

■ Specification of Works

In respect of:

Pages Park Pavilion
Astral Park Sports & Community Centre
Linslade Memorial Pavilion

Prepared for:



Leighton Linslade Town Council
The White House
Hockliffe Street
Leighton Buzzard
Bedfordshire
LU7 1HD

SPECIFICATION OF WORKS

Planned Maintenance & Repair Works at Pages Park Pavilion, Astral Park and Linslade Memorial Pavilion



For:
Leighton Linslade Town Council
The White House
Hockliffe Street
Leighton Buzzard
Bedfordshire
LU7 1HD

Prepared by:
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1.0 PRELIMINARIES AND GENERAL CONDITIONS

1.1 DESCRIPTION OF SITES

- 1.1.1 PAGES PARK PAVILION, Billington Road, Leighton Buzzard LU7 4TG: Venue/ Sports Hall with kitchen facilities, toilet facilities and car park. Large, framed structure with cavity brickwork extension for larger changing room.
- 1.1.2 ASTRAL PARK SPORTS AND COMMUNITY CENTRE, Johnson Drive, Leighton Buzzard LU7 4AY: Large function hall, toilets, catering kitchen, smaller kitchenette, four sports changing rooms and car park. Modern, large steel framed structure with cavity brick and blockwork walls.
- 1.1.3 LINSLADE MEMORIAL PAVILION, Mentmore Road, Leighton Buzzard LU7 2NZ: Venue Hall with kitchen, toilets and car parking. Smaller, concrete panelled structure.

1.2 SCOPE OF WORK

Planned maintenance and repair works.

1.3 EMPLOYER/CLIENT

Leighton Linslade Town Council
The White House
Hockliffe Street
Leighton Buzzard
Bedfordshire
LU7 1HD

Contact: Mark Saccoccio BSc (Hons) MRTPI CiLCA, Town Clerk
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Email: mark.saccoccio@leightonlinslade-tc.gov.uk

1.4 CONTRACT ADMINISTRATOR (C.A.)

Brasier Freeth LLP
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AL8 7SR

Contact: Paul Raitt
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Mob: 07831 490665
Email: paul.raitt@brasierfreeth.com

1.5 PRINCIPAL DESIGNER (if required)

Brasier Freeth LLP
Wentworth Lodge
Welwyn Garden City
Hertfordshire
AL8 7SR

Contact: Paul Raitt
Tel: 020 3828 8532
Mob: 07831 490665
Email: paul.raitt@brasierfreeth.com

1.6 VISITORS AND SITE INSTRUCTION BOOKS

The Contractor will provide a Visitors' book in which shall be recorded the names of all visitors to the site (apart from Contractor's workmen).

The C.A. will provide a Site Query book for site instructions. No claim for extra works will be entertained without a supporting entry in the pad.

Both books shall be kept on site in a secure place and shall be available at all times for use. They must be handed to the C.A. at the time of the hand over inspection.

1.7 TENDER

The Employers do not bind themselves to accept the lowest or any Tender submitted and the Contractor is to have no claim for the cost of preparing his estimate.

The Tender shall remain open for acceptance for a period of three months.

The Contractor shall visit the site and inspect the drawings and satisfy himself as to the local conditions, assess the full extent and character of conditions affecting labour and the execution of the Contract generally as no subsequent claim on the ground of insufficient or inaccurate information will be entertained. He will be held to have fully informed and satisfied himself by his own independent observations and enquiries as to the nature, extent and practicability of the works, the places where materials can be obtained and disposed of and any other points which affect the Tender. The accuracy of dimensions and measured quantities provided by the C.A. is not guaranteed.

The Tender shall be exclusive of Value Added Tax. Payment and recovery of any tax for which the Contractor is liable is to be the Contractor's responsibility. The Contractor will be deemed to have allowed in his Tender for all other incidental costs and expenses which he may incur thereby.

If the Contractor cannot tender for any parts of the works defined herein, he must inform the C.A. as soon as possible, defining the relevant sections and stating his reasons for his inability to tender.

1.8 CONTRACTOR TO PRICE THE WHOLE OF THE WORKS

The Contractor shall allow for all labour materials and plant to complete the whole of the works described in the Specification whether or not the same is specifically described provided it can reasonably be inferred or results from works described in the Specification.

The priced items in the Specification shall together be deemed to be the Schedule of Rates referred to in the Form of Contract.

The Specifications states briefly the works involved dividing the work into items which shall be priced separately. Costs relating to items in the Specification which are not priced will be deemed to have been included elsewhere in the Tender.

Where the structure is altered or cut away, prices shall include for supplying and erecting all struts, needles, raking, flying or dead shore and any other supports necessary to support and uphold all parts of the building whether specifically so described or not. On completion, strike and remove and reinstate all works disturbed.

1.9 DETERMINATION OF QUERIES

Any queries or any points which might give rise to uncertainty shall be referred to the C.A. before the submission of a Tender and at least three days prior to the stipulated closing date and time for receipt of Tenders. All rulings and replies given by the C.A. will be notified simultaneously to all Contractors tendering.

1.10 THE CONTRACT

1.10.1 Form of Contract JCT Repair and Maintenance Contract 2016.

Allow for the obligations, liabilities and services described in the clauses therein and enumerated below:

Contract Particulars

- | | |
|---|--|
| 1 | Description of the Works |
| 2 | Basis of Pricing |
| 3 | Time of Payment(s)

The following will be deleted: <ul style="list-style-type: none">• <i>By Instalments stated below on completion of the following stages:</i> |
| 4 | Conditions of Contract – Supplementary Provisions (SP)
Collaborative working – SP 1 shall apply
Health and Safety – SP 2 shall apply
Cost Savings and Value Improvements – SP 3 shall apply
Sustainable development and environmental considerations – SP 4 shall not apply
Performance Indicators and Monitoring – SP5 shall not apply |

- Notification and negotiation of disputes – SP6 shall apply
- 5 Commencement and Completion
- 6 Access, facilities and site rules
- 7 Rectification Period
- 8 Employer's representative.
- 9 CDM Regulations
- The project is not notifiable
- 10 Insurance

Execution

The contract will be executed Underhand.

1.11 General Clauses

1.11.1 Water, Lighting and Power

The Contractor will be able to use the facilities and power within the pavilions for carrying out the works.

1.11.2 Contractors to Provide Everything Necessary (Particularly Plant and Scaffolding)

The Contractor shall provide all materials, labour, cartage, carriage, hoisting, tackle, plant, including any special and mechanical plant, fuel and running expense, etc., for the due execution of the works and to erect and maintain good and sufficient scaffolding, staging, ladders and cradles, fenders, fans, shoring, temporary screens, fences or partitions, tarpaulins, dust sheets, etc., temporary buildings, etc., and is to be responsible for making good any damage caused by the use thereof.

1.11.3 Making Good Footpaths, Fences, etc.

The Contractor shall make good public and private roads, footpaths, fences, hedges, lawns, etc., where damaged or destroyed by the works or workmen, and satisfy all claims legally demandable owing to traffic arising from these works.

In the event of the stacking of materials on the public footpath, car parks or highway taking place either without a licence or in contravention of a condition of a licence, then the Borough Engineer will serve a notice upon the Contractor via his site representative giving a period within which such stacking must be brought into compliance or terminated.

1.11.4 Damage to Pavements

The Contractor shall take all steps necessary to make good pavements outside each property named in the Contract, including those of each adjoining property on either side, where damaged or destroyed during the course of the works.

1.11.5 Protection of Roads, Sewers and Public Services

Take all necessary precautions to protect all sewers, roads, drainage connections, services and lines from injury due to the execution of the works; protect also the surface of roads from damage by carting of materials or any other works incidental to the Contract. If any such mains, services or lines are to be found in the way of any new work or otherwise requiring attention, the Contractor shall protect same from injury and give notice to the Authorities of persons concerned and allow for the lowering, diversion or removal of such mains, services or lines as may be necessary. No claim for delay or for damages to the works will be allowed. Afford the various Statutory Authorities facilities for attending their mains, services and lines as may be necessary and for laying new or additional mains.

1.11.6 Work off Adjoining Owner's Property

No workman employed on the work shall be allowed to trespass upon adjoining properties. The Contractor shall indemnify the Employer against any claim or action for damages on account of any trespass or other misconduct of his employees of any Sub-Contractor.

1.11.7 PC and Provisional Sums

All goods or work to cover the cost of which Prime Costs or Provisional Sums are provided in the Specification will be obtained from firms selected by the C.A. / Employer and the Contractor shall do nothing in respect thereof without the C.A.'s Instructions in writing being first obtained.

The Contractor shall produce receipted accounts for all P.C and Provisional Sums mentioned in the Specification at the time of settling the various accounts.

All P.C and Provisional Sums and provisional work are at the disposal of the C.A. and if not required or if paid direct by the Employer will be omitted at the settlement of accounts, together with any profit added.

The Nominated Sub-Contractors shall be paid the sum as included in the certificates issued to the Contractor and no further payments for the Nominated Sub-Contractor will be included in the Certificates until the receipts for the previous payments to them are produced.

The Contractor shall attend upon all Trades and afford the necessary general attendance and usual facilities such as the use of plant and fixed scaffolding, the provision of water, temporary lighting, mess rooms, sanitary accommodation, welfare facilities, space for office accommodation and for storage of plant and materials and clearing away rubbish, etc., to all Nominated Sub-Contractors and specialists or tradesmen employed by the Employer so that their work may proceed at the same time as his own. The Contractor shall supply full size setting out templates for Sub-Contractor's work and all necessary dimensions and is to be responsible for the accuracy of the same.

The Contractor shall be responsible for unloading, storage and safe custody of Nominated Sub-Contractors' or specialists' goods, plant, etc., upon delivery to the site and handling materials to positions as and when required, but the Sub-Contractors or specialists will be responsible, after commencing work at the site, for the weatherproof conditions of their materials and plant stored on the site.

The Contractor will be held responsible for the correct ordering, protection and safe custody of all goods provided by Nominated Suppliers from the time of their delivery up to the site until they are delivered up to the Employer as part of the building or are removed from the site, as the case may be. The amounts payable by the Employer to the Contractor in respect of such goods will be calculated in relation to the actual goods incorporated in the finished work; breakages; losses, etc., being matters for settlement between the Contractor and the Nominated Supplier concerned, neither of whom shall have any claim in respect of same against the Employer.

Any disputes which may arise between the Contractor and any nominated Supplier or Sub-Contractor in regard to delays, defects, contra-charges and the like, will be matters for settlement between the Contractor and the nominated Supplier or Sub-Contractor concerned, neither of whom shall have any claim in respect of same against the Employer.

The Contractor shall be responsible for verifying all information and dimensions given to Nominated Suppliers and Nominated Sub-Contractors to enable them to carry out work allotted to them under the Contract. The Contractor shall be required to ascertain from all the various Sub-Contractors (including those nominated by the C.A.) all particulars relating to their works in regard to the position in which chases, holes, mortices and similar items will be required to be formed or left before the work is put in hand. The Contractor shall be deemed to have included for this as part of the Contractor's attendance.

All dimensions and particulars necessary for the execution of Sub-Contractor's work and work of other late Trades are to be taken from the actual work and not from the drawings.

In all instances where the works "Prime Costs" or the initials "P.C" occur they are intended to mean the net value after deducting all trade or other discounts except a discount of 2 1/2% in the case of Nominated Sub-Contractor's work and 5% in the case of Nominated Suppliers which is provided for in all cases. The term "Fix Only" in the Specification must be taken to include for receiving, unloading or assistance to unload, unpacking of goods or plant, delivery to position storage of same, return of empty cases, crates, etc., carriage paid, hoisting to required positions, assembling and fixing.

All P.C Sums included in this Specification in respect of work to be executed by Public Authorities and Statutory Undertakings shall be deemed to include 2 1/2 per cent cash discount. Should such discount(s) not be allowed by the Public Authorities and Statutory Undertakings in their charge(s), amount(s) equivalent to such discount(s) shall be included in the Final Account for the Contract.

It should be noted that in order to qualify for the cash discount on Nominated Suppliers' accounts, payments shall in general be made within thirty days of the end of the month during which delivery is made and that the Contractor shall therefore himself be responsible for any defects which may arise in relation to these goods at a later date. Further, in making payments to the Contractor, the Employer will be entitled to deduct a retention, this the Contractor will be unable to do when paying Nominated Supplier.

No guarantee is given that the C.A. will check Nominated Suppliers' accounts by the time payments are due to be made to them by the Contractor. In the majority of cases such accounts will not be checked until goods are fixed in position and are in working order.

The Contractor shall provide receipted accounts for the C.A.'s inspection as, where and when required by them with reference to all P.C items for the purpose of checking the amounts due to the Contractor.

1.11.8 Provision of Materials and Fittings

The provision of all necessary materials and fittings is implied in each item unless re-use of the existing is specially mentioned. It is essential, before the work is commenced, that the Contractor shall contact the C.A. to make an inspection with him in regard to any alterations which may have occurred at the premises through looting or otherwise since the Tender was submitted. No claims for any extra costs will be entertained unless the premises have been so inspected within seven days of the date of the order to commence the work or by arrangements made immediately prior to the acceptance of the Tender.

1.11.9 Watching, Lighting, Welfare, etc.

The Contractor shall allow in his Tender for all necessary watching and lighting and the care of the whole of the works including protection from weather and other damage. He shall provide facilities for specialist Contractors and all expenses in connection with the provision of safety and welfare of workmen in accordance with the Local Working Rule Agreement and the Building (Safety, health and Welfare) Regulations.

1.11.10 Holidays with Pay, Insurance, Working Rule Agreement, etc.

The Contractor shall be responsible for and shall include in his Tender for all costs and expenses due from the Employer in connection with the works particularly in connection with:

- (a) The Holidays with Pay Scheme for the Building and Civil Engineering Industries.
- (b) The National Insurance Act and the National Insurance (Industrial) Injuries Act.
- (c) Holidays with pay and any other outgoing caused by National or Local Trade Agreement.

1.11.11 Materials and Workmanship Generally

Any materials or composition of materials described under one trade or in one instance and only referred to under another trade or item shall be similar in quality or composition.

Suitable existing material, if sound, may be re-used in the works providing the prior consent of the C.A. is obtained prior to the fixing. All new materials shall be, so far as practical, in accordance with the appropriate current British Standards Institution Specification. All materials shall be applied or fixed in a thorough and workmanlike manner. Where applicable all methods of work and workmanship shall be in accordance with the latest Code of Practice.

1.11.12 Convenience and Protection of Tenants

The convenience and protection of any tenants or licensees remaining in occupation are to be carefully considered and the works carried out with a minimum of inconvenience to them consistent with the nature and extent of the works.

1.11.13 Covering Up

The Contractor will be required to provide all requisite tarpaulins, etc., to cover up exterior works, if necessary, while in progress. In cases where it is stated in the Invitation to Tender or the Specification or if it is afterwards arranged that any tenants or licensees will remain in occupation of the premises (or any part thereof) comprising the site of the works, the Contractors shall also:

- (a) Provide such coverings as may be reasonably necessary to protect the occupant's furniture and floor coverings from damage of any kind.
- (b) Ensure that gas, water, electricity, sanitary and other essential services are fully maintained during the progress of the works.
- (c) Ensure that before leaving the work daily all plant, ladders, materials, etc., are left so that nothing can be made use of by children or other persons or in any unlawful manner.

1.11.14 Rubbish

The Contractor shall remove from the site all debris and rubbish arising out of these works as it arises, including that arising from Sub-Contractors and other work.

1.11.15 Dry Rot

Any dry rot or suspected dry rot discovered during the progress of the work, however slight, is to be reported at once to the C.A. who will issue instructions. On completion of such work, no plastering or other finishing is to be carried out until the C.A. has given his approval. The Contractor shall take every precaution to keep timber free from infection.

1.11.16 Asbestos

Any asbestos found on site is to be brought to the attention of the C.A. All asbestos which is to be removed shall be removed by an approved specialist.

1.11.17 Extra Works

The Contractor shall not without written sanction from the C.A. carry out any work which he considers is not included in his Tender or Contract.

Any additional work likely to involve extra cost shall be pointed out to the C.A. at the time of the discovery and a written order shall be obtained before proceeding.

In cases of urgency (e.g. blocked drains, dangerous walls, etc.) notice in writing shall be given by the Contractor to the C.A. immediately setting out the full circumstances relating to such urgent additional work.

The extent of which old plaster to walls, ceilings and partitions is removed shall be agreed before-hand if this work involves extra cost, and the manner in which old and defective work is removed shall be such as to minimise the extent of such works.

Where extra work has been caused by improper methods, carelessness or lack of supervision by the Contractor, no additional payment will be made.

1.11.18 Cleaning on Completion

Allow for scrubbing and washing all floors, staircases, etc. Wash and clean all glass both inside and out and leave premises clean and tidy, all to the C.A.'s approval.

Touch up paintwork as required and leave premises entirely fit for occupation.

1.11.19 Control of Fly Tipping in Building Contracts

The Contractor shall be responsible for preventing excavated material, rubbish, rubble, surplus materials, etc., arising from the works being dumped anywhere other than on a recognised tip lawfully so used. Without prejudice to the generality of the foregoing he shall:

- (a) Sub-let carting away only to bona-fide carriers.
- (b) Obtain from such carriers the location of the tip or tips proposed to be used by them.
- (c) If and when required by the C.A. obtain and submit to the C.A. written evidence that all loads of excavated material, rubbish, rubble, surplus material, etc., have rubbish, rubble, surplus material, etc., have been deposited at a recognised tip lawfully so used.

Should it be shown to the satisfaction of the C.A. that any excavated material, rubbish, rubble, surplus materials, etc., have been deposited anywhere other than a recognised tip lawfully so used, the Contractor will be held responsible for clearing away such deposits at his own cost and ensuring that they are placed in a recognised tip lawfully so used and for securing the dismissal from the site of the driver of the vehicle concerned and, where the work is sub-let, the firm of carriers by whom he is employed.

1.12 TERMS USED IN REFURBISHMENT/ALTERATION

1.12.1 Remove means isolate, 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 includes removing associated pipework, wiring, ductwork or other services unless specifically stated otherwise or unless the item referred to is required to be reused or replaced with a similar item.

1.12.2 Replace means:

- (a) Remove the stated existing components, features and finishes.
- (b) Provide and fit components, features or finishes which, unless specified otherwise must match those which have been removed.
- (c) Make good, as necessary.

1.12.3 Repair means carry out local remedial work to components, features and finishes as found in the existing building, 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.

1.12.4 Make Good means 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 components or parts of components. The meaning of the term shall not be limited by this definition were used in connection with the defects liability provisions of the Contract or amendment to the Contract Particulars.

1.12.5 Ease means 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. Make good as necessary.

1.12.6 To Match Existing means 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.

1.12.7 Overhaul in conjunction with doors and casement windows means adjust the opening part to open and close readily within the existing lining or frame including allowances for decorations (3 coats of paint). Remove paint from the hinges, door closers, locks or latches and oil to leave in ready working order. Adjust door closers to close properly and readily. Carefully remove and refix stops to a close fit with the adjusted position.

1.12.8 Overhaul in conjunction with timber double hung sliding sash windows with box frames means removing paint and operative closing devices, removing the staff and parting beads and renewing with new approved beads, adjusting the sliding sashes by either planing or planting new matching sections to ensure a smooth regular action within the box frame, removing the sash cords and renewing with new waxed sash cords, adjusting the balances with new or additional weights, replacing the sashes and leaving in full working order. Allowances are to be made for decorations where these are specified.

1.13 MANAGEMENT OF THE WORKS

1.13.1 Insurances

Before starting work on site submit documentary evidence and/or policies and receipts for the insurances required by the Conditions of Contract.

1.13.2 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 C.A. and the Insurers. Indemnify the Employer against any loss which may be caused by failure to give such notice.

1.13.3 Programme

As soon as possible and before starting work on site prepare in an approved form a programme for the Works which must make allowance for all:

- (a) Sub-Contractor's work.
- (c) Running in, adjustment and testing of engineering services.
- (d) Work resulting from instructions issued in regard to the expenditure of Provisional Sums.
- (d) Work by others concurrent with the Contract.

1.13.4 Site Meetings

- (a) The C.A. will hold site meetings to review progress and other matters.
- (b) Ensure the availability of accommodation and attend all such meetings.

1.13.5 Notice of Completion

Give C.A. at least two weeks notice of the anticipated dates of Practical Completion of the whole or parts of the Works.

1.13.6 Security and Safety

Adequately safeguard the site, the works, materials, plant, etc. from damage or theft. Comply with all statutory requirements to protect all persons from any hazards. Provide the C.A. with copies of all Method Statements, Safety Plans, and Risk Assessments, etc. Use products, methods of work and protective measures to minimise health and safety hazards.

1.13.7 Estimated Cost of Variations

If the C.A. issues details of a proposed instruction with a request for an estimate of cost, submit such an estimate without delay and in any case within 7 days.

1.13.8 Measurements

Give reasonable notice to the C.A. before covering up work which the C.A. requires to be measured.

1.13.9 Interim Valuations

At least 7 days before the established dates for interim valuations submit to the C.A. details of amounts due under the Contract together with all necessary supporting information.

1.14 SAMPLES/APPROVALS

1.14.1 Samples

Where approval of products is specified submit samples or other evidence of suitability. Do not confirm orders or use products until approval of samples has been obtained. Retain approved samples in good clean condition on site for comparison with products used in the Works. Remove when no longer required. Samples of new mouldings, etc. will be required of each particular type prior to commencement of repair or renewal works.

1.14.2 Approvals

Where products or work are specified to be approved or the C.A. instructs or requires that they are to be approved the same must be supplied and executed to comply with all other requirements and in respect of the stated or implied characteristics either to the express approval of the C.A. or to match a sample expressly approved by the C.A. as a standard for the purpose.

1.15 PROTECT AGAINST THE FOLLOWING:

1.15.1 Noise

- (a) Comply generally with BS 5228.
- (b) Fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.
- (c) Do not use pneumatic drills and other noisy appliances before 8.30am and after 5.00 PM weekdays or at any time at weekends without consent of the C.A.
- (d) Do not use or permit employees or Sub-Contractors to use radios or other audio equipment.

1.15.2 Pollution

Take all reasonable precautions to prevent pollution of the site, the works and the general environment including streams and waterways.

1.15.3 Nuisance

Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin and other causes.

1.15.4 Fire

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" 1992 published by the Building Employers Confederation, the Loss Prevention Council and the National Contractors' Group. Burning off using a naked flame or hot air gun will not be permitted without prior written consent from the C.A. Smoking will not be permitted on the site at any time.

1.16 EXISTING SERVICES

Notify all service authorities and adjacent owners of the proposed works not less than one week before commencing site operations. Before starting work check positions of existing services. Observe Service authorities' recommendations for work adjacent to existing services. Do not interfere with their operation without consent of the Service authorities or other owners. If any damage to services results from the works notify C.A. and appropriate service authority without delay. Make arrangements for making good without delay to the satisfaction of the Service authority or other owner as appropriate.

PRELIMINARIES & GENERAL CONDITIONS

COLLECTION PAGE

£

Page No: 4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

TOTAL TO FINAL COLLECTION

£

2.0 MATERIALS AND WORKMANSHIP

2.1 BRICKWORK & BLOCKWORK

- 2.1.1 Water cement and sand for use in mortar shall be as specified in Section 2.3 above. Lime shall be hydrated lime complying with BS EN 4559-1:2010: delivered and stored as for cement.
- 2.1.2 Cement mortar shall be composed of 1:3 sulphate resistant cement/sand by volume for all work below DPC level. Cement/lime mortar shall be composed of 1:1:6 ordinary cement/lime/sand by volume for all other brickwork and blockwork except where specifically directed.
- 2.1.3 No additives or plastering agents shall be used. No mortar is to be reworked or retempered once it has commenced to set.
- 2.1.4 Joints of all new fair faced brickwork are to be raked out a minimum of 12.5 mm deep as the work proceeds. Bonding of the brickwork is to match existing and jointing and pointing is to be weather struck unless described otherwise. Areas of existing brickwork where specified are to be raked out to a minimum of 19mm, the brickwork well wetted and pointed with cement/lime mortar to match existing. All pointed brickwork shall be cleaned down on completion.
- 2.1.5 The bonding of brickwork and blockwork is to match existing, and jointing and pointing is to be weather struck unless described otherwise. Where blockwork/brickwork abutments are not to be bonded together the joint must be reinforced with straight line wall ties 150mm long at 225mm vertical intervals. Garden wall abutments with external walls are to be straight jointed with a vertical DPC inserted between the two walls. Where brickwork and blockwork are to be bonded into existing brickwork or blockwork, these are to be bonded in English or Flemish bonds to the adjoining walls and pointed externally on completion with a neat weather struck joint in cement/lime mortar to match existing adjoining pointing.
- 2.1.6 Care should be taken to ensure that all facework is kept free from mortar droppings and that adjacent scaffold boards are turned back during heavy rain and at night.
- 2.1.7 Frame lugs or cramps are to have fishtailed ends and be of hot dipped galvanised steel built into the brickwork or blockwork with a minimum depth of 75mm at 750mm centres.
- 2.1.8 No brickwork or blockwork shall be built after the ambient outside temperature reaches +4° C on a falling thermometer or before +2° C on a rising thermometer. In seasons liable to frost all brickwork and blockwork laid during the day shall be properly covered and protected against frost at night. Any brickwork or blockwork damaged by frost shall be pulled down and rebuilt as directed by the C.A. at the Contractor's expense. The Contractor shall provide and maintain a foreman on site at all times during the winter season.

2.2 ROOFING

- 2.2.1 Slates for overhauling or reslating existing roofs shall be sound, second hand and equal to samples approved by the C.A. or new complying with BS EN 12326-1:2004 and laid in accordance with BS 5534 Part1:1991 & Part 2:1986, fixed with 2 N° 38mm aluminium slate nails per slate for head nail slates, or 2 N° 50mm aluminium ditto for centre nail slates. Lap to be minimum 75mm.
- 2.2.2 Roofing felt under reslated or retiled roofs should comply with BS 747:2000 Class 1F hession reinforced untearable bituminous felt laid over rafters turned up a minimum of 100mm at abutments and lapped minimum 150mm at joints. No joints will be permitted in the length.
- 2.2.3 Commercial zinc for roofing shall be a minimum of 14 gauge (0.8mm) and laid in accordance with BS CP 143 Part 5:1964.
- 2.2.4 Lead is to be British lead complying with BS EN 12588:2006. Unless specified otherwise thicknesses are to be as follows:

Aprons and flashings Code 4
Soakers Code 4
Cill coverings Code 4
Back gutters to stacks Code 5
Hip and ridge flashings Code 5
Flat roofs Code 6
Flashing clips Code 6
- 2.2.5 Sheetting felt laid under new valley or parapet metal gutter linings, asphalt roofing or zinc flat roofing, shall be brown sheetting felt to BS 747:2000, class SA (2 Inodorous), laid continuously in gutter linings and with minimum 150 laps at joints elsewhere.
- 2.2.6 Batons and counter batons shall be 38mm x 19mm treated SW firmly secured with aluminium nails to each rafter.
- 2.2.7 Mastic asphalt shall comply with BS 8218:1998.

2.2.8 Reflective paint shall be applied to the top surface of asphalt roofs where specified to substitute the mineral chippings top layer and shall be Blue Circle reflective roof paint for asphalt applied in strict accordance with the manufacturer's instructions. Where mineral chippings are specified, these shall be 6mm white spar.

2.2.9 The price for each type of roofing material shall include where relevant roofing felt, batons, angle or tilting fillets, gutter boards, soakers, cover and stepped flashings, cutting and dressing at the abutments, verges and eaves.

2.2.10 Insulation is to be approved by the C.A.

2.3 CARPENTRY & JOINERY

2.3.1 Timber for carpentry and joinery shall be best quality properly seasoned, sound, square edged and free from large, loose and dead knots and other defects which would render it unsuitable for the particular purpose for which it is to be used.

2.3.2 Timber should have a moisture content between 15% and 20% at the time of fixing and shall for structural and carcassing use comply with BS 4978:2007 and be used in accordance with BS EN 338:2003 (AMD 8597:1995) & Part 3:1985 (AMD 5391:1988 & AMD 8101:1994).

2.3.3 For joinery/wrot timber it shall have a moisture content between 12% and 15% and shall comply with BS 1186 -3:1990 and be used in accordance with Part 2:2002.

2.3.4 Unless specified otherwise joinery timber is to be "European Redwood".

2.3.5 Cills to door frames shall be well seasoned oak, teak, or utile and laid on a bituminous damp proof course.

2.3.6 Plywood shall comply with BS EN 636:2003 Grade 2 bonded with WBP adhesive and faced with birch veneer unless otherwise specified.

2.3.8 Blockboard and laminboard shall be bonded with Urea Resin moisture resistant adhesive.

2.3.9 Chipboard shall be tongue and grooved pre-treated (if necessary) Resin bonded chipboard complying with BS EN 312:2003 shall be stored flat in a dry store area.

2.3.10 Fibreboard shall be low density acoustic quality bitumen impregnated fibreboard complying with BS EN 316:2009 stored flat in a cool dry store area.

2.3.11 Hardboard shall be high density tempered high hardboard stored flat in a dry store area.

2.3.12 Glue for joinery shall be "Cascamite" by Borden (UK Limited) or equivalent, or synthetic resin adhesive complying with BS 1203:2001 for plywood and BS 1204 1993 for wood.

2.3.13 Joist hangers, timber connectors, frame ties and straps shall be galvanised of proprietary manufacturer and suitable for the load being carried as recommended by the manufacturer.

2.3.14 All items of joinery and carpentry are to be firmly and securely fixed in position so to be able to withstand reasonable twisting, loadings etc. All exposed nail heads are to be punched below the surface of the wood in preparation for stopping/filling.

2.3.15 External window and door frames in preformed openings are to be secured by counter sunk MS gauge 12 wood screws 75mm long and staggered at 225mm centres along the vertical stops.

2.3.16 External window and door frames in new brickwork or blockwork are to be secured with 3 N° equally spaced hot dipped galvanised steel lugs/cramps built into each stop and screwed into the frame using counter MS gauge 8 wood screws 32mm long.

2.3.17 Internal door and hatch linings in preformed openings in brickwork and blockwork are to be secured with counter sunk MS gauge 10 wood screws 50mm long at 225mm centres staggered along stops.

2.3.18 Internal door linings in preformed openings to new or existing stub works are to be secured with wire nails 63mm long at 150mm centres.

2.3.19 Fire door stops to plain faced linings and stops to roof space access hatches are to be secured with glue and counter sunk MS gauge 10 wood screws 15mm long and 150mm centres.

2.3.20 Stops to fire doors are to be secured with 32mm MS panel pins at 150mm centres.

2.3.21 Skirting applied to walls which are not to be damp proofed are to be fixed using "obo" or similar tempered blue steel masonry nails 63mm long staggered at 150mm centres using appropriate timber ground spacers. Where timber grounds have been fixed to the wall or a splayed ground used as a stop bead for plaster, skirtings shall be fixed to the said ground using 32mm MS panel pins at 150mm centres.

- 2.3.22 Skirting which are to be applied to walls which are damp proofed are to be secured using counter sunk MS gauge 10 wood screws 50mm long staggered at 225mm centres using all necessary timber ground spacers in plugs liberally dipped in araldite or epoxy other similar approved adhesive in strict accordance with the manufacturer's instructions.
- 2.3.23 Fixings to stud partitions built of a suspended timber floor are to be as follows:
- (a) Solid plate spiked to floor using 100mm wire nails at 225mm centres.
 - (b) Head spiked to ceiling using 100mm wire nails at 225mm centres.
 - (c) Vertical studs spiked in position screw nails using 100mm wire nails.
 - (d) Noggins where necessary spiked in position using 100mm wire nails.
 - (e) End studs abutting a brick or block wall (not damp proofed) secured in position using blue steel masonry nails at 100mm long at 225mm centres.
 - (f) End studs abutting a brick wall which has been damp proofed screwed in position using counter sunk MS gauge 12 wood screws 87mm long with plugs liberally dipped in araldite, epoxy adhesive or similar approved in strict accordance with the manufacturer's instructions at 225mm centres.
 - (g) Sole plates fixed directly to a sub floor using counter sunk stainless steel screws gauge 10 87 mm long at 225mm centres.
- 2.3.24 Architraves, cover plates, copings, etc. are to be secured using 32mm Ms panel pins at 150mm. centres.
- 2.3.25 Ducts are to be securely fixed using MS panel pins at 150mm centres of suitable depth.
- 2.3.26 Kitchen fittings unless otherwise specified by the manufacturer are to be secured at suitable points on the carcassing using counter sunk MS screws at 225mm centres 50mm long into noggins and studs or brickwork including plugs dipped in araldite epoxy adhesive or similar in strict accordance with the manufacturer's instructions if into a damp proof wall or screeded solid concrete floor.
- 2.3.26 Lippings to door, hatches, shelves, worktops, etc. shall be secured using 32mm MS panel pins at 100mm centres.
- 2.3.27 Worktops are to be secured in strict accordance with the kitchen fitting manufacturer's recommendations.
- 2.3.28 Roof decking is to be secured using hot dipped galvanised or copper nails of suitable length well driven home.
- 2.3.29 Roof structure and other structural carpentry work is to be fixed into position using wire nails of suitable length well driven home.
- 2.3.30 Floorboards are to be securely fixed using MS brads 75mm long at 50mm centres across the width of each floorboard to each joist.
- 2.3.31 Where joists are doubled up the abutting faces are to be secured together using 15mm diameter MS double sided toothed plate timber connectors to BS EN 912:2000 between the faces which are to be bolted together, together with 12mm diameter 4.6 Grade black bolts and washers at 300mm centres.
- 2.3.32 Access panels are to be secured using brass cups and Gauge 8 raised head brass screws 25mm long at 150mm centre.
- 2.3.33 Hardboard (where not part of a sound resistance floor covering detail) is to be fixed using copper hardboard pins 19mm long at 150mm centres.
- 2.3.34 Supalux is to be fixed using MS cups and counter sunk wood screws 32mm long at 225mm centres.
- 2.3.35 Other items of joinery or carpentry not specifically mentioned are to be fixed in accordance with the standard practice in a good workman like manner to the satisfaction of the C.A.
- 2.3.36 Structural timber and softwood carcassing should be "tanalised" or equal and approved by the C.A. The Contractors shall for each delivery produce a certificate of impregnation for verification. Cut ends shall be treated with coloured "Ensele" in accordance with the manufacturer's recommendations. (Tanalith C and Ensele by Hicksons Timber Impregnation Company GB Ltd).
- 2.3.37 Timber should be ordered and prepared as soon as practicable after the order to start and shall be carefully stacked undercover so that air may circulate around it.
- 2.3.38 Exposed faces of joinery shall be wrot. Except in the case of doors for which finished sizes are given, 3 mm will be allowed of the nominal size of timber specified for each wrot face.

- 2.3.39 Joinery shall be constructed as BS 1186 Part 2:1988 and the term "framed" shall imply cutting, morticing, tenoning, wedging, notching, halving, etc., as required.
- 2.7.40 All prices shall include for rebating, rounding, moulding, grooving, beading, etc. as required for mitres, short length ends, notching, etc. and for glue, nails, screws, dowels, grounds, plugs and fixings as required.
- 2.3.41 Joinery that is to be painted shall be knotted and primed before leaving the joiners shop and should be stored and protected from the weather immediately after delivery to the site. Back faces of linings, frames, skirtings, architraves, stair strings and bottoms of doors shall be primed before fixing. Paint for priming shall be obtained from the same manufacturers as that selected by the C.A. from a list of approved manufacturers. In cases where joinery items are supplied ready primed, they shall be re-primed with aluminium primer.
- 2.3.42 Ironmongery shall be fixed with screws to match and locks, latches, hinges, fastenings, etc. and shall be oiled adjusted and left in perfect working order on completion.
- 2.3.43 No new notching of joists will be permitted. Unauthorised notching must be made good by nailing in 2 N° 5mm plywood fishplates, 450mm x remaining depth of joist under the notch.
- 2.3.44 Drilling of joist for services must be through the neutral axis.
- 2.3.45 Rafters to pitch and roofs are to be birds mouthed over wall plate. Birds' mouthing is not to extend more than 1/3 of the depth of the rafter.
- 2.3.46 Architraves shall be ex 75mm x 25mm SW ogee architraves, unless otherwise specified and neatly mitred at corners. Any gaps between architraves and the face of plaster is to be infilled with a scribed fillet piece.
- 2.3.47 Skirting shall be ex 150mm x 25mm plain edged SW skirtings unless otherwise specified with mitred external corners and butted internal corners. Where the floor surface is irregular the Contractor is to plain the bottom edge of the skirting board to suit the profile of the floor. Skirtings are to be capped with staff bead, mitred at internal and external corners.
- 2.3.48 External panelled and glazed doors shall comply with BS 459:1988. Frame doors shall have 75mm x 25mm splayed and hollowed weather fillet housed to bottom rails and bottom rails should be rebated for water bar.
- 2.3.49 Internal doors shall be hollow cored and external doors shall be fully cored.
- 2.3.50 Flush doors shall be ply faced external quality where applicable or hardboard faced for internal doors and supplied lipped on long ledges.
- 2.3.51 Fire resisting doors whether one hour or half hour resistance shall comply with BS 476.
- 2.3.52 New softwood casement windows shall comply with BS 644:2009. New softwood double hung sash windows shall comply with BS 644:2009.
- 2.3.53 Door and hatch linings shall be ex 32mm stored SW lining x opening depth properly house together and stored in a cool dry store.
- 2.3.54 Planted stops shall be 25mm softwood for fire doors and 12mm softwood for non fire doors.
- 2.3.55 Should any joinery or carpentry warp, cup, twist, crack or wind more than the C.A. considers is reasonable during the Defects Liability Period, the Contractor will be liable to replace the component (s) and make good all decorations disturbed.

2.4 GLAZING

- 2.4.1 Glass shall comply with BS 952:1995 & Part 2:1980 and be of British manufacture and free from defects. Generally, glass shall be ordinary quality (OQ) and clear except for bathrooms and WCs where it should be obscured with powers of obscuration and diffusion not less than 8:6 respectively e.g. "readyte".
- 2.4.2 Glazing in fire doors, fire screens, external doors and the lower panel of fully glazed internal doors shall be 5mm Georgian wired cast and polished plate glass as specified.
- 2.4.3 Thickness of glass shall be as specified.
- 2.8.4 The putty for glazing to wooden rebates shall comply with BS 544:1969 (1994) (with AMD's) and metal rebates shall be an approved proprietary glazing compound.
- 2.4.5 Rebates shall be thoroughly cleaned and primed before glazing.
- 2.4.6 The glass shall be cut to size with a small clearance and fixed with putty or compound, well bedded, back puttied, sprigged or clipped and front puttied to the full depth of the rebate and site lines of the glazing bars, neatly trimmed and cleaned off.

2.4.7 Where beads are specified for fixing the glass these shall be bedded in wash leather or proprietary glazing tape.

2.4.8 All stained glass repairs and works are to be carried out by specialists in accordance with traditional specialist techniques.

2.5 PAINTING & DECORATING

2.5.1 Paint should be obtained from an approved supplier. It should be delivered in the manufacturers sealed tins and used in strict accordance with the manufacturer's instructions. The name of the selected supplier shall be agreed with the C.A. at the commencement of the Contract and any change of supplier should be similarly agreed before materials are delivered to site.

2.5.2 On any one surface the priming and subsequent coats of paint shall be of one manufacture and in cases where joinery and other items are supplied already primed in a non-compatible primer, they shall be re-primed with an aluminium primer. The backs of all items of joinery are to be primed before fixing.

2.5.3 No paint should be thinned, applied by spray or roller unless specifically agreed.

2.5.4 No painting or external preparation work shall be carried out in wet or foggy weather or upon surfaces that are not thoroughly dry, clean and free from dust.

2.5.5 Door and window furniture, electrical accessories and radiators shall be removed prior to decorating and properly refixed thereafter.

2.5.6 Surfaces usually decorated shall be deemed to be included in the price for decoration.

2.5.7 External stopping shall be "External Poly filler" or similar as approved by the C.A.

2.5.8 To existing woodwork - remove unwanted nails and screws, stop in holes and cracks, and rub down with glass paper to smooth finish, wash down with sugar soap and clean water. Paint bare timber with one coat of pink primer, stop and knot and bring forward with one coat of undercoat.

2.5.9 To new woodwork - sand down to smooth surface, knot, prime with pink primer and stop in imperfections ready to receive following coats of paint.

2.5.10 To metalwork - wire brush, scrape and clean of loose and defective paint and rust, apply one coat of calcium plumbate primer to new metal work and to bare patches on existing metal work ready to receive oil paint. Prepare existing metal gutters and paint internally with one coat of bituminous paint.

2.5.11 Galvanised surfaces shall be thoroughly degreased, treated with a mordant solution washed off after it has dried before priming.

2.5.12 To stucco, rendering and stonework - scrape down, brush and pumice to remove unsound paint and wash with sugar soap and water. Stop in small holes and cracks with external filler, cut out larger cracks and make good with 1:1:6 cement; lime; sand filler incorporating mortar bonding agent. Prime new work and where necessary make good with alkali resistant primer and bring forward making good with patch repairs with one undercoat oil paint.

2.5.13 Unless otherwise specified the following finishing coats shall be included in the price for decorations:

(a) Woodwork and metal work externally - two undercoats and one coat finish gloss.

(b) Stonework, stucco and rendering externally - two coats of stone paint as specified.

2.6 PLASTERING, RENDERING & TILING

2.6.1 Water and cement are described under 2.3 above.

2.6.2 Lime shall be hydrated lime complying with BS EN 459-1:2010 delivered and stored as cement.

2.6.3 Sand for external rendering, internal plastering with lime and Portland cement and floor screeds shall comply with BS 1199 and 1200:1976 table 1 (sharp washed) and be obtained from an approved source.

2.6.4 Plaster shall comply with BS EN 13279-1:2005, class "B" - thistle multi finish or board finish. In no circumstance will the use of carlite plaster be permitted.

2.6.5 Plasterboard shall be 9.5mm Gypsum plasterboard complying with BS EN 520:2004+A1:2009 backed with aluminium foil where so described and shall be fixed with 32mm plasterboard nails at 150mm centres along edges and bearings with joints scrimmed with good quality hessian scrim tape 75mm wide. The prices for plasterboarding shall include for extra noggins between joints or studs to provide a solid bearing at edges and for firings or for packing out on existing studs or joists. Where two layers of plasters are specified, they should be fixed broken and staggered joints and with plasterboard nails 50mm long.

- 2.6.6 EML shall comply with BS EN 13658-2:2005 and weigh not less than 1.6kg per m³. They shall be fixed with galvanised staples and coated with black bituminous paint and shall be sealed at cut edges and any breaks in the coating.
- 2.6.7 Galvanised corner/angle beams shall be used in arises situations.
- 2.6.8 Mixing and application of internal plastering and external renderings shall be carried out strictly in accordance with the recommendations in BS 13914 Part 1 & 2:2005.
- 2.6.9 No additives or plastering agents shall be used other than those specified.
- 2.6.10 Surfaces of brickwork, blockwork, concrete, etc. that are to be plastered or rendered shall be thoroughly brushed, cleaned down and well wetted before plastering and undercoat should be properly scratched to afford a key for the next coat. Concrete surfaces should be thoroughly hacked and existing brickwork should have the joints well raked out before plastering.
- 2.6.11 Plastering on brickwork, blockwork and concrete shall be two coat work comprising a 12mm render coat 1:1:6 cement; lime; sand and a finishing coat of thistle multi finish to a minimum of 3mm thick.
- 2.6.12 Plastering on EML shall be as for brickwork but with an additional pre-coat of cement; lime; sand (prickings up) render well trowelled into the lathing to provide adequate mechanical key.
- 2.6.13 Plastering on plasterboard shall be in one coat of Sirapite finish to a minimum of 3mm thick.
- 2.6.14 All wall plastering shall be terminated 50mm from finished floor level.
- 2.6.15 The prices for plastering on existing surfaces or in making good shall include for dubbing out and for finishing flush with adjacent retained surfaces.
- 2.6.16 The face of plastering shall be trowelled smooth ready to receive decoration and fully made good up to and around electrical conduit boxes, skirtings and frames.
- 2.6.17 Renewed plaster or plaster which is partially set must not be mixed or used with fresh plaster.
- 2.6.18 External render shall be two coat work comprising a scratch coat of cement/lime/sand 1:1:6 followed by a minimum 9.5mm render smooth 1:1:6 finishing coat which is to be wood floated with a minimum working and shall not be steel trowelled. Where monolithic surfaces are to have rendering applied the Contractor is to hack the monolithic surface as necessary apply a splatter - dash coating or include a PVA based bonding agent. Apply in strict accordance with the manufacturers instructions in order to obtain a good key.
- 2.6.19 At the base of external rendering the rendering shall be stopped at DPC level and finished with a bell mould. Similarly rendered plinth shall not be continued above the DPC level and shall be finished with a neat weather struck top edge.
- 2.6.20 Floor screeds shall be composed of a semi dry mix of cement and sand 1:3 laid true and level with a minimum 50mm depth and ready to receive tile floor finish.
- 2.6.21 Where specialist damp course insertion is specified as a Sub-Contract item, all cutting away, removal of existing plaster, opening up fireplaces and making good defective brickwork internally and repointing externally or other masonry works shall be completed to walls to be treated before the commencement of Sub-Contracts works, in accordance with the specification of the Sub-Contractor and the C.A. Timber grounds and fixings shall be removed before treatment and existing air bricks solidly bricked in. Plastering shall be applied subsequent to damp coursing by the damp course Sub-Contractor.
- 2.6.22 Where fibrous plaster cornices are to be re-run or repaired, the Contractor is required to clean up and rake out crevices of any sound section of the existing cornice and take a wax mould of that section. The new cornice shall be fixed in position using an approved adhesive together with plugs and screws at 500mm centres. The abutment joints between the new and existing sections of cornice are to be made good using a suitable stopper worked and sculptured to the profile of the cornice.
- 2.6.23 Ceramic wall tiles are to be good quality 150 x 150mm white ceramic glazed unless otherwise specified. Revealed edges and corners are to be glazed or bull nosed and glazed.
- 2.6.24 Tile adhesive is to be "Nicobond" or similarly approved used in strict accordance with the manufacturer's instructions. Tile grout is to be "Nicogrout" or similar approved and white used in strict accordance with the manufacturer's instructions. On completion all tiling is to be buffed so that all surplus grout is removed.
- 2.6.25 Sealing mastic is to be "Dow Corning" silicon white mastic applied and wiped smooth using a white spirit soaked rag in strict accordance with the manufacturer's instructions. It is to be applied to all abutments between wall and fittings. The seal is to be in the form of a neat fillet not exceeding 6mm wide.
- 2.6.26 External quality ornamental ceramic tiles shall be frost resistant tiles as specified. Where existing sections of path or floor are to be demolished the Contractor is to set aside sound tiles for reuse.

- 2.6.27 Terrazzo and the repairing of Terrazzo shall comply strictly with the requirements of BS 5385-5:2009 and consists of marble or spar to match existing or as approved by the C.A. laid level packed to a density and designed to match existing in a 1:3 cement: sand bed.

2.7 DRAINAGE

- 2.7.1 The proposed drainage works shall be agreed on site with the Borough engineer and surveyors drainage inspector prior to carrying out any drainage works other than established and existing drain runs. The Contractor is required to make all necessary arrangements with the local authority when making connections to the sewer.
- 2.7.2 Open ends of existing and new drains must be temporarily fitted with a drain stopper and manholes kept covered until the drainage installation is complete in order to prevent debris falling in to the system.
- 2.7.3 Excavations of drainage trenches shall be not less than 300mm wider than the external diameter of the pipes and should be laid to proper falls. Include for grading and ramming bottoms, returning, filling and clearing away surplus material, planking and strutting and inclusions as previously described in excavations and earth work in section 2.2 above.
- 2.7.4 Concrete and brickwork shall be as described in sections 2.3 and 2.5 above. Cement is to be sulphate resistant.
- 2.7.5 Concrete beds under pipes shall be a minimum 100mm thick and 300mm wider than the external diameter of the pipe. Haunching shall be packed in under and carried up from the extreme edge of the bed to the top of the pipes on both sides. Pipes under buildings shall be completely surrounded in concrete 150mm thick. Where new drains pass under walls there shall be a lintel or relieving arch of sufficient strength and with sufficient bearing installed to support the brickwork above.
- 2.7.6 Pipes and fittings for foul drains shall be British Standard quality complying with BS 65:1991. Pipes for rainwater only shall be BS EN 12056-3:2000.
- 2.7.7 Pipes and fittings shall comply with BS 437:2008. Only cast-iron fittings and pipes shall be used where a drain passes under or through an existing wall.
- 2.7.8 Pipes shall be laid in straight lines and regular gradients from point to point. 75mm pipes shall be laid to a minimum fall of 1:30, 100mm pipes shall be laid to a minimum fall of 1:40 and 150mm pipes to a minimum of 1:60. Prices shall include for all cutting and waste and extra joints at fittings.
- 2.7.9 Flexible jointed pipes shall be jointed in accordance with manufacturer's instructions. Other clayware pipes and fittings shall be jointed with plain yarn dipped in cement grout, well caulked into position and finished with a bold fillet of cement: sand 1:1. The inside of each joint shall be wiped clean with a damp cloth and a close fitting cork pad shall be drawn through each pipe as it is laid. Cast-iron pipe fittings shall be jointed with tarred yarn and molten lead well caulked.
- 2.7.10 Gullies shall be the necessary side or back inlets for the pipes discharging into same and shall be bedded on and surrounded with 150mm concrete and connected to the drain. They shall be provided with raising pieces and access plates as necessary to suit.
- 2.7.11 Welding eyes shall be formed by extending the drain with an easy bend terminating at ground level fitted with a galvanised sealing plate and frame. Bends shall be surrounded in 150mm of concrete.
- 2.7.12 Manhole covers and frames unless otherwise specified shall be cast iron complying with BS EN 124:1994 grade 0 single seal. Covers shall be set in manhole grease and sand. Covers and frames shall be painted with two coats of bituminous paint including the underside of the cover.
- 2.7.13 Drainage works shall be fully tested as the work proceeds to the satisfaction of the drainage inspector before any back filling is carried out. The whole drainage system shall be further tested and rodded through on completion of the works and immediately prior to handover. It is the Contractors responsibility to obtain a "drain test certificate" from the drainage inspector for verification prior to practical completion.

2.8 SOIL & SURFACE WATER PLUMBING

- 2.8.1 Cast iron rainwater gutters and downpipes together with fittings and accessories shall comply with BS EN 460:1964 (1981), be medium weight and have joints left open, fixed to walls with galvanised pipe nails in hardwood plugs.
- 2.8.2 uPVC rainwater goods and downpipes shall comply with BS EN 1462:2004 and be unpainted goods as manufactured by Key Terrain and be series 2100 or similar approved by the C.A. Installation shall be in strict accordance with the manufacturer's instructions. Screws for fixing shall be "bright zinc".
- 2.8.3 Cast iron soil and vent pipes and fittings shall comply with BS 416:1990 "medium grade" and shall be jointed with tarred yarn and corked with molten lead. Pipes shall be fixed through ears and distance pieces with galvanised pipe nails and hardwood plugs in brickwork.
- 2.8.4 The Contractor is to ensure that all flashings, aprons and rainwater outlet linings are well dressed down into the rainwater disposal units in accordance with Good Building Practice.

- 2.8.5 uPVC soil pipes and wastes and fittings shall comply with BS 4514:2001 and shall be unpainted goods as manufactured by Key Terrain series 100 soil systems and series 200 for high temperature PVC waste systems or similar as approved by the C.A. Pipes and fittings shall be installed strictly in accordance with manufacturer's instructions with special attention given and allowance made for thermal movement. Screws for fixing shall be "bright zinc".
- 2.8.6 The whole of the sanitary system shall be installed to "Single Stack" principals to BS EN 12056-2:2000 unless otherwise specified. The system shall be tested to the satisfaction of the C.A. and by the engineer and surveyors' drainage inspector.
- 2.8.7 Where soil or rainwater pipes are situated in positions externally where damage can occur the bottom 2m be in cast iron with appropriate adapters to connect to uPVC as necessary.
- 2.8.8 Access points must be provided at the base of stacks at branches on the main stack and at such other points that are necessary to enable testing and rodding of all pipe work.

2.9 WATER SERVICES PLUMBING

- 2.9.1 The whole of the water services installation shall be carried out in accordance with BS 6700+A1:2009 and the regulations and bye-laws of the local Water Authority.
- 2.9.2 Copper pipes shall be "Kite" marked and comply with BS EN 1057:2006+A1:2010 table X and shall be jointed with capillary fittings complying with BS 864 Part 2:1983.
- 2.9.3 Flux shall be as supplied or recommended by the fittings manufacturer, but no self-cleaning fluxes will be permitted. Excess flux and solder shall be cleaned off pipework.
- 2.9.4 Copper pipework shall be run neatly in ducts where provided for or within floor voids. No new notching of joists will be permitted but existing notches may be re-used.
- 2.9.5 Pipes shall be adequately supported by SCH nylon saddles as manufactured by Arthur Fisher (UK) Ltd or equal and approved. Pipework laid within floor screeds shall be without joints.
- 2.9.6 Underground supply pipes shall be fully annealed copper complying with BS EN 1057:2006+A1:2010 Table Y. Pipes passing through solid walls shall be properly sleeved.
- 2.9.7 Storage cisterns shall be plastic complete with manufactures lids and comply with BS 4213:2004 (AMD 6797:1991). They shall be fully supported on a solid base and be fitted with 15mm clearance over to facilitate adjustment and renewal of ball valve.
- 2.9.8 Ball valves shall be Diaphragm type in plastic and comply with BS 1212 Part 3 1990.
- 2.9.9 Hot water cylinders shall be pre-lagged copper cylinders complying with BS 1566-1:2002+A1:2011 for direct cylinders BS 1566-1:2002+A1:2011 for indirect cylinders. The use of "Primatic" self compensating indirect cylinders is not permitted.
- 2.9.10 Stop valves shall comply with BS 1010 Part 2: 1973 (with AMD's) and be provided on rising mains and before storage cisterns.
- 2.9.11 Gate valves shall comply with BS 5154:1991 and shall be provided immediately after storage cisterns on down services in readily accessible positions.
- 2.9.12 Stop valves shall be labelled to indicate their use. Labels shall be plastic cards with embossed or engraved lettering and wired on to the valve head.
- 2.9.13 Pipework in unheated areas shall be lagged with "Armaflex" performed sections with adhesive as manufacturers' instructions. Storage cisterns in roof spaces shall be insulated with a plastic covered fibreglass quilted sectional jacket to the latest Building Regulation Standards.
- 2.9.14 Overflow pipes are to be uPVC and should fall evenly either to an external wall or overflow manifold. Overflow pipes are to be terminated 150 mm from the face of the external wall. Where possible overflow pipes should be positioned vertically above gullies and, in any case, must not be discharged onto any roof or past any door or window opening.
- 2.9.15 Pipework shall be pressure tested by the Contractor before being covered up by lagging, dust covers, screeds, floorboards, etc.
- 2.9.16 Immediately prior to the handing over of the premises unless otherwise instructed in writing by the C.A., the Contractor shall turn off the main water supply and drain down hot and cold water supply pipes and cisterns including WWP's and central heating systems complete. Failure to comply will render the Contractor liable for damage resulting from burst pipes or fittings or overflowing cisterns.

3.0 SCHEDULE OF WORKS

3.1 DAYWORKS & CONTINGENCIES

- 3.1.1 The following sums and amounts to be deducted in whole or in part if not required.
- 3.1.2 No daywork will be allowed that can be measured and valued. Weekly day sheets giving details of labour and materials for all daywork must be submitted in triplicate to the C.A. by the end of the week following that in which the work was executed and shall be signed by the foreman in charge of the work and the C.A. as a record of the time actually worked on site (exclusive of travelling time) and materials and shall be subject to the approval of the C.A. DAYWORK SHEETS NOT SUBMITTED WITHIN SEVEN DAYS TO THE C.A. SHALL BE REJECTED.
- 3.1.3 All accepted dayworks will be priced at the rates of labour quoted below by the Contractor and such rates shall include for all supervisions, overheads, travelling time and expenses, time lost through inclement weather, guaranteed weekly minimum subsistence, bonuses, tool money, holidays with pay and public holidays, National Insurance contributions, graduated pension, industrial training scheme, third party and Employers' insurance, absence due to sickness or injury and all other charges whatsoever which the Contractor may require, as no other adjustment to the rates below will be allowed.
- 3.1.4 The time of gangers or charge hands (i.e. men actually working with their hands) will be paid at the plain time rates quoted hereunder but the time of foreman and working gangers will be deemed to be included in the site supervision.
- 3.1.5 Apprentices and labourer's rates of labour will be allowed in the proportion of the craftsmen of labourer's rates as shown in the Federation of Building Trades Employers' wages rates current at the date of the dayworks.
- 3.1.6 Materials will be priced at cost delivered to site excluding all trade discounts and invoices shall be submitted to substantiate any claim.
- 3.1.7 Profit will be allowed on material costs at the rate quoted by the Contractor, which is to include for Establishment charges, etc.
- 3.1.8 The plant hire charges shall be those contained in the current schedule of charges published by the Royal Institution of Chartered Surveyors and profit will be allowed at the rates quoted below.
- 3.1.9 The Contractor shall show below his daywork rates and shall extend into the money column the cost of his dayworks at the provision number of hours shown. The Contractor should carefully note that the all-in rates or percentage additions stated below will apply to all work executed by himself and his Sub-Contractors irrespective of any special arrangements which he may have with his Sub-Contractors. The Contractor must make due allowance for this in his all-in rate over percentage.

		Unit Rate	£
3.1.10	Dayworks Before Practical Completion		
(a)	Craftsmen hours 16 hours		
(b)	Labourers hours 16 hours		
(c)	Include a provisional sum for materials to be used in daywork.		
(d)	Add for profit and overheads to be allowed on the net cost of materials used in dayworks.		
(e)	Include a Provisional sum for plant, etc., to be used in dayworks.		
(f)	Add profit and overheads.		
3.1.11	Dayworks During Defects Liability Period		
(a)	Craftsmen hours 8 hours		
(b)	Labourers hours 8 hours		
3.1.12	Contingencies		
	Include a Provisional sum for contingencies		
DAYWORKS & CONTINGENCIES TO COLLECTION			£

Item		Unit	Rate	Cost (£)
3.2	GENERAL ITEMS			
3.2.1	<u>Hours of Working</u> Works to be undertaken only during normal working hours, unless otherwise agreed by C.A. (Monday – Saturday 8:00am – 5:30pm)	Item		
3.2.2	<u>Programme of Works</u> The Contractor will be required to provide a PROGRAMME OF WORKS before works commence to ensure minimal disruption to the Client.	Item		
3.2.3	<u>Site Protection and Tidiness</u> Contractor to allow for keeping the sites clean tidy at all times , and for the disposal of all waste material both during and on completion of the works.	Item		
3.2.4	<u>Waste Disposal</u> Allow for all skips, licences and rubbish disposal throughout the duration of the works. Skips to be located in positions agreed before the commencement of the works.	Item		
3.2.5	<u>Temporary Works</u> The Contractor is to allow for all necessary shoring, formworks and their temporary works as required	Item		
3.2.6	<u>Access Equipment</u> Include for all scaffolding, access towers and safety netting, etc. required to safely undertake the works. All standards and poles lower than 3m are to be provided with alternative red and white coloured tape. All ladders to lower lifts are to be removed and secured overnight. Full toe boards and safety netting to all lifts.	Item		
3.2.7	<u>Noise and Disturbance</u> The use of noisy plant or machinery is to be kept to a minimum and site radios will not be allowed.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.2.8	<u>Site Safety</u> Include for all protective and other safety equipment such as barriers, safety signage, and a designated safe place to leave ladders and materials while the site is unattended.	Item		
3.2.9	<u>Site Enclosure</u> The Contractor is to allow for providing a full enclosure to the site in herras fencing, and to agree a compound position with the C.A.	Item		
3.2.10	All works to be adequately weather protected at all times.	Item		
3.2.11	<u>Personal Protective Equipment</u> All operatives should be properly trained for their duties and provided with all necessary PPE.	Item		
3.2.12	<u>Leadwork</u> All leadwork to be in accordance with LDA guidelines – which can be supplied on request.	Item		
3.2.13	<u>CDM Regulations</u> The Contractor shall be required to submit the usual construction plan and maintain site visitors' procedures and records, and accident books, etc. ALL accidents are to be reported to the C.A. and Principal Designer immediately.	Item		
3.2.14	<u>Asbestos</u> A type II pre-refurbishment Asbestos survey of the property has not been undertaken, and the Contractor shall provide a survey and report. The Contractor is required to read and confirm details as necessary.	Item		
3.2.15	The Contractor is to notify the C.A. or Principal Designer immediately if any suspected asbestos containing materials are identified.	Item		
3.2.16	<u>BWIC</u> Allow for builders' work in connection with Mechanical & Electrical Services installation. Include for forming and finishing all necessary ducts, chases. The provision of all access towers, access equipment, etc.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
A	<u>PAGES PARK PAVILION</u>			
3.3	EXTERNAL FABRIC AND FINISHES			
	<u>Roof Area</u>			
3.3.1	Carefully remove existing loose flashings around external metal flues (2no.) which penetrates the roof covering and cart away. Allow for making adjustments to barbed wire while this is carried out.	Item		
3.3.2	Supply and fit pitched roof flue seals and code 5 lead to form weather tight seals around the base of the flues.	Item		
3.3.3	Carefully remove existing loose flashing around external SVP which penetrate the roof covering and cart away.	Item		
3.3.4	Supply and fit pitched roof flue seals and code 5 lead to form weather tight seals around the base of the pipe.	Item		
3.3.5	Allow for supplying scaffolding tower to enable closer inspection of the roof tiles and flashings and allow for replacing these where failed ones noted {Every 5 years}.	Item		
3.3.5.1	Unit price of 1m ² of replacement roof tiles.	1m ²		
3.3.5.2	Unit price of 1LM of replacement flashing.	1LM		
3.3.6	Prune the tree branches that overhang the roof.	Item		
	<u>Rainwater Goods</u>			
3.3.7	Allow for replacing broken or bent sections of gutter {Every 5 years}	Item		
3.3.7.1	Unit price for 1.5m length:	1.5m		
3.3.7.2	Unit price for 3m length:	3m		
3.3.8	Allow for cleaning out the gutters and disposing of debris {Every year}.	Item		
3.3.9	Check joints for any leaks and re-make so they are watertight {Every 5 years}.	Item		
3.3.10	Allow for checking the fixings of the brackets to the aluminium gutters and replace if required {Every 5 years}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.3.10.1	Unit price for replacing 5No brackets:	5No		
3.3.10.2	Unit price for securing 5No brackets:	5No		
3.3.11	Allow for extending the existing aluminium downpipes (4No) into the gulley.	4No		
3.3.12	<u>External Walls and Envelope</u> Carefully rake out all areas of brickwork where there is loose or missing mortar and prepare to receive new repointing using cement mortar to match existing. Unit price for 1m ² :	1m ²		
3.3.13	Allow for removing areas of graffiti. Unit price of 1m ² :	1m ²		
3.3.14	Clean down areas of brickwork to the extension gable ends where discoloured using water and soap using a grout sponge and a nylon-bristle brush to scrub off dirt. Allow for rinsing the brickwork with warm water using a clean sponge and let dry {every 5 years}.	Item		
3.3.15	Allow for carefully removing the overflow pipe which has been severed above efflorescent stained brickwork and cart away. Allow for supplying and installing new robust overflow pipe which protrudes the wall and infill any gap between the pipe and the brickwork with mortar or sealant.	Item		
3.3.16	Remove ivy growth from the rear gable and dispose. Sever root to ivy to cut back future growth.	Item		
3.3.17	Remove damaged PIR bracket over the entrance door and supply and fit new one, to match existing.	Item		
3.3.18	Allow for cleaning down all metal fascia and soffit boards and check all fixings and re-secure, as necessary {Every year}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.4	DECORATION			
	<u>External Decoration</u>			
3.4.1	Allow for washing down all externally painted masonry work, i.e. concrete frame columns using a stiff brush to remove all dirt, dust and loose particles particularly around the areas of missing paint. Allow for supply and application of one prime coat (on areas of missing paint), one undercoat and two coats of exterior quality masonry paint, colour to be agreed with client to all painted external masonry {Every 5 years}.	Item		
3.4.2	Allow for cleaning all external doors, windows, grilles and shutters {Every 6 months}.	Item		
3.4.3	Allow for checking all mastic seals around window frames and inserting new sealant, where required. Unit price per LM. {Every 5 years}.	LM		
3.4.4	Allow for oiling and maintenance of all window and door hinges, locks and latches, handles, etc. {Every 6 months}.	Item		
3.4.5	Allow for servicing the electrically operated shutters to ensure correct operation using specialist contractor {Every year}.	Item		
3.4.6	Allow for washing down and sanding timber boarding in the arched feature, to remove existing finish and all dirt and loose particles. Apply Ronseal Trade Exterior Varnish (Satin Clear) or similar approved. {Every 5 years}.	Item		
	<u>Internal Decoration</u>			
3.4.7	Allow for preparing all internal painted metal work i.e. roof trusses, and any other such painted surfaces. Clean down before supply and application of paint, use Johnstone's quick dry gloss finish interior wood & metal, low odour paint (or similar approved), as directed. Colour to be agreed. {Every 4 years}.	Item		
3.4.8	Allow for infilling all minor shrinkage cracks and gaps between door frames and walls and within window board joints using decorator's caulk. Rub down to ensure smooth surface. {Every 4 years}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.4.9	Allow for cleaning down and preparing all existing internal decorated joinery and timber, removing all flaking and peeling paint. Where any bare wood exists, apply primer, stop knot where appropriate and to such surfaces and all other painted surfaces, follow this with one undercoat and two coats gloss using white gloss. {Every 4 years}.	Item		
3.4.10	Allow for cleaning down all existed painted ceiling and wall surfaces and rub down any uneven areas ready to receive new paintwork. Supply and apply one undercoat and two coats Dulux matt emulsion to all surfaces, colour to Client's approval. {Every 4 years}. Ensure the damp affected wall within the WC is dry following overflow repair before applying any new paintwork.	Item		
3.4.11	Re-bed loose ceiling tiles in main hall where dislodged. Allow for 4No.	4No		
3.4.12	Allow for replacement of existing timber laminate flooring in main hall – carefully take up existing floor covering and underlay and replace with new laminate flooring and new underlay. Ensure the substrate is level and sound. Supply and install Karndean Looselay Longboard Champagne Oak flooring laid in accordance with manufacturer's instructions. Allow for any beading / edging strips to perimeter of hall to conceal any gaps, as per manufacturer's instructions	Item		
3.4.13	Infill holes within leading edges of main entrance doors where latches have been removed and replaced using good quality wood filler to match door colour.	Item		
3.4.14	Allow to ease and adjust all handles, hinges, drawer mechanisms to all kitchen wall and base unit doors and drawers, to ensure good operation. {Every year}.	Item		
3.4.15	Allow to check all kitchen and WC wall tiling {Every 4 years}.	Item		
3.4.15.1	Unit cost for re-grouting tiling per 1m ² :	1m ²		
3.4.15.2	Unit cost for re-securing tiling per 1m ² :	1m ²		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.4.15.3	Unit cost for supplying and installing new tiling 1m ² :	1m ²		
3.4.16	Allow to check mastic sealant between wall surface and all kitchen worktops and cut out any defective sealant and replace. Unit cost of 1LM of sealant.	1LM		
3.5	SERVICES			
	<u>Electrical Works</u>			
3.5.1	Carry out a full electrical test of the property in accordance with NICEIC guidelines and with a NICEIC Approved Contractor carrying out the test. Contractor to provide a test certificate and an assessment on the cost of works required to ensure compliance with IEE Standards {Every 5 years}. Test needed in December 2024.	Item		
3.5.2	Carry out cleaning of the internal and external light fittings including the lamps to remove any insects, dust, etc	Item		
3.5.3	Arrange for an annual testing of the fire detection and warning system in the building, if not already in place.	Item		
3.5.4	Carry out a fire risk assessment of the property, if not already done so.	Item		
3.5.5	Allow for testing of the existing emergency lighting within the property.	Item		
3.5.6	Replace any faulty emergency light fittings. Unit price for replacement of emergency light – e.g. 1No EUSTON Slim Bulkhead Light Fitting LED 14W 1000lm 4000K Neutral White IP54 3hr Emergency Function, maintained.	1No		
3.5.7	Allow for testing the intruder alarm and reporting any issues.	Item		
	<u>Gas, Heating and Plumbing</u>			
3.5.8	Allow for testing of all gas fittings, supplies and installations within the property and providing certification of such testing. Service the boiler, valves and associated controls. Allow for testing of all space heating to the property and check and test radiator valves and lockshield valves {Every year}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.5.9	Allow for testing of all sanitaryware within the building (Every 2 years}.	Item		
3.5.10	Allow a Provisional sum of £450 to replace any taps, washers, plugs and waste repairs.	PS		£450.00
3.5.11	<u>Water Supply and Cold Water Storage Systems</u> If not available, commission a risk assessment to be carried out to identify and assess the risk of Legionnaire's disease. Check, record and take water samples and arrange for analysis on the microbiological activity. Inspect, clean, service and disinfect, as necessary, all components of all the storage cisterns. {Every 2 years}.	Item		
3.5.12	Allow for testing of the drains {Every 5 years}.	Item		
3.5.13	Allow for carrying out a CCTV drainage survey {Every 5 years}.	Item		
3.5.14	Allow £1,000 as a provisional sum for any repairs required for repairs to the drainage.	PS		£1,000.00

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
B	ASTRAL PARK PAVILION			
3.6	EXTERNAL FABRIC AND FINISHES			
	<u>Roof Area</u>			
3.6.1	Allow for carrying out specialist clean of the roof covering, bargeboards and fascias and soffits including for all scaffolding and access required to do this {Every 3 years}.	Item		
	<u>Rainwater Goods</u>			
3.6.2	Allow for cleaning out the gutters and disposing of debris {Every year}.	Item		
3.6.3	Remove defective mastic sealant to gutter joints and allow for overhauling and re-sealing to ensure the joint is watertight.	Item		
3.6.4	Allow for overhauling and re-sealing any displaced joints and seals to gutters and bargeboards, fascias and soffits to ensure the joints are watertight {Every 5 years}.	Item		
	<u>External Walls and Envelope</u>			
3.6.5	Remove damaged PIR bracket over the entrance door and supply and fit new one to match existing.	Item		
3.6.6	Allow for cleaning down all metal fascia and soffit boards and check all fixings and resecure as necessary {Every year}.	Item		
3.7	GROUND			
3.7.1	Allow for replacing all cracked, chipped, uneven concrete paving slabs. Cart away all broken ones. Unit price for replacing 1m ² paviours:	1m ²		
3.7.2	Allow for taking up and re-setting loose paviours. Unit price for re-setting 1m ² paviours:	1m ²		
3.7.3	Allow Provisional sum of £1,500 to allow to rectify the uneven tarmac road surface.	PS		£1,500.00
3.7.4	Allow to patch repair the cracks in the tarmac road surface.	Item		
3.7.5	Allow to re-set any loose kerb stones to ensure level and even. Raise up ground level, where required. Unit cost for 1No kerb stone.	1No		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.7.6	Allow to treat weeds to the parking areas and remove grass using a chute blocker. Unit cost for 10m ² .	10m ²		
3.7.6	Allow for taking up existing mortar around manhole covers where cracked, missing and apply new mortar fillet.	Item		
3.7.7	Allow for supplying and installing new grille cover over the rainwater gulley where missing.	Item		
3.8	DECORATION			
	<u>External Decoration</u>			
3.8.1	Allow for cleaning all external doors, windows and shutters and metal grille within wooden cladding {Every 6 months}.	Item		
3.8.2	Allow for making good hole in window frame using an acrylic filler or metal plate to cover it. Allow provisional sum of £150 for this repair.	PS		£150.00
3.8.3	Allow for checking all mastic seals around window frames and inserting new sealant where required. Unit price per LM. {Every 5 years}.	LM		
3.8.4	Allow for oiling and maintenance of all window and door hinges, locks and latches, handles, etc. {Every 6 months}.	Item		
3.8.5	Allow for servicing the electrically operated shutters using a specialist contractor to ensure correct operation. {Every year}.	Item		
3.8.6	Allow for washing down and sanding timber cladding surrounding metal grille to remove existing finish and all dirt and loose particles. Apply Ronseal Trade Exterior Varnish (Satin Clear) or similar approved. {Every 5 years}.	Item		
3.8.7	Allow for washing down and sanding varnished timber cladding surrounding to remove existing finish and all dirt and loose particles. Apply Ronseal Trade Exterior Varnish, or similar approved, to match existing finish. {Every 5 years}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.8.8	<u>Internal Decoration</u> Allow for preparing all internal painted metalwork and any other such painted surfaces. Clean down before supply and application of paint e.g. Johnstone's quick dry gloss finish interior wood & metal, low odour as directed. Colour to be agreed. {Every 4 years}.	Item		
3.8.9	Allow for infilling all minor shrinkage cracks and gaps between door frames and walls and within window board joints using decorator's caulk. Rub down to ensure smooth surface. {Every 4 years}.	Item		
3.8.10	Allow for infilling cracks to internal blockwork walls and repoint using cement mortar, rub down and leave ready for redecoration.	Item		
3.8.11	Allow for cleaning down and preparing all existing internal decorated joinery and timber, removing all flaking and peeling paint. Where any bare wood exists, apply primer, stop knot where appropriate and to such surfaces and all other painted surfaces, follow this with one undercoat and two coats gloss using white gloss. {Every 4 years}.	Item		
3.8.12	Allow for investigating the cause of the water staining above the damp stained ceiling tiles in the shower and changing areas and allow a Provisional Sum of £500 for carrying out any remedial works necessary which may include providing insulation to the ducting above the ceiling.	PS		£500.00
3.8.13	Allow for cleaning down all existed painted ceiling and wall surfaces and rub down any uneven areas ready to receive new paintwork. Supply and apply one undercoat and two coats Dulux matt emulsion to all surfaces, colour to Client's approval. {Every 4 years}.	Item		
3.8.14	Remove existing damp stained ceiling tiles in shower and changing rooms and allow for cutting in existing light fittings or vents in main hall where dislodged. Allow for 5No new ceiling tiles, to match existing.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.8.15	Allow for replacement of existing timber laminate flooring in main hall – carefully take up existing floor covering and underlay and replace with new laminate flooring and new underlay. Ensure the substrate is level and sound. Supply and install Karndean Looselay Longboard Champagne Oak flooring laid in accordance with manufacturer's instructions. Allow for any beading / edging strips to perimeter of hall to conceal any gaps, as per manufacturer's instructions.	Item		
3.8.16	Allow to take up existing vinyl flooring and cart away. Allow to check the substrate floor finish for dampness / water staining and allow provisional sum of £500 for any remedial works needed to the services in the vicinity to rectify the cause of dampness.	PS		£500.00
3.8.17	Allow for supplying and laying new Altro Aquarius Anti Slip Tern AQL2008 throughout all associated rooms to provide new floor covering. Colour and style of new flooring to be agreed with Client.	Item		
3.9	SERVICES			
	<u>Electrical Works</u>			
3.9.1	Carry out a full electrical test of the property in accordance with NICEIC guidelines and with a NICEIC Approved Contractor carrying out the test. Contractor to provide a test certificate and an assessment on the cost of works required to ensure compliance with IEE Standards {Every 5 years}. Test needed in December 2024.	Item		
3.9.2	Carry out cleaning of the internal and external light fittings including the lamps to remove any insects, dust, etc.	Item		
3.9.3	Arrange for an annual testing of the fire detection and warning system in the building, if not already in place.	Item		
3.9.4	Carry out a fire risk assessment of the property, if not already done so.	Item		
3.9.5	Allow for the testing of the existing emergency lighting within the property.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.9.6	Replace any faulty emergency light fittings. Unit price for replacement of emergency light – e.g. 1No EUSTON Slim Bulkhead Light Fitting LED 14W 1000lm 4000K Neutral White IP54 3hr Emergency Function, maintained.	1No		
3.9.7	Allow for testing the intruder alarm and reporting any issues.	Item		
3.9.8	<u>Air Conditioning System</u> Allow to clean all ventilation grilles to the air conditioning system, including the filters. {Every year}.	Item		
3.9.9	Allow for having the air conditioning system tested to include cleaning, service, adjusting and overhaul, as necessary, or all components of the system and provide certificate to confirm this has been carried out. {Every year}.	Item		
3.9.10	<u>Gas, Heating and Plumbing</u> Allow for testing of all gas fittings, supplies and installations within the property and providing certification of such testing. Service the boiler, valves and associated controls. Allow for testing of all space heating to the property and check and test radiator valves and lockshield valves {Every year}.	Item		
3.9.11	Allow a Provisional sum of £450 to replace any taps, washers, plugs and waste repairs.	PS		£450.00
3.9.12	Allow for testing of all sanitaryware within the building (Every 2 years}.	Item		
3.9.13	<u>Water Supply and Cold Water Storage Systems</u> If not available, commission a risk assessment to be carried out to identify and assess the risk of Legionnaire's disease. Check, record and take water samples and arrange for analysis on the microbiological activity. Inspect, clean, service and disinfect, as necessary, all components of all the storage cisterns. {Every 2 years}.	Item		
3.9.14	<u>Drainage</u> Allow for testing of the drains using a CCTV survey {Every 5 years}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.9.15	Carry out CCTV survey of the drains around the building to investigate whether any defects, cracks exist within the system which relate to the displacement of the paving, footpaths and parking spaces.	Item		
3.9.16	Allow £1,000 as a provisional sum for any repairs required for repairs to the drainage.	PS		£1,000.00

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
C	LINSLADE MEMORIAL PAVILION			
3.10	EXTERNAL FABRICS AND FINISHES			
	<u>Roof Area</u>			
3.10.1	Carefully remove existing defective roof tiles which are cracked or chipped and cart away {Every 5 years}.	Item		
3.10.2	Remove debris off roof and cart away.	Item		
3.10.3	Supply and fit replacement roof tiles using tiles to match existing {Every 5 years}. Unit price of 1m ² :			
3.10.4	Tape together torn sarking felt where torn or ripped to seal the felt as much as possible.	Item		
	<u>Rainwater Goods</u>			
3.10.5	Allow for replacing broken or bent sections of gutter {Every 5 years}	Item		
3.10.5.1	Unit price for 1.5m length:	1.5m		
3.10.5.2	Unit price for 3m length:	3m		
3.10.6	Allow for cleaning out the gutters and disposing of debris {Every year}.	Item		
3.10.7	Check joints for any leaks and re-make so they are watertight {Every year}.	Item		
3.10.8	Allow for checking the fixings of the brackets to the aluminium gutters and replace if required {Every year}.	Item		
3.10.8.1	Unit price for replacing 5No brackets:	5No		
3.10.8.2	Unit price for securing 5No brackets:	5No		
3.10.9	Allow for extending the existing aluminium downpipes into the gulley.	Item		
	<u>External Walls and Envelope</u>			
3.10.10	Carefully remove the cable junction box secured over the joint of the metal profile bargeboards and set aside and support the cables to prevent them dropping / being unnecessarily stretched.	Item		
3.10.11	Supply and install new metal profile over gap in bargeboard junction.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.10.12	Alternative to supply and install new lead flashing, using minimum Code 4 leadwork, detail dressed over the gap in the bargeboard and secured over the end adjacent ridge tile.	Item		
3.10.13	Re-fix the cable junction box to bargeboard but not over the new flashing.	Note		
3.10.14	Allow for cleaning down all metal fascia and soffit boards and check all fixings and re-secure, as necessary.	Item		
3.11	DECORATION			
	<u>External Decoration</u>			
3.11.1	Allow for washing down all externally painted masonry work, i.e. concrete wall panels using a stiff brush to remove all dirt, dust and loose particles particularly around any areas of missing paint. Allow for supply and application of one prime coat (on areas of missing paint), one undercoat and two coats of exterior quality masonry paint, colour to be agreed with Client to all painted external masonry. {Every 5 years}.	Item		
3.11.2	Allow for cleaning all external doors, windows, grilles and shutters {Every 6 months}.	Item		
3.11.3	Allow for re-finishing of all existing metal doors and window frames and the horizontal shiplap boarding to the gable ends to prolong the integrity of them. {Every 5 years}.	Item		
3.11.4	Allow for checking all mastic seals around window and door frames and inserting new sealant, where required. Unit price per LM. {Every 5 years}.	LM		
3.11.5	Allow for oiling and maintenance of all window and door hinges, internal shutters, locks and latches, handles, etc {twice per annum}.	Item		
	<u>Internal Decoration</u>			
3.11.6	Allow for preparing all internal painted metalwork surfaces. Clean down before supply and application of paint, e.g. Johnstone's quick dry gloss finish interior wood & metal, low odour as directed. Colour to be agreed. {Every 4 years}.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.11.7	Allow for infilling all minor shrinkage cracks and gaps between door frames and walls and within window board joints using decorator's caulk. Rub down to ensure smooth surface. {Every 4 years}.	Item		
3.11.8	Allow for cleaning down and preparing all existing internal decorated joinery and timber, removing all flaking and peeling paint. Where any bare wood exists, apply primer, stop knot where appropriate and to such surfaces and all other painted surfaces, follow this with one undercoat and two coats gloss using white gloss. {Every 4 years}.	Item		
3.11.9	Allow for cleaning down all existed painted plastered ceiling and wall surfaces and rub down any uneven areas ready to receive new paintwork. Supply and apply one undercoat and two coats Dulux matt emulsion to all wall surfaces, colour to Client's approval. {Every 4 years}. On any damp affected wall and ceiling finishes, supply and apply Dulux stain block white primer and undercoat before the emulsion finish.	Item		
3.11.10	Supply and install new kitchen cupboard door front where missing, to match existing.	Item		
3.11.11	Allow for replacement of existing timber laminate flooring in main hall – carefully take up existing floor covering and underlay and replace with new laminate flooring and new underlay. Ensure the substrate is level and sound. Supply and install Karndean Looselay Longboard Champagne Oak flooring laid in accordance with manufacturer's instructions. Allow for any beading / edging strips to perimeter of hall to conceal any gaps, as per manufacturer's instructions.	Item		
3.11.12	Allow to take up existing vinyl flooring and cart away. Allow to check the substrate floor finish for dampness / water staining and allow provisional sum of £500 for any remedial works needed to the services in the vicinity to rectify the cause of dampness.	PS		£500.00
3.11.13	Allow for supplying and laying new Altro Aquarius Anti Slip Tern AQI2008 throughout all associated rooms to provide new floor covering. Colour and style of new flooring to be agreed with Client.	Item		

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.12	SERVICES			
	<u>Electrical Works</u>			
3.12.1	Carry out a full electrical test of the property in accordance with NICEIC guidelines and with a NICEIC Approved Contractor carrying out the test. Contractor to provide a test certificate and an assessment on the cost of works required to ensure compliance with IEE Standards {Every 5 years}. Test was needed in May 2022.	Item		
3.12.2	Carry out cleaning of the internal and external light fittings including the lamps to remove any insects, dust, etc.	Item		
3.12.3	Arrange for an annual testing of the fire detection and warning system in the building, if not already in place.	Item		
3.12.4	Carry out a fire risk assessment of the property, if not already done so.	Item		
3.1.5	Allow for the testing of the existing emergency lighting within the property.	Item		
3.12.6	Replace any faulty emergency light fittings. Unit price for replacement of emergency light – e.g. 1No EUSTON Slim Bulkhead Light Fitting LED 14W 1000lm 4000K Neutral White IP54 3hr Emergency Function, maintained.	1No		
3.12.7	Allow for testing the intruder alarm and reporting any issues.	Item		
	<u>Gas, Heating and Plumbing</u>			
3.12.8	Allow for testing of all Gas fittings, supplies and installations within the property and providing certification of such testing. Service the boiler, valves and associated controls. Allow for testing of all space heating to the property and check and test radiator valves and lockshield valves {Every year}.	Item		
3.12.9	Allow a Provisional sum of £450 to replace any taps, washers, plugs and waste repairs.	PS		£450.00

TOTAL TO COLLECTION £

Item		Unit	Rate	Cost (£)
3.12.10	<u>Water Supply and Cold Water Storage Cisterns</u> If not available, commission a risk assessment to be carried out to identify and assess the risk of Legionnaire's disease. Check, record and take water samples and arrange for analysis on the microbiological activity. Inspect, clean, service and disinfect as necessary all components of all the storage cisterns. {Every 2 years}.	Item		
3.12.11	Allow for testing of all sanitaryware within the building (Every 2 years}.	Item		
3.12.12	Allow for testing of the drains {Every 5 years}.	Item		
3.12.13	Allow for carrying out a CCTV drainage survey {Every 5 years}.	Item		
3.12.14	Allow £1,000 as a provisional sum for any repairs required for repairs to the drainage.	PS		£1,000.00

TOTAL TO COLLECTION £

3.13 CONTRACTOR'S OWN ADDITIONS

Item		£
3.13	Items that the Contractor feels have been omitted from this Specification of Works but in his opinion are deemed necessary for inclusion to adequately and satisfactorily complete the works. Please specify and price below. Use an additional sheet if necessary.	
3.13.1		
3.13.2		
3.13.3		
3.13.4		
3.13.5		
TOTAL TO COLLECTION		£

4.0 FINAL COLLECTION PAGE

		£
1.0	Preliminaries and General Conditions	
2.0	Materials and Workmanship	
3.0	Schedule of Works	
3.1	Dayworks and Contingencies	
3.2	General Items	
	Pages Park Pavilion	
3.3	External Fabrics and Finishes	
3.4	Decoration	
3.5	Services	
	Astral Park	
3.6	External Fabrics and Finishes	
3.7	Grounds	
3.8	Decoration	
3.9	Services	
	Linslade Memorial Pavilion	
3.10	External Fabrics and Finishes	
3.11	Decoration	
3.12	Services	
3.13	Contractors' Own Additions	
TOTAL (excluding VAT)		£

5.0 FORM OF TENDER

Pages Park Pavilion
Astral Park
Linslade Memoria Pavilion

I/We.....
..... having visited the
sites and examined the scope of works, hereby Tender and undertake to execute and
complete all the works required in accordance with the various Conditions of Contract and the
Specification of Works, for the sum of:
in words.....
in figures.....
exclusive of VAT.

I/We can commence the works on and require
..... weeks to complete the works.

This Tender remains open for consideration for 12 weeks from the date fixed for submission.

I/We understand that the Employer is not bound to accept the lowest or any Tender.

Dated this.....day of..... 20

Name.....

Signature.....

This completed 'Form of Tender' and priced Specification of Works are to be returned to
Brasier Freeth, Welwyn Garden City office, no later than **noon** on **Friday 18th August 2023**.



London. Kings Langley. Welwyn Garden City.

