

Ennor House, Old Town

Internal & External works package

Client:	Council of the Isles of Scilly	Site Address:	Ennor House, Old Town, St Mary's, Isles of Scilly
Contract Administrator:	Currie & Brown	Contractor:	To be confirmed
C&B Ref:	4101280-100	Issue date:	24.11.2020

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.		

3.0	SECTION 3 – SCHEDULE OF WORKS		
3.1	Ennor House		
3.1.1	<p><u>Rationale behind the works</u></p> <p><u>Number 1</u></p> <p>Number 1 Ennor House is in a good state of repair but has issues with lack of wall and floor insulation. These issues do not make the property non decent and should be dealt with under future long-term maintenance works packages. <u>No works in this package</u></p> <p><u>Number 2</u></p> <p>Dampness and humidity noted in bedroom, general poor insulation levels throughout flat, fire safety issue noted also. Passive ventilation required to blocked in bedroom fireplace. See detailed scope of works below.</p> <p><u>Number 3</u></p> <p>Completely refurbished previously – <u>no works required</u>.</p> <p><u>Number 4</u></p> <p>Dampness and humidity noted in bedroom, general poor insulation levels throughout flat, kitchen old and in need of replacement but not under this urgent package of works. Passive ventilation required to blocked in bedroom fireplace. See detailed scope of works below.</p> <p><u>Number 5</u></p> <p>Flat requires complete upgrade and refurbishment as per works that were undertaken to Flat 3. See detailed scope of works below.</p> <p><u>Number 6</u></p> <p>Flat requires some longer-term maintenance works including replacement bathroom and kitchen and replacement of a failed rooflight, along with insulation upgrades.</p> <p><u>Water ingress (number 6)</u></p>	Note	
3.2	<u>Number 2 Ennor House</u>		
3.2.1	Provide combined smoke and intumescent strip to leading edge of front door to flat. Strip to fit securely within existing routed channel in door.	Item	

3.2.2	Allow to provide permanent fixed intumescent air transfer grilles to both blocked in chimney breasts within the bedroom and living room to the property to provide passive ventilation. Vents to provide a minimum of 30 min fire protection and to have a louvred face plate fixed to the room side of the vent. Intumescent vents to be LVH44 by Lorient or equivalent product to be approved by the CA.	Item	
3.2.3	Provisionally allow for £500 of further ventilation works within bedroom.	Provisional Sum	£500
3.3	<u>Number 4 Ennor House</u>		
3.3.1	Allow to provide thermostatic electrical heated towel rail to bathroom. Unit to be a 'Pre filled with Electric Element Flat Thermostatic Towel Radiator 700mm x 400mm' by Flomasta providing 512 BTU heating or contractors choice to be approved by CA.	Item	
3.4	<u>Number 5 Ennor House</u>		
	<i>Demolition / Strip Out</i>		
3.4.1	The property requires complete refurbishment to upgrade the building fabric, services, and sanitary and kitchen installations.	Note	N/A
3.4.2	<p>The contractor is to allow to isolate all services, strip out and dispose off site the following:</p> <ul style="list-style-type: none"> - Kitchen installation, including all units, any appliances left in place, the cookerhood / extractor, tiles etc ready for installation of the new kitchen. - Bathroom installation complete, inclusive of all sanitary ware and extractor fan, ready for installation of the new bathroom - Kitchen / Living room ceiling - Partition separating the kitchen from the living room. - Plasterboard / plasterboard finishes to the external walls. - All wallpaper finishes throughout the property. - Internal doors - Flooring throughout. 	Item	
3.4.3	<p>Provisional Sum</p> <p>Note bathroom and kitchen and hallway flooring is thermoplastic tile likely to have minor asbestos content. Allow for removal of</p>	Provisional Sum	£3000

	tiles containing low risk chrysotile asbestos which is non licensed work) R&D survey to be undertaken prior to works commencing.		
3.4.4	Provide e/o rate for removal of floor tiles if containing blue or brown asbestos material (crocidolite or amosite – licensed removal)	£ /m2	
3.4.5	Allow to strip out of electrical and heating installations and dispose off site.	Item	
	<i>Refurbishment Works</i>		
3.4.6	<u>Electrical and Electrical Heating Installations.</u> Contractors Design Allow to provide new electrical centrally controlled heating installation utilising appropriately sized wall mounted convector heaters to all rooms except bathroom which will have a thermostatic heated towel rail. Provide a full electrical installation to the property including new consumer unit, wiring, socket outlets, lighting and switching, smoke detectors in circulation spaces and heat detector in kitchen. All to be designed and installed in accordance with BS7671:2018 the 18 th Edition IET Wiring Regulations. Wiring to be hidden within walls.	Item	
	<u>Insulation / plasterboard / skim</u>	Note	N/A
3.4.7	Allow to provide a new 15mm dense plasterboard ceiling to the living room / kitchen, fixed to existing joists with board joints staggered, joint taped ready to receive skim coat gypsum plaster.	Item	
3.4.8	Allow provisional sum to provide and install 50mm thick Rockfloor acoustic insulation between ceiling and floor joists to provide thermal, acoustic and fire barrier to apartment above. To be inspected by CA once ceiling removed and instructed if required. Please provide rate below: Rate: Supply and fit 50mm Rockfloor insulation batt between joists	Provisional Sum £ /m2	£4000
3.4.9	Allow to provide insulation to internal face of external walls to achieve current building regulations standard of 0.30 W/m2K for refurbished properties. This can be achieved with the following build up:	Item	

	25 x 47mm timber battens fixed to internal face of external wall with separating DPC. 62.5mm insulated plasterboard (Kooltherm 118 or equivalent to be approved by the CA).		
3.4.10	Allow to provide 3mm gypsum skim coat plaster finish to all walls and ceilings.	Item	
3.4.11	<p><u>Kitchen</u></p> <p>The contractor is to allow to supply and install a Howdens Greenwich kitchen in white (or similar approved by the CA) to match the arrangement of the kitchen in the Flat 3 below (site visit to be arranged to inspect)</p> <p>The contractor is to supply and install a new 60cm visor cooker hood extraction and built in light to the property. The new extractor is to be fitted to the place of the existing/ old unit.</p> <p>The contractor should provide new 'metro' style white kitchen wall tiles as a splash back above the kitchen worktop.</p> <p>The contractor <u>is not</u> to allow for white goods and an oven in this item.</p> <p>On completion all units to be left clean and tidy.</p>	Item	
3.4.12	<p><u>Bathroom</u></p> <p>Install new bathroom suite consisting of Armitage Shanks (or similar approved by the CA) bathroom:</p> <ul style="list-style-type: none"> - New pedestal sink - New bath - New heated towel rail (price in electrical section above) - Bath shower screen - Mira Vie 9.5 Kw electric shower above bath (or equivalent to be approved by the CA) - Mechanical extraction unit. <p>All bathroom fittings to be white (not including towel rail). All products to be approved by the CA prior to order.</p> <p>Layout plans to be issued by the CA.</p> <p>Allow for plumbing alterations to the bathroom to meet the revised layout.</p>	Item	
3.4.13	<p><u>Floor finishes</u></p> <p>Provisional Sum - Allow for repair / replacement of floorboarding – condition to be inspected by CA once floor finishes are removed.</p>	Item	£2000

3.4.14	<u>Bathroom & Kitchen</u> The contractor is to allow provide 2.5mm thick vinyl sheet safety flooring to the kitchen and bathroom floor area (including under kitchen units) extending to a depth of 900mm in front of the units. Allow to seal at the skirting edge and provide a transition strip to the adjacent living room flooring. Allow for Altro Classic or equivalent to be approved by the CA. Colour to be approved by the CA.	Item	
3.4.15	<u>Bedrooms and Hallway</u> Provisional Sum. Contractor to allow for supply and fitting of good quality domestic heavy duty carpet and acoustic underlay. Samples to be provided to CA.	Provisional Sum	£2200
3.4.16	<u>Decorations</u> To the entire flat. The contractor is to allow prepare and decorate all internal finishes. <ul style="list-style-type: none"> - Ensure all surfaces are cleaned and prepped for decoration. - Apply a suitable fast drying oil based primer to any exposed joinery, 2 x undercoats and one gloss top coat to all woodworks (applied strictly as per the manufacturers guidance). - To all new plaster apply 1 x mist coat an 2nr full coats of Matt white emulsion (applied strictly as per the manufacturers guidance). The contractor should leave the property in a clean and tidy condition.	Item	
3.4.17	<u>Windows and Secondary glazing</u> The property features single glazed, timber sash windows. To prevent drafts and maintain heat, secondary glazing has been installed. Allow to remove and set aside secondary glazing for reuse.	Item	
3.4.18	Allow to refurbish all timber windows including replacement of weights, sash cords and ironmongery.	Item	
3.4.19	Provisional Sum. Allow to undertake timber window repairs with specialist 2 pack epoxy wood filler (Repair Care International Limited – or equivalent to be approved by the CA)	Provisional Sum	£500

3.4.20	Allow to ease and adjust secondary glazing to ensure smooth an easy operation and refit to refurbished timber windows.	Item	
3.4.21	<p><u>Internal Doors</u></p> <p>Allow for new FD30 fire doors and ironmongery to each doorway in the flat as follows:</p> <p>2 x bedroom doors</p> <p>Door to kitchen/diner/living room</p> <p>1 x bathroom door (include thumb turn privacy latch ironmongery)</p> <p>2 x cupboard doors.</p>	Item	
3.4.22	<p><u>Entrance door</u></p> <p>Allow to remove and dispose of the existing timber door frame and door and replace with a new FD30 fire door set, finish to match the new door to Flats 2&3 on the floor below, consisting of:</p> <ul style="list-style-type: none"> - Frame - Door - Ironmongery <p>The direction should match the existing</p> <p>To meet BS 7412:2007.</p>	Item	
3.4.23	On completion, the contractor is to make sure that all areas worked on as part of the above schedule of works are left in a clean and tidy condition and have undergone a full 'builders clean'.	Item	
3.5	<u>6 Ennor House</u>		
	<i>Demolition / Strip Out</i>		
3.5.1	The property requires refurbishment to upgrade the building fabric, and sanitary and kitchen installations.	Note	N/A
3.5.2	<p>The contractor is to allow to isolate all services, strip out and dispose off site the following:</p> <ul style="list-style-type: none"> - Kitchen installation, including all units, any appliances left in place, the cookerhood / extractor, tiles etc ready for installation of the new kitchen. 	Item	

	<ul style="list-style-type: none"> - Bathroom installation complete, inclusive of all sanitary ware and extractor fan, ready for installation of the new bathroom - All wallpaper finishes throughout the property. 		
3.5.3	Allow to strip out of electrical and heating installations and dispose off site.	Item	
	<i>Refurbishment Works</i>		
3.5.4	<p><u>Electrical and Electrical Heating Installations.</u></p> <p>Contractors Design</p> <p>Allow to provide new electrical centrally controlled heating installation utilising appropriately sized wall mounted convector heaters to all rooms except bathroom which will have a thermostatic heated towel rail. Provide a full electrical installation to the property including new consumer unit, wiring, socket outlets, lighting and switching, smoke detectors in circulation spaces and heat detector in kitchen. All to be designed and installed in accordance with BS7671:2018 the 18th Edition IET Wiring Regulations. Wiring to be hidden within walls.</p>	Item	
	<u>Insulation / plasterboard / skim</u>	Note	N/A
3.5.5	<p>Allow to provide insulation to internal face of external walls to achieve current building regulations standard of 0.30 W/m²K for refurbished properties.</p> <p>This can be achieved with the following build up:</p> <p>25 x 47mm timber battens fixed to internal face of external wall with separating DPC. 62.5mm insulated plasterboard (Kooltherm 118 or equivalent to be approved by the CA).</p>	Item	
3.5.6	Allow to provide 3mm gypsum skim coat plaster finish to all walls and ceilings.	Item	
3.5.7	<p><u>Kitchen</u></p> <p>The contractor is to allow to supply and install a Howdens Greenwich kitchen in white (or similar approved by the CA) to match the arrangement of the kitchen in the Flat 3 below (site visit to be arranged to inspect)</p> <p>The contractor is to supply and install a new 60cm visor cooker hood extraction and built in light to the property. The new extractor is to be fitted to the place of the existing/ old unit.</p>	Item	

	<p>The contractor should provide new 'metro' style white kitchen wall tiles as a splash back above the kitchen worktop.</p> <p>The contractor <u>is not</u> to allow for white goods and an oven in this item.</p> <p>On completion all units to be left clean and tidy.</p>		
3.5.8	<p><u>Bathroom</u></p> <p>Install new bathroom suite consisting of Armitage Shanks (or similar approved by the CA) bathroom:</p> <ul style="list-style-type: none"> - New pedestal sink - New bath - New heated towel rail (price in electrical section above) - Bath shower screen - Mira Vie 9.5 Kw electric shower above bath (or equivalent to be approved by the CA) - Mechanical extraction unit. <p>All bathroom fittings to be white (no including towel rail). All products to be approved by the CA prior to order.</p> <p>Layout plans to be issued by the CA.</p> <p>Allow for plumbing alterations to the bathroom to meet the revised layout.</p>	Item	
3.5.9	<p>There has been significant water ingress around the bathroom skylight window. The skylight window has been sealed which has prevented the window from opening and providing ventilation.</p> <p>Prior to decoration and bathroom works allow to remove the skylight and replace with new top hung double glazed timber skylight window. The contractor is to provide and install a suitable flashing detail to the roof (as recommended by the window manufacturer) to ensure the finished unit is water and wind tight.</p> <p><u>The contractor is to allow to measure, supply and install the new window.</u></p> <p>Allow to cut out the plasterboarding which has been affected by the water ingress and replace with new plasterboard. Refer to decoration specification below for finishing. Allow for 3m2.</p>	Item	
3.5.10	<p><u>Floor finishes</u></p> <p>Provisional Sum - Allow for repair / replacement of floorboarding – condition to be inspected by CA once floor finishes are removed.</p>	Item	£2000

3.5.11	<p><u>Bathroom & Kitchen</u></p> <p>The contractor is to allow provide 2.5mm thick vinyl sheet safety flooring to the kitchen and bathroom floor area (including under kitchen units) extending to a depth of 900mm in front of the units. Allow to seal at the skirting edge and provide a transition strip to the adjacent living room flooring. Allow for Altro Classic or equivalent to be approved by the CA. Colour to be approved by the CA.</p>	Item	
3.5.12	<p><u>Decorations</u></p> <p>To the entire flat.</p> <p>The contractor is to allow prepare and decorate all internal finishes.</p> <ul style="list-style-type: none"> - Ensure all surfaces are cleaned and prepped for decoration. - Apply a suitable fast drying oil based primer to any exposed joinery, 2 x undercoats and one gloss top coat to all woodworks (applied strictly as per the manufacturers guidance). - To all new plaster apply 1 x mist coat an 2nr full coats of Matt white emulsion (applied strictly as per the manufacturers guidance). <p>The contractor should leave the property in a clean and tidy condition.</p>	Item	
3.5.13	Provisional Sum. Allow to undertake window repairs.	Provisional Sum	£750
3.5.14	<p><u>Entrance door</u></p> <p>Allow to remove and dispose of the existing timber door frame and door and replace with a new FD30 fire door set, finish to match the new door to Flats 2&3 on the floor below, consisting of:</p> <ul style="list-style-type: none"> - Frame - Door - Ironmongery <p>The direction should match the existing</p> <p>To meet BS 7412:2007.</p>	Item	
3.5.15	On completion, the contractor is to make sure that all areas worked on as part of the above schedule of works are left in a clean and tidy condition and have undergone a full 'builders clean'.	Item	

3.5.16	Provisional Sum for additional works to be instructed by CA	Provisional sum	£3000.00
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