

SPECIFICATION OF WORKS
FOR
EXTERNAL REPAIRS AND REDECORATION
AT
SALTASH TOWN COUNCIL
THE GUILDHALL
12 LOWER FORE STREET
SALTASH
PL12 6JX

FOR MS S BURROWS, TOWN CLERK, SALTASH TOWN COUNCIL

Prepared By: James M Barron MRICS IMaPS	Date: 19 January 2023	Rev:
Checked By: 	Job Ref: 4193	

REV D SEPT 2019



- Chartered Building Surveyors
- Project Managers
- Property Inspections
- Architectural Design

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1.0 CONTRACT PRELIMINARIES

Pricing of this Specification

Every item in Section 1 (Preliminaries and Conditions of Contract) and the Schedule of Work of this specification which the Contractor considers to have a monetary value shall be priced individually. Costs relating items which have not been priced will be deemed to have been included elsewhere.

The Contractor shall note that the items of work contained in the Schedule of Work have been described in reasonable detail but the Contractor shall consider them in conjunction with the drawings and Preambles and the actual work involved on site and shall allow in his prices for everything necessary for carrying out the Works in the best manner whether specifically mentioned or not and in compliance with the Trade Preamble Notes, where included.

The Contractor is advised to make his own assessment of the actual quantities required.

No alterations or qualifications of any kind are to be made by the Contractor to the text of this specification without the written agreement of the Contract Administrator (CA).

Definition of 'Employer'

The term 'Employer' in the said conditions shall mean:

Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Definition of 'Contract Administrator'

The term 'Contract Administrator' in the said conditions shall mean:

To Be Advised

Definition of 'Contractor'

The term 'Contractor' in the said Conditions shall mean the individual or firm or company undertaking the works and shall include the legal representatives of such individuals or of the persons comprising such firm or company and the permitted assigns of such individual of firm or company.



Location & Particulars of the Site

The site comprises the exterior of the building known as The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX

Drawings & Information

The Contractor is referred to the following drawing numbers:

- Floor plan and elevation drawings with window numbers annotation

Conditions of Tendering & Acceptance

Tenders received will be examined by the Contract Administrator. Tendering will be in accordance with the NJCC Code of Procedure for Single Stage Selective Tendering January 1996 or the NJCC Code of Procedure for Two Stage Selective Tendering January 1996. Any errors disclosed by such examination of Single Stage Selective Tenders will generally be considered under (**Alternative 2**) of the Code of Procedure for Single Stage Selective Tendering, unless otherwise directed by the employer.

The Client does not bind itself to accept the lowest or any tender.

Form of Contract

Form, Type and Condition of Contract

The Conditions of Contract will be those contained in the JCT Agreement for Minor Building Works MW 2016 including all latest amendments issued by the Joint Contracts Tribunal, insofar as they are not inconsistent with the amendments set out below and the Contractor is to allow for all costs or expenses which he considers necessary for complying therewith:



Recitals

1st Delete: “the Architect”. **NOTE:** The term “the Architect” shall be deemed to have been deleted throughout.

2nd Delete: “the work schedules”.

3rd No amendment

4th No amendment

5th No amendment

6th No amendment

7th No amendment

Article 1:

Contractor’s obligations No amendment.

Article 2:

Contract sum Add: Complete the Article to include the Contract Sum in words and figures.

Article 3:

The Contract Administrator Delete: “the Architect”. (Line one).
Add: To Be Confirmed

Article 4:

Principal Designer To Be Confirmed

Article 5:

Principal Contractor The principal contractor will perform the role under the CDM Regulations

Article 6:

Disputes No amendment.



Article 7

Arbitration No amendment

Article 8

Legal proceedings No amendment

Contract Particulars

Fourth Recital Base date to be 7 days before the date of tender return

2.2 *Commencement and completion*

Add: "The works shall be commenced within 4 weeks of order and completed within a 12 week contract period".

2.8 *Damages for non-completion*

Add: "£500.00 Per week".

2.10 *Defects liability*

Delete: "3 months". (Line two).

Add: "six months". (To replace that deleted).

3 **Control of the Works**

4 **Payment**

4.2 The employer is not a contractor

4.3 95%

4.4 97.5%

4.8.1 *Final certificate*

Delete: "three months". (Line one).

Add: "one month". (Line one to replace that deleted).

4.11 *Contribution, levy and tax changes*

Add: "Nil".

Fifth Recital Delete as necessary

Sixth Recital Framework agreement is not applicable

Seventh Recital Supplementary provisions - delete complete



- Article 7 No amendments
- 1.1 CDM period to be 4 weeks minimum, where applicable
- 5 Injury, damage and insurance**
- 5.3.2 *Injury or damage to property*
Insert: “£10,000,000.00”. (After “insurance cover referred to above to be not less than:”).
- 5.4A & 5.4B *Insurance of the Works by Contractor - Fire etc.*
& 5.4C TO BE CONFIRMED PRIOR TO START
- 5.4A 1 & 2 Percentage to cover Professional Fees 15%
- 7 Settlement of disputes**
- Notification of Disputes – Paragraph 6 – no amendments
- 7.2 *Adjudication*
No amendment
- Schedule 1 *Arbitration*
No amendment

List of Sub-Contractors

The Contractor shall inform prior to appointment his proposed Sub-Contractors working on this project.

Programme of Works

The Contractor shall submit to the Contract Administrator for his information, at, or before the pre-contract meeting, a detailed programme showing clearly when he proposes to start and complete the various sections of the Works.

Attendance at Meetings

The Contractor shall at the request of the Contract Administrator, attend such meetings as may be held by the Contract Administrator to discuss the progress of the works to be carried out in accordance with the terms and conditions of this contract.

Temporary works and facilities

The Contractor shall provide and maintain all necessary temporary lighting,



hoardings, fencing, guard rails, warning notices etc. for the safety of work people, the occupants of the premises, and the public.

The Contractor shall provide and maintain all necessary temporary office, storage, sanitary or other accommodation as may be required by the Contractor.

The Contractor will be responsible for protecting and safeguarding all work and materials delivered to the site.

Scaffolding

The Contractor shall provide and maintain all necessary scaffolding for the proper and safe execution of the work, and shall comply with all Health and Safety at Work Legislation.

Dayworks

Where work cannot be otherwise measured and valued, the Contractor shall be allowed daywork rates.

No work shall be carried out on a daywork basis unless authorised by the Contract Administrator following a request from the Contractor.

The Contractor shall provide the following all-inclusive Daywork Rates

Carpenter/Joiner	£.....per hour
Painter/Decorator	£.....per hour
Labourer	£.....per hour
Foreman/Manager	£.....per hour

Plant will be valued on an invoice plus percentage basis. The Contractor shall identify below his percentage:

.....%

Materials will be valued on an invoice plus percentage basis. The Contractor shall identify below his fixed percentage figure:

.....%

Prevention of Corruption

The Client to cancel the contract and to recover from the Contractor the amount of any loss resulting from such cancellation, if the Contractor shall have offered or given or agreed to give any person any gift or consideration of any kind as an



inducement or reward for doing or for having done or any action in relation to the obtaining or execution of the contract or for showing favour or disfavour of any person in relation to the contract or if any of the like acts shall have been done by any person employed by the Contractor (whether with or without the knowledge of the Contractor) or if in relation to any contract with the Client the Contractor or any person employed by him or acting on his behalf shall have committed any offence under the Prevention of Corruption Acts.

SITE REQUIREMENTS

Working Area

The Contractor will restrict the working area to the immediate area of the section of work being executed at that time. If access is required outside that area, to an adjacent property, then the Contractor shall gain the agreement of the adjoining occupant.

The works shall be carried out so as to cause the minimum inconvenience and disturbance to all occupants and adequate precautions shall be taken to prevent excessive dust including watering down at frequent intervals.

The Contractor is to keep clean at all times all adjacent roads and footpaths and make good any damage to any work disturbed.

The Contractor shall ensure that neither his own vehicles nor those of his sub-Contractors are parked on adjacent roads to the detriment of local residents.

Deliveries

The Contractor shall ensure that all deliveries of materials are well supervised and scheduled and that minimum disruption to public vehicular and pedestrian traffic occurs.

Materials and Skips

The Contractor shall ensure that all materials are stored in agreed designated areas and that materials stored are well maintained.

Control of Dust on Occupied Properties

The Contractor shall use the best available means to minimise dust.

Fire - Contracts for Maintenance, Adaptation or Extension to Existing Buildings

Before any work of maintenance, adaptation or extension to existing buildings is carried out, the Contractor is to discuss his proposals with the CA and to



ensure that the extent of any fire hazards in the work are known fully. The Contractor's workmen are required to confirm strictly with all "No Smoke" rules applicable in specific areas of the site. Fire escape routes are to be kept unobstructed. When work necessitates the use of naked flames in roof space, service voids and other similar locations having a high probability of fire, a portable fire extinguisher is to be readily available. Comply with Hot Working Permit procedures and keep adequate records.

Burning on Site

Burning on site of materials arising from the work will not be permitted.

Moisture/Water

Prevent the work from becoming wet or damp where this may cause damage. Dry out the works thoroughly.

MANAGEMENT OF THE WORKS

Supervision

Accept responsibility for co-ordination, supervision and administration of the works, including all sub-contracts.

Maintenance of Existing Services

Where properties are occupied the Contractor is to maintain at all times mains services to the area of the property occupied.

Standards in Occupied Properties

The Contractor shall ensure that those under his control respect the fact that properties being worked in will be occupied.

Insurance

Before starting work on site submit documentary evidence for the insurance required by the Conditions of Contract.

Insurance Claims

If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the works or injury or damage to persons or property arising out of the works, forthwith give notice in writing to the Employer, the CA and the Insurers. Indemnify the Employer against any loss which may be caused by failure to give such notice.



Health and Safety

The tenderer shall respond to the Pre-Construction Health and Safety information pack (where applicable), included with the tender documents, if applicable.

Subject to the tender assessment, the contract will be awarded and the successful tenderer appointed as Principal Contractor under CDM 2015.

The Contractor will not be permitted to commence the construction phase until he has developed the Construction Health and Safety Plan.



2.0 SPECIFICATION OF WORKS

**Repairs and Redecoration at:
The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX**

1.0 PROJECT GENERALLY

2.0 SCHEDULE OF WORKS

3.0 PHOTOGRAPHS



<p>1.0 PROJECT GENERALLY</p> <p>1.01 Scope of Works</p> <p>The works comprise external repair and redecoration at The Guildhall.</p> <p>1.02 Drawings</p> <ul style="list-style-type: none">• PDF annotated floor plan and elevation drawings enclosed separately <p>1.03 Contingency Sum</p> <p>The contractor is to allow a contingency sum of £5,000.00 to be expended at the discretion of the contract administrator.</p> <p>1.04 Site Visit</p> <p>The contractor must make a site visit to fully appreciate the work and location factors.</p> <p>The property can be seen from public spaces on all sides.</p> <p>If the contractor feels internal access is required for pricing, please contact Saltash Town Council (Sinead Burrows, Town Clerk 01752 844846).</p> <p>1.05 Construction, (Design and Management) Regulations 2015</p> <p>The contractor is to perform the Principal Contractor role under CDM 2015.</p> <p>The Employer is to employ a Principal Designer.</p> <p>The Designer appointed is Barron Surveying Services Ltd.</p> <p>The contractor is to prepare a proportionate construction phase health and safety plan.</p> <p>The contractor is to assist the Employer with the compilation of a health and safety file on completion.</p> <p>Due to the project duration, F10 Notification to HSE is not required.</p>	<p>£5,000.00</p>
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The Employer will supply suitable asbestos survey information for the exterior of the building/working areas prior to works commencing.

1.06 Existing Health and Safety File

Not applicable.

1.07 Programme of Works

The contractor is to provide a programme for discussion prior to commencement.

1.08 Progress Reports

Prepare weekly progress reports for the Contract Administrator.

1.09 Existing Uses

The Guildhall will remain in full use and occupation throughout the works.

Specifically, the Employer will advise the contractor of any meetings or uses within the Guildhall where noise restrictions might be imposed and cooperate as fully as possible.

The contractor must ensure that access and egress to the building at all times is not interrupted.

1.10 Foreman

Appoint a working foreman who will act as a point of contact for the contract administrator.

1.11 Protection of Surfaces

Ensure that internal access is minimised and undertaken only at times through liaison with the Employer.

1.12 Damage to Property

Make good any damage caused at the contractor's expense.



1.13 Scaffolding

The main contractor shall provide all necessary scaffolding and comply with Health & Safety Regulations. Keep any scaffolding maintained and keep records.

The scaffold is to be netted to minimise dust or debris escape.

Ensure that any scaffold erected over access and egress to the building are fitted with crash decks above, double boarded and sheeted to protect persons below.

Any low level scaffold poles are to be wrapped in high visibility tape. Ensure that any protruding clamps or sharp edges of scaffold are wrapped in foam.

Erect onto the scaffold an intruder alarm and maintain the alarm through the working period.

Maintain through the working period an alarm callout procedure to respond promptly to any scaffold intrusion or alarm activation.

Ensure that all necessary street or pavement licenses are obtained and pay all costs.

1.14 Security

The main contractor shall ensure that the works are made adequately secure and protected during the works, including outside working hours.

Ensure that at the end of each working session, all low level scaffold ladders are removed or boarded. Fence off low level scaffold as best as possible.

1.15 Power/Water and Welfare Facilities

The contractor will be permitted use of the building's power and water supplies for construction purposes.

The contractor will need to supply and maintain suitable welfare facilities in the vicinity. Prior to works commencing, liaise with the Employer who will assist with the identifying space close to the building for a welfare facility. Assume that this will consist of sanitary facilities, storage and canteen with heating and hot water provision.



1.16 Dust and Dirt Emissions

The works shall be kept clean and tidy and all rubbish removed from the site.

1.17 Materials and Workmanship

The materials shall be clean and free from damage and in accordance with the relevant British Standards.

1.18 Working Hours

The working hours shall normally be limited to between 8.00am and 5.00pm Monday to Friday. Weekend working will be permitted by agreement with the contract administrator.



2.0 SCHEDULE OF WORKS

2.01 General Decoration Notes

The specification is prepared using Crown Paints materials specification and accompanying notes.

Alternative materials suppliers will only be permitted with Employer's approval and confirmation that alternatives are equal approved.

This specification is based on the condition of existing substrates and their applied coatings at the time of issue. The specified surface preparation requirements and subsequent coating application will remain valid for a period of 12 months from the date of issue from this document.

Apply all products in accordance with BS6150:2006 code of practice of painting buildings and BS8000 part 12 1989 code of practice for decorative wall coverings and painting. All products should be applied in accordance with manufacturer's instructions/product data sheets. If there is any doubt whatsoever with any aspect of this specification, it must be brought to the attention of the Employer before proceeding.

Some finishing colours may require an additional coat in order to achieve complete opacity. Should this situation be suspected or expected during the progress of these works, application of the product should cease immediately and instruction from the Employer/Contract Administrator obtained before continuing.

Surface Preparation – failure to provide an adequately prepared surface will result in poor adhesion and performance of the subsequently applied coating system. Timber surfaces should not be over prepared with fine abrasives as this will reduce the degree of absorption. Wire wool and metallic brushes must **not** be used.

Personal Protection – treatments for the removal of surfaces coatings such as sanding, burning off or chemical stripping may generate hazardous dust and/or fumes. Work in well ventilated areas. Use suitable personal protective equipment.

Fillers and Stoppers – be sure to use the products which have been specifically designed for use with the substrate being treated. Translucent finishes are not designed to obscure the substrate therefore filling and stopping should be avoided



wherever possible and should be done with great care. General or all-purpose fillers are not suitable particularly on external joinery where even wood fillers cannot cope with timber movement and work loose.

Weather Conditions – do not apply coatings when there is a risk of rain or frost. In general, solvent borne coatings should not be applied below 5°C and water borne coatings should not be applied below 8°C. Refer to product data sheets for further information.

Application – when applying coatings in order to ensure optimum protection and durability it is essential to achieve the required coverage rate particularly when using medium high build finishes. If there is any doubt, the film build should be checked using a wet film gauge. Particular attention should be paid to ensure end grains are thoroughly treated to saturation by applying the first coat wet on wet until no more product is absorbed. All coatings should be laid off in the direction of the grain with the minimum number of brushstrokes required to give an even finish.

Brushes – all coatings should be applied with a good quality brush. Water borne coatings should be applied with a synthetic bristle brush formulated for the application of water borne products.

2.02 Painting Specification Exterior Render

Undertake the following works for specified areas of previously painted external render.

Note – existing paint finishes appear to be generally in sound condition. Localised adhesion failures are evident in some areas. Organic growth contamination is evident in some areas.

Surface Preparation

All surfaces should be clean, sound, dry and free from any materials that could affect the adhesion of coatings to be applied.

Refer to general notes page for additional information.

Remove all loose, flaking or powdery materials back to a sound surface.



Removal all loose, flaking or powdery materials by pressure washing at 1500 to 2000 Psi taking care not to damage the surface.

Treat areas of mould and/or vegetable growth with Sandtex Trade Fungicidal Wash.

Remove all loose or flaking coatings back to a sound edge.

After thorough cleaning, prime any residual stains with Crown Trade PX4 All Purpose Primer in accordance with manufacturer's instructions.

Coating

Stabilise with Sandtex Trade SB Stabilising Solution max spreading rate 6.1msq per litre dry film thickness 41, drying time 16 hours, re-coat time 16 hours.

Bring forward with Sandtex Trade X-Treme X-Posure Smooth Masonry spreading rate 15.8msq per litre, dry film thickness 24, drying time 30 minutes, re-coat time 3 hours.

First coat Sandtex Trade X-Treme X-Posure Smooth Masonry spreading rate 15.8msq per litre, dry film thickness 24, drying time 30 minutes, re-coat time 3 hours.

Topcoat Sandtex Trade X-Treme X-Posure Smooth Masonry spreading rate 15.8msq per litre, dry film thickness 24, drying time 30 minutes, re-coat time 3 hours.

2.03 Specification for Previously Coated Timber

Note – this specification is for the preparation and painting of the exterior of all previously painted windows and doors only. Ensure that windows and doors are opened sufficient to allow the preparation and painting of door casement and sash edges.

Note – existing paint finishes appear to be generally in sound condition. Localised adhesion failures are evident in some areas. Organic growth contamination evident in some areas. Some grey and de-natured surfaces are noted. Defective glazing bead and putty noted in some areas. Surfaces are disfigured with surface contamination.



Surface Preparation

All surfaces should be clean, sound, dry and free from any materials that could affect adhesion of the coatings to be applied.

Refer to general notes page for additional information.

Make good all cracks and surface defects with an appropriate filler.

Treat areas of mould and/or vegetable growth with Sandtex Trade Fungicidal Wash.

Remove all loose or flaking coatings back to a sound edge.

Clean to remove all surface contaminants. Thoroughly wet and abrade sound coatings to provide a key. Rinse with clean water and allow to dry.

Ensure end grains are fully coated.

Ensure tops and bottoms of all exterior doors and opening window sections are fully coated to reduce water ingress.

Round all sharp edges to a 1:3mm radius. Remove all dust.

Remove excess resin from knots and other resinous areas. Note the use of shellac knotting is not recommended under translucent or varnish systems.

Remove grey, de-natured surface.

Before undertaking any glazing, all rebates must be primed with one full coat of primer or primer undercoat specified.

Linseed oil putty must be allowed to form a hard skin before overcoating.

Carefully de-nib between coats between a fine grade nylon abrasive pad or a fine grade wet or dry silicon carbide abrasive paper in the direction of the grain.

Coating Specification

Spot prime Sandtex Trade Flexible Primer Undercoat spreading rate 15msq per litre, dry film thickness 32, drying time 4-6 hours, re-coat time 16 hours.



Bring forward Sandtex Trade Flexible Primer Undercoat spreading rate 15msq per litre, dry film thickness 32, drying time 4-6 hours, re-coat time 16 hours.

Undercoat Sandtex Trade Flexible Primer Undercoat spreading rate 15msq per litre, dry film thickness 32, drying time 4-6 hours, re-coat time 16 hours.

First Coat Sandtex Trade Eggshell X-Tra spreading rate 15.2msq per litre, dry film thickness 33, drying time 4-6 hours, re-coat time 16 hours.

Topcoat Sandtex Trade Eggshell X-Tra spreading rate 15.2msq per litre, dry film thickness 33, drying time 4-6 hours, re-coat time 16 hours.

2.04 Specification for Exterior Coated Metalwork

Notes – existing finishes appear to be generally sound.

Existing coating systems exhibit some poor adhesion.

Some localised corrosion is evident.

Some localised surface contamination is evident.

Organic growth contamination is evident in some areas.

Surface Preparation

All surfaces should be clean, sound, dry and free from any materials that could affect the adhesion of the coatings to be applied.

Refer to general notes page for additional information.

Treat areas of mould and/or vegetable growth with Crown Trade Fungicidal Solution.

Remove all loose or flaking coatings back to a sound edge.

Clean to remove all surface contaminants. Thoroughly wet abrade sound coatings to provide a key. Rinse with clean water and allow to dry.

Prime bare metal within 4 hours.



Remove rust or corrosion and spot prime any areas of exposed metal within 4 hours with Crown Trade Protective Coatings High Build Rust Inhibiting Metal Primer Undercoat.

Clean down all nuts, bolts, rivets, sharp edges, weld seams and areas of difficult access with Crown Trade Protective Coatings High Build Micaceous Iron Oxide.

Surface Coatings

Spot prime Crown Trade Protective Coatings High Build Rust Inhibiting Metal Primer Undercoat spreading rate 7msq per litre, dry film thickness 71, drying time 3 hours, re-coat time 6 hours.

Bring forward Crown Trade Protective Coatings High Build Rust Inhibiting Metal Primer Undercoat spreading rate 7msq per litre, dry film thickness 71, drying time 3 hours, re-coat time 6 hours.

Undercoat Crown Trade Protective Coatings High Build Micaceous Iron Oxide spreading rate 8msq per litre, dry film thickness 63, drying time 4 hours, re-coat time 16 hours.

First Coat Crown Trade Protective Coatings High Performance Gloss For Metal spreading rate 15msq per litre, dry film thickness 35, drying time 4-6 hours, re-coat time 16-24 hours.

Topcoat Crown Trade Protective Coatings High Performance Gloss For Metal spreading rate 15msq per litre, dry film thickness 35, drying time 4-6 hours, re-coat time 16-24 hours.

2.05 Specific Repairs

Electrical Fittings

Protect external lights or other external electrical fittings, leave clean and tidy on completion.

Retain all alarm boxes in position and do not disturb.

Stone Cleaning

Thoroughly clean the stone pillars to the Station Road elevation. Use proprietary stone cleaners to gently wash the stone to remove as much of the black staining as possible. Repeat until the pillars are brought back to a neat visual appearance.

Signage

Remove and set aside signs. Paint behind. Clean and reinstate on completion.



Airbricks

Overpaint all airbricks as previous.

Flagpole Brackets

North Elevation

Remove 2no. flagpole brackets. Hand to Employer. Purpose-make 2no. galvanised and power coated black flagpole brackets to exactly match existing. Fix with stainless steel bolts and washers. Leave in good condition.

West Elevation

Remove and set aside large wooden flagpole. Remove 2no. brackets. Purpose-make matching galvanised and powder coated brackets as above. Reinstate and leave in good condition.

Metal Vent Grilles

Clean all metal grilles. Remove previous paint splashes. Leave in good order.

Painted Crest West Elevation Gable

Paint the walling around the Crest. Tape area and protect during the works. Do not overpaint.

BT Cable Brackets South Elevation

Paint brackets. Protect cables during the works.

Stone Arch South Elevation

Gently clean the stone. Treat with SafeGuard StormDry masonry cream suitable for stone background. Leave in good order.

Metal Wall Corner Brackets

Remove and set aside. Paint wall behind. Reinstate on completion.

Electric Incoming Supply Cables East Elevation

Protect at all times. Do not disturb.

2.06 Gutters, Downpipes and Other Rainwater Goods

Thoroughly clean out all gutters. Water test and seal all leaking joints with gutter sealant compound. Note gutter joints are dripping on the north side of the building.

Prepare and paint all metal or other gutters, downpipes, brackets, hoppers etc. on all elevations. Ensure differently coloured date



stamps are picked out. Remove all surface corrosion. Paint in accordance with the coatings specification and leave in good order.

2.07 Previously Decorated Timber

Undertake full preparation and surface coating to all previously decorated timber at the building in accordance with the specification.

Report any areas of badly softened timber to the Project Surveyor/Employer and seek further instructions.

Leave all in good condition.

Previously decorated painted timber is to include:

- All windows
- All doors
- Gas cupboard door under stairs
- All fascias and soffits
- Timber flagpole full height
- Soffit corbel feet

2.08 Previously Decorated Render

Thoroughly prepare and paint all areas of previously decorated render in accordance with this specification.

Rust – remove all rust stains using chemical cleaners. Thoroughly clean and seal the surface. Leave ready for overpainting.

All colours to match the existing.

This is to include:

- Render panels all elevations
- Low level black plinth course
- All render details and mouldings
- All painted windowsills
- Painted arched canopy pillars, roofs etc.

2.09 Hammer Tap Test

Tap test all render prior to painting.



Mark up photographs showing where there is hollow or de-bonded render and seek further instruction from the Employer/Project Surveyor.

2.10 Glass

Take a detailed schedule before work commences of any chipped or broken glass panes or double glazed panes which are condensed.

Present a schedule to the Employer/Surveyor and seek further instruction.

2.11 Metalwork

Prepare and paint all previously painted metalwork in accordance with this specification.

Metalwork is to include:

- All brackets, gutters, downpipes, hoppers etc. as existing including the inside of gutters
- All previously painted door hinges

2.12 Window Draught Stripping

Supply and install draught strips to all opening window sashes and casements at the building.

Draught stripping to be from Ventrolla and is to be the Ventrolla perimeter ceiling system (VPSS) supplied and installed by suitably competent contractors.

Contact Ventrolla info@ventrolla.co.uk Tel: 0800 378 278

Ventrolla House
Unit C2, Crimple Court
Hornbeam Business Park
Harrogate
HG2 8PB

Undertake all draught stripping installation work in accordance with the Ventrolla specification and technical data sheet enclosed with this specification.

Leave all in good condition.



2.13 Specific Window and Door Repairs

All windows – open to ease and adjust.

All windows – remove and reinstate blinds if necessary.

All windows – repair putty as necessary.

- W1 – scrape glass clean. 1m x 1.5m. Retain fixed and painted shut.
- W2 – scrape glass clean. 1m x 1.5m. Retain fixed and painted shut.
- D1 – no repairs. Paint.
- W3 – 1.2m x 1.9m. Scrape glass. Remove corroded fixing screw top sash. Retain bottom sash opening.
- W4 – scrape glass. 1.2 x 1.9m. Retain fixed shut.
- W5 – scrape glass. 1.2m x 1.9m. Retain top and bottom sash opening.
- W6 – scrape glass. 1.2m x 1.9m. Retain top and bottom sash opening.
- W7 -scrape glass. 1.2m x 1.9m Retain bottom sash opening. Ease top sash to open.
- W8 – scrape glass. 1.2m x 2.3m. Retain bottom sash opening. Ease top sash to open.
- D2 – no specific repairs.
- Gas meter door – repair and paint.
- W9 – scrape glass. 1m x 2m. Retain bottom sash opening. Ease top sash.
- W10 – scrape glass. 1.5m x 2m. 300mm left hand side frame scarf repair. Retain bottom sash opening. Ease top sash.
- W11 – scrape glass. 1.3m x 1.9m. 400mm sill scarf repair. 200mm sill scarf repair. Increase weights bottom sash to hold open. Ease top sash.
- W12 – scrape glass. 1.3m x 1.9m. Retain bottom sash opening. Ease top sash.
- W13 – scrape glass. 1.8m x 2m. 150mm frame repair bottom right. Retain opening casement.
- D3 – no specific repairs.
- W14 – scrape glass. 1.4m x 2m. Ease sashes.
- W15 – scrape glass. 1.4m x 2m. Ease sashes.
- W16 – scrape glass. 1.4m x 2.7m. Ease sashes. Replace 1no. broken pane.
- W17 – scrape glass. 1.4m x 2.7m. Ease sashes.
- W18 – scrape glass. 1.4m x 2.7m. Ease sashes.



- W19 – scrape glass. 1.1m x 1.8m. Retain bottom opening. Keep top fixed shut.
- W20 – scrape glass. 1.15m x 2.6m. Ease sashes.
- W21 – scrape glass. 1.15m x 2.6m. Ease sashes.
- W22 – stairwell square window and 2no. porthole windows. Scrape glass. 200mm scarf frame repair. Window 900mm x 700mm. Portholes 600mm².
- W23 – scrape glass. 1.2m x 2.7m. Ease bottom sash.
- W24 – scrape glass. Repair putty. 300mm scarf repair under arch top. 300mm scarf repair bottom sash bottom rail. 1.45m x 2.7m. Replace sill timber complete.
- W25 – scrape glass. Putty repair. 400mm bottom sash bottom rail scarf repair. Make good bottom sash joint. Replace 1no. pane of glass. 1.45m x 2m. Ease bottom sash. Keep top fixed shut. Replace sill timber complete.

2.14 Crack Repairs

Rake out all cracks in render on walls and windowsills. Cut back to sound render. Fill crack with flexible exterior fillers or sand/cement. Feather over existing. Leave ready for decoration. Report any underlying cracks in the stone or brick to the Employer and seek further instruction.

2.15 Clean Up

During the works and upon completion keep the site clean and tidy.



3.0 PROJECT DRAWINGS

PDF 4193 Decoration Scheme Drawings 04-01-23



5.0 VENTROLLA TECHNICAL DATA SHEET



Ventrolla
SASH WINDOW SPECIALISTS

Over 30
years of British
Craftsmanship



The Technical Data



Ventrolla Specification - VR90 & VPSS

The Ventrolla system consists of two parts. The first phase is the renovation process which treats the wood and ensures the window is fully operational. The second phase is the performance upgrade, by installing our unique draught proofing system, the Ventrolla Perimeter Sealing System (VPSS).

Phase 1 - Window Renovation

Ventrolla have developed a unique Wood Repair System (VR90) that has been designed to extend the life of wooden windows and doors.

VR90 wood repair is a two part epoxy resin designed to impart the original strength to tenon joints and to fill cavities in sills, which it achieves through bonding with the original timber.

The system's core benefits are:

- It retains the majority of the original timber
- Provides long lasting repairs
- Fast acting so minimises standing time
- Reduces Carbon Footprint of repair
- Enables existing profile to be matched

In the event of excessive deterioration or if beyond economical repair, we replace the timbers, as required.

Application

All windows are inspected and surveyed prior to quotation and commencing work. At installation, sashes are removed and the condition of the timber, glass and pulleys are fully assessed.

- Decaying wood is removed back to the sound timber
- VR90 WS stabiliser is applied to provide anchorage
- VR90 filler is applied to fill gaps / joints and moulded to match the window profile
- All sash cords are replaced and the pulleys serviced ensuring smooth operation

NB: In the case of larger repairs or where economics dictate, we splice in new timber, or, in the case of a rotten sill, we can replace it completely.

Phase 2 - Performance Upgrade

The Ventrolla Perimeter Sealing System (VPSS) has been specifically designed to be installed into any shape or size wooden window or door.

The system upgrades the performance of original wooden windows and doors without affecting either their appearance or character.

As shown in Diagram A overleaf, the system is installed to provide a seal on all faces and becomes an integral part of the window or door.

The system's core benefits are:

- Virtually eliminates draughts and leaks
- Eradicates sash rattle
- Improves Window's Energy Rating by up to 30%
- Helps reduce noise problems
- Ensures smooth operation of the window
- Recognised by English Heritage, Historic England, Historic Scotland and Cadw

Application

A Perimeter Sealing System using Weatherfin two-piece parting bead, comprising of a pile carrier fitted into a U-section, is installed in and around the sashes.

The sealing system:

- Conforms to BS 7386: 1997
- Conforms to BS EN 12207 : 2000 and BS6375-1: 2009, Class 3
- Is manufactured from multifilament polypropylene yarn that is silicon treated to be water repellent and UV stabilised
- Can be supplied in any colour (additional cost may apply)

The sealing system is installed to the top of the box, mid rail, bottom rail, parting bead and the staff beads. See Diagram A overleaf for further details.

The sashes are weighed and the weights adjusted to ensure the window is correctly balanced and operates smoothly.

All exposed and bare wood is painted with one coat of white acrylic primer to BS5082. Final, decorative painting is by others.

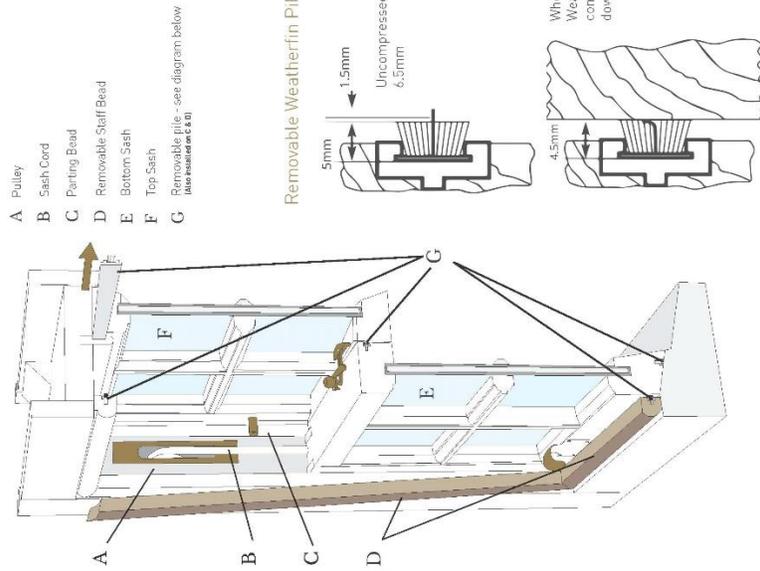
The sashes are reinstalled and staff beads fitted (if the easy release Sash Removal System is being installed removable staff beads are fitted and corked). Windows are then be checked for smooth operation.

Independent Testing

- VPSS achieved the highest requirement of BS6375-1: 2009, Class 3 (Tested to 600 Pa)
- VPSS provides up to a 30% improvement in a Windows Energy Rating (WER)
- Air change rates reduced to 0.4 air changes per hour
- Noise reduction levels of up to 6-10 dB(A) range
- Has been independently tested and proven to fall within the 6 to 100dB noise reduction range

Ventrolla Renovated Window

Diagram A: Ventrolla Renovated Window



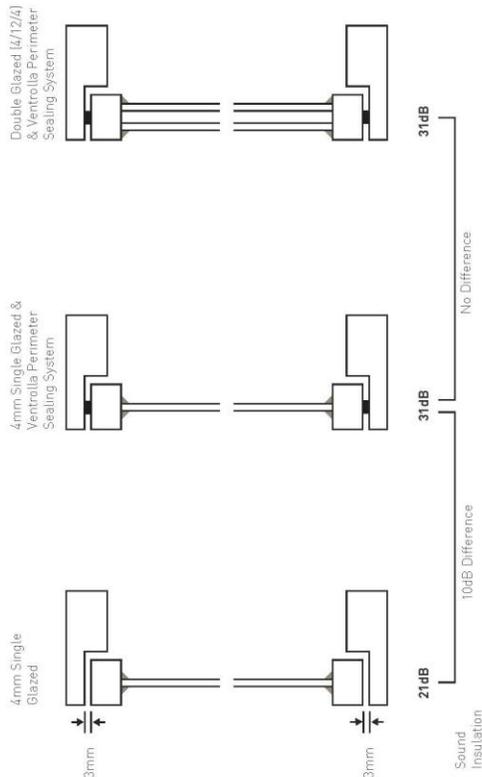
Sash Removal System (SRS)

Is discreetly mounted in the side of the sash, allowing safe and easy removal of both the upper and lower sashes, to therefore give free access to the window box frame, and is not visible either internally or externally during the normal operation of the sash window.



Ventrolla Specification

Diagram B: Noise Reduction With VPSS



Noise Control

There is misrepresentation that double glazing provides sound insulation due to the two panes of glass. In fact, it is the seal that offers the improvement, which as Diagram B above shows, is equalled by the Ventrolla Perimeter Sealing System (VPSS).

Environmental Issues

Because the Ventrolla system retains much of the original material its Carbon Footprint is significantly less than replacement windows.

- The Green Facts are:
- Replacement windows consume up to 40 times the energy of renovating windows
 - Window renovation retains the invested energy within the original window
 - Minimal waste is sent for recycling or to landfill
 - Window Energy Rating is improved by 30%

If you would like further information about the Ventrolla Sash Window Renovation Service, or copies of our RIBA NBS Specifications, please call 0800 0277 454 or visit our website www.ventrolla.co.uk



Accreditations



Ventrolla

SASH WINDOW SPECIALISTS

For information on our services,
offices, case studies and news, visit
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