

Hillside, Hugh Town

Internal and external works package

Client:	Council of the Isles of Scilly	Site Address:	Hillside, Hugh Town, St Mary's, Isles of Scilly
Contract Administrator:	Currie & Brown	Contractor:	To be confirmed
C&B Ref:	4101280-100	Issue date:	20.11.2020

ITEM	DESCRIPTION		COST
1.0	SECTION 1 – GENERAL PROVISIONS AND CONTRACT DETAILS		
	<u>Refer to preliminaries section of the tender package</u>		
1.1	<p>Scope of Works by the Contractor:</p> <p>The Contractor shall:</p> <ul style="list-style-type: none"> Carry out everything necessary for the proper execution and completion of the works, whether or not described in this specification or in the attached drawings, provided the same may reasonably be inferred therefrom and is to include all necessary allowances when tendering. Provide general attendance of one trade upon another and upon all sub-contractors, including the provision of facilities, plant etc, carrying out all sundry and jobbing works and making good etc, necessary for the proper execution of the works. Be responsible for liaison with and co-ordination of all works by the various trades and Sub Contractors and. put in hand any works such as cutting chases, holes or mortices, providing fixings, plant or temporary services to avoid conflict with other work. Provide and install all necessary plant, scaffolding, temporary shoring and supports, tools etc. including hoists, ladders, planking, tackle, trestles, storage facilities, vehicles etc. together with all fixings and fittings and is to alter, adapt and maintain as necessary for the use of all trades including those required by Sub-Contractors, for proper execution of 		

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	<p>the work and shall remove them and make good any damage before completion.</p> <ul style="list-style-type: none"> • Provide and maintain during the Works all incidental shoring, strutting, needling and other supports as may be necessary to preserve the stability of existing structures on the Site or adjoining that may be endangered or affected by the Works. • Provide and install all necessary temporary services including artificial lighting, electrical power etc. required for the works together with all fixings and fittings and is to alter, adapt, move and maintain as necessary and shall remove them and make good any damage before completion. Where existing supplies can be used, the Contractor shall check their adequacy for his use and where inappropriate, make all necessary arrangements and pay all charges to enable him to use them if he so requires. • Comply with and give all notices required by any Act of Parliament, By-Laws and Regulations of Local Authorities and Statutory Undertakings, together with any local Police requirements and pay all those charges legally demandable and incurred in respect of these works, except for the Building Regulations which will be paid by the Employer. • Ascertain the location of all services (including those underground or overhead) drains or sewers, etc within the vicinity of the works before commencing site operations and shall maintain and protect the same at all times during the contract and make good any damage or pay any costs or charges in connection therewith. • Inform the Contract Administrator of any additional repairs which are outside the scope of this specification before the specified works are carried out, however, no additional work is to be carried out without his written instructions. provide all safety, health and welfare measures and amenities for his own workmen and for those of any Sub Contractors as laid down in all Health & Safety Legislation applicable to this contract and maintain all safety measures required thereunder. • Remove all rubbish, debris and surplus materials from the site as work proceeds including any existing or occasioned by Sub Contractors, and shall keep the site and surrounds clean and tidy at all times. • Ensure that the structure and services of the property including all fixtures, fittings and finishes etc., (whether new or existing to be retained) are protected against falling objects, dust, damage, frost, inclement weather or other hazards throughout the contract by providing all necessary covering, guards, dust sheets, screens, tarpaulins etc. and making good at his own expense any damage caused the inadequacy thereof • Move all furniture and take up and relay any carpet in occupied premises as necessary in order to facilitate the works. 		
	<ul style="list-style-type: none"> • On completion of the works, dismantle and remove all plant and temporary work, clear away all rubbish, debris and surplus materials and shall thoroughly clean all surfaces including any affected portions of the existing premises, both 		

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	internally and externally including removing all stains and paint splashes, touching up any damaged decoration and cleaning all parts, to leave the site clean and perfect to the satisfaction of the Contract Administrator.		
1.2	Site Administration: The Contractor must: <ul style="list-style-type: none"> • Ensure that all work, including that of Sub-Contractors, is adequately supervised at all times by a competent foreman. • Take all reasonable care in order to confine the area of building operations to a minimum necessary for completion of the works. • Keep all persons (including those employed by the Sub Contractors), under his control and within the boundaries of the site. • Obtain all necessary permissions where the execution of the works requires workmen to enter upon adjoining properties prior to such works being executed. • Safeguard the Site, the Works, products, materials and any parts of the existing building affected by the works from unauthorised access, damage and theft and provide all necessary facilities to do so. • Indemnify the Employer against all claims or actions for damages arising from failure to comply with the above. • Allow for attending meetings as notified by the Contract Administrator. • Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin and other causes. • Make every effort to keep noise and disturbance to the occupier of the site and surrounding premises to a minimum. • Retain copies of maintenance instructions and guarantees delivered with components and equipment and keep safe for handover to the CA on completion. • Take all necessary precautions to prevent personal injury, death, and damage to the Works or other property from fire. Comply with Joint Code of Practice 'Fire Prevention on Construction Sites' published by the Building Employers Confederation and the Loss Prevention Council. 		
2.0	SECTION 2 – CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS & PREAMBLES		
2.1	The contractor is to allow for following the procedures of the CDM Regulations and performing the duties of principle contractor.	Item	
2.2	All work implemented to the premises as specified within Section 3 of this report are to be undertaken in accordance with good building practice and in compliance with current British Standards and Code of Practices.	Item	
2.3	All works are to be undertaken to ensure compliance with current Building Regulations where applicable and the Contractor will be	Item	

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	responsible for submitting a Building Notice if necessary and to obtain a Completion Certificate prior to Practical Completion being issued.			
2.4	Materials Generally: Materials and goods shall be of the best quality of their respective kinds, British Standard Specifications (referred to herein as BS) shall apply unless otherwise stated. Where the name of a proprietary material has been used or referred to in a preamble note or in descriptions, unless otherwise described that proprietary material shall be handled, stored and used strictly in accordance with the manufacturer's recommendations, instructions or specifications. It is the Contractor's responsibility to obtain such details and inform all Sub Contractors and operatives of the requirements and restrictions contained therein.			
2.5	Substitution of Products: No substitution of specified products will be permitted without approval. Such approval will only be granted if the contractor submits documentary evidence that the alternative product is equivalent in respect of material, safety, reliability, fitness for purpose, compatibility with adjacent construction, availability of compatible accessories and, where relevant, appearance. Any proposal for use of an alternative product must also include proposals for substitution of compatible accessory products and variation of details as necessary, with evidence of equivalent durability, fitness for purposes and appearance of the construction as a whole.			
2.6	Workmanship Generally: Where not fully described herein all works shall be carried out in accordance with current British Standard Codes of Practice and where none apply, shall be carried out to accepted good practice and to the satisfaction of the Contract Administrator. Subject to any specific requirements stated later, fix everything that is intended to be fixed in such a manner that it stays fixed.			
2.7	Workmanship Definitions:			
	Fix Only	All labours in unloading, handling, storing and fixing in position, including use of all plant.		
	Remove	Disconnect, dismantle as necessary and remove the stated element, work or component and all associated accessories, fastenings, supports, linings and bedding materials, and dispose of unwanted materials. It does not		

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		include removing associated pipework, wiring, ductwork or other services.		
	Keep for Reuse	During removal prevent damage to the stated components or materials, and clean off bedding and jointing materials, stack neatly, adequately protect and store until required by the Employer or for use in the Works as instructed.		
	Replace	Remove the stated existing components, features and finishes; provide and fit in lieu new components, features or finishes which, (unless specified otherwise, must match those which have been removed) and make good as necessary.		
	Repair	Carry out local remedial work to components, features and finishes, resecure or refix as necessary and leave in a sound and neat condition. It does not include replacement of components or parts of components or redecoration.		
	Make Good	Carry out local remedial work to components, features and finishes which have been disturbed by other, previous work under this Contract and leave in a sound and neat condition. It does not include replacement of components or parts of components, redecoration.		
	Ease	Make minor adjustments to moving parts of the stated component to achieve good fit in both open and closed positions and ensure free movement in relation to fixed surrounds and make good as necessary.		
	To Match Existing	Use products, materials and methods to match closely all visual characteristics and features of the existing work, with joints between existing and new work as inconspicuous as possible.		

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3.0	SECTION 3 – SCHEDULE OF WORKS			
3.1	Rationale behind the works			
	This schedule of works comprise of planned maintenance works for the property named Hillside, derived from the stock condition			

	survey and recent follow up inspections of council owned, residential buildings.		
3.2	<u>Internal package</u>		
	Water ingress to WC <i>Damp caused by water ingress in WC extension where it is single block construction.</i>	Note	N/A
3.2.1	<u>Expose wall masonry on internal face</u> Strip and dispose of wallpaper finishes on all wall faces within the WC and allow to dry out the external block wall.	Item	
3.2.2	<u>Wall treatment</u> Allow to treat the internal face of the 1nr external masonry wall to the right hand side upon entering the room, with 2 coats of 'Sika Damp Stop' or similar approved, in accordance with manufacturer's instructions. Ensure the surface of the wall surface is dry and free from anything that may interfere with adhesion prior to application. Allow to dry for the recommended curing times after each coat application.	Item	
3.2.3	<u>Dry lining</u> Allow to supply and install 'Gyproc Wallboard Duplex' or similar vapour control backed plasterboard upon timber battens on the treated external wall only and skim following the manufacturers guidance for the plaster skim.	Item	
3.2.4	<u>Redecorate / make good</u> Allow to redecorate all WC wall surfaces using a base coat and 2nr coats of 'Dulux Easycare Bathroom Paint Pure Brilliant White'.	Item	
	Windows <i>Localised blown glazing units resulting in localised damage to decorative finishes.</i>	Note	N/A
3.2.5	<u>Glazing units</u>	Item	

	<p>Allow to carefully remove and replace 2nr blown double glazed units within the bathroom and lounge, to match existing. Maintaining the existing windows.</p> <p>Allow to measure up existing windows prior to order.</p>		
3.2.6	<p><u>Redecorate / make good</u></p> <p>Apply 'Granocryl Fungicidal Wash' to painted surfaces exhibiting damp related damage as a result of the defective window seals following manufacturers instructions.</p> <p>Allow for recommended curing time then decorate using suitable approved paint, colour to match existing.</p>	Item	
3.3	<u>External package</u>		
	Protection, Access Requirement		
3.3a	The Contractor has the choice to utilise scaffolding or working access platforms to undertake works as long as they can prove compliance with the Working at Height Regulations 2005 and all other statutory legislation / HSE Guidance. Should scaffolding be used it is to comply with the following:		
3.3.1	The Contractor is to provide safe and install suitable scaffold access to enable all external works to be undertaken. Where the building dictates that sectional, scaffold towers, hanging or cantilevered scaffolding is required, an allowance must be incorporated.	Item	
3.3.2	Ensure that where scaffolding needs to be installed adjacent or in close proximity to pedestrian routes that a suitable gantry is installed which is fully boarded with polythene protection beneath the scaffold board. Provide double guard rails and toe boards to all perimeters. All to be agreed with CA and Health & Safety Officer as identified within the Contractors Health & Safety Plan.	Item	
3.3.3	The scaffolding to be installed must have no irregularities/projection capable of causing personal injury or damage to vehicles or pedestrians during the course of the works.	Item	
3.3.4	The Contractor is to provide ladders, tressels, tower scaffolding, etc., to facilitate the works not readily accessible from main scaffolding.	Item	
3.3.5	All ladders are to be locked in horizontal position at the end of each working day above first floor lifts.	Item	
3.3.6	The Contractor will be responsible for applying to the Local Authority to erect scaffolding to any elevation where support off a public footpath is required. Such must be obtained prior to erection of any scaffolding.	Item	

3.3.7	The Contractor is to allow for a non maintained scaffolding alarm fitted to all scaffolding erected to the premises. To include PIR and motion detectors.	Item	
3.3.8	The Site Agent is to maintain a scaffolding inspection register. Copies to be provided to the Contract Administrator at each formal site inspection. The Contractors attention is drawn to any pedestrians entrances.	Item	
3.3.9	The Contractor is to be provided and sufficient access to all internal areas to enable all specified works to be undertaken safely.	Item	
3.3.10	Prior to any access towers/staging being erected, the Contractor is to forward the CA a method statement and risk assessment for consideration.	Item	
3.3.11	Method statements and risk assessments must be submitted to the CA for all works undertaken at height and should clearly demonstrate compliance with the Working At Height Regulations 2005.	Item	
3.3.12	Any use of Ladders proposed by the contractor must be compliant with the Working at Height Regulations 2005 and the HSE guide "safe use of ladders and stepladders." To the satisfaction of the CA/principle designer.	Item	
3.3.13	The building is occupied by residential occupants and consideration must be given to those occupants. The Contractor is to ensure access is not restricted in any way, especially at the end of each working day.	Item	
3.3.14	All scaffolding is to be erected, maintained, dismantled in accordance with the Local Authority requirements (scaffold licensing), where applicable and all other current regulations, Guidance Notes or Codes of Practice.	Item	
3.3.15	The contractor is to allow for safe storage of all materials. To be kept locked and secured between delivery and carrying out the works.	Item	
3.4	Health & Safety		
3.4.1	The Contractor is to be fully responsible for ensuring the safety of his operatives whilst working on site and to ensure that all scaffolding for access is arranged in accordance with current regulations and Code of Practice.	Item	
3.4.2	The Contractor is to ensure all necessary C.O.S.S.H. sheets are obtained for relevant material use within the specification and that all requirements detailed within the sheet are followed to ensure the manufacturers recommendations and requirements are fully complied with.	Item	
3.4.3	The scaffold feet should bear onto doubled-up scaffold boards or similar to spread the load from individual uprights. The scaffold design should be provided by the supplier and the applied loads reviewed by the CA.		

	Chimney <i>Aged style, stack reconstruction to include DPC tray and leadwork.</i>	Note	N/A
3.5.1	<u>Stack deconstruction</u> Allow to deconstruct existing rendered chimney stack below roof covering and prepare surface to allow reconstruction.	Item	
3.5.2	<u>Stack re-build with DPC</u> Allow to re-build the chimney stack incorporating a DPC tray to the level stated on and associated lead flashing waterproofing to the same height and appearance of previous chimney. DPC tray should be positioned 150mm above the lowest point of the chimneys front flashing. Lead DPC tray should also incorporate an upstand where the tray meets the flue. This should be a minimum up turn of 50mm. The lead DPC tray should also be painted on both surfaces with Bitumen Paint and weep holes should be placed to let out any build up of moisture above the lead DPC tray. The reconstructed chimney stack is to be re-rendered and match the colour and design of existing, with clay pot and lead flashing at the base to match existing. The new chimney should be built to the same height as the existing.	Item	
	Roof covering <i>Artificial slate roof covering at end of life require replacement</i>	Note	N/A
3.5.3	<u>Replace roof covering</u> Allow to strip and dispose of existing artificial slate roof covering to the 2-storey section of the building. Allow to supply and install new artificial cement fibre slate tiles and ridge tiles with cut edge, colour and style to match existing. Product to be approved by the CA by way of a sample on site prior to order of the full covering. The contractor is to ensure that adequate weather protection is provided for the duration of works to prevent ingress into the building. Approximate area for pricing purposes: 40m ²	Item	
3.5.3a	<u>Cost option</u>	Cost option	

	Provide extra over for removal and dispose of the existing roof covering and replacement as detailed above to the single storey side extension with a pitched roof		
	Timber soffits and fascias <i>Timber soffits and fascias rotten, end of life.</i>	Note	N/A
3.5.4	<u>Replace soffits and fascias</u> Allow to strip and dispose of existing rotten soffits and fascias. Allow to supply and install new decorated timber soffits and fascias, colour to match existing (White). Approximate length for pricing purposes: 26l/m	Item	
	Rainwater goods <i>RWG's fairly worn with some defects noted to require localised repairs. Recommend replacing as fascias are being replaced anyway.</i>	Note	N/A
3.5.5	<u>Replace RWG's</u> Allow to strip and dispose of all existing uPVC rainwater goods consisting of guttering, downpipes, clips and fixings. Allow to supply and install new uPVC guttering, downpipes, clips and fixings. Colour and style as existing.	Item	
	Rendered walls <i>Localised blown render to be repaired</i>	Note	N/A
3.5.6	<u>Render repairs</u> The contractor is to make good localised areas of cracked and blown render the elevations. Allow a provisional quantity of 5m² of defective/cracked render to be cut out and renewed under strict direction of the CA. All render is to be cut out to a width of 150mm following the line of the cracks and allow for insertion of EML to prevent surface fracturing. Apply graded sand and cement mix to strength of 1:2:1 to finish flush and true with surrounding surfaces. The contractor is to contact the CA to determine and agree the precise areas for renewal.	Item	
3.5.7	<u>Redecorate / make good</u>	Item	

	<p>Allow to redecorate previously repaired / rendered surfaces using 'Dulux Trade All Seasons Masonry Paint' colour to match existing.</p> <p>Contractor is to ensure that surfaces are clean, suitably dry and free from anything that may interfere with adhesion prior to application.</p>		
	<p>Grounds</p> <p><i>Step handrailing and pathway</i></p>		
3.5.8	<p><u>Handrail replacement</u></p> <p>Allow to strip and dispose of corroded metal handrailing on external steps. CA to confirm locations.</p> <p>Allow to supply and install new suitable external grade handrailing to steps. Handrail to be installed to a height of 950-1050mm from floor level.</p> <p>Provisional length for pricing purposes: 8l/m</p>	Item	
3.5.9	<p><u>Stone pathway / steps</u></p> <p>Allow to remove dirt & vegetation build up on external paths and steps using pressure washer.</p> <p>Contractor is to ensure that any splash marks / dirt resulting from power washing is cleaned from the external walls on completion.</p>	Item	
3.6	On completion		
3.2.1	The contractor is to make good any damage caused during the works.	Item	
3.6.2	The area should be left clean and tidy on completion and all areas which have been worked on require a full 'builders clean'.	Item	
3.6.3	The contractor is to dispose of any waste materials including cut offs and packaging.	Item	
3.7	Risk allowance	Provisional sum	£2000.00
	Total from above:		