason to believe that there is any asbestos present. Should any further suspicious material be discovered, stop work immediately, seal off the area, inform the Contract Administrator and await further instructions. The Contractor must ensure all site operatives are aware of the above procedures prior to commencement of any demolition and stripping out.

Where the scheme involves asbestos removal, the Contractor must provide for inclusion within the Health and Safety file both Air Clearance Test Certificates and Disposal Certificates from a suitably licensed tip.

2. Existing Storage of hazardness materials: Not Applicable
3. Contaminated Land: Not Applicable
4. Existing Structures containing hazardous material: Prior to commencement of work on site the Client will confirm that there are no hazardous materials contained within the existing structure.
5. Health risks arising from Client's activities: Not Applicable
6. Coronavirus: Comply fully with all Government guidelines issues with regard to the virus.

3.2 SIGNIFICANT DESIGN AND CONSTRUCTION HEALTH AND SAFETY HAZARDS

1. Design Liaison: All designers will continue to liaise throughout the construction phase of the scheme.

2. Significant risks identified during the design:

- Coronavirus
- Working in a building will be undergoing parallel construction work during the contract period
- The safety of adjoining residents and visitors
- The safety of pedestrians in the vicinity of the site
- The safety of vehicles in the vicinity of the site
- Delivery of materials in a residential area
- Unloading of materials in a residential area
- Demolition/Stripping out works generally
- Working at height
- Working with live services
- Working with live drains
- The effects of excessive noise on adjoining residents
- The effects of excessive dust and dirt on adjoining residents