**BARCLAYS BANK BUILDING – LISKEARD**

**DATE: October 24’**

**Specification**

**DESCRIPTION**

|  |  |  |  |
| --- | --- | --- | --- |
| **0** |  |  |  |

Note:

If the supplier wishes to offer an alternative product to that which has been specified, this must be agreed in writing with the client as part of the clarification process detailed in the ITT.

**EXTERIOR WORKS**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Erect a boarded and netted (where required) compliant scaffold to front, side, rear, and part return side of building to allow sufficient access to service all gutters, downpipes, windows, and roof of the building.  Cost of Licence application to the Local Authority to be included  Cost of weekly certification to be included  All waste and welfare setup can be accommodated within the rear car park. |  |  |
| **2** | Rake-out and around all metal windows and re-seal |  |  |
| **3** | Rake-out loose mortar to joints on granite façade and re-point with like-for-like product as required.  Budget 4m/2  Also rake-out loose to capping on walls surrounding ramp and entrance |  |  |
| **4** | Rake-out and remove all defective putty to wooden sash windows – rub back, refill, and paint as required |  |  |
| **5** | Clean-out, repair, reseal, rub-back and repaint all gutters, down-pipes and other rainwater goods  Wash-through with sufficient water to ensure clear and free-flowing, with no leaks.  Allow to rod and clear to underground drainage system level. |  |  |
| **6** | Check, repair, rubdown and repaint all facia and soffit to main building  Like-for-like paint |  |  |
| **7** | Check, repair, replace wooden & wire bird cage defence to front and rear side elevations  Like-for-like |  |  |
| **8** | Check leadwork and chimney breasts, clean valleys, hips, flaunches, pots, remove debris off roof surfaces.  Use a suitable biocide treatment followed by a suitable soft wash system with soft-medium brush.  Following cleaning works allow a provisional item to rake out and infill horizontal cracking to render of the chimney stacks. Render to be raked out to adequate depth renewed to be flush with existing surfaces using a suitable like-for-like render. Allow to undertake all works in strict accordance with BS EN 13914-1:2005 - External Rendering  Repair as required. **PC SUM** |  | .  **£ 2500** |
| **9** | Remove / replace all rusted hanging basket holders to building |  |  |
| **10** | Rub-back, refurbish / repaint / re-stain external front, side and suite doors to match existing colours |  |  |
| **11** | Repair pointing to roadside elevation – like for like – budget 5m/2 |  |  |
| **12** | Repair pointing to rear elevation to areas around down-pipe where there are signs of defective pointing and water ingress to the building using a like-for-like mortar. |  |  |
| **13** | Include a provisional item to investigate the leak site through the wall within the second-floor flat living space/kitchen. If defects are not visible from the scaffold allow to trace and identify any pipework internally within the wall thickness.  Please note this item remains subject to instruction following inspection. **PC SUM**  Repair following identification above **PC SUM** |  | **£250**  **£250** |
| **14** | Include a provisional sum of £450.00 per window for repairs based upon 22 no. Sash/casement windows. The contractor is to provide a detailed window schedule identifying any existing defects and including photographs and itemised costed repairs based upon the tendered costs below and provide this to for review and instruction |  |  |
| **15** | Repair / re-fix wooden fencing to rear plant area – re-stain to match existing **PC SUM** |  | **£550** |
| **16** | Replace gas cupboard door as required |  |  |
| **17** | Remove guttering and replace ply facia to three sides of Annex Suite with like-for-like waterproof ply  Ensure smooth joints between boards  Repaint white  Clean and re-fit guttering and downpipes – replace seals and clips as required  Flush to ensure no leaks and free-flowing |  |  |
| **18** | Check all opening window and door mechanisms to annex, service as required  Check seals – replace as required  Rub-down frames, fill where needed, and re-stain to match existing |  |  |
| **19** | Clean-off / brush Annex/Suite roof  Re-fix loose, replace broken tiles, re-bed any loose ridge tiles  Clean flat roof junction to main building – repair as required - **PC SUM** |  | **£500** |
| **20** | Cut back and manicure all vegetation, plants, trees and hedging to carpark area |  |  |
| **21** | Refurbish street/parking light bollards with the parking area and adjacent walkways |  |  |
| **22** | Repair, replace, repaint all fencing, bollards and gates throughout (including entrance gates to suite, and metal handrails to front elevation.  Match existing colours wherever possible |  |  |
| **23** | Allow to replace missing anti-roost Cowls to 4no. Chimney stacks incorporating 13 no. pots. To be Brewer bird guard (round) in black or similar approved. The contractor is to inspect the chimney pots/flues to ensure the correct type based upon any usage is ordered/fitted. Installation is to be undertaken in strict accordance with the manufacturers guidance notes **PC SUM** |  | **£350** |
| **24** |  |  |  |
| **25** |  |  |  |

**MAIN BUILDING - INTERIOR**

**Front Door – Inner Lobby**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Clean |  |  |
| **2** | Deal with damp marks to window above door – reaffix paper |  |  |
| **3** | Fill holes throughout |  |  |
| **4** | Re-paint walls |  |  |
| **5** | Re-paint skirting |  |  |
| **6** | Clean and re-stain wood panels to door rear as required |  |  |
| **7** | Clean and service aluminium doors |  |  |
| **8** | Clean carpet/matting |  |  |
| 9 |  |  |  |
| 10 |  |  |  |

**Main Hall**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Cap-off and remove radiator from internal stud-wall (LHS) to re-position to outer wall later.  Relocate 15mm Copper pipework to side wall where safe remove to allow for a flush finish.  Repeat same for area around position of old night safe |  |  |
| **2** | Remove all dead wiring and data cables throughout |  |  |
| **3** | Remove all redundant ply & MDF partition walling |  |  |
| **4** | Reduce 13a socket outlet capacity throughout and re-position to suit new needs |  |  |
| **5** | Disconnect supply to dumb waiter |  |  |
| **6** | Remove all old floor covering from, but not including entrance door mat, to ramp up to annex suite  Remove old glue residue |  |  |
| **7** | Strip-off all water damaged paper, plaster and skirting throughout |  |  |
| **8** | Treat walls, re-plaster and re-paper as required  Apply paint as per schedule thereafter |  |  |
| **9** | Make-good area to front elevation where ATM has been removed – include removal of steel plate to floor |  |  |
| **10** | Make good wall to side elevation, brick-up and re-plaster position where night safe removed |  |  |
| **11** | Box-over ‘dumb-waiter’ mechanism to left of this position to look like fake chimney breast  Vent at both ground and first floor |  |  |
| **12** | Block-up small archway to right of dumbwaiter with CLS Stud and plasterboard – skim and paint |  |  |
| **13** | Match and replace damaged ceiling tiles – checking and repairing grid alignment from side-to side and back to front |  |  |
| 14 | Save good ceiling tiles to re-use at first floor inner hallway ceiling |  |  |

**Changing Space – Rear LHS**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | To rear elevation – temporarily remove radiator and cap |  |  |
| **2** | Hack off all water damaged plaster |  |  |
| **3** | Remove and replace wood panel with multiple socket outlets – reduce in number as required |  |  |
| **4** | Refurbish and repaint wooden cupboards to left hand rear side wall |  |  |
| **5** | Construct ¾ height stud partition between windows to form 1 changing room – CLS frame @ 600 centres, 12mm PB – tape, scrim and paint  Provide heavy duty curtain pole to ‘doorway’. |  |  |
| **6** | Refurbish 2x aluminium secondary glazing units as required, replace locks. |  |  |
| 7 |  |  |  |
| 8 |  |  |  |

**Side Office – Rear – RHS**

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| --- | --- | --- | --- |
| **1** | Strip walls, skirting and flooring as required |  |  |
| **2** | Remove unwanted power and data points as directed |  |  |
| **3** | Move power to new location for hand wash water heater. |  |  |
| **4** | Form trench to floor, break through outer wall and connect new soil pipe to existing drain-run – make damp-proof barrier, refill, re-cover/screed |  |  |
| **5** | Form plasterboard partition wall (CLS @ 600 centres) to front with 12mm Rockwool Flexi-insulation panels for sound deadening  Wheelchair-wide door openings -  Double door entry to form ‘air lock’  Fit DDA Compliant handrails throughout – BLUE  Emergency pull cord alarm system |  |  |
| **6** | Lay Altro floor – Cap & Cove edging |  |  |
| **7** | Run cold water feed to wall from first floor supply above |  |  |
| **8** | Fit toilet suite and sink unit to positions marked  (As per Schedule) |  |  |
| **9** | Connect drainage to run |  |  |
| **10** | Seal all to flooring as required |  |  |
| **11** | Clean and refurbish aluminium opening window – fit opaque cling to glass. |  |  |
| 12 |  |  |  |

**CENTRAL PILLAR**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove all defective plasterwork and skirting  Treat walls  Re-render |  |  |
| **2** | Replace skirting with like-for like |  |  |
| **3** | Re-paper & decorate |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |

**Central Area**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove damaged wall coverings, fill all holes and then replace paper. |  |  |
| **2** | Repaint walls  (to schedule) |  |  |
| **3** | Prepare and re-paint all skirting |  |  |
| **4** |  |  |  |
| **5** |  |  |  |

**Corridor to Rear Suite**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove damage ceiling tiles and any redundant cables above – Match & replace tiles |  |  |
| **2** | Hack-off defective plaster and remove damaged skirting |  |  |
| **3** | Re-plaster as required and replace skirting as required |  |  |
| **4** | Prepare and paint |  |  |
| 5 | Clean carpet |  |  |
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| 7 |  |  |  |
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**Main Hall Area**

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| --- | --- | --- | --- |
| **1** | Erect timber stud wall in front of lift as per plan  CLS & 600 centres, 12mm Plasterboard, tape, plaster, skirting, and decorate.  (as per schedule) |  |  |
| **2** | Fit heavy duty curtain pole to small fitting room (right of stairs to basement) |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

**Stairs to First and Second Floor**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove all redundant security locks/mechanisms to door, make good, rub-back and decorate. |  |  |
| **2** | Remove all redundant wiring to walls |  |  |
| **3** | Re-stick lining paper up to second floor top landing |  |  |
| **4** | Investigate apparent leak at second floor landing level |  |  |
| **5** | Service emergency exit door |  |  |
| **6** | Service/repair first floor sash window - redecorate |  |  |
| **7** | Service/repair second floor sash window - redecorate |  |  |
| **8** | Repaint walls |  |  |
| **9** | Repaint all skirting and stair-risers |  |  |
| **10** | Re-varnish doors to first floor landing |  |  |
| **11** | Re-varnish doors to second floor landing |  |  |
| **12** | Service handrail and varnish as required |  |  |
| **13** | **Small inner lobby at 2nd floor**  Repeat processes as above |  |  |
| **14** | Clean carpet bottom – to – top |  |  |
| 15 |  |  |  |
| 16 |  |  |  |

**First Floor**

**Hallway**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Replace damaged ceiling tiles as required after stud wall removed and realigned |  |  |
| **2** | Fill any holes in or damage to walls, and Repaint walls |  |  |
| **3** | Repaint skirting |  |  |
| 4 |  |  |  |
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**Large Front Room**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove all redundant electrics, data and coms cables |  |  |
| **2** | Remove Carpet |  |  |
| **3** | Remove all old lighting |  |  |
| **4** | Remove ceiling tiles and replace with new white – Fit GU10 dimmable downlighters to lighting plan |  |  |
| **5** | Refurbish and repaint 3x large sliding sash windows |  |  |
| **6** | Fill all holes to walls |  |  |
| **7** | Isolate power to dumb waiter |  |  |
| **8** | Box-over ‘dumb-waiter’ mechanism to look like fake chimney breast |  |  |
| **9** | Fit period fire surround  **PC SUM** |  | **£1500** |
| **10** | Repaint walls |  |  |
| **11** | Repaint all woodwork |  |  |
| **12** | Replace missing plastic trunking |  |  |
| **13** | Service ventilation and AC system |  |  |
| **14** |  |  |  |

**Toilets**

**Female**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove all back to bare walls and floor – total strip  Remove front plasterboard wall to inner hall |  |  |
| **2** | Rake-out damaged plaster |  |  |
| **3** | Re-plaster as required |  |  |
| **4** | Refurbish windows & Redecorate |  |  |
| **5** | Check floor for signs of rot  **PC SUM** |  | **£1600** |
| **6** | Reconfigure to provide 3x unisex WC’s as per plan  (note additional schedule) |  |  |

**Male**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove all back to bare walls and floor |  |  |
| **2** | Rake-out damaged plaster |  |  |
| **3** | Re-plaster as required |  |  |
| **4** | Refurbish windows & Redecorate |  |  |
| **5** | Check floor for signs of rot  **PC SUM** |  | **£1200** |
| **6** | Run a 15mm cold-water feed under the floor to service the new WC at rear on ground floor level. |  |  |
| **7** | Leave as empty space |  |  |
| 8 |  |  |  |

**Rear Office**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove carpet & Replace  (As per schedule) |  |  |
| **2** | Remove ceiling tiles & grid to expose original plaster ceiling |  |  |
| **3** | Investigate source of water ingress |  |  |
| **4** | Renovate ceiling & re-paint white  **PC SUM** |  | **£1500** |
| **5** | Replace picture rail to walls |  |  |
| **6** | Check for rot in floor  **PC SUM** |  | **£1000** |
| **7** | Refurbish window and redecorate |  |  |
| **8** | Re-paint walls  White – one feature colour wall |  |  |
| **9** | Re-paint skirting and other woodwork to white |  |  |
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| 11 |  |  |  |
| 12 |  |  |  |

**Second Floor**

**Staff Kitchen & Rest Room**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Remove and replace kitchen units with modern Howdens  (Allendale – Dusk Blue)  To same layout |  |  |
| **2** | Fit new electric water heater under |  |  |
| **3** | Fill all holes to walls |  |  |
| **4** | Service window and repair/replace bottom section of sash window  Paint window  **PC SUM** |  | **£1500** |
| **5** | Investigate possible leak to chimney breast |  |  |
| **6** | Reaffix lining paper |  |  |
| **7** | Paint walls and skirting  (To schedule) |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
| 10 |  |  |  |

**Store Room**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Wipe-down walls with sugar soap |  |  |
| **2** | 2x coats emulsion |  |  |
| **3** | Clean floor |  |  |
| **4** | Service lighting |  |  |

**Rear Suite**

**Rear entrance lobby area**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Fill all holes |  |  |
| **2** | Re-paint walls & woodwork |  |  |
| **3** | Refurbish entrance door, inc. electric opening mechanism, and re-stain as necessary |  |  |
| **4** | Clean Carpet |  |  |
| **5** | Service gas CH Boiler in cupboard |  |  |
| 6 |  |  |  |

**Open Plan Area**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Fill holes to all walls & paint |  |  |
| **2** | Re-paint all skirting and internal doors |  |  |
| **3** | Clean and re-stain exterior window frames as required |  |  |
| **4** | Service any opening windows |  |  |
| **5** | Check fire doors have correct intumescent strips fitted |  |  |
| 6 |  |  |  |

**Side Offices 1,2,3, & 4**

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| --- | --- | --- | --- |
| **1** | Fill holes to all walls, prepare & paint |  |  |
| **2** | Re-paint all skirting and internal doors |  |  |
| **3** | Clean and re-stain exterior window frames as required |  |  |
| **4** | Service any opening windows |  |  |
| **5** | Check fire doors have intumescent strips fitted |  |  |
| 6 |  |  |  |

**Kitchenette**

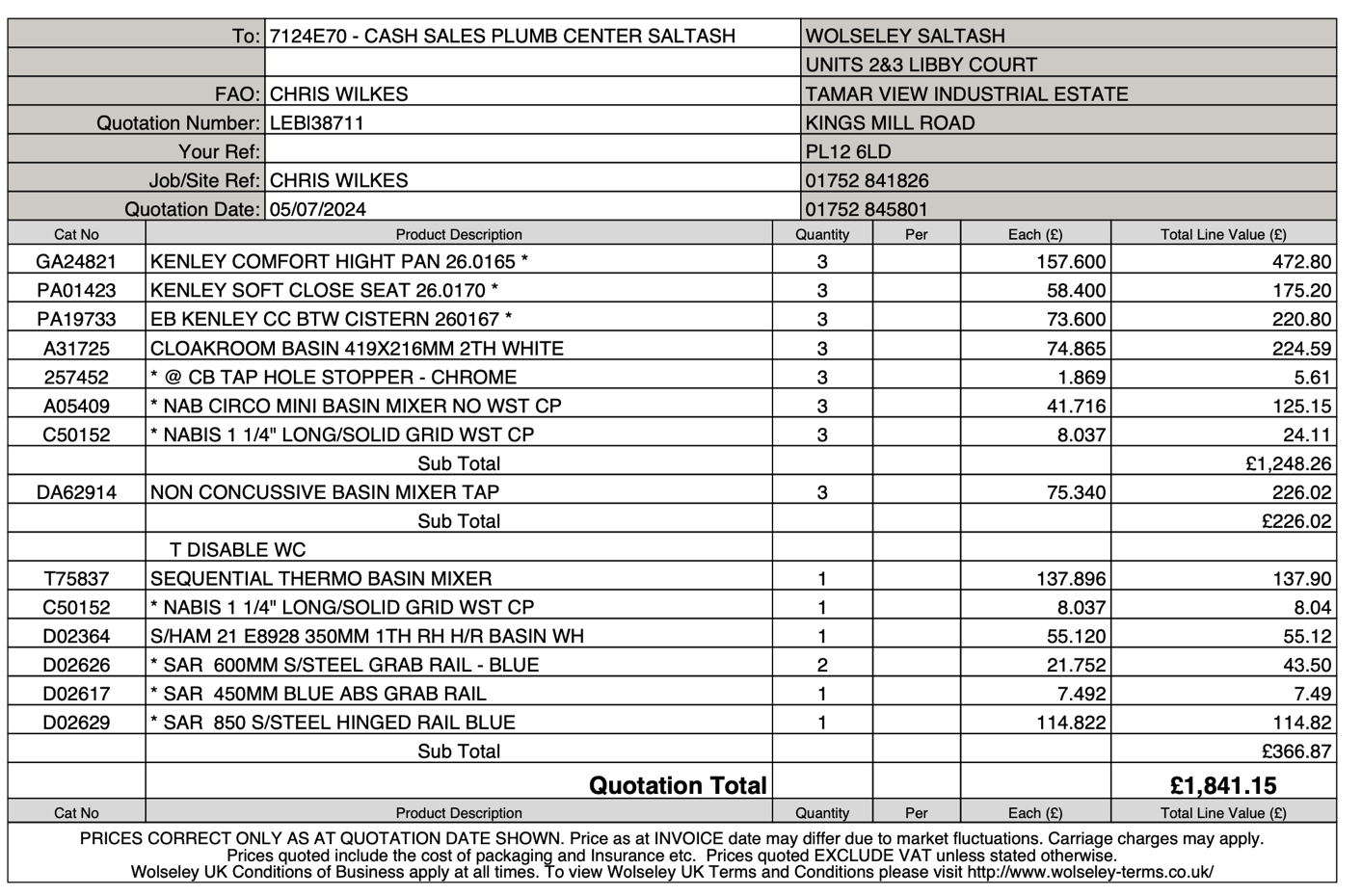
|  |  |  |  |
| --- | --- | --- | --- |
| **1** | Replace single kitchen base unit, re-use worksurface, and re-fit  Use Howdens – Allendale – Dusk Blue |  |  |
| **2** | Install new electric water heater under |  |  |
| **3** | Fill holes to walls, prepare and re-decorate throughout |  |  |
| **4** | Repaint all woodwork and metal security bars white. |  |  |
| **5** | Clean existing floor covering |  |  |
| **6** |  |  |  |

**M&E**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Service and re-commission gas boilers to basement of main building and cupboard in entrance foyer of suite |  |  |
| 2 | Undertake leak tests for all water supplies |  |  |
| 3 | Install all electrics as per layout plan |  |  |
| 4 | Install data as per layout plan |  |  |
| 5 | Install all comms as per layout plan |  |  |
| 6 | Test and recommission fire alarm  Ensure link to 2nd Floor flat is working |  |  |
| 7 | Test and re-commission burglar alarm with new panel and auto-dialer |  |  |
| 8 | Provide full set of test and commissioning certificates |  |  |

Preferred Subcontracted Items (see note at the start of the document):

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|  | **Kitchen units** |  |  |
|  | Howdens –  Allendale – Dusk Blue  NOTE – LIKE FOR LIKE REPLACEMENT |  |  |
|  | **Bathrooms & Plumbing** – |  |  |
|  | Wolseley/Plumb Centre  As detailed Below |  |  |



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|  | **FIRST FLOOR UNISEX WC’s** |  |  |
|  | Create 3x individual WC cubicles each with sanitary ware from the above schedule  H&C Mixer to percussion tap (detailed above)  Altro flooring – cap & cove  White ‘Metro Tiles’ over to dado height  Dado rail with William Morris paper (xxxxxx) over  Wood to be stained – medium oak  Central ceiling light (flying saucer IP Rated) = PIR activated  3rd – larger WC to have a pull-down baby changing unit  Each to have extraction – utilise and adapt existing venting / ducting to rear wall |  |  |
|  | Doors to each to be: Howdens (or equivalent)  x3 – ‘Linear Oak’ or ‘4 Panel Shaker’ – Stained medium oak – dependent on final price – chrome furniture and safety locks |  |  |
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|  | **Flooring:** |  |  |
|  | BFC Carpet World or an agreed alternative |  |  |
|  | **Main ‘Hall Area’**  Karndean – Lime Washed Oak – KP99  **Toilet Areas**  Altro Walkway 20 – Minster / VM2018P |  |  |
|  | **Carpeted Areas for Replacement**  Gerflor – Latour 2  Stanton 08943 LRV 10.04  **NOTE:**  ALL CARPETS REMAINING OR FOR SALVAGE AND RE-LAYING ARE TO BE CLEANED AND DRIED  PRICE ACCORDINGLY |  |  |

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|  | **Paint:** |  |  |
|  | GF Disabled Compliant WC  Zinzer interior “Perma White” to walls  Main Areas  Dulux Trade White undercoat  Dulux Trade White Gloss  Dulux Trade White Matt Emulsion  Feature Walls (as marked)  Dulux Trade – Morning Jewel 6  Dulux Trade – Jarvan Dawn 1  Dulux Trade – Blue Diamond 4 |  |  |
|  | Allow to thoroughly prepare and redecorate all external metal work to property. All surfaces must be suitably dry, and free from anything that will interfere with the adhesion of the materials to be applied. Remove all loose and failing or suspect paint. Feather edges of sound paint. Remove all dust. Remove all loose scale and rust by thorough scraping and wire brushing. Where necessary surfaces should be blast cleaned. Spot prime all bare metalwork with a Trade Rust Inhibiting Primer Undercoat. Wash remaining sound paint with hot water and liquid detergent solution to remove any contaminants, frequently changing the water. Wet abrade to provide a key. Rinse with clean water to remove all residues. Allow to dry. Following appropriate surface preparation and spot priming, apply 1no. coat of a Trade Rust Inhibiting Primer Undercoat and finish with 2no. coats of a Trade Metal Gloss (colours to match existing). All preparatory and application works are to be undertaken in strict accordance with the manufacturer’s guidance notes. |  |  |
|  | The external metal work includes but is not limited to the following: Cast iron rainwater goods, SVPs and associated connections, flag pole and supports, handrail and balustrade to front elevation, gates and posts to side elevation and carpark barrier (if unsure on scope/areas please clarify at this tender stage). |  |  |
|  | Allow to thoroughly prepare and redecorate all previously decorated external timber work to the property. All surfaces must be suitably dry, and free from anything that will interfere with the adhesion of the materials to be applied. Remove all loose, and failing or suspect paint. Prior to painting the moisture should not exceed 18%. Remove grey and denatured surfaces by rubbing down with abrasive paper or by mechanical means and round sharp edges 1-3mm. Feather edges of sound paint. Remove all dust. Organic growth must be removed and the area treated with a Fungicidal Wash. Remove any defective putty glazing, clean and prime rebates, replacement putties must be allowed to form a hard skin. Treat knots with two thin coats of fresh knotting. Fill any fixing holes, open joints and shallow surface defects. Rub down with a suitable grade of abrasive paper. Remove all dust. Spot prime all bare areas with 1no. coat of a Trade Flexible Primer Undercoat. Wash remaining sound paint with hot water and liquid detergent solution to remove any contaminants, frequently changing the water. Wet abrade to provide a key. Rinse with clean water to remove all residues. Allow to dry. Bring forward spot primed areas and undercoat overall with 1no. liberal coat of a Trade Flexible Primer Undercoat and finish with 2no. full  coats of a Trade Gloss (colours to match existing). All preparatory and application works are to be undertaken in strict accordance with the manufacturer’s guidance notes |  |  |
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|  | **NOTES:** |  |  |
|  | The Kitchenette in the suite can be used for welfare prior to being redecorated |  |  |
|  | Upon completion allow to undertake a Builders clean of the affected works areas to leave the site clean, tidy and dust free |  |  |
|  | Upon completion allow to clean the glass to the windows (both sides) and leave these clean and streak free. |  |  |

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|  | **Health & Safety** |  |  |
|  | All Contractors are to tender these works on the understanding that if selected, they will be appointed Principal Contractor under the Construction (Design & Management) Regulations 2007. As such they will have a duty to prepare Health & Safety Plan for approval by the Client and CDM Co-ordinator prior to works being committed for commencement. In this regard, the Health & Safety Plan is required to be submitted for consideration, not less than 7 working days before the proposed commencement date. Any delay to the commencement of these works as a result of a late submission of this document will be entirely the Contractors costs. |  |  |
|  | The Contractor will also be required to provide the Health & Safety File documentation to the Planning Supervisor, not less than 48 hours before the date of Practical Completion. This is to include relevant guarantees operating and maintenance manuals, as-built drawings details and any Statutory Approvals etc. |  |  |
|  | The Contractor is to be fully responsible for ensuring the safety of his operatives whilst working on site and to ensure that all scaffolding for access is arranged in accordance with current regulations and Code of Practice. |  |  |
|  | The Contractor is to ensure all necessary C.O.S.S.H. sheets are obtained for relevant material use within the specification and that all requirements detailed within the sheet are followed to ensure the manufacturers recommendations and requirements are fully complied with. |  |  |