Chesterton Smart
Chartered Surveyors & Building Consultants

New Community Hall Facility

For

The Birstall Parish Council at Hallam Fields Walk

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DEVELOP & CONSTRUCT

CONTRACT SUM ANALYSIS - MAIN ELEMENTS

REF. NO.	ELEMENT	TOTAL £
1.	SUBSTRUCTURE	……
2.	SUPERSTRUCTURE	
2.1.	Frame	……..
2.3.	Roof Structure	……..
2.4	Stairs and Ramps	……..
2.5.	External Walls	……..
2.6.	Windows and External Doors	……..
2.7.	Internal Walls and Partitions	……..
2.8.	Internal Doors	……..
	Total Superstructure	……..
3.	FINISHES	
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3.2.	Floor Finishes	……..
3.3.	Ceiling Finishes	……..
	Total Internal Finishes	……..
4.	FITTINGS, FURNISHINGS & EQUIPMENT	
	Total Fittings Furnishings & Equipment	……..
5.	SERVICES	
5.1.	Sanitary Installations	……..
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	Total External Works	……..
9.	MAIN CONTRACTORS PRELIMINARIES	……..
10.	MAIN CONTRACATORS OVERHEADS AND PROFIT	……..
	CONTRACT TOTAL (excluding professional fees)	……..
11.	PROJECT/DESIGN TEAM FEES	……..

12. OTHER DEVELOPMENT/PROJECT COSTS ……..

Total Carried to Form of Tender

TOTAL £

The Contract Sum Analysis is reproduced in accordance with the Building Cost Information Services Ltd format.

Part A Architect's Design Guide Performance Specification

PART A

New Community Hall For Birstall Parish Council

1.0 INTRODUCTION

1.1 The Birstall Parish Council requires the full design and construction of a new single storey Community Hall facility in Hallam Fields Walk Birstall Leicester. The scheme comprises full design of the structure inclusive of the installation of all internal and external services installations, communications, fire and intruder requirements, landscaping and external works. The building will be put to multi-functional use providing a range of activities for the local residents living in the Birstall area.

1.2 The scheme has been commissioned by the Birstall Parish Council and has involved input from the Palmer Tomkinson Trust and the Parish Council's working party. The Architectural concept design work has been produced by AMLI Design Ltd in liaison with the parish council and Mr William Antill representative of the Palmer Tomkinson Trust. Schematic drawings, Architect's and Mechanical & Electrical (M&E) performance briefs have been drafted and approved for the purposes of developing the project to a full working design package. The project will be administered under the JCT 2016 Design and Build contract.

1.3 The Employer requires that the Principal Contractor takes full responsibility for the design and construction of the facility through to practical completion. This will include the discharge of any remaining planning conditions relating to materials and is to include execution of completing the external landscaping scheme. The external arrangements are to include decorative fencing, security gates, cycle hoops and suitable landscape surfacing to the external grounds. Materials samples will need to be submitted and approved by Charnwood Borough Council for discharge of the relevant planning conditions. See conditional approval details provided.

1.4 This document, together with the additional information provided or referred to in the preliminaries, the M&E performance brief, the schematic drawings, Appendices and other documents and details annexed hereto provides the basis of this design and build project. These documents form the basis of the Employer's Requirements.

1.5 The Contractor should carefully study all sections of the tender documents, visit the site and satisfy himself on all matters relating to developing a comprehensive design package that covers all aspects of the development as necessary to satisfy the Employer's Requirements. The documentation is to incorporate a full design package containing comprehensive and detailed drawings and specifications setting out in full your Contractor's Proposals, a realistic programme for delivering the works together with a fully detailed materials and workmanship specification. The contract period is anticipated to be 30 weeks. The end of defects liability period will be 52 weeks from the date of practical completion.

1.6 All queries or correspondence in connection with the preparation of the Contractor's Proposals shall be addressed to the Employer's Agent - Mr N. Riozzi MRICS. All arrangements for visiting the site should be made direct with the Employer's Agent or the Clerk to the Parish Council Mrs Sue Coulson who can be contacted on Tel 0116 267 6191.

1.7 The proposed execution phase will take approximately 26 weeks and commencement has been provisionally agreed to begin on 4th February 2018 with practical completion by 2nd August 2019. You are expected to finish the scheme in good time to allow for the Parish Council to furnish the facility.

1.8 **Please note** that your submitted tender must include the priced Contract Sum Analysis sheet provided on page two/three of this document. If you do not then your tender will be assessed as being incomplete and will be declined.

1.9 The appointed contractor is to enter into an insurance packed Performance Bond with the Employer under clause 7.3.1 of the JCT 2016 Design and Build contract agreement for the sum of 10% of the contract value valid up to the date for issue of the Notice of Making Good for the Works. The bond can be issued by an insurer or bank of the Principal Contractor's choice. The bond is to run till the end of the Defects Liability Period and issue of the Final certificate. The contractor will issue the bond document to the Birstall Parish Council (The Employer) which will be held until post contract completion. Bond documentation is attached at Appendix I.

2.0 GENERAL DESCRIPTION

2.1 The building design, location, external works layout and architectural form of the building required is as illustrated on the schematic drawings listed in section 2.4 and included at Appendix A. Where internal horizontal and vertical dimensions are stated they must be adhered to and taken into account when designing all of the structural elements. The working design must be in full compliance with the conditional planning consent granted by Charnwood Borough Council. Any outstanding conditions on the original consent will come under the appointed Principal Contractor's responsibility for approval, payment and thereafter extinguishment of any such remaining conditions.

2.2 The structure is to be built in a predominantly residential area. Traditional construction is the most appropriate method for the new community hall. Your proposals are to carefully consider the surrounding locality as well as the clear span and height requirements of the main hall within your design proposal strategy. The hall will demand good height and acoustic performance characteristics but must allow for any internal mechanical and electrical plant siting requirements within the roof space. You must include for any structural, support, access and fire regulatory matters required using both appropriate and established building techniques.

2.3 The schematic drawings and performance brief documents outline the Employers Requirements and the solution to be achieved. These shall be embraced by the Contractor without deviation or change unless approved by

the Employer or their appointed representatives. If during the tendering period any Contractor considers that compliance with any specification requirement would conflict with any Regulation, Code of Practice or the like or with any other responsibility or liability of the Contractor under this contract. Then he/she shall notify the Employer's Agent and submit their own proposals for compliance including any financial or programming implications that ought to be known by the client.

2.4 Contractors Proposals

Where the term equal and approved or similar is used in respect of manufacturers' items, the Contractor shall state in his proposals which, if any, alternative manufacturers' products he wishes to use and shall provide typical samples for consideration by the Employer's Agent and the representatives of both Charnwood Borough and Birstall Parish Council.

2.5 Tender Drawing/Document List:

001 HFCH/2016/001 Rev C - 23/08/17
002 HFCH/2016/002 Rev A - 150517
003 HFC/2017/Section
004 Site Compound (1_2) Rev B
005 HFCH_Community Centre Land Boundary_Information
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2.6 Programme:

- Commencement Monday - 4th February 2019.
- Practical completion - 2nd August 2019.

- Duration allowed for executing the construction phase is 26 weeks.

- Defects liability period will be 52 weeks ending 2nd August 2020.

3.0 COMPLIANCE WITH STATUTORY REQUIREMENTS

3.1 Development Control

A conditional planning approval for the scheme was granted by Charnwood Borough Council for construction of the new community hall. The consent relates to constructing the facility as indicated on the schematic drawings provided.

The facility **must** therefore be designed and built to the size proportions and in accordance with the diagrammatic/plans and elevations information provided. A copy of the conditional planning consent is included within the tender package at Appendix B. The document highlights all the requirements for discharging those conditions. The cost and responsibility of making the submissions for discharging any remaining conditions is to be borne by the appointed Principal Contractor and must be included for within your tender offer.

3.2 Building Regulation Requirements

The proposed construction works are without exception be subject to current Building Regulation standards. It is the Contractor's responsibility to ensure full compliance with the legislation, including payment of application fees and charges. You must confirm compliance has been achieved and provide full certification to the Birstall Parish Council prior to practical completion.

A copy of the fee required by the council's preferred private inspector ToP Building Control Ltd for the airtightness test, plan checking and on-site inspections is included in the tender package at Appendix F. This is required as part of your obligation to submit all necessary test certification and ancillary information as required to obtain the required completion certificate for the new building. You must confirm with the company concerned that the quotation is still valid and if not, then adjust your submitted tender to reflect any rise in cost for this service as required by the clients preferred supplier.

The successful contractor is to liaise with the supplier regarding all building regulation matters and include for and thereafter pay the required disbursements for obtaining all permissions, in compliance with current building regulations.

The contact is Mr Paul Clothier who can be contacted on (07894) 869395

Address:
ToP Building Control Ltd
20 Ashdown Close, Loughborough,
Leicestershire,
LE11 4TQ.
Email: paul@topbc.co.uk

3.4 Utility Services Requirements

Proximity to the existing services for electricity, gas water, telecommunications and drainage are accessible. Any rights of way or other easements in relation to services provision must be identified and their impact on the proposed development fully assessed during the pre-construction phase. The site is to be graded back or retained where required, level, and well-drained and is to work in with the Landscaping proposals shown on the Landscape Architects drawings provided. This is to include for any retaining masonry walling required. Public access and egress to the building will solely be from the front entrance as shown on plan.

Quotations for gas, water, electricity and telecommunication connections have been obtained and are included within the tender documents provided. You are to confirm with the supplier any uplift in the cost of these installations and the current cost is to be include in your tender offer. The quotations are provided at Appendix K.

3.5 The Equality Act (2010)

The proposals must fully comply with the requirements of this legislation. Guidance is available in *Designing for Accessibility* - RIBA & Centre for Accessible Environments, 2004.

The general minimum standards required are those set out in the Approved Document Part M and BS8300:2012 Design of Buildings and Their Approaches to Meet the Needs of Disabled People – Code of Practice, together with the DDA recommendations. The design is to fully comply with the Equality Act 2010.

3.6 Other Consents

The Principal Contractor is responsible for highlighting and obtaining all relevant consents as required to successfully deliver and complete the works. This is to include for any highways permits, wayleave agreements, building over agreements any temporary access routes to the site together with compliance with all statutory and utility provider statutes. This includes complying with any covenants, easements or other right affecting the site or the works in general.

3.7 Health and Safety (CDM) Regulations 2015

The responsibilities for any design carried out by a contractor are the same as for any other designer under the CDM Regulations. The principal contractor will take on the role of the PRINCIPAL DESIGNER role once appointed to the scheme as stated in A10/198 of the Project Particulars. The PC will at his own expense be responsible for appointing a Health and Safety consultant to the scheme. You will provide all information for the Construction Phase Plan and the Health & Safety File including the operating and maintenance manuals in both hard copy and electronic format confirming compliance prior to the start and completion of the scheme as appropriate.

The manuals are to be passed to the Employer for approval and retention prior to the facility being opened. These are required within two weeks of the practical completion date.

The Contractor will be considered to be the Principal Contractor (as appropriate) and is responsible without exception for managing all health and safety, including full compliance with the Construction (Design & Management) Regulations (2015).

The Contractor is advised to thoroughly study the site and drawings. You must provide welfare and office site accommodation in compliance with the regulations. Arrange for all perimeter fencing/surface protection requirements including secure and robust hoardings, gated access, warning signage and the like for the duration of the onsite execution phase up to the practical completion date.

Upon the date that practical completion is achieved (or before) the contractor's representative or agent is to provide a demonstration to the Employer's representative on how the facility is to be operated.

4.0 ACCOMMODATION

4.1 Accommodation Requirements

The Employers accommodation requirements are contained within the documents and plans provided. A schedule indicating the gross floor areas sizes is included in the preliminaries stating any deviation tolerances allowed for each area. The facility must not be built any larger than that set out on the schematic drawings provided in Appendix A.

4.2 Occupancy

The facility will need to be manned, during normal and extended opening hours, by at least one member of staff. Numbers of staff and residents/visitors may vary and could range from a minimum of 1 to a maximum of 150. Your design must provide the appropriate fire precautions as set out in Part B of the building regulations to comply with the numbers stated.

5.0 DESIGN ASPIRATIONS

The Contractor is to also illustrate in the submission documentation how each of the following aspirations is to be directly addressed by their proposals. Innovative cost effective solutions will be looked at favourably when tender submissions are analysed.

5.1 Natural Daylighting

High levels of natural daylight and solar control are required to assist in the creation of an attractive environment and minimise energy consumption through avoidable use of artificial lighting during daylight hours.

You are to refer to the Mechanical and Electrical (M&E) Design brief and demonstrate how you intend to comply with these requirements as detailed within the performance brief as provided in Appendix H.

5.2 Ventilation

The building is to allow for both adequate natural and mechanical ventilation. The level of ventilation is to be readily controllable. Minimum control to be by manually openable windows. Mechanical ventilation is to provide full scale air movement allowing for satisfactory air changes and effective cooling of the building when usage and external temperatures are high. See M&E performance brief outlining the requirements you must meet.

5.3 Acoustic Performance

Good acoustic separation is essential and is to be achieved through careful planning and specification of construction materials. Your design is to thoroughly consider, ceilings, walls, glazing, mechanical ventilation, building orientation and layout in respect of impact and airborne sound. Separating walls and floor performance should taking account of reverberation control and room acoustics is paramount. Acoustic screening from meeting rooms, administration and protection from plant rooms and communal areas are to be fully considered within the requirements of Part E of the current building regulations.

5.4 Inclusivity

The facility is to be accessible to all members of the local community. Provision is to be made for appropriate disabled access and it is important to consider providing user approachable non-ramped access, good directional signage allowing for visual and hearing impairment requirements. You are also required to provide suitable automated door opening inclusive of any Braille requirements for accessing the main entrance door openings. You must include for both internal and external directional and other signage requirements required to meet with current British Standards, Building Regulations and Best Practice criteria. The Equality Act 2010 is to be considered in your approach to providing a user friendly facility.

5.5 Sustainability

The design is to set an example to the local community in terms of sustainability. Promote sensitivity to environmental factors and include for reduced energy consumption and reduced pollution both during construction and in the operation of the completed building. Consideration to economic sustainability within the local community and the surrounding areas is also to be well-thought-out. Suitable passive energy-saving technologies are to be integrated where possible, and investigation of any active energy-saving technologies, which may be suitable for grants is positively encouraged.

5.6 Landscaping

The landscaping proposals has been under taken by the clients Landscape Architect for the purposes of discharging the conditions 2, 3 and 4. The design is considered adequate to discharge the conditions stated in the conditional approval notice included in the tender package at Appendix A. The drawing has been submitted by the architect for extinguishing of the Landscaping conditions placed on the consent.

6.0 GENERAL DESIGN REQUIREMENTS

6.1 Methodology for Construction

Where the documentation refers to specific forms of construction, these are to be complied with. Site specific constraints will be a significant factor in the determination of appropriate methods of construction for which the appointed contractor is to thoroughly assess and design in to their contractor's proposal.

Other significant parameters, which will require proper consideration by the appointed contractor in selecting the most appropriate construction methods are:

a. External appearance in respect of fulfilling the Parish Councils aspirations, and to accord with the schematic drawings and any specific planning conditions placed on the proposal.
b. Speed and ease of erection of the new facility.
c. Flexibility - the ability to adapt to and deal with different site conditions during the build.
d. Speed and ease of achieving water tightness.
e. Taking account of the adjacent buildings and uses - minimising disruption (acoustic, vehicular, pollution etc) within the car park and surrounding public areas.
f. Being in a position to source all materials as required to complete the works within the required contractual period.
g. Compliance with all relevant British Standards and Codes of Practice, or the equivalent EC Standards.

The contractor is to form two site compounds for the construction phase as indicatively shown in the Pre-construction Information Pack (PCIP) dwg HFCH 004 CSA_Rev B in Appendixes A and C. Without deviation these must include provision for safe and adequate access to the site affording the necessary protection to:

1. The general public in particular foot traffic and the adjacent buildings.
2. The protection of all footpaths and surfaces affected by the development.
3. The contractor's car parking area and the adjoining car park and road surfaces.
4. Retail shopping units including maintaining access for deliveries to the rear of the shopping units.
5. The surrounding residential areas recreational spaces.
6. The car parking spaces located outside of the contractors site area.
7. The residential home and dwellings in the immediate vicinity.

8. The appropriate warning signage, surface and security protection/provision are to be put in place for the duration of the works. The site is in an exposed position and you must include the cost of providing night security for the duration of the works on site outside of normal working hours – 7 days per week.

You are to allow for installing steel/timber solid hoardings around the site perimeter that are:

1. quick to deploy, alter and reposition; and
2. ideal for a site where good privacy (netting or similar) and security is required; and
3. secure, but where the free-standing design will impede trespassing attempts offering no footholds or views in to the site; and
4. of a suitable height to deter intruders; and
5. you are to include for suitable surface protection and wheel wash within your preliminaries

You must ensure that existing activities carried out locally to the site can continue uninterrupted and disruption is kept to an absolute minimum throughout the construction phase. A designated banksman is required for managing materials deliveries, site operations and plant/vehicle movements in and out of the site.

A Licence to Occupy Agreement has been agreed between Birstall Parish Council and J.Jelley and Sons Ltd for occupying part of the existing car park for use as a site compound area (1) see PCIP. When and (if required) as an access route to and from the construction site the conditions of the licence must be adhered to at all times. See Appendix D.

Please note

Measures as set out in the Licence to Occupy attached at Appendix D must be complied with. A written statement that you will comply with the conditions therein should be included within your tender offer.

The site welfare and office accommodation are to be set up in the compound area (1) as indicated on the Pre-construction Information Pack diagram ref HFCH 004 CSA_Rev B and as illustrated within the Licence to Occupy Agreement.

For general access and egress from the site you are to invoke the rights available to you under the General Permitted Development Order 2015. This will allow you to form a temporary site compound (2) as indicated on the plan for the purposes of access and egress to site as well as for providing contractor vehicle parking. This will be in the grassed/footpath area of land adjacent to Cedar Mews opposite to the recreational park on **Tithe Close**.

You are advised to visit site and carry out a full assessment prior to submitting your tender offer.

The legislation states:

PART 4 page 50 of the Act (Statutory Document)

Temporary buildings and uses
Class A – temporary buildings and structures

Permitted development

A. The provision on land of buildings, moveable structures, works, plant or machinery required temporarily in connection with and for the duration of operations being or to be carried out on, in, under or over that land or on land adjoining that land.

~~Development not permitted~~
~~A.1 Development is not permitted by Class A if—~~
~~(a) the operations referred to are mining operations, or~~
~~(b) planning permission is required for those operations but is not granted or deemed to be granted.~~

Development permitted

Conditions

A.2 Development is permitted by Class A subject to the conditions that, when the operations have been carried out—
(a) any building, structure, works, plant or machinery permitted by Class A is removed, and
(b) any adjoining land on which development permitted by Class A has been carried out is, as soon as reasonably practicable, reinstated to its condition before that development was carried out.

As part of this process you are expected to do the following:

1. Apply to the local authority for any full or partial path or road closure permits. Where possible the paths should be reopened at the end of the working day. This should also take account of the proposed gas supply installation that is to be completed within the soft dig area on Hallam Fields Walk.
2. Inform the surrounding residents including the Cedar News nursing home of your intentions in good time with a letter drop and continue to liaise with them during any important dates or procedures during the construction phase.
3. Install secure site hoardings and employ satisfactory ground protection methods for the duration of the works.
4. Undertake temporary stoning to produce satisfactory levels for machinery to access and egress the building site
5. Ensure that a banksman is used at all times.
6. Reinstate all surfaces to their previous condition on completion of the works as required under the Act.

6.2 Standard of Workmanship and Materials

The minimum standards of workmanship and specification acceptable are those prescribed by the British Standards and Codes of Practice, or the equivalent EC Standards, relevant to the materials, processes or systems used. Where a proprietary system or product is proposed, all installation is to be strictly in accordance with the manufacturer's recommendations.

6.3 Design Life

The Council requires that the structure shall, unless specifically agreed otherwise with the warranty provider, have a life of not less than 60 years. Individual components and assemblies, not integral to the structure, may have a lesser durability but not in any circumstances less than 15 years.

6.4 Heights

The main roof pitch and internal ceiling heights are to be assessed and adequately designed. All ceiling heights are to be clearly identified within your design proposals. These are then to be confirmed by the client as acceptable during the design process. Externally, the facility must be no higher than any dimensions shown on the schematic drawings provided.

6.5 Security Considerations

New intruder alarm, externa/internal roller shutter systems and CCTV recording system will be required. You are, refer to the Mechanical and Electrical performance specifications for full details of the Client's requirements.

Externally, the building is to be designed in accordance with the *Secure by Design* principles, minimising the opportunities for concealing or allowing access by potential intruders.

6.7 Fire Considerations

Full compliance with current Fire Safety legislation and approved Document B is required.

A fire panel is to be located within the main entrance Lobby. Refer to the electrical performance brief for details of the standards to be achieved.

Sub-divide into compartments separated from one another by walls and or floors of fire-resisting construction where required. It is particularly vital that fire resistant cavity barriers are provided at the following points:

- At junctions of separating walls and external cavity walls;
- At junctions of compartment wall and compartment floors;
- At junctions of separating wall with roof, under roof tiles;
- Within boxed eaves at separating wall position;
- Junctions of compartment walls with roof

Compartment walls should be taken up to meet the underside of the roof covering or deck, with the appropriate fire-stopping to maintain continuity of fire resistance.

Positions for fire extinguishers, call points, sensors or other items of equipment should be recessed or mounted in the corners to minimise obstruction and possible damage.

6.8 Acoustics

The facility is to be designed to minimise disturbance to the internal spaces from external noise sources, including rain noise; to ensure internal activities are adequately acoustically isolated. The design should also ensure adequate reverberation times are met. This is particularly necessary within the main hall where it is envisaged that activities will take place that are likely to produce a noisy environment.

You are to refer to the Mechanical and Electrical performance brief to determine any special noise reduction requirements for plant.

6.9 External Areas

The development site is constricted and careful planning is required when considering the methods to be employed for plant and machine movements in and around the building site particularly during the formation of the sub and super structure. Consideration is to be given to the surrounding environment which includes residential and business premises when carrying out these operations.

The development site has a fairly steep gradient. The schematic design indicates that changes in level have been accounted for as part of the project proposals (Employers Requirements). Adjusting the existing ground levels to provide the building required must be factored/designed in to your Contractor's Proposals. You must allow for:

A. Providing level access/graded surfacing and any ramp requirements for access and egress of the facility from the public car park and adjacent steps.
B. Include for any dropped kerbs, blistered paving and non-slip paving surface requirements. This must include for any storm/surface water drainage requirements using Slot/ACO drainage gulleys or similar methodology.
C. Level access approach to the new external doors needs to be graded at 1:60 or more.
D. Providing fully compliant final fire exit routes when exiting the facility.
E. Install planting scheme for the facility at the appropriate time.
F. Providing the stated number of bicycle hoops.
G. Allowing for all works involved in complying with the building over agreement permission granted by Seven Trent.
H. Installing perimeter fencing and lockable security gates to match the immediate neighbourhood.

I. Provide appropriate and effective external/internal roller shutters for the purposes of securing the facility against intruders and vandalism.

J. Undertaking an initials soil analysis to identify any soft spots within the build area and develop a suitable foundation strategy for the construction required to suit the ground conditions as identified.

K. Ensuring that the development allows for any graded areas/grass bank arrangements to be placed so that they remain stable against known data for slope, slope gradient, length and erosion protection. Stability of the ground during and post completion of the development is of paramount importance and any treatment needs to be full designed and costed in to your development proposals.

6.11 Materials/Colour Scheme

The external material finishes are characterised on the schematic drawings. Material samples will need to be submitted for the approval of Charnwood Borough Council and you must obtain approval prior to committing to ordering.

An indicative guide to the quality and standard of the internal finishes required by the Employer is included in this document for which you should consider wisely when compiling your Contractor's Proposals.

7.0 TECHNICAL DESIGN REQUIREMENTS

Structure - Generally

Ensure compliance with current building regulations regarding wind, snow, dead and live loadings relevant to the building type and its geographic and geological location.

Make provision for the inclusion of any structural framing for supporting openings, bracing of the structure and secondary support to glazing details, lintels, solar control and other extraneous detailing.

The design is to include for:

1. Accommodating, supporting and concealment of all services.
2. Overall efficiency, and minimisation of zoning required for the structure.
3. Compatibility/in keeping with existing external appearance and key internal spaces.
4. Allow for adequate corrosion and fire protection.
5. Avoid thermal bridging in external wall construction.
6. Allow for concealment of the internal framework.
7. Allow for all fire separation works.

7.1 Excavations & Ground Works

Commence with removal of any surplus site materials in readiness for excavating and placing the foundations.

All excavated material (not required for backfilling) is to be carted away and disposed of at a registered landfill site. A WAC test must be completed to

confirm the chemical composition of the soil and any contamination. This will determine the site location and the method of tipping for the excavated material. **Please note**

Measures as set out in the Licence to Occupy attached at Appendix D must be complied with. A written statement that you will comply with the conditions therein should be included within your tender offer. Refer to site report from Nicholls Colton at Appendix G for information relating to the ground conditions.

Your civils design team will need to rationalise the foul and storm drainage, ensuring that it is compliant with Local Water Authority requirements, minimising route lengths and invert level depths wherever possible.

Identify all existing services on or adjacent to the site and establish terminations, capacities and metering requirements and refer to any additional drawings provided and the mechanical and electrical performance brief. Some services connection points are already located within the site area.

To assist you, previous Topographical and Drainage Survey information based on the works carried out by Jelson Ltd is included within the tender documents. These are provided as guideline information only at Appendix K. The Parish council accept no responsibility for the accuracy of the documents provided by Jelsons Ltd.

7.2 Foundations

The foundation construction is to be designed to the contractor's preference and the recommendation of your appointed Structural Engineer. It is the Principal Contractor and their design team's responsibility to develop a foundation strategy suitable to the existing site conditions and the Employers Requirements. Information is included in the tender documents which provides details of the original soil investigation report compiled by Nicholls Colton.

All structural design work is to be undertaken by a suitably qualified Structural Engineering practice with suitable accreditations from the Institute of Structural engineers (ICE).

Depth, routing and location of all new services including proximity of existing drainage, public sewers structures and trees is to be fully taken into consideration and modified accordingly to the standards stated in the documents provided.

A Building Close By agreement has already being agreed and any constructional requirements are to be in line with the requirements of Seven Trent. A copy of the approval letter is included within this tender package at Appendix E. You are advised to take particular note of the public sewer running parallel with the proposed development to which the agreement relates with regard to your proposed foundation design.

Your appointed engineers must take account of the current site layout and provide any temporary or permanent support/protection works required both in and around the construction site area. All design work must incorporate suitable measures to ensure that any services infrastructure or other buildings/elements in the immediate vicinity are protected and remain in an undamaged state for the duration of the works.

7.3 Floor Structure

The Contractor is to design a suitable floor slab to accept floor loadings commensurate with the intended use of the building. The design should take account of the details provided with the SI report provided including:

Soil types (shrinkable/expansive), sulphates, contaminated material etc
Sloping site/virgin ground or back fill
Proposed underground services including any entry requirements
Penetrations through sub structure
Load bearing partitions
Voids & insulation in cavities
DPC/DPM
Radon gas

The suggested floor is ‘block and beam’ suspended or ‘ground bearing’ concrete floor slab. This should take in to account of any casting restrictions and expansion joint requirements. The finished floor is to be on one level all the way through the building.

The floor design is to be capable of allowing for the installation of underfloor heating and you are to refer to the Mechanical & Electrical performance brief for all details in relation to the Employer’s Requirements in this respect.

Level access will be required when accessing or egressing the new community facility. Accurate formation levels and setting out coordinates therefore need to be fully established and the new structure set out in accordance with those setting out coordinates.

7.4 External Envelope (Walling)

Super Structure - traditional brickwork and block inner leaf with fulfil cavity insulation. The masonry units should be built in accordance with Approved Document A (Structure).

Design and specifications shall provide a clear indication of the design intent and demonstrate a satisfactory level of performance to *BS 5628*: Parts 1, 2 and *3* 'Code of Practice for Use of Masonry' and any subsequent revisions.

Outer Leaf

Facing bricks must have a suitable level of durability and particular attention should be paid to the brick’s resistance to frost and moisture attack.

BS 3921 Red and Blue F2 Engineering Bricks class A laid Stretcher bond in Natural 1:1:6 cement, lime, sand Mortar pointed “bucket handle” pointed. Brick type and colour must be to the approval of Charnwood Borough Council.

Inner Wall Blockwork

140mm inner leaf blockwork Interlyte or similar masonry units.

Thermal insulation & Cavity

Thermal insulation to part L2A to external cavity walls inserted to a high standard of workmanship to avoid poor insulation performance and to prevent dampness migrating to the inside of the building. Insulation should have appropriate third party certification and be installed in accordance with manufacturer’s instructions.

Cavity insulation high performance Rockwool/Kingspan/Dritherm or equal. Details of performance and compliance with building regulations to be provided.

Cavity Closers

Thermo-loc ‘Plus X’ Cavity Closers or similar - highly insulated cavity closers to close the cavity at external doors, window jambs and sills.

Provides DPC and thermal insulation at external doors and window jambs and sills to prevent damp and cold bridging.

Appearance

Prior to construction, the contractor is to provide a reference panel sufficiently representing the brickwork to be laid. This should be built on site and should be to a size stated in A33/225. The panels are to be constructed using the intended mortar colour, joint profile and bond to be used on the building.

Note:

Reference panels should be supplied at a time close to the commencement of work so current production and subsequent deliveries typical of current production can be assessed for consistency.

7.5 Roof structure and loading

Roof framing and rafter design must be in accordance with current Building Regulations.

The building roof shall be constructed so that the combined dead, imposed and wind loads are sustained and transmitted by it to the ground safely; and without causing such deflection or deformation of any part of the building.

Section 2A of Approved Document A (England and Wales) gives basic requirements for the stability of low rise residential buildings. With respect to

the roof, the structure should be of such construction that it has adequate interconnection with the walls, so that it can act as a horizontal diaphragm capable of transferring the wind forces to buttressing elements of the building.

Securing of the roof to the supporting structure roof timbers supported on a timber wall plate or similar and levelled so that loadings from the roof are directed perpendicularly down the supporting wall.

Wall plates fixed to ensure correct positioning when roof timbers or trusses are being installed, by means of galvanised mild steel holding down straps nailed to the wall plate and securely fixed to the inner surface of the wall with compatible fixings.

Treatment of timber

Preservative treatment of roof timbers where specifically required to relevant standards and Codes of Practice.

External cladding

Suggested treatment Marley Eternit Cedral (wood effect cladding provisionally Oak) fixed to the outer faces of the walls. Fixing to battens and ventilation strictly in accordance with the manufacturers recommendations. This is to be inclusive of aluminium perforated ventilation closures and all trims. Cladding must be to the approval of the Charnwood and Birstall Parish councils prior to ordering.

7.7 Stone copings

Comprehensive drawings of coping detail are to be provided on elevation showing how these work in with the new external walls.

Suggested manufacture is Forticrete contact details are:

Kiveton Park Station
Kiveton Park
Sheffield
S26 6NP
Tel: 01909 775000

caststone@forticrete.com

7.8 DPC

A proprietary flexible polythene damp proof course (DPC) is to be employed in accordance with the manufacturer's details. This will link the damp proof membrane (DPM) under the floor to provide a continuous barrier to moisture.

Cavity Trays

Stepped and horizontal cavity trays fitted to close all openings in cavity walls. Suggested supplier or equal:

Timloc Building Products
Ozone Park
Howden
East Riding of Yorkshire
DN14 7SD
Tel – 01405 765 567

technical@timloc.co.uk

Cavity trays to have watertight stop-ends to prevent water from running into the adjacent cavity.

Stop-ends bonded to the cavity tray material or clipped to the lintel, such that a stop to the structural cavity of at least 75mm high is provided. Stop-ends located to coincide with the nearest perpend to the end of the cavity tray.

Weep holes

Weep-holes must be installed at no more than 900mm centres to drain water from cavity trays and from the concrete cavity infill at ground level. When the wall is to be cavity filled, it is advisable to reduce this spacing.

At least two weep-holes must be provided to drain cavity trays above openings. Where the wall is externally rendered the weep-holes are not deemed as necessary for cavity wall construction.

Weep-holes in exposure zones be designed to prevent ingress of wind driven rain (including ground level).

Cavity Ties

Stainless steel cavity ties to tie inner and outer skins of cavity wall together accordance with the requirements of the structural engineer. Wall ties are to have the correct thickness in accordance with BS 5628-2005.

Lintels

Galvanised Steel lintels to BS EN 8WS-1 (BS 5977 pt 2) with cavity tray over and plastic weep holes are to be used in accordance with manufacturer's recommendations over all openings.

Catnic or equal and approved steel lintels with stop ends. Minimum end bearing to be 150mm over all external openings. Size to be as recommended and in accordance with manufacturers span/load tables.

Openings and Perforations

Proprietary elements such as ventilators, soil pipes, flues etc, which perforate the building envelope should be installed and sealed to prevent ingress of moisture or vermin in accordance with the manufacturer's instructions. External meter boxes should be of a type approved by the Service Supply

Authority and provided with a cavity tray and a vertical DPC between the back of the box and the wall.

External Roller Shutter Lintels

Roller shutter steel lintels by Catnic, IG Lintels or similar are to be incorporated in to all new masonry walls. The roller shutter lintels are to provide unobtrusive and enhanced aesthetics with increased security. All lintels are to be thermally insulated. Working details to be provided in your Contractors Proposals.

Built-In Security Shutters

'Continental' style window shutters designed to suit the application. To be fitted within the fabric of the building during construction to provide unobtrusive protection.

Roller shutter or Centurion Collapsible (inner lobby) or similar

Between main entrance and inner lobby – powder coated, manually or electrically operated with manual override and key lock.

*** Note;** BSEN 12453:2000 requiring that electrically operated rolling grilles include a safety photo beam to both sides of the curtain at lintel height to prevent possible entrapment.

Operation

Electric by single-phase 240V motor mounted within the roller, with manual override.

Electrically operated shutters including a surface mounted rocker switch as standard.

Include for 'Group Control' whereby more than one shutter can be operated from one switch.

Locking

Electric by 'Auto Lock'

Colour

Powder coated finish in a standard BS/RAL colour.

Suggested supplier is:

Syston Roller Shutter Doors
33 Albert St, Syston,
Leicester
LE7 2JB

Phone: 0116 260 8841

7.6 External Doors and windows

Design and specifications for windows shall provide a clear indication of the design intent and demonstrate a satisfactory level of performance to BS 4873 Aluminium Windows. Doors and low level glazing must be designed with safety in mind. Entry and external doors must open outwards or be bi parting. Internal doors between main spaces will require vision panels. Frames and door leaves should be flush with the wall face or have splayed reveals to minimise the risk of injury.

The Contractor is to provide Comar 5 P.i ECO + energy efficient aluminium window systems or equal thermally broken framing complete with Argon filled double glazed units. All glazed areas are to conform to Part N of the approved document for glazing in critical areas and BS 6206. Roller black out blinds are to be fitted to all areas accept the main entrance and toilet areas. Obscure glass to the toilet windows throughout.

Integral Venetian Blinds an advanced tilting and lifting Venetian Blind system encapsulated within the DGU to be fitted in the main entrance entry doors. Must be specifically for commercial applications. Opening device fitted internal face of the Window/Door installations enabling privacy during closed periods. Blinds manual (cord or slider), mains powered or solar controlled systems.

Windows and doors; powder coated aluminium frames, glazing specification to be confirmed with compliance safety requirements and achieving a good ‘U’ Values equal or better the minimum standards of the day.

Windows and doors must comply with the current Building Regulations taking into consideration:

- Means of escape in the event of a fire;
- Thermal insulation;
- Ventilation;
- Safety

Any high level opening windows to have a Teleflex or similar system fitted for ease of opening.

Low level windows to have restrictor opening mechanisms fitted as and where required to meet building control criteria.

Manufacturer:

The contractor is at liberty to choose a manufacturer for the windows and doors but they are to have an AAA rating and meet the following specification criteria. Be dual finished with a RAL colour as follows:

Exterior face – provisionally ‘Anthracite Grey’.

Interior face – ‘White’.

Note:

Externally the window and door colours are to match those in the surrounding vicinity i.e. the Cedars care home opposite.

Proposed windows/glazing which will comply with or exceed 'whole window' U-values as required by Building Regulations
Glazing to be low emissivity K glass with solar control to give1.8W/m^2K
Laminated outer and toughened inner panes sealed unit thickness, sashes factory fitted draught proofing
Provide restrictor hinges (100mm projection) where req'd.
All windows are to be internally glazed.
All opening windows should be operated using standard lockable fasteners
Opening windows are to be the minimum amount of opening windows.
Mastic low modulus sealant (grey)

Internal Window Boards;

UPVC or powder coated self-finished product finish to be 'White' to match internal window finish. Details to be provided in your Contractors Proposals.

Height of window sills are to replicate that indicatively shown on the drawings provided.

Entrance and inner lobby doors/glazed frames;

Aluminium Comar 7P.i thermally broken commercial door sets or equal with fan and side lights as indicated on the schematic proposals. Colour to be a standard RAL finish. Details of colour are to be submitted for LA/client approval. Glazing specification is to be confirmed in compliance with all thermal and safety requirements.

All doors to comply with current Part M building regulations for low threshold and BS: 6206 with respect to safety glazing.

Clear and obscure glazing to all windows relevant to each particular situation.

Suitable manifestation markings as required etched into the glazing material or adhesive fixed.

Internal roller shutter doors ceiling mounted Type A900 with electric opening and key switch operation or similar.

Main Entrance Doors

The main external doors are to be fitted with automated opening functions for entrance and egress to the facility. Doors are to have suitable multi-function controller fitted which can be set to the required automation from within the new Administration office to be located off the main lobby area.

New external doors are to have the appropriate ironmongery fitted and linked to the new intruder and fire alarm systems. All emergency, call points lighting

requirements including directional and illuminated signage are to be fitted in positions compliant with current legislation as set out in the Approved Document Part B.

Suitable sensor or push pad access/egress controls are to be considered for providing entrance for less able-bodied persons to meet Part M.

Doors should incorporate ‘bulb’ anti-finger trap styles, neoprene weather stripping and designed to avoid ingress of water and wind, whilst not providing an obstacle for disabled access. Level access to comply with Building Regulations – threshold no greater than 10 - 12 mm with chamfered or rounded profiles.

- A slot channel drainage is to be provided in front of the new entrance doors for assisting in removal of storm water.
- Appropriate 90 degree plus hold open mechanisms are to be provided to the new entrance doors.

EXTERNAL SIGNAGE AND GLAZED MANIFESTAIONS

The Employer requires that the new community hall to be named the “Birstall Parish Council Community Centre”. A suitably sized robust panel is to be included in as part of you Contractors Proposals. The board is to be suitable for external use be weatherproof and vandal resistant and have adequate sized lettering/text and show the Birstall Parish Council logo. Board is to be either wall or post and rail mounted. You are free to consider an alternative solutions such as etched glass or vinyl fixings to the front façade for consideration by the client as part of your design proposals.

Glazed manifestations to be as a minimum to Part N of current regulations and a minimum of two rows of 50mm or 75mm white or frosted dots on glass at heights of 1500mm and 800mm from the floor. Sizes and height positions of the manifestations are to be in line with these guidelines.

Bin Store Doors

Utility bin store double doors (opening out) to be low maintenance. GRP or aluminium, Robust, with secure locking mechanism suitable for this project.

- Moulded with a smooth boarded effect finish, with solid foam core and come complete with solid 'recplast' or similar frames.

- Self-finished, lightweight, and maintenance free. To include security suited locks, hinges, ironmongery and aluminium louvres or vents.

7.7 External Envelope (Roof)

Roof trusses

New roof structure to be formed using pre-fabricated roof trusses by specialist to fixed and braced strictly in accordance with manufacturer’s recommended fixing instructions to BS 5268-3:1998. Instructions with a copy

of the calculations provided for Local Authority approval if requested. The design is to include for adequately designed roof void access and any plant support/maintenance requirements.

Roof tiles are to be '**Marley Eternit**' Smooth Grey concrete interlocking tiles and fixed and lapped strictly in accordance with the manufacturer's instructions and to be suitable for the intended pitch. All timber battens to comply with BS 5534.

Roofing membrane is to be a breathable type by "TYVEK" or an equal approved manufacturer.

Roof valleys suggested are lead Code 5 or GRP plastic (lead Look alike).Where possible rationalise surface water roof drainage, compliant with Local Water Authority requirements to minimise route lengths from rainwater pipes.

Insulation in roof a minimum 300mm thick mineral/glass fibre mats to BS 5803 Part 1, laid in layers to BS 5803 Part 5, of 100mm between the roof trusses and 200mm cross laid over the trusses. Fitted tightly with close butted joints even thickness and without gaps with the wall insulation to achieve a 'U' Value of 0.18 W/m²k. Alternatively where the design allows by mesh.

A suitably sized roof void with self-finished powder coated access door is to be provided as part of the installation. The roof construction must allow for an extendable ladder and a gantry walkway of suitable 'width' to allow for carrying out maintenance within the roof void on the MVHR plant. The position of the access point is to be designed in with the roof truss make up.

Smoke detection', artificial and emergency lighting is to be provided within the roof voids as set out within the Mechanical and Electrical performance brief.

Any fire break/access requirements are to be designed in to the roof void make up to Part B of building regulations.

Bell Tower Dovecote Design

Finished in GRP need to reflect the building design, planning consent and the aspiration of the client. Design features to blend and add a touch of design class to the scheme finish overall. Self-finished, lightweight, and maintenance free whilst incorporating any mechanical ventilation requirements.

Must be BBA approved quality checked to ISO9001 and ISO14001, manufactured using management systems that are certified to ISO 14001, to reduce the environmental impact over other materials.

Performance must perform under intense conditions and contribute to the overall performance of the building including powder coated louvres vents as required by the Mechanical & Electrical performance brief. A suggested designer/supplier is:

Stormking
Sandy Way,
Amington Industrial Estate
Tamworth, Staffordshire
B77 4ED
Telephone: 01827 311100

e-mail: contact@stormking.co.uk

Roof gutters and downpipes

- Guttering is to be anti-vandal concealed sections aluminium profile.
- Guttering and downpipes are to be capable of coping with storm water run-off as set out in part H of the approved document. Calculations to be provided to the local authority for approval if required.
- Downpipes to be fitted with anti-climb shrouds.

Facias and Soffits

Extra deep overhanging aluminium powder coated fascia and soffit construction to all sides to reduce/eliminate the risk associated with climbing onto the roof structure. Radiused or similar anti-climb aluminium profiled sleeves to be fitted over all downpipes. Suggested depth of EAVES soffit 400mm.

Lead Work

Any dressed lead work including, valley gutters flashings Code 4/5 coated with patination oil where the likelihood of staining is prevalent. Any lead dressed into mortar joints to at least 25mm and pointed to British Standard and Lead Associations guidance manual.

Timber Roof Support Posts

Feature ‘engineered’ treated 150mm circular oak posts to front entrance canopy detail. Post fitted above ground using an adjustable post support or similar method.

INTERNALLY

7.8 Internal Partitions

Internal wall construction

Solid 140mm Optilyte Ultra lightweight aggregate masonry units or similar laid on thickened or reinforced concrete floor slab to structural engineers’ details.

Dry lined Walls

Fermacell or similar Gypsum high impact boarding applied to all internal walls with skim plaster finish. Sound transfer between rooms is to be

minimised by design. The walls are to be constructed and able to accommodate services without the reduction of thermal or sound insulation requirements. Must be flush-faced, smooth and impact- resistant.

7.9 Internal Ceilings

All internal ceilings are to be set at a satisfactory height for the intended use of the facility. To be approved by the client.

Suspended ceilings

Consider using Rockfon/Armstrong/Gyproc or similar noise reduction ceiling tiles set in a polyester powder coated “T” grid suitable for each situation. A reverberation time of 1.2 –1.5 seconds at mid-frequencies is recommended.

Kitchen

A vinyl faced plasterboard with easy clean plasterboard finish is required within the new kitchenette area. Tiles must offer a high level of acoustic, fire and moisture resistant performance such as Gyprex SATINSPAR or a laminated tile.

The tiles are to be highly stain resistant, lightweight, non-absorbent, and easily cleanable. Product to have a minimum 10 year guarantee, whilst meeting and complying with any Food Hygiene Regulations.

Common areas

Plasterboard; 12.5 mm with a 3 mm plaster finish or suspended.

Toilets

As kitchen

Lobbies

As common areas

7.10 Floor Screed

Suitable thickness 75-85mm resin fibre bonded and adequate for installing under floor heating system fixed to a Celotex or similar insulation layer with 25mm perimeter insulation on 1000g polythene DPM achieving ‘U’ Value of 0.16W/m²k.

7.11 Internal Doors

Lintels over doors and any other openings to have suitable bearing at each end unless otherwise stated. 100mm for openings up to and including 1000mm • 150mm for openings up to and including 3000mm • 200mm for openings over 3000mm.

It will be the responsibility of the building designer to ensure that these end bearings are sufficient to ensure that there is no over stressing of the masonry at the supports.

Internal Doors and Linings

Doors are to meet Part E of the Building Regulations and BS EN ISO 140-3: 1995 'Test method for the laboratory measurement of airborne sound insulation of building elements',

Door sets single and pairs "pre-finished timber veneer or Formica" with FD30/FD0S fire rating and fire resistant Pilkington or equal vision panels. Vision Panel Sizes and Positions to (Doc M and BS8300**)** and BS 8214 to meet current standards and building regulations. Leading edge contrast also in accordance with Part M.

Door linings either self-finished or good quality joinery grade timber to be painted (knotted and primed, 1 x undercoat and 2 x gloss coats) MDF. All doors must have discrete aluminium integral anti-trap finger guard system incorporated into the hinge side door style. Remaining gap between 2-3 mm no more.

Minimum section sizes, material specifications and other criteria apply to BWF CERTIFIRE approved, fire-rated door sets. Fire rated air transfer grilles and louvres fitted where required to meet part B of the AD,

Door signage is to be in line with part B fire resistance applicable to each particular situation.

Door Bi-fold acoustic doors (ID8) to be a high performance acoustic timber door set offering a minimum (35 RwdB or higher) sound reduction combined with the appropriate fire rating/fire seals. For pairs of doors, timber astragals may be needed to cloak meeting stiles for increased sound reduction

Roller shutter hatch (Kitchen) fire rated to suit situation finished with automated controls from Syston Roller Shutter doors or equal.

Doors are to be suitable in every respect and pertinent to each situation. Doors are to have magnetic/wired door closers and release mechanisms connected to the fire alarm.

All ironmongery, brushed stainless steel including hinges, thumb turn's, euro cylinders, door closers, door signage, kick plates. Keying of all doors is to be suited or manual digital door locks.

Suggested vision panel styles and glazing to doors are to be incorporated within your proposals. Part N of the Building Regulations 'critical locations' and appropriate measures, including use of safety glass as defined in BS 6206 : 1981.

- All new doors to have signage which is to incorporate Braille language.
- A fully specified door schedule is to be provided as part of your proposals.

Key Strategy - 2 Level System.

- Master key - which will open every lock in a master keyed suite.
- Master keyed (locks or latches) locks or latches capable of being operated by the master key as well as its own change or servant key.

Fire Shutter Roller to Kitchen Servery Hatch

'Flame Shield' 120 or above complete with single phase tubular motor operated fire shutter with a fire resistance applicable to situation or equal. The shutter constructed to Warrington Fire Research Centre WARRES No. 145904, in accordance with clause 8 of BS476 Part 22. A timber stained fire retardant shutter is the clients preferred choice and availability of one that complies with Part B is to be considered.

General Specification

Hood (Coil Casing) a profiled galvanised sheet hood. Vertical guides fabricated from galvanised steel channels. Fixing to partitions

Finish

Powder coated or preferably timber finish to a standard BS/RAL colour of client's choice.

Locking

Provide a centre bottom rail key lock which sends a bolt into each side guide.

Operation

Single phase 240v tubular motor with normal day to day operation of the shutter by rocker switch with a manual override

Fire Alarm link

The unit will require a maintained supply linked to the main fire alarm system/panel.

7.12 Decorations

Ceilings

Any plaster boarded ceilings to have mist plus 2 full coats of Dulux Diamond acrylic eggshell emulsion in single colour applied to 12.5mm plaster finish.

Internal walls paint or other finishes

Mist plus 2 full coats of acrylic Dulux Diamond 'Eggshell' emulsion in single colour on 12.5mm plasterboard finish unless otherwise stated.

Main Entrance Lobby
Inner Lobby
Ladies and Gents WC's
Disabled Toilet Facility
Administration Office
Plant Room
Main Hall
Store Room
Kitchen – Whiterock/white hygiene panels
Meeting Room
Stationery Cupboard

Toilets

Ceramic tiles or full height water resistant wall panels to WC's. Whiterock/Trovex or equal.

Wall Guards (bumper bars/crash rails)

- Colour coded
- Size 25mm x 125mm
- Suggested manufacturer Gradus range WGS125 Wall Guard
- Areas to be fitted to are main hall and circulation route/perimeter walls
- Height of crash par as manufacturer's recommendations
- 50mm corner guards to walls colour coded to match crash rails

Floor Finishes (Suggested)

Subfloor preparation for all new floor installations should be carried out in accordance with BS8203 code of practice for the installation of resilient floor coverings.

Suggested finishes

Main entrance

Functional carpeting Forbo 'Nuway Tuftiguard' with aluminium scrapers buffed prime rubber and polyamide fibre composite wiper strips.

Internal lobby

Functional carpeting Forbo 'Nuway Tuftiguard' with aluminium scrapers buffed prime rubber and polyamide fibre composite wiper strips.

Main Hall

An impact energy-absorbing' floor as defined in British Standard 7044: Part 4 is to be considered in the main hall.

Acoustic quality 19dB plus - Taraflex Multi-Use 6.2 or Forbo Sarlon 3.4 easy maintenance, friction protection and 'intelligent' sliding coefficient.

Kitchen

Forbo Safe Step 2.0 mm R12 with coved easy clean skirting.

Toileting and Accessible Facilities

Forbo Safe Step 2.0 mm R12 with coved easy clean skirting. Accessible WC vinyl flooring with min 30 points light reflectance variation (LRV).

Store and Plant Rooms

Forbo Safe Step 2.0 mm R12 with coved easy clean skirting.

Meeting Room and Office

Marlings 'Burbury' loop carpet tiles

***Note**

Samples/ mood boards must be provided to the Employer for approval as soon as possible after being appointed as the Principal Contractor.

New work top desk layout arrangement Formica with chrome legs fitted in the Administration office as shown on plan or alternatively standalone furniture.

Width, approx. 807mm effect finish
Height: TBA
Legs: 70mm chrome
Cable tidy: Brown

Wall Tiling;

Glazed wall tiles with matching grout (finish and quantity of application to be stated in your proposals) i.e. part, splashback or full anti-fungicidal silicone sealed.

7.12 Sanitary appliances and fittings

Disabled facility

Suggested Accessible Toilet is Phlexicare 'BS8300 Accessible Toilet Package' fully complaint Doc M facility (See Bush board Quote N92873A/AP) included in this tender package.

or

CLASSIC BLUE close coupled DOC M pack

Situation as indicated on the schematic plans provided
Grab rails as manufacturer's recommendations for DOC M layout
All associated fittings which form part of the pack.
Allow for necessary pipe work boxing in using Pendock or similar (if required) and all sundry items for completing the installation in full for compliance with BS8300:2012.

All fittings are to comply in every respect with the appropriate current legislation as stated elsewhere in this document. Alternative suggested supplier:

Nicholls & Clarke Building Products
41-51 Freshwater Road
Chadwell Heath
Essex
Tel 0208 5864600

The following items are required to complete the installations in full: -

Hand dryers - Air force on (1.1KW) or similar to the client's preference.
Light switch rocker type 900 mm high above floor level
Emergency light – one self-contained emergency light fitting
Emergency light test key S/W positioned at high level
Fire alarm beacon wired to existing fire alarm system
DP Alarm pull cords x 3 S/W having red cords as MK 3190 include for supply and fitting of air flow plastic ball on cords height 100mm above finished floor level.
Provide label adjacent cords having 5mm letters stating Alarm Call
D.P. toilet alarm PSU/RESET to include battery
Mirrors
Grab rails
Corner shelf
Coat hooks

Baby Changing Facility (x 2)

Nichols and Cotton Baby Minder Horizontal 872mm x 513mm x 102mm or similar.

Sanitary ware Appliances & Cubicles/Vanity Fittings

A suggested supplier of the sanitary ware requirements have been included for your consideration. The system is available from Bushboard under quote ref N92873A/AP. This outlines the standard of the fit out required in the toileting facilities:

Electronic washroom systems (‘sensor operated) using central control units to manage the economic delivery of water to washbasins, urinals and WCs. These must be:

SGL solid grade laminate
Preformed counter top or semi recessed basins
Preformed splashbacks
Concealed IPS system
Water saving
Unvented standalone water heating (see M&E specification)

Range - Bushboard Quadro or similar – see original quotation included in this tender package at Appendix L.

Part B Mechanical Services and Electrical Performance Brief

7.12 Services Provision

As set out in the Mechanical & Electrical performance specification and drawings provided by BEC Consulting Engineers at Appendix H and J (Room Data Sheets).

The contractor is to be fully responsible for investigation of the existing external services located on and adjacent to the site and to allow for all costs in the designing/supplying and laying all new service as required to serve the new facility.

The contractor is to include for obtaining any necessary approvals for laying or providing the services required. All timescales are to be built into the construction phase period. No provisional sums for the provision of services will be considered or claims thereafter.

Cost for statutory undertakers services connections have already been obtained and are included in the tender documents.

Design Considerations:

- Heating/heat recovery and air handling unit requirements
- Hot and cold water supply to all areas
- Mechanical ventilation requirements to all areas appropriate to situation and in compliance with building regulations approved document
- UFH system boiler and control requirements
- Sealed hot water systems
- Kitchen layout and functionality
- Systems designed to reduce the risk of Legionella
- Waterless urinals should be considered
- Infra-red sensor toilet and wash hand basin operations

Heating and Ventilation

Any new heating and ventilation systems for the building are to be designed and installed strictly in accordance in accordance with the manufacturers written recommended instructions.

Provide all necessary heat loss calculations to confirm requirements of the building are satisfactory prior to installation. These will be evaluated for robustness by the clients M&E consultants.

The UFH heating system is to be designed to heat the new facility as per the requirements set out in the performance brief and suitable for heating the total floor area. Refer to the brief provided.

Roof void plant

Provide all plant support including a suitable access ladder and a walking gantry within the roof void. Roof void access doors/hatches (fire rated where required) to have appropriate mechanisms and fire stopping fitted. The purpose of providing access to roof void is to allow for servicing, periodic inspection and maintenance of the equipment. A suitable location for positioning the void is to be incorporated in to your design.

Any lighting, fire compartmentation/separation and alarm requirements are to be designed in to your proposals and implemented taking in to account plant position and any access/height requirements for maintenance within the roof voids.

Airtightness

Achieving airtightness SBEM calculation by undertaking airtight construction on site and testing that it meets the required standard specified as required to meet current building regulations and specified within the performance brief.

An assumption of an air permeability of 15 m3 /(h.m 2) must be put into the National Calculation Methodology (derived from the Simplified Building Energy Model – SBEM see www.ncm.bre.co.uk). Refer to M&E specifications.

Electrical

Electrical fit out to be fit for purpose and designed in accordance with the electrical performance specification. All fittings are to be installed to meet the standards specified.

- Energy efficient LED Lighting with presence detection reinforced by lighting plot calculations
- Powered main entrance and secondary door entry systems
- Single and double sockets
- Fused/switched spurs
- Lighting as required
- Ventilation and heating/zoning controls to all areas

- Fire and intruder alarms and panels
- Fire exit illumination/directional signage
- Smoke/sounders/fire detection
- Directional/emergency lighting/signage
- Data points/IT
- Automated entry
- CCTV/camera recording equipment
- Roller shutter security installations and controls
- PA and induction hearing loop system
- Projector/TV monitor/sound system fittings
- External lighting

All testing/commissioning and compliance certification to be provided at least two weeks prior to the specified handover date.

8.0 FITTINGS AND FIXTURES

Allow for the following additional fitting:

Mirrors with bevelled edges fixed with 4 no. C.P plastic (domed head mirror screws) in toilet areas.

Electric dryers

Appropriate number of hat and coat hooks in all areas where visitors or staff will be present.

Internal lockable notice boards in the foyer.

IWB/projector screen connections in the meeting room and main hall.

8.4 Roller style window black out blinds to be fitted to fitted except in the main entrance foyer and toilet window areas. Supplied and installed by Contract Blinds, (or similar approved). The blinds must be designed into the facility a way that does not invalidate any warranties of the window and door manufacturer's installations.

8.5 Kitchenette/Servery Fit Out.

You will be required to employ a specialist commercial kitchen designer for the purposes of designing an appropriate kitchen facility. The area is to fully comply with the standards set out by the Food Standards Agency (FSA). Facility to be fitted low and high level units, some lockable, complete with stainless steel work surfaces and sinks.

The facility services installations are to be strictly in accordance with the standards set out within the Mechanical and Electrical specifications provided. Generally, the facility is to have the following integrated into the design and designed to an approved triangulated matrix for ease of function during use.

- Easy clean vinyl faced or laminated suspended ceiling tiles set in a corrosion resistant grid.

- Sealed corrosion resistant light fittings that fully comply with the performance brief provided
- Easy clean plastic faced walls (White Rock or Trovex or similar)
- Vinyl easy clean flooring with coved upstand.
- Automated roller shutter door to serving hatch with manual lock and opening override facility (fire rated)
- Easy clean hygienic doors appropriately sized for bringing in food supplies/fittings.
- Suitable work surfaces at the serving hatch position
- Stainless steel fittings and splash backs where required
- Stainless steel double bowl sink for washing utensils, crockery
- Separate single bowl for hand washing.
- Lockable cleaning materials store cupboard
- Mechanical extraction hood vented to the external side of the building
- Electrical induction hob and cooker appliances
- Space for a suitable fridge freezer
- Space for dishwasher
- Space for washing machine
- Sealed unit independent hot water provision
- Hot and cold water supply (temperature) as stated in the performance brief including Hydro Boil - minimum 30 cup delivery capacity
- Fire and emergency escape lighting/call points fit out
- Food store cup'd
- Design and integration of inbuilt and odour resistant traps/gullies for cleaning down the kitchen area before and after use.

The standard of the fit out is to be applicable to the intended use of the facility as set out in the Employer's Requirements.

A link to the Food Standards Agency website is provided below for assistance in design of this element.

https://www.food.gov.uk/

9.0 EXTERNAL WORKS

9.1 The Contractor is to form the external landscaping finishes based on the site in line with the planning conditions and Landscape Architects design drawing attached. This must include:

a) Powder coated cycle hoops 6 no.
b) A suitable bin store with the required fire resistance.
c) Soft and hard landscaping to the external areas with planting/screening.
d) External lighting requirements as the M& E engineers brief.
e) Ornamental boundary/security fencing, lighting and (if required) access gates to match the surrounding area fences.
f) Gates are to be provided at positions where shown and where access is required to maintain day to day functionality or security of the new facility. External suited locks to be provided.
g) Appropriate way finding directional signage/lighting to the facility off the public car park and footpaths.

h) Main entrance signage to the front of the building.
i) Level access to new external doors with recommendations of Part M of current building regulations BS 8300:2012.
j) Reinstate/finish all new and existing features within the site area.
k) Any seasonal planting requirements.

10.0 ABOVE AND BELOW GROUND DRAINAGE

10.1 The principal Contractor is to include for the design and installation of a new foul and storm drainage appropriate to the new building and to connection to the main sewer system or an appropriate soakaway as building control dictates all will need to comply with Part H of the building regulations.

10.2 The Principal Contractor will be responsible for investigation of the existing drainage situation and to allow for all costs in supplying new and re-routing of services as required, to connect on to and serve the proposed new Community Hall.

10.3 The appointed Contractor is to also include for obtaining all necessary consents for the new drainage system, timescales for which are to be built into the stated construction period. No provisional sums for the delivery of services will be considered. All design and installation costs must be included as part of the tender submission.

10.4 A building over 'close to a public sewer' has been agreed with Seven Trent in relation to the sewer running parallel to the construction site. A copy of the approval letter is included confirming the consent at Appendix E.

Part C - Materials Guide

11.0 MATERIALS

11.1 The Contractor shall not be permitted to deviate from the materials, equipment etc. specified in the relevant sections of the design requirements unless he believes that the use of such would be in specific conflict with these requirements.

11.2 None of the following materials shall be used in the Works:

(1) High alumina cement in structural elements.

(2) Woodwool slabs in permanent formwork to concrete or in structural elements.

(3) Calcium chloride in admixtures for use in reinforced concrete.

(4) Asbestos or asbestos based products.

(5) Glass fibre reinforced concrete.

(6) Crocidolite.

(7) Timber from unmanaged sources.

(8) Any other material or substance not in accordance with British Standards or Codes of Practice current at the time the Works are carried out.

11.3 Where samples of materials or sample panels are required to be submitted or provided they shall be retained on site in good clean condition for comparison when completed work and then removed when no longer required.

12.0 GENERAL MATTERS

12.1 The project is full Design and Build under the JCT 2016 D&B contract and it will be the responsibility of the appointed Principal Contractor to prepare a fully completed and working design and thereafter construct the facility to meet with the Employers Requirements. You are expected to comply/equal or better the specified performance requirements/design criteria contained within the tender documents. This does not relieve you of your responsibility to improve upon these requirements if possible. Use materials of merchantable quality and based on founded building principles that must be acceptable to the Employer. The design and construction of the facility is to be built within the parameters of the information contained within the documents. The Employers evaluation criteria will be based on best value, completeness and tender offer that corresponds to the client's budget.

12.2 The appointed contractors completed design shall include the preparation of all detailed design working drawings and specifications inclusive of all Structural, Architectural, Landscaping and Engineering requirements, Finishing Schedules and Builder's Work as necessary to complete the building.

All design calculations, specifications, programming schedules, plant and equipment, attendances for the mechanical and electrical installations shall be provided in sufficient detail as may be reasonably required by the client and their appointed representatives for evaluation of adequacy and performance capability as stated in the M&E performance brief.

12.3 Should the Principal Contractor commence the work or continue with work on site prior to receipt of any approval or statutory consents it shall be at the sole risk of the Contractor.

12.4 Notwithstanding the foregoing, the Principal Contractor will not be relieved in any way of his responsibilities or obligations to obtain all necessary statutory approvals required for the project, including those arising from changes in Employer's requirements, and to pay any fees and charges legally demandable in connection therewith with all services installations or other charges that become due.

12.5 Three copies of all approvals, commissioning certificates and testing shall be handed to the Employer's Agent within a reasonable time after receipt by the

Contractor and in accordance with the terms and conditions of the contract entered into by the parties.

12.6 Where names or sizes of components or functional elements or the project are given in any document in support of the Employer's Requirements, it is the Contractor's responsibility to ascertain the suitability of same, and unless identified to the contrary in the Contractor's proposals or qualifications thereto, will be deemed to be totally acceptable to the Contractor and for which he accepts total responsibility.

12.7 The Contractor shall clearly state in his proposals his acceptance of and responsibility for all of the design work carried out by their appointed Architects.

12.8 All structural designs shall be entrusted to a Chartered Civil or Structural Engineer (hereinafter referred to as the Design Engineer) with adequate and appropriate experience and who carries Professional Indemnity Insurance for not less than £10 million for any one claim. The Design Engineers shall sign all drawings, schedules and calculations produced for the project. All structural and soil testing and analyses will be the responsibility of the Principal Contractor.

12.9 The Contractor shall ensure that the design, installation and commissioning of the Mechanical and Electrical Services and installations are properly carried out and fully co-ordinated and he shall appoint a Chartered Building Services Engineer to ensure these requirements are fully complied with.

12.10 Any services penetrating fire rated structure, compartmentation etc. to be sealed to maintain fire integrity as required under part B of the Approved Document.

13.0 QUALITY STANDARDS FOR WORKMANSHIP AND MATERIALS

The minimum standard of Specification acceptable where none is stated for workmanship and materials, is to be the relevant British Standard or Code of Practice applicable, and the Contractor is to comply fully with requirements of such, or the equivalent EC standards.

Where the phrase "in accordance with the manufacturer's recommendations and instructions" or words to that effect is used, this implies written manufacturers' recommendations and instructions.

Where given, manufacturer's references indicate a specific product, the tenderer is to price for this product and no other.

14.0 TIMBER

All timber used is to be stress graded. The Contractor is to provide a Certificate of Grading to the employer.

All timber used in framing, battens, bearers etc. is to have received preservative treatment as British Wood Preserving Association Commodity

Specification C8 type CCA with a desired service life of 60 years. Treatment Certificates are to be provided.

All timber products to be made from independently verifiable legal and sustainable sources or FLEGT (Forest Law Enforcement, Governance and Trade) - licensed timber or equivalent sources as defined in the UK Government's Timber Procurement Policy. The authenticity of supplier claims Chain of Custody Certificate, shall be provided by the Main Contractor

15.0 **Completion**

15.1 The completed building and surrounding areas of the site areas are to be cleaned externally, swept and washed clear. The internal areas are to be professionally cleaned throughout including windows, vacuuming etc ready for handover and thereafter immediate occupation. All to the satisfaction of the Client and the Employers Agent.

SECTION II

Part D Appendix A - M

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006_HFCH_Local Centre Sewer Plan_Information
007 HFCH_Site_Sewer Easement Plan_Information
Landscape Proposals 18.1378.001_A
BPC_Drawing Register_2018_1
Conditional planning approval document - Planning Decision P/17/0666/2
Pre-Construction Document PCIP
Licence to Occupy Agreement/Schedule of Condition
Building Close by Agreement – Seven Trent
BCQ-2017-770 982017 – Building Control Quote
GENQ201732 1382017 Quote Complementary Services Hallam Fields
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APPENDIX A

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APPENDIX B

Conditional planning approval document - Planning Decision P/17/0666/2

APPENDIX C

Pre-Construction Document PCIP

APPENDIX D

Licence to Occupy Agreement/Schedule of Condition

APPENDIX E

Building Close by Agreement – Seven Trent

APPENDIX F

BCQ-2017-770 982017 – Building Control Quote
GENQ201732 1382017 Quote Complementary Services Hallam Fields

APPENDIX G

Preliminary Ground Investigation Report - Nicholls Colton

APPENDIX H

Mechanical & Electrical Performance Brief
170062 - Birstall Community Hall Performance Specification Rev 2
170062-BEC-XX-XX-DR-E-0100-D2-P01
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APPENDIX I

Performance Bond

APPENDIX J

Room Data Sheets

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Services Installation Quotations

APPENDIX L

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APPENDIX M

Employers Environmental Policy