

Specification for construction of new single storey side extension comprising storage area with internal alterations including re-configuration of sanitary arrangements and kitchen fit out;

at

ASHDON VILLAGE HALL

CROWN HILL, ASHDON. CB10 2HA

Prepared on behalf of Ashdon Parish Council

by

Hibbs and Walsh Associates Ltd
53 High Street
Saffron Walden
Essex
CB10 1AR

19th August 2021

Preliminaries

A. Definitions:

The works: the term 'The works' means the whole of the works envisaged by this contract, including unless expressly stated the works of named and domestic subcontractors, named suppliers, Local Authorities and Statutory Suppliers. Fix only: the term 'fix only' includes unloading, storage, all work necessary to fix the materials, and disposal of any waste and packaging

B. Generally:

The contractor shall ascertain the full extent of the works, by reference to the schedule of works, drawings and by an inspection of the site. Everything necessary for the completion of the work shall be provided by the Contractor, whether or not shown or described in detail. All works associated with or a consequence of the specification, such as rough grounds, cutting holes, chases, etc. shall be included.

C. Drawings:

The contractor will be provided with two sets of drawings for the works. The drawings form part of the tender documents.

D. Site supervision:

Work shall take place between 8.30 am and 5.30 am Monday to Friday unless otherwise authorised by the Contract Administrator. No overtime or week end working will be permitted unless specific agreement has been obtained a minimum of seven days in advance.

The contractor shall appoint an individual to act as the site foreman, able to make explanations to the Contract Administrator, and to receive and act on the Contract Administrator's instructions.

The Contractor shall compile a programme listing to the best of his ability the relevant dates and times for the various parts of the works. Allow for drying out periods and any plant necessary to ensure the continuation of the works.

There shall be no radios, no smoking and no disposal of waste by fire without the express written consent of the Architect

E. Health and Safety:

The Contractor is required to be familiar with the CDM Regulations 2015 and will act in accordance with them. The Contractor, acting on behalf of the Employer, shall appoint a Principal Designer to arrange for competent and adequately resourced and trained staff and sub-contractors; ensure the co-ordination and co-operation of all contractors; ensure that all contractors have information about all risks on site and obtain risk assessments where necessary; monitor health and safety performance; make sure that only authorised personnel are on site; ensure that protective clothing is available where required, including for visitors to the site and comply with the C.O.S.S.H. regulations at all times.

Unless otherwise stated, the project is notifiable where more than 20 workers are employed at any one time and the work on site exceeds 30 working days, or if the work on site exceeds 500 person days.

F. Carrying out the works:

The Contractor should restrict the works to the agreed working area, and ensure that no access is made to other parts of the building or site other than the specific areas where work is being carried out. If access is required it should be arranged through the Contract Administrator with sufficient notice for the employer to be made aware.

Lighting, power and water are available free of charge from the employer's supplies unless otherwise stated.

The Contractor shall be responsible for the receipt of materials and their safe storage on site, protected from weather, theft and damage of any sort. The Contractor shall carry out all necessary works to protect the existing building, including for protection against inclement weather while opened up, and for protection against unauthorised access. The building shall be secured at all times against theft when left unattended.

Maintain all public and private roads, and make good any damage caused by the Contractors or by Suppliers vehicles. Protect and maintain all services, including power, water, gas, oil, and data transmission, and obtain the prior agreement of the Architect before any interruption of service is required with sufficient notice for the employer to be made aware.

Notify Building Control at the start of the works, and allow for all notices, meetings, site inspections etc. that may be required with the Architect or with any representative of the Employer, Local Authorities or Statutory Suppliers.

G. Contract particulars:

The contract will be the JCT Minor Works Building Contract 2015, including Recitals 1 to 7; Articles 1 to 8, Conditions 1 to 7 and the schedules.

H. Project particulars:

The project is the construction of a new single storey side extension comprising storage area with internal alterations including re-configuration of sanitary arrangements and kitchen fit out; Ashdon village hall, Crown Hill, Ashdon. CB10 2HA

The employer is Ashdon Parish Council.

The Contract will be administered by Sebastian Walsh of Hibbs and Walsh Associates Ltd, 53 High Street, Saffron Walden, Essex, CB10 1AR, telephone 01799 523660

The tender drawings are 20/79/01 Site and Location Plans, 20/79/02 Plans & Elevations as existing; 20/79/03B, Plans & Elevations as proposed; 20/79/04C Plan Detail, 20/79/05, Section AA; 20/79/06A, Section BB & CC

Health and Safety Hazards: there are no known hazards but asbestos may be present.

The Recitals: the sixth and seventh recitals do not apply.

The Articles: Articles four and five are the Architect and the Contractor.

Contract Particulars: The base date shall be six weeks before the invitation of tenders.

The Employer is not a Contractor for the purposes of the CIS scheme.

The project is not notifiable under the CDM regulations.

There is no frame work agreement and the supplemental provisions do not apply.

Paragraph 6 and Article 7 arbitration, apply.

The CDM planning period shall be two weeks ending on the date for commencement.

Commencement shall be within four weeks of the acceptance of the tender.

Completion shall be within 16 weeks of the start of works.

Liquidated and ascertained damages will apply at a rate of £500 per month or part thereof.

Rectification will be six months from the date of practical completion.

Percentage retained shall be 95% to Completion and 97.5% thereafter.

Documentation shall be provided within three months.

Schedule 2 fluctuations does not apply.

The Contractor shall provide evidence of insurance for injury to persons or property to the value of £5,000,000 (five million) pounds .

Clause 5.5, Works and existing structures insurance by the employer in joint name applies.

The percentage to cover professional fees does not apply.

The adjudicator and Arbitrator shall be appointed by the RIBA.

The contract shall be executed under hand.