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**Thetford, Cemetery Chapel, London Road**

**Repairs to the South Side**

**SCHEDULE OF WORK**

22 February 2017

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This Work Schedule refers to work to

**Rebuild gable parapets, repoint walls. Install new lead flashing to the south side of the Cemetery. Replace rainwater goods and rebuild the south eastern buttress.**

To be read with the:

**Contract Particulars**

**Specification**

**Drawing 590/2101 Site Plan, Protection and Scaffolding**

**Drawing 590/2102 Layout, Roof Plan and South Elevation**

**Drawing 590/2103 Details, Buttress Repairs**

**Drawing 590/2104 Details, South Transepts Parapets Repairs**

**Drawing 590/2105 Details, Rainwater Goods**

Which together with the Form of Contract form the Contract Documents

*This is the Work Schedule described in the Agreement between the Thetford Town Council (Employer)*

*and ..... (Contractor), dated .....*

*Signed ..... (Employer), dated .....*

*Signed ..... (Contractor), dated .....*

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**Thetford, Cemetery Chapel, London Road**

**Repairs to the South Side**

**SCHEDULE OF WORK**

22 February 2017

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**Schedule of Work**

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**Drawings - Nicholas Warns Architect Ltd.**

Drawing 590/2101 Site Plan, Protection and Scaffolding

Drawing 590/2102 Scope of Works, Roof Plan and South Elevation

Drawing 590/2103 Details, Buttress Repairs

Drawing 590/2104 Details, South Transepts Parapets Repairs

Drawing 590/2105 Details, Rainwater Goods

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**Work Schedule**

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**1 Preparation and Clearing Up**

**1.1 Site Setup and Access** (*Drawing 590 / 2101*)

1.1.1 The Cemetery is located in the south west side of Thetford on Norwich Road. There is vehicular access. All parking must be in the area situated in the north west side of the Cemetery and access must be maintained; see dwg no. 590/2101. Allow for managing the parking, for both deliveries and general access to the works. The parking area and paths must be left in the same condition as it was found .....£

1.1.2 If a site hut is to be used, it shall be within a fenced in enclosure; adapt the fencing as necessary to provide this. All equipment and bulk stored materials must be stored within the site enclosure.....£

1.1.3 Temporary toilet facilities are to be provided. ....£

1.1.4 Price here for a fresh water supply for the building works.....£

**TOTAL: Site Set Up and Access** .....£

**1.2 Protection** (*Drawing 590 / 2101*)

1.2.1 Erect a 2m high 'Heras' fence around the working area .....£

1.2.2 Externally protect south windows SWT and SET with 25mm Stirling board sheeting against impact damage, see the drawing and the Standard Specification .....£

**TOTAL: Protection** .....£

**1.3 Scaffolding** (*Drawing 590 / 2101*)

1.3.1 Provide safe working access for the repairs in the South Side of the Cemetery Chapel complying with all current safety legislation. Scaffolding to be traditional tube and clamp system. The scaffolding must be designed so that it is able to provide storage for materials during the work; working platforms must be a minimum width of 1.5m. It must not be physically tied to, or place any loading on the Church. Provide boarded lifts, toe boards, knee rails and handrails as necessary for access and safety. Scaffold poles must have plastic

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**Work Schedule**

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ends where they butt against walls or are projecting into the working/access zones all as shown on drawing. 590/2101.

1.3.2 Enclose the base of all scaffolding with 3m high corrugated iron hoarding with lockable doors. This is to prevent theft and vandalism to the church.

1.3.3 Fit alarms to the scaffolding, this is to be connected to the mobile phone of the main contractor.

1.3.4 During the repairs ensure that the building is kept watertight and secure.

1.3.5 Provide a cost breakdown for the Cemetery Chapel Scaffold as described below:

- 1. Erection .....£
- 2. Dismantling .....£
- 3. Period of hire allowed (same as contract period).....£
- 4. Rate per week for additional hire £\_\_\_\_\_

**Total: Scaffolding. ....£**

**1.4 Clearing Up**

1.4.1 On completion all marks and damage shall be made good, and all debris cleared away from the area. This shall include the removal of all the protection of the fabric during the works. This shall include washing the windows with clean water, levelling soil and re-seeding any disturbed ground. ....£

1.4.2 All gutters, downpipes gullies and drains are to be flushed through and cleared out after the scaffolding has been taken down. ....£

1.4.3 On completion the inside of the Cemetery Chapel is to be vacuum cleaned.....£

**TOTAL: Clearing Up .....£**

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**Work Schedule**

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## **2. Repairs to the South West Transept**

### **2.1 Introduction**

2.1.1 This section covers work to the South West Transept parapet. It also includes the repairs of the walls.

### **2.2 Removals**

2.2.1 Breakout cement flashings at the abutments.....£

2.2.2 Take down and remove existing parapets coping stones, kneelers, two rows of eroded bricks underneath the kneelers and the stooling stones. ....£

2.2.3 Take down and cart away for rebuild the south flint wall as shown in drawing 590/2102 £

**TOTAL: Removals .....£**

### **2.3 South West Gable, Wall, Parapet and Abutments** (*Drawing 590/2102&2104*)

2.3.1 Rake out and rebuild approx. 6m<sup>2</sup> of flintwork to a depth of 350mm on the South wall of the West Transept upper section as shown on the drawing and as described in the Standard Specification. Extent of rebuilding to be agreed with Architect on site. ....£

2.3.2 Rake out and repoint the South wall of the West Transept lower section, (approx. 15 m<sup>2</sup>) including buttresses and base plinth as shown on the drawings and as per Standard Specification. ....£

2.3.3 Provisional Item: Repoint to the south west end wall of the Nave and the west wall of the South West Transept (approx. area 5 m<sup>2</sup>). ....£

2.3.4 Existing vents to be blocked up from inside, repainted and fixed .....£

2.3.5 Rebuild the parapet in brick with 100 mm x 350 mm flint face as per Standard Specification as shown on the drawings. Allow for a min 150mm high. ....£

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**Work Schedule**

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- 2.3.6 To both slopes provide and install new Code 4 lead soakers min 75mm high, new Code 4 lead flashing 1.5m max length between laps, clips at 300mm centres at the abutments as shown on the drawings and described in the Standard Specification .....£
- 2.3.7 To both slopes provide and install stooling stones to match the existing. Allow for stones 350mm high x 400mm width to match thickness of the last section of the buttress, pin and glue. All new stone to be Stoke Ground Base Bed.....£
- 2.3.8 To both slopes replace the existing 2no. rows of brick underneath the kneelers with new Stoke Ground Base Bed Stone. Allow for stones 145mm high x 400mm width, pin and glue£
- 2.3.9 To both slopes replace provide and install 2no. new stainless steel anchor to each side. Anchor to be 600mm length as shown on drawing 590/2104. ....£
- 2.3.10 To both slopes install new kneeler stones to work with the new parapet coping stones as shown on the drawing. Allow for stones 350mm high x 400mm width to match thickness of parapet, pin and glue. All new stone to be Stoke Ground Base Bed.....£
- 2.3.11 To both slopes reset the existing stone copings (8no. in total, 4no. stone copings each slope) as shown on the drawings, pin and glue.....£
- 2.3.12 Provide and install new apex stone. For pricing assume a size of 300mm x 400mm. Stone to be Stoke Ground Base Bed. ....£
- TOTAL: South West Gable, Wall, Parapet and Abutments.....£**

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**Work Schedule**

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### **3. Repairs to the South East Transept**

#### **3.1 Introduction**

3.1.1 This section covers work to the south east transept parapet. It also includes the repairs of the walls.

#### **3.2 Removals**

3.2.1 Breakout mortar flashings at the abutments.....£

3.2.2 Take down and remove existing parapets coping stones, kneelers, two rows of eroded bricks underneath the kneelers and the stooling stones. ....£

3.2.3 Take down and cart away for rebuild the south flint wall as shown in drawing 590/2102 £

**TOTAL: Removals .....£**

#### **3.3 South East Gable, Wall, Parapet and Abutments** (*Drawing 590/2102&2104*)

3.3.1 Rake out and rebuild approx. 6m<sup>2</sup> of flintwork to a depth of 350mm on the South wall of the East Transept upper section as shown on the drawing and as described in the Standard Specification. Extent of rebuilding to be agreed with Architect on site. ....£

3.3.2 Rake out and repoint the South wall of the East Transept lower section, (approx. 15 m<sup>2</sup>) including buttresses and base plinth as shown on the drawings and as per Standard Specification. ....£

3.3.3 Provisional Item: Repoint to the south east end wall of the Nave and the east wall of the South East Transept (approx. area 5 m<sup>2</sup>). ....£

3.3.4 Existing vents to be blocked up from inside, repainted and fixed .....£

3.3.5 Rebuild the parapet in brick with 100 mm x 350 mm flint face as per Standard Specification as shown on the drawing. Allow for a min150mm high.....£

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**Work Schedule**

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- 3.3.6 To both slopes provide and install new Code 4 lead soakers min 75mm high, new Code 4 lead flashing 1.5m max length between laps, clips at 300mm centres at the abutments as shown on the drawings and described in the Standard Specification .....£
- 3.3.7 To both slopes provide and install stooling stones to match the existing. Allow for stones 350mm high x 400mm width to match thickness of the last section of the buttress, pin and glue. All new stone to be Stoke Ground Base Bed..... £
- 3.3.8 To both slopes replace the existing 2no. rows of brick underneath the kneelers with new Stoke Ground Base Bed Stone. Allow for stones 145mm high x 400mm width, pin and glue£
- 3.3.9 To both slopes replace provide and install 2no. new stainless steel anchor to each side. Anchor to be 600mm length as shown on drawing 590/2104. ....£
- 3.3.10 To both slopes install new kneeler stones to work with the new parapet coping stones as shown on the drawing. Allow for stones 350mm high x 400mm width to match thickness of parapet, pin and glue. All new stone to be Stoke Ground Base Bed.....£
- 3.3.11 To both slopes reset the existing stone copings (8no. in total, 4no. stone copings each slope) as shown on the drawings, pin and glue.....£
- 3.3.12 Provide and install new apex stone. For pricing assume a size of 300mm x 400mm. Stone to be Stoke Ground Base Bed. ....£
- TOTAL: South East Gable, Wall, Parapet and Abutments .....£**

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**Work Schedule**

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## **4. Rebuild the South Eastern Buttress**

### **4.1 Introduction**

4.1.1 This section covers the removals and rebuild of the south eastern buttress (SB1) of the south east end of the Nave.

### **4.2 Buttress SB1 (Drawing 590 / 2102&2103)**

4.1.1 Carefully remove the upper section of the buttress SB1, cart away flints and bricks and set aside for reuse .....£

4.1.2 Repoint open mortar joints to the base of the buttress with lime mortar as shown on drawings and as per standard specifications. ....£

4.1.3 Provide and install 4no new plinth stones. All as shown on drawing 590/2103 and as per standard specifications. ....£

4.1.4 Repoint open mortar joints to the lower section of the buttress with lime mortar as shown on drawings and as per standard specifications. ....£

4.1.5 Provide and install 2no new water-tables, approx. 300 x 300 x 500mm to match the existing Stone to be Stoke Ground Base Bed, pin and glue.....£

4.1.6 Price here to rebuild the upper section of the buttress. Reuse the existing bricks and flints and rebuild with new flints and bricks where necessary. Allow for 12no. new bricks. Provide and install new 6no stainless steel anchor 600mm length they are to be installed every 3 brick courses as shown on drawing 590/2103. Provide and install 3no. metal helibars to be installed every 3 brick courses as shown on drawing 590/2103.....£

4.1.7 Provide and install 2no new water-tables, approx. 150 x 300 x 500mm to match the existing Stone to be Stoke Ground Base Bed, pin and glue.....£

**TOTAL: Buttress SB1.....£**

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**Work Schedule**

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## 5. Rainwater Goods

### 5.1 Introduction

5.1.1 This section covers the installation of new rainwater goods on the South Side of the Cemetery Chapel.

### 5.2 Rainwater Goods (Drawing 590/2102&2105)

#### 5.2.1 Removals

Remove the existing gutters and 3 no. down pipes on the South side of the Cemetery Chapel, including all the fixings. Allow to rebuild 300mm Ø patches of flint 200mm deep at each removed downpipes fixings. ....£

**TOTAL: Removals. ....£**

#### 5.2.2 South West Transept and West End of the Nave:

5.2.2.1 Provide and install new fascia board 150mm x 38mm to the West End of the Nave and the South West Transept west wall (approx. total length 2388mm) as shown on drawing 590/2102 & 2105 and as per Standard Specification. ....£

5.2.2.2 Provide and install new Hargreaves Foundry DH5301 125 x 75 mm new cast iron plain deep half round gutter with stop ends (approx total length 2388mm) as shown on the drawings 590/2102 and 590/2105 and described in the Standard Specification. The gutter is to be supported with fascia metal brackets DH5340, this is to be installed at maximum 1 metre centre to centre (2no. fascia brackets in the West end of the Nave and 3no. fascia brackets in the South West Transept west wall) as shown on drawing 590/2102 & 2105. All fixings to be stainless steel. ....£

5.2.2.3 Provide and install 1 no. Hargreaves H542A Corner Ornament Head with circular outlet as shown on drawing 590/2102 & 2105. All fixings to be stainless steel and as described in the Standard Specification. ....£

5.2.2.4 Provide and install 1 no. Hargreaves 100mm diameter cast iron eared downpipe with swan-neck (size to suit offset) and eared shoe R4051 E, to serve the South West End of the Nave and West Transept as shown on drawing. Eared downpipes to be fixed to the walls as shown on drawings. All fixings to be stainless steel and as described in the Standard Specification. £

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**Work Schedule**

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5.2.2.5 Remove the existing gully concrete and keep the existing gully in place. Provide and install 50mm RC Slab. Provide the materials and install gully kerb in the existing gully as shown on drawing 590/2102 & 2105 this is to be finished flush with ground level. Engineering bricks (seven valley reds or similar) laid on edge, frog side to gully. Grade adjoining ground to fall to the gully surround. Provide and install slates 75mm up stands against the walls as shown on drawing 590/2105 and 75mm fall from kerb to gully grating. ....£

**TOTAL: Rainwater Goods - South West Transept and West End of the Nave .....£**

**5.2.3 South Side between West and East Transepts:**

5.2.3.1 Provide and install new fascia board 150mm x 38mm to the south side between Transepts (approx. total length 1822mm) as shown on drawing 590/2102 and as per Standard Specification. ....£

5.2.3.2 Provide and install new Hargreaves Foundry DH5301 125 x 75 mm new cast iron plain deep half round gutter with stop ends (approx. total length 1822mm) as shown on drawing 590/2102 and described in the Standard Specification. The gutter is to be supported with fascia metal brackets DH5340, this is to be installed at maximum 1 metre centre to centre (2no. fascia brackets) as shown on drawing 590/2102. All fixings to be stainless steel. ....£

5.2.3.3 Provide and install 1 no. Hargreaves cast iron 115mm diameter eared downpipe with swan-neck (size to suit offset) and shoe, to serve the east slope of the West Transept, the south slope of the Nave and the west slope of the East Transept as shown on drawing. All fixings to be stainless steel and as described in the Standard Specification. ....£

**TOTAL: Rainwater Goods - South Side between West and East Transepts.....£**

**5.2.4 South East Transept and East End of the Nave:**

5.2.4.1 Provide and install new fascia board 150mm x 38mm to the East End of the Nave and the South East Transept east wall (approx. total length 2388mm) as shown on drawing 590/2102 and as per Standard Specification. ....£

5.2.4.2 Provide and install new Hargreaves Foundry DH5301 125 x 75 mm new cast iron plain deep half round gutter with stop ends (approx. total length 2388mm) as shown and described in the Standard Specification. The gutter is to be supported with fascia metal brackets DH5340, this is to be installed at maximum 1 metre centre to centre (2no. fascia brackets in the East end of the Nave and 3no. fascia brackets in the South East Transept east wall) as shown on drawing 590/2102. All fixings to be stainless steel. ....£

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**Work Schedule**

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- 5.2.4.3 Provide and install 1 no. Hargreaves H542A Corner Ornament Head with circular outlet as shown on drawing 590/2102 & 2105. All fixings to be stainless steel and as described in the Standard Specification. ....£
- 5.2.4.4 Provide and install 1 no. Hargreaves 100mm diameter cast iron eared downpipe with swan-neck (size to suit offset) and eared shoe R4051 E, to serve the south east end of the Nave and East Transept as shown on drawing. Eared downpipes to be fixed to the walls as shown on drawings .All fixings to be stainless steel and as described in the Standard Specification£
- 5.2.4.5 Remove the existing gully concrete and keep the existing gully in place. Provide and install 50mm RC Slab. Provide the materials and install gully kerb in the existing gully as shown on drawing 590/2102 & 2105 this is to be finished flush with ground level. Engineering bricks (seven valley reds or similar) laid on edge, frog side to gully. Grade adjoining ground to fall to the gully surround. Provide and install slates 75mm up stands against the walls as shown on drawing 590/2105 and 75mm fall from kerb to gully grating. ....£
- TOTAL: Rainwater Goods - South East Transept and East End of the Nave.....£**

## **6 Schedule of Daywork Rates**

### **6.1 Definitions**

6.1.1 The schedule of daywork rates is to be completed as a basis for agreeing any extra work if this is required. It will be taken into account when assessing tenders.

### **6.2 Labour: Hourly rates for craftsmen and labourers shall include the following:**

6.2.1 The amount of wages at standard time rates plus such extra payments or differentials as fixed in respect of skill, responsibility, discomfort, inconvenience and risk paid in accordance with the rules and awards of the recognised wage fixing bodies of the trades concerned in force in the area in which the works are carried out.

6.2.2 The amount of wages paid at standard time rates to workmen operating mechanically operated plant and transport.

6.2.3 The time of principals and foremen at standard time rates when actually working with their hands.

6.2.4 Traveling expenses and fares.

6.2.5 Traveling time (driver of personnel carrier).

6.2.6 The cost of overtime where specifically agreed by the Architect.

6.2.7 On-costs including the following:  
Head office charges  
Site supervision staff  
Severance pay and costs  
Bonuses and incentive payments  
Apprentices study time  
Employer's contributions to National Insurance  
Annual and public holiday contributions  
Third party Employer's liability insurance's  
All other liabilities and obligations whatever

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**Work Schedule**

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**6.3 Materials**

6.3.1 Materials supplied ex merchant including deliver to site less trade discounts but including monthly cash discounts not exceeding 5%.

6.3.2 Materials supplied ex yard including handling and delivery to site less trade discounts but including monthly cash discounts not exceeding 5%.

**6.4 Transport and Plant**

6.4.1 Provision of mechanically operated plant and lorry.

6.4.2 Provision of site hut, safety welfare facilities, batch mixers, ladders and non mechanical plant excluding hand tools.

6.4.3 Provision of personnel carrier to and from site.

**6.5 Sub Contractors**

6.5.1 Materials and works provided by Subcontractors including monthly cash discounts not exceeding 2.5%.

**6.6 The Rates: Labour, Materials and Profit**

6.6.1 Labour as defined in section 1 above, craftsmen: 20 hours x £\_\_\_\_\_/hr . . . . . £

6.6.2 Labour as defined in section 1 above, labourers: 20 hours x £\_\_\_\_\_/hr . . . . . £

6.6.3 Materials and goods: £1,500 . . . . . **£1,500**

6.6.4 Profit percentage on incidental costs, overheads and profit as defined in 2 above  
\_\_\_\_ % . . . . . £

6.6.5 Plant: £250 . . . . . **£ 250**

6.6.6 Profit percentage on incidental costs, overheads and profit as defined in 3 above  
\_\_\_\_ % . . . . . £

6.6.7 Profit on Subcontractors as defined in 6.5.1 above( \_\_\_\_ %) . . . . . £

**TOTAL: The Rates . . . . . £**

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**Work Schedule**

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**7 Tender Summary**

**1.....Preparation and clearing up**

1.1.....Site Setup and Access .....	£
1.2.....Protection .....	£
1.3.....Scaffolding .....	£
1.4.....Clearing Up .....	£

**2.....Repairs to the South West Transept**

2.1.....Introduction	
2.2.....Removals .....	£
2.3.....South West Gable, Wall, Parapet and Abutments .....	£

**3.....Repairs to the South East Transept**

3.1.....Introduction	
3.2.....Removals .....	£
3.3.....South East Gable, Wall Parapet and Abutments .....	£

**4.....Rebuild the South Eastern Buttress**

4.1.....Introduction	
4.2.....Buttress SB1 .....	£

**5.....Rainwater Goods**

5.1.....Introduction	
5.2.1.....Removals.....	£
5.2.2.....South West Transept and West End of the Nave .....	£
5.2.3.....South Side between West and East Transepts.....	£
5.2.4.....South East Transept and East End of the Nave .....	£

**6.....Schedule of Daywork Rates**

6.6.....The Rates .....	£
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**TOTAL**     £

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**Form of Tender**

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I/We undertake to do the above works under the general direction of the architect Nicholas Warns Architects Ltd of 64 Bishopgate, Norwich, for the sum of:

£

In words:

We can commence work ..... weeks after order and estimate that the work will take ..... weeks on site.

I shall appoint an experienced foreman to manage the day to day running of the site.

Sub-Contractors shall be:-

Scaffolding:

Stonework:

I confirm that I am registered with the CITB and my registration number is .....

I understand that before my tender can be formally accepted I shall submit a cash flow forecast and programme of work.

Signed:

For and on behalf of

Company Registration Number:

Dated :