



**SPECIFICATION AND SCHEDULE OF WORKS
FOR REPAIRS TO
WHITE ROCK COTTAGE
SIMONSBATH**

September 2018

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SECTION 1

PRELIMINARIES

1. Introduction

Employer: The Employer will be Exmoor National Park Authority, Exmoor House, Kemps Way, Dulverton, Somerset, TA22 9HL (Tel: 01398 323665)

Contract Administrator: This is to be Exmoor National Park Authority until architect is formally appointed.

Structural Engineer: The Structural engineer is to be confirmed.

Ecologist: The Ecologist is to be confirmed:

CDM Coordinator: The CDM Coordinator is to be confirmed:

Scope of Work The proposed works are to, White Rock Cottage, Simonsbath. The works will include:

- a) Provision of temporary protections for the duration of the works.
- b) Demolition of 20th century extensions
- c) Erection, adjustment, maintenance and striking of external and internal scaffolding for the works.
- d) Stabilising and repair of masonry walls.
- e) Carpentry repairs to the timber roof structure.
- f) Recovering of roof with natural Welsh slate or similar slate.
- g) Patch repairs and repointing to the stonework.
- h) Replacement/repair of timber doors and windows.
- i) Replacement of lintels.
- j) Repair and overhaul of rainwater goods.
- k) Plastering of internal walls.
- l) Decorations

The Site White Rock Cottage, Simonsbath, Exmoor. The building is an early 19th century cottage and one of the earliest buildings in Simonsbath. It was built by John Knight and is of considerable historic importance. The building forms part of a designed landscape which is publically accessible. Onsite parking will be permitted in the public car park next to the building. Onsite rest and welfare facilities will be provided in the building opposite the site which is in part formed of a public toilet block.

2. Tender

- 2.1 It is recommended that contractor shall visit the property with a member Exmoor National Park Authority staff and include for everything necessary for the completion of the work which is considered to have money value. No variation in the tender figure will be permitted through this neglect of duty.
- 2.2 The tenders submitted shall be considered to be fixed price tenders not subject to increases due to national or local wages awards, or cost of materials.
- 2.3 The employer does not bind himself to accept the lowest, or any tender.

3. Contract

3.1 The contract will be let under the current edition of the Form of Agreement and Conditions issued by the Joint Contractors Tribunal and referred to as the Agreement for Minor Building Works (2016). The Contract Administrator will initially be Exmoor National Park Authority.

3.2 The JCT Minor Works Agreement is to be amended as follows:

Clause 2.8: Liquidated damages for non-completion will be £500 per calendar week.

Clause 2.10: The defects liability period to be 6 months from the date of practical completion.

Clause 4.3: The total progress payments are to be less a 5% retention, and the employer shall pay to the contractor the amount certified within 14 days of the date of the certificate.

Clause 4.3: Total payment at practical completion will be 97.5% of the agreed final account.

Interim payments to be at intervals of 28 days.

Clause 5.3: The contractor is to keep a minimum insurance cover for any one occurrence of £5,000,000 (five million pounds).

Insurance against theft & damage:

In addition to the insurance requirement of Section 5.0 of the JCT Minor Works Agreement, the contractor shall be liable for and in the joint names of the employee and contractor insure all unfixed and fixed building materials and goods delivered to, placed on or adjacent to the works and intended therefore against theft and accidental damage, for the full reinstatement value thereof.

After any inspection required by the insurers in respect of a claim under the insurance mentioned in this clause, the contractor shall with due diligence restore or replace work or materials or goods damaged and dispose of any debris and proceed with and complete the works. The contractor shall not be entitled to any payment in respect of work or materials or goods damaged or stolen other than the monies received under the insurance and such monies shall be paid to the contractor under certificates of the contract administrator. Evidence of insurance cover must be shown to the contract administrator prior to commencing work.

3.3 Contract documents

The following information is to be read in conjunction with this schedule and specification.

- Location Plan
- Topographical Survey
- Roof Plan
- Existing and Proposed Plans (X1)
- Existing Elevations showing demolition (X2)
- Photo sheet

Any item of work or materials referred to in the specification or shown on the drawings or implied for proper completion of the work shall be deemed to be included in the contract.

4. HEALTH AND SAFETY/CDM REGULATIONS

CDM Construction (Design and Management) Regulations 2015 will apply to this project.

The contractor will develop a Construction Phase Health and Safety Plan (HSP) as referred to in regulation 2 of the CDM Regulation. The contractor will implement effective management, monitoring and supervision of this plan and coordinate the activities of all contractors on site, ensuring their compliance with Health and Safety requirements.

Outline H&S Plan An outline Construction Phase Health and Safety Plan must be submitted to the Contract Administrators/Principal Designer and is to include the following:

- a) Method statements related to the construction hazards identified in the pretender health and safety plan and/or statement on how the hazards will be addressed and other significant hazards identified by the contractor.
- b) Details of the management structure and responsibilities.
- c) Arrangements for issuing health and safety directions.
- d) Procedures for informing other sub-contractors and employees of health and safety hazards.
- e) Selection procedures for ensuring competency of other sub-contractors, the self-employed and designers.
- f) Procedures for communications between the project team, other subcontractors and site operatives.
- g) Arrangements for co-operation and co-ordination between contractors.
- h) Procedures for carrying out risk assessment and for managing and controlling the risk.
- i) Emergency procedures including those for fire prevention and escape.
- j) Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded.
- k) Arrangements for welfare facilities.
- l) Procedures for ensuring that all persons on site have received relevant health and safety information and any training.
- m) Arrangements for consulting with and taking the views of the people on site.
- n) Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance.
- o) Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements.
- p) Review procedures to obtain feedback.
- r) ensure that procedures are in place that protect the public in and around the site during the works. Please note that site public open days are proposed during the works.

H&S File

The Health and Safety File is an information source and guide for the Employer and end users providing an understanding of the building and its systems and enabling it to be operated and maintained safely. Provide the CA with 3 copies of the information required below.

- a) Details of construction methods and materials which may present significant residual hazards with respect to cleaning, maintenance or demolition.
 - b) As built drawings recording details of construction on paper prints.
 - c) Copies of manufacturers current literature for all products for which the particular proprietary brand has been chosen, including COSHH dated data sheets and manufacturers recommendations for cleaning and maintenance.
 - d) Copies of all guarantees, warranties and maintenance agreements offered by subcontractors and manufacturers.
 - e) Copies of all test certificates and reports required in the specification.
- The H&S file must be fully compiled, passed to and approved by the CA prior to practical completion being certified.

4. Materials and workmanship

- 4.1 All materials, unless otherwise specifically mentioned, are to be the best of their respective kinds, and to conform to all relevant British Standards and European Standards Specifications. The tender is to include the supply of all materials necessary for the proper completion of the work, whether or not they are specifically detailed or included in this specification.
- 4.2 All materials incorporated into the works are to be new and unused. No second-hand or previously used materials will be allowed unless approved in writing by the Contract Administrator.
- 4.3 All work is to be carried out to a good standard or workmanship, and where applicable to comply with the relevant British Standards, European Standards and Codes of Practice.

5. Special Considerations

- The Building White Rock Cottage dates from the early 19th century and is one of the earliest Knight buildings on Exmoor. It has undergone various phases of alteration.
- Ancient Fabric The property contains features of special interest and importance and great care must be taken to avoid unnecessary disruption of the fabric. If in doubt about cutting or removing anything, contact the Contract Administrator.
- Fit New to Old To ensure the survival of the maximum amount of ancient fabric all new work must be fitted to the old - not the old adapted to accommodate the new.
- Irregularities and Distortions In an old building a certain amount of distortion and irregularity is to be expected and is one way in which a building reflects its age. Unless instructed otherwise by the contract administrator no attempt is to be made to even up or correct such irregularities.
- Surface Treatments No surface treatment is to be undertaken unless included in the schedule of works and all such treatments shall be exactly as specified. No additives are to be used in any mix unless specified.
- Specification It is the contractor's responsibility to ensure that the relevant provisions of the specification and particularly of this section are fully understood by his operatives including those of sub-contractors. A copy of the specification and drawings shall be retained on site for reference.

Treasure Trove Items of interest or value found during the course of the work must be reported to the Contract Administrator. These are to remain the property of the Employer.

Reconstruction

Where any element of the structure has to be dismantled and reconstructed, it is the contractor's responsibility to accurately record the existing details, labelling and numbering items before dismantling.

Damage Damage to ancient fabric cannot simply be rectified by replacement because ancient features are no longer ancient if they are renewed. Take special care therefore to avoid all damage. Report any damage to the Contract Administrator immediately.

Recording Any features of historic interest (such as reused stonework, original putlog holes etc) exposed during the works will need to be recorded by measurement, drawing and photographs. Should such features be encountered then the contractor is to notify the Contract Administrator without delay.

British Standards Note that British Standards and Codes of Practice are designed as minimum standards for new work and are not always relevant to work on historic buildings.

Pollution Take all reasonable precautions to prevent pollution of the site, the Works and the general environment including streams and waterways. If pollution occurs inform the appropriate Authorities and the CA without delay and provide them with all relevant information

Planting and Vegetation

- a) There should be a presumption that existing trees, shrubs and other plants are to remain on completion of the Works: if there is any doubt the CA should be contacted immediately.
- b) Take all care to avoid damaging roots and above ground parts of trees, shrubs and other plants that are to remain on completion of the Works
- c) Take all care to protect trees, shrubs and other plants that are to remain on completion of the works and that may be damaged by the Works: agree protection methods with the CA.

Bats Bats are known to use the building. The ecologist is to prepare a mitigation plan which must be adhered to.

6. Plant

The contractor shall provide all necessary plant, scaffolding, materials, labour, etc., for the proper and expeditious carrying out of the work and remove such at the end of the contract.

7. Protection

The contractor shall allow for all weatherproofing, tarpaulins, dust sheets, etc., for the protection of the premises and make good any damage caused either directly or indirectly by him or his workmen, or by damage caused by storm or water penetration.

8. Health & Safety

The contractor is to comply with all the requirements of the Health & Safety at Work Act 1974, the Management of Health & Safety at Work Regulations 1999, and all other relevant statutory requirements. In particular he must allow for all protection and safety precautions to ensure the safety of the client and his employees, customers, visitors and the general public both in the premises and outside and in the public highway.

9. Protection from Fire

The contractor is to comply with the Joint Code of Practice on Protection from Fire of Construction Sites and Buildings Undergoing Renovation (Fire Prevention on Construction Sites) 9th Edition (2015) published by the Fire Protection Association.

10. Construction (Design & Management) Regulations 2015

10.1 These regulations will apply to this contract, to the extent required according to the type of client's premises, the nature of the work and the duration of the contract.

10.2 The successful tenderer may be appointed as Principal Contractor under these regulations and will be expected to provide the necessary information to insert into the Health & Safety File for their client or principal designer at the end of the contract. The Principal Contractor will also execute all of their other responsibilities under the Construction Design & Management Regulations 2015. It is essential that a construction phase Health & Safety Plan is provided and submitted to the client/principal designer prior to commencement on site.

For the purposes of this tender there is no confirmed Principal Designer. The client for the project is Exmoor National Park Authority.

The contractor is to allow for the cost of discharging all their responsibilities under the Construction Design & Management Regulations within the tendered sum. Including providing all information required for the Health and Safety File.

11. Insurance

The contractor shall include for all necessary, National, Health and Unemployment Insurance and Third Party Risk and shall hold the employer free from liability of any kind whatsoever in connection with the work.

12. Income and Corporation Tax Act 1988

12.1 The contractor's attention is drawn to the provisions of this Act. The contractor will be required to satisfy the employer prior to signing the contract that he is either a Limited Company or has a Certificate of Exemption in accordance with this Act.

12.2 The contractor is also specifically reminded that it is his duty and responsibility to satisfy himself as to the exemption status of all sub-contractors whether nominated or otherwise.

13. Sub-contracts

The contractor is to bind any sub-contractors to the same terms and conditions as those of the main contract.

14. Commencement and Completion Date

The contractor will be required to state a commencement and completion date before instructions are given.

15. Working hours

15.1 Work on the building and scaffold will only be permitted on weekdays, between 9.00am and 5.30pm.

15.2 No work is allowed at the weekends or on public holidays.

15.3 Variation of the above working hours will be permitted, if given in writing by the Contract Administrator.

16. Security

The security of the premises must be maintained at all times and the contractor must comply with the client's convenience and working arrangements.

17. Supervision

The contractor is to keep a competent foreman or clerk of works on site at all times to supervise the work and to receive instructions from the contract administrator.

18. Extra work

No extra or day works of any kind will be permitted without prior written approval of the contract administrator.

19. Electricity

No additional provisions for electrical supply will be required. Electric supply will be made available on site.

20. Radios

Radios and other sound equipment are NOT permitted on the site.

21. Rubbish

At the completion of the works remove all rubbish, etc., surplus materials, plant and equipment and leave the premises clean and tidy. No bonfires are permitted.

22. Hot Work

Hot Work is generally prohibited on site but specific operations will be controlled by a Hot Work Permit system. Hot work is defined as 'All operations involving flame, hot air or arc welding and cutting equipment, brazing and soldering equipment, blowlamps, bitumen boilers and other equipment producing heat or having naked flames'. Wherever possible such work shall be undertaken off site. If any of these operations are essential for the execution of the specified work written approval must be obtained from the Contract Administrator relating to each operation.

The work will be limited to the morning. A fire watch will need to be maintained for the whole day and appropriate fire protection and equipment provided.

No smoking is permitted on site.

23. Noise

Noise, dust, smoke and disturbance are to be kept to an absolute minimum. Disturbance Prevent all forms of pollution or nuisance. No radios to be permitted on site. The contractor shall organise his work so not to provide grounds for complaint under the Control of Pollution Act, 1974.

24. Completion

Clear away all plant, tools, equipment, rubbish and surplus materials, clean surfaces and glazing and leave ready to use.

SECTION TWO – SCHEDULE OF WORKS

A. All works are to comply with the provisions of this schedule. Prior to submitting tender a site visit with Exmoor National Park Authority (ENPA) must be made.

B. The building and the surrounding grounds are of architectural and historic interest. Great care is to be taken to avoid damage to the fabric, appearance or surroundings. It is easier to protect the fabric than to make good afterwards and some forms of damage can never be completely overcome.

C. The scope of repair defined within this schedule and shown on the drawings has been determined from visual inspection. Following access to the building and any erection of any scaffolding the extent of work will be reviewed by ENPA/CA on site.

D. If in doubt about any of the work being undertaken or its effect on the building or surroundings stop and ask. Telephone ENPA/CA or leave the item of work until the next site visit.

E. Contractors vehicles are permitted to park in the adjacent public car park. Public toilets are located on site as is a break room. All facilities must be kept clean at all times.

1. SITE SET UP AND PROTECTIONS

1.1. Prior to commencement of the works take a full record set of photographs of all surviving fabric, working, storage and access areas. Provide a full digital set of photos to ENPA prior to commencement.

1.2. Protect the works from frost or inclement weather and provide all necessary insulation, waterproof sheeting, tarpaulins, temporary gutters, water shutes, downpipes etc., required to protect the work and make good any damage due to lack of such protections.

1.3. Protect new mortars from wetting and from drying out too quickly.

1.4. Store all materials delivered to site in a suitable condition.

1.5. Keep the site clean and tidy at all times. Ensure debris and unwanted materials do not accumulate in or around the building and regularly remove from site.

1.6. Maintain and adjust protections as required throughout the works. Carefully remove from site all protections on completion of the works.

1.7 Ensure site is secure at the end of each working day or during any period away from site.

Note: No fixings of any kind to the building are permitted.

NOTE: THE DEMOLITION OF THE SCHOOL HALL (GF9) IS TO BE CONFIRMED.

WHERE OPTION A OR B IS NOTED TWO FIGURES ARE REQUIRED.

OPTION A: ALL OF GF9 TO BE RETAINED.

OPTION B: ALL OF GF9 TO BE DEMOLISHED.

2. DEMOLITIONS AND SCAFFOLD

2.1 Allow to demolish all sections of building hatched in red as shown in drawings and remove all waste material from site to licensed waste disposal/processing centre. Ensure that all services to these section of the building are capped and/or made secure and safe.

Option A- GF9 **not** to be demolished.

Option B- Demolition of GF9 to line shown on plans.

Note: Asbestos has already been removed from the site.

Note: Any reusable stone is to be cleaned, retained, sorted and neatly stacked on site.

2.2 Be aware that the existing scaffolding will require significant alteration to permit the demolition works. Include a cost for scaffolding alterations. Scaffolding is to be designed and erected so that:

- a) The scaffolding complies with the recommendations of BS5973 parts 1 and 2 as appropriate.
- b) Scaffolding is to be erected in line with SG4:10 Prevent Falls in 18 Scaffolding.
- c) Loads are adequately transmitted to ground.
- d) No loads are placed on any part of the building structure without the written consent of the Contract Administrator.
- e) Lateral support is provided from points which are capable of providing the necessary support and which will not be damaged.
- f) Tying through window openings and to other structural features is not permitted.
- g) No damage of any kind will be caused to the building or finishes.
- h) Loads of necessary materials are adequately supported.
- i) Loads are adequately spread at ground level to avoid damage to drains and other underground services, concrete or stone pavings.
- j) Access is maintained to services (e.g. valves, inspection chambers, rodding eyes etc).
- k) Lift positions are selected to provide platforms at the optimum level for undertaking all works inclusive of any work being carried out by subcontractors.
- l) The contractor is to be entirely responsible for the safety and stability of the scaffold and protection provided for the public both during and after erection.
- m) The security of the scaffolding and building are maintained even during erection and dismantling of the scaffold.

3. CHIMNEYS

3.1 CH1 and CH2: Allow to remove concrete render and lead flashings from both chimneys and remove from site. Attend inspection by structural engineer.

3.2 Fit new code 5 lead flashing to chimneys.

3.3 Allow to deep repoint in approved lime.

3.4 Allow to re-render in lime in approved lime.

3.5 Allow to line both chimneys as outlined in British Flue and Chimney Manufactures Association (BFCMA) general guidance document. Assume stainless steel flexible liner to be used. Full details TBC.

Note: Chimney CH1 is stone, chimney CH2 is brick

Note: All leadwork generally to be undertaken in accordance with the recommendations of the Lead Sheet Association, Unit 10, Archers Park, Branbridges Road, East Peckham, Kent TN12 5HP (Tel: 01622 872432).

4. HIGH LEVEL MASONRY REPAIRS

4.1 Allow to stabilise and reform all wall heads using stone on site. For pricing purposes assume top 3 courses of all wallheads, including gable wall heads are to be rebuilt. All masonry repairs to be carried out with approved lime. Include to prepare mortar samples.

Option A. GF9 to be retained. Assume only south east wall head of GF9 would require stabilisation.

Option B. GF9 to be demolished to line shown on plans. No high level masonry repairs required to GF9.

5. ROOFS

Note: a) All softwood timber is to be well seasoned, free from sap, large loose or dead knots, shakes, waney edges, excessive moisture and other defects and is to be pressure impregnated with an approved preservative.

b) All softwood timber is to be in as long commercial lengths as possible and all laps and joints are to be placed over points of support.

c) Retain as much historic timber as possible
Refer to drawings for roof numbering.

5.1 Carefully clear all roof voids of debris, retaining any stone on site.

5.2 Roof slope R1

5.2.1 Allow to replace 4m of wallplate in 180mmx35mm softwood.

5.2.2 Remove and replace 23no rafters in treated softwood. Assume 75mmx50mm @ 410 centres throughout.

5.2.3 Purlins and ridge pole to be retained subject to further inspection.

Note: Lath and plaster ceiling to room GF4 below is to be retained, ensure back of ceiling is protected.

5.3 Roof slope R2

5.3.1 Allow to remove all roof boarding and remove from site.

5.3.2 Assume full length of wallplate to be retained.

5.3.3 For pricing purposes allow to replace 10 no rafters in treated softwood. Assume 75mmx50mm.

5.3.4 Assume purlins and ridge to be retained.

Note: Lath and Plaster ceiling to room GF4 below is to be retained, ensure back of ceiling is protected.

5.4 Roof slope R3

5.4.1 Allow to remove all boarding and remove from site.

5.4.2 Assume full length of wallplate to be retained.

5.4.3 For pricing purposes allow to replace 10 no rafters in treated softwood. Assume 75mmx50mm.

5.4.4 Assume purlins and ridge to be retained.

5.5 Roof slope R4

5.5.1 Allow to remove all boarding and remove from site.

5.5.2 Assume full length of wallplate to be replaced in 180mmx35mm softwood.

5.5.3 For pricing purposes allow to replace 5 no rafters in treated softwood. Assume 75mmx50mm.

5.5.4 Assume purlins and ridge to be retained.

5.6 Roof slope R5

5.6.1 Allow to remove all boarding and remove from site.

5.6.2 Assume 2m length of wall plate to be replaced in 180mmx35mm softwood.

5.6.3 For pricing purposes allow to replace 5 no rafters in treated softwood. Assume 75mmx50mm.

5.6.4 Allow to replace 2m section of ridge in 200mmx200mm softwood.

5.6.5 Assume purlins to be retained.

5.7 Roof slope R6

5.7.1 Allow to remove all boarding and remove from site.

5.7.2 Assume 4m length of wall plate to be replaced in 180mmx35mm softwood.

5.7.3 For pricing purposes allow to replace 5 no rafters in treated softwood. Assume 75mmx50mm.

5.7.4 Assume purlins to be retained.

5.8 Roof slopes R7/R8

5.8.1 Assume 4m length of wallplate to be replaced in 180mmx35mm softwood.

5.8.2 For pricing purposes allow to replace all rafters in treated softwood. Assume 75mmx50mm.

5.8.3 Allow to replace full section of ridge in 200mmx200mm softwood.

5.8.4 Assume purlins to be retained.

5.9 Roof slopes 9 and 10 (Option A only)

5.9.1 Assume full length of both wallplates to be replaced in 180x35mm softwood.

Option A-to all of GF9.

5.9.2 For pricing purposes all to replace 8 rafters in treated softwood. Assume 75mmx50mm (Option A only)

5.9.3 Assume purlins and ridge to be retained.

5.10 Valleys

Allow to reform valleys V1-V4. Allow for new code 7 lead valley supported on 25mm thick treated softwood boards with tilting fillets to each side. Milled lead sheet to comply with British Standard. See note item 3.

5.11 Roof insulation

5.11.1 Supply and fit between rafter roof insulation to all slopes. For pricing purposes assume. Kingspan Thermapitch TP10 Pitched Insulation board 100mm thickness.

Option A-to include all of roofs R9 and R10

Option B-excluding roofs R9 and R10

5.11.2 Provisionally allow for roof void to be insulated with YBS SuperQuilt as per manufactures instructions.

5.12 Roof re-covering

5.12.1 Lay bituminous membrane over roof slopes R1-R10 and fit 25x50mm treated softwood roofing battens and 12x38mm treated softwood counter battens.

Option A-to all of R9 and R10

Option B-to exclude roofs R9 and R10

5.12.2 Re-cover all the roof slopes with reclaimed natural Welsh slate centre nailed to treated softwood battens over a bituminous membrane. Form an under eaves course to maintain head laps at the eaves and a short slate course to maintain the head laps at the ridge line. Cut half slates (not slate and a half) to maintain the side laps at all abutments.

Option A-to all of R9 and R10

Option B-to exclude R9 and R10

5.12.3 Supply and fit half round ridge tiles in blue clay. Bed in hydraulic lime mortar to full length of all ridges. Include to cut ridge tiles at any junctions.

Option A-to all of R9 and R10

Option B-to exclude roofs R9 and R10

5.12.4 Remove all fascia boards and remove from site. Supply and fit new treated softwood fascia boards to all elevations. Assume size 25mmx175mm.

Option A-to all of R9 and R10

Option B-to exclude roofs R9 and R10

Note: Slate and ridge samples to be approved by C.A before recovering work commences. Provision of ventilation to roof TBC on site following inspection of roof void and structure by C.A.

6. RAINWATER GOODS

6.1 Carefully dismantle all existing cast iron gutters and downpipes etc. to full length of roof slopes R2 and R3 and sort through and store all salvageable goods on site for reuse.

6.2 Allow to supply and fit new cast iron guttering to match profile of existing to all slopes excluding R2 and R3. Assume profile half round 125 mm gutter and 100mm downpipes with fascia type gutter brackets.

6.3 Prepare, shot blast, hot zinc spray and decorate all new and salvaged cast iron rainwater goods with 1 no. coat of primer, 1 no. coat of undercoat and 2 no. top coats of specified paint to give matt dark grey finish. (Colour TBC).

Items 6.2 and 6.3

Option A-For pricing purposes assume 6 downpipes with swan necks plus guttering to R9 and R10.

Option B- For pricing purposes assume 4 downpipes with swan necks. Exclude guttering from R9 and R10.

7. FLOORS

7.1 Rooms GF1, GF2 GF3, GF6 and GF7 have concrete floors. Assume these are to be retained and made good where required. Assume new levelling screed to be applied to full area. Note: Floor tiles to GF3 are to be removed. Floor finishes TBC.

7.2 Rooms GF4, GF5, GF8, GF9 have suspended timber floors. Allow to replace full floor to rooms GF5, GF8 and GF9 (options A/B below). Joists to be isolated from masonry on joist hangers. Assume C16 200x50mm treated softwood. In room GF8a include to remove steps and board over void. For pricing purposes assume 200mm wide engineered oak boards to be used. Assume floor to GF4 to be retained. Include to inspect floor void in GF4 and to sand down all boards.

Option A-Full floor of GF9 to be replaced. This would include the replacement of the timber stairs to GF8. Assume like-for-like replacement.

Option B-GF9 to be demolished. No works to floor.

8. CEILINGS

8.1 Allow to remove ceiling joists and any surviving ceilings to all rooms **EXCLUDING** room GF4.

8.2 Allow to reform ceilings to rooms GF1,2,3,5,6,7,8 using treated softwood joists. Assume 100x75@400 centres. Where existing ceilings have barrelling this is to be replicated. Ceilings to be formed of plasterboard.

8.3 Extra over item 8.2: plasterboard ceilings to roof to allow for rooflights in rooms GF5,6,7. The fitment of rooflights is to be confirmed. See item10.1.11

Option A. remove ceiling to GF9 and re-board to roof level.

Option B. Room GF9 to be demolished. No works to ceiling.

9. DOORS

Note: All door details are to be confirmed

9.1 External doors

9.1.1 ED1 Remove door and frame and dispose of. Supply and fit new 4 panelled door and frame to match design of internal door D8.

9.1.2 ED2. Door and frame to be replaced with new door and frame to match existing

9.1.3 ED3 Door to be blocked with stone stocks on site. Refer to item11.3. Note: this would need to be blocked prior to demolition for planning reasons.

9.1.4 ED4 Supply and fit new 4 panelled door and frame to match D3. Repair fanlight over.

9.1.5 ED5 Door to be blocked with stone stocks on site and become window. Refer to item11.2. Note: this would need to be blocked prior to demolition for planning reasons.

9.1.6 ED6 Door to be blocked with stone stocks on site. Include to remove decayed lintel. Refer to item11.3. Note: this would need to be blocked prior to demolition for planning reasons.

9.17 ED7. Assume door to be removed and replaced with new 4 panelled door and frame to match design of internal door D8. Option A only

9.2 Internal doors

9.2.1 D1 Allow to prop opening and replace decayed timber lintel with new hardwood lintel. Supply and fit new 4 panelled door to match D8. Include to replace frame with moulding to match that of door D8.

9.2.2 D2 Allow to prop opening and replace decayed timber lintel with new hardwood lintel. Supply and fit new 4 panelled door to match D8. Include to replace frame with moulding to match that of door D8.

9.2.3 D3 Door is to be retained. Allow to repair door and frame. Include to fit new fanlight to match door ED4.

9.2.4 D4 Allow to prop opening and replace decayed timber lintel with new hardwood lintel. Supply and fit new 4 panelled door to match D8. Include to replace frame with moulding to match that of door D8.

9.2.5 D5 Remove existing door and frame Supply and fit new 4 panelled door to match D8. Include to replace frame to match that of door D8.

9.2.6 D6 Allow to prop opening and replace decayed timber lintel with new hardwood lintel. Supply and fit new 4 panelled door to match D8. Include to replace frame with moulding to match that of door D8.

9.2.7 D7 Door to be retained. Allow to prop and replace decayed timber lintel with new hardwood lintel. Include refurbish and redecorate door.

9.2.8 D8 Door to be retained. Include to refurbish door and frame ready for painting.

10. WINDOWS

Note: Window details are to be confirmed. Assume all new windows to be timber slimlite double glazed units as described below

10.1.1 Assume window W1 to be removed and replaced with a like-for-like design with timber window with slimlite double glazing.

10.1.2 Assume window W2 to be removed and replaced with a like-for-like design with timber window with slimlite double glazing.

10.1.3 Assume window W3 to be removed and replaced with a like-for-like design with timber window with slimlite double glazing.

10.1.4 Assume window W4 to be removed and replaced with a like-for-like design with timber window with slimlite double glazing.

10.1.5 Assume window W5 to be removed and replaced with a like-for-like design with timber window with slimlite double glazing.

10.1.6 Assume window W6 to be removed and replaced with a like-for-like design with timber window with slimlite double glazing.

10.1.7 W7 Double sash window 6 over6. Allow to remove window and frame, prop opening and replace lintel with new hardwood. Repair window including replacement of lower sash, new cill, new weights, ropes and pulleys. Window to be fully operational. Timber panelling below is to be retained.

10.1.8 W8 Double sash window 6 over6. Allow to remove window and frame, prop opening and replace lintel with new hardwood. Repair window including replacement of lower sash, new cill, new weights, ropes and pulleys. Window to be fully operational.

10.1.9 New window to ED5 to be confirmed. Assume 6 over 6 double sashes to match window W7. Also refer to item 9.1.5

10.1.10 Option A Windows W9 and W10 Assume 2no. new lancet windows to be formed. Existing rectangular windows are to be removed and blocked lancet heads to be opened up. Design of windows TBC. Option B new lancets to be

fitted in new gable wall formed by the demolition of GF9. Assume design to match those of Option A (to match existing partially blocked openings).

10.1.11 (TBC- also refer to item8)

a) Allow to supply and fit 3 no. between rafter conservation roof lights from the conservation roof light company with viewable dimensions of 415x675mm (structural dimensions 735x1135mm) to the south east slope of the main roof in rooms GF5,6 and 7. Roof lights are to have manual out of hand reach openings

b) Include to supply and fit electric roller black out blinds (Colour TBC by client).

Note: Rooflights are to be fitted by a certified installer. All electrical items are to be in full working order on completion of the work to allow for sign off. The circuitry may be set-up as a temporary measure due to future package of internal works which includes the total rewiring the building.

c) Allow to make good internal ceiling finishes on completion of the works.

11. MASONRY

11.1 Remove central section of wall to create opening between rooms GF5 and GF6. Include to prop masonry and insert new steel lintel over opening.

11.2 Infill bottom of opening ED5 with stone so window can be fitted over-see items 9.1.2 and 9.1.5.

11.3 Block openings ED6 and ED3 using stone on site-see items 9.1.3 and 9.1.6

11.6 Rebuild south east gable of school room in breezeblock. Also see item 10.1.10.
Option B ONLY

11.7 Extra over item 11.3 rebuild south east gable of school room in stone from site.

11.8 Carry out general repairs to all internal and external walls. For pricing purposes assume 30m² of deep repointing required.

Option A-Add 5m²

11.9 Carefully open up blocked fireplaces in GF5 and GF6 and make good.

12. PLASTERING

Allow to lime plaster all internal walls and ceilings with approved lime plaster. Ensure walls are free of dust and suitably wetted down. Apply scratch coat, float coat and finish coat.

Option A-Include room GF9

Option B-Exclude GF9

13. INTERNAL JOINERY

13.1 Allow to repair cupboard in GF5 and prepare for decoration.

13.2 Allow to fit 4 panelled cupboard door and 4 shelves to cupboard in GF7 and prepare for decoration.

13.3 Allow to fit bull nose profile skirting to all rooms and prepare for decoration. Option A-also include GF9

14. DECORATIONS

14.1 Allow to prepare and limewash all external elevations. Assume 5 coats to be applied with 24 hours between coats. Colour to be white.

14.2 Allow to prepare all walls and ceilings and limewash all internal elevations. Assume 5 coats to be applied with 24 hours between coats. Colour to be white.

14.3 Allow to prepare and decorate doors, windows, fascia boards and skirting boards with suitable paint.

Option A-include GF9 to all above

15. SERVICES

For the purposes of this document no services are to be included.

White Rock Cottage

Building works - Form of Tender

Tenders are invited for partial demolition works and conservation building works at White Rock Cottage, Simonsbath, West Somerset.

Form of Tender

Tenders must be submitted by noon on Friday 19th October 2018. Tenders will only be considered if received by the due date and time and must be submitted either:

- (i) in a sealed, plain envelope addressed to Exmoor National Park Authority, Exmoor House, Dulverton, Somerset, TA22 9HL with the word 'Tender' and the title of the contract: 'White Rock Cottage, Simonsbath' written on it. There must be no mention of the sender's name or any other way of identifying the sender from the envelope. Or:
- (ii) electronically to tender@exmoor-nationalpark.gov.uk with the subject line 'White Rock Cottage, Simonsbath'

Tenders must fully address the requirements of the brief; particular attention is drawn to the need to set out clearly and explicitly where sub-contractors are to be used (and the details of such companies) and also to fully follow the requirement for a detailed breakdown in costs.

Assessment of Tenders

Tenders will be assessed on a range of criteria, including i. value for money, ii. experience of the contractor, iii. adherence to the brief, iv. availability and ability to complete the work to the timescale outlined, v. environmental criteria (refer to our sustainable building checklist).

Please note that Exmoor National Park Authority do not bind themselves to accept the lowest or any tender.

The criteria will be scored in line with the following:

Criteria	Score (1-5, where 1 is low)	Weighting
Value for money and detailed cost breakdown		X3
Experience		X2
Adherence to the brief		X3
Capability and Capacity		X3
Environmental factors		X2
Total:		

The following definitions will be used in scoring submissions:

Score	Definition
1	Area not addressed / response is totally unsatisfactory. Does not meet minimum requirements
2	Only partially satisfies requirement, major deficiencies apparent.
3	Response meets acceptable criteria but is not comprehensive. Is sufficient response but more detailed proposals would score higher.
4	Response satisfies requirement and the details provided support the bid and add a good degree of value and information.
5	Proposals very comprehensive

Freedom of Information

Information relating to any procurement to which the Authority is a party, including information about price and performance, is covered by the Freedom of Information Act 2000 (the Act). The Authority is under a legal obligation to disclose such information if requested unless an exemption under the Act applies.

Any person submitting a tender should, as part of the contract process, inform the Authority of any information which it regards as being confidential and/or eligible for a claim for exemption from disclosure by the Authority under the Act. The final decision as to what information can be disclosed rests with the Authority.

Disqualifications

The Authority will not consider any tender in respect of which the Respondent or any person acting on the Respondent's behalf, or with the consent, approval or knowledge of the Respondent is reasonably believed to have:

- directly or indirectly canvassed or attempted to canvass any Officer or Member of the Authority
- fixed or adjusted or attempted to fix or adjust the prices shown in the Pricing Schedule by or in accordance with any agreement or arrangement with any other person;
- communicated or attempted to communicate to any person other than the Authority the amount or approximate amount of the prices shown in the Pricing Schedule, except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of the quote or for the purposes of insurance or financing;

- entered or attempted to enter into any agreement with any other person to the effect that such other person shall refrain from submitting a quote, or shall limit or restrict the prices to be shown or referred to in another quote;
- paid, offered or agreed to pay to any person any sum of money, inducement or valuable consideration, directly or indirectly, for doing or having done or causing or having caused to be done, or forbearing to do in relation to a quote;
- committed an offence under the Prevention of Corruption Acts 1889 to 1916 or given any fee or reward the receipt of which is an offence under Section 117(2) of the Local Government Act 1972 or the Bribery Act 2011.

Contact details

Tenderers are invited to arrange a visit to the site and/or to discuss the project with the ENPA Historic Buildings Officer, Tom Thurlow.

Contact details:

Thomas Thurlow
Historic Buildings Officer
Exmoor National Park Authority
Exmoor House, Dulverton, Somerset. TA22 9HL.
tthurlow@exmoor-nationalpark.gov.uk

Tel: 01398 323665

Direct Line: 01398 322285

FORM OF TENDER
"Fixed Price"
FOR WORKS TO WHITE ROCK COTTAGE
SIMONSBATH

To: Exmoor National Park Authority, Exmoor House, Dulverton, Somerset, TA22 9HL

We are willing to contract for and hereby undertake to execute the whole of the Works required to be done in accordance with the drawings, the Conditions of Contract, the General Specification and the Schedules of Work dated September 2018 and to your satisfaction for the following "Fixed Price" sum of:

- Preliminaries £
- Special Considerations £
- Materials & Workmanship £
- 1. Protections/Site Set Up £
- 2. Demolitions and Scaffolding: Option A £ Option B £
- 3. Chimneys £
- 4. High Level Masonry Repairs Option A £ Option B £
- 5. Roofs Option A £ Option B £
- 6. Rainwater goods Option A £ Option B £
- 7. Floors Option A £ Option B £
- 8. Ceilings Option A £ Option B £
- 9. Doors Option A £ Option B £
- 10. Windows Option A £ Option B £
- 11. Masonry Option A £ Option B £
- 12 Plastering Option A £ Option B £
- 13 Internal Joinery Option A £ Option B £
- 14 Decorations Option A £ Option B £
- 15 Services £

Option A Contingency @ 10% £

Total £ (excluding VAT)

Total in Words
..... (excluding VAT)

Option B Contingency @ 10% £

Total £ (excluding VAT)

Total in Words
..... (excluding VAT)

Earliest Start Date Contract Period

Dayworks Rates: Foreman £...../hour Craftsman £...../hour

Labour £...../hour

We confirm that this is a 'bona fide' tender and that our tender price will not be divulged to any person or body until after the final date for submission of tenders.

Signature of tenderer
Company Name
Address
Date

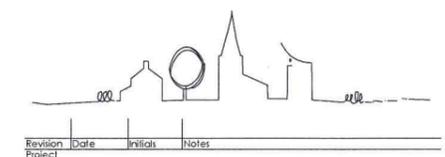
THE EMPLOYER DOES NOT BIND HIMSELF TO ACCEPT THE LOWEST OR ANY TENDER
Tenders to be received by 12 noon on the 19th October 2018

All dimensions to be checked on site by contractor and not scaled from this drawing.
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 P:\Simonsbath - Former School - 0550\Drawings, Photos & Graphics\B2 Drawings\Drawing board\0550.P.00 SIMONSBATH Location Plan.dwg



Simonsbath

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Revision	Date	Initials	Notes

SIMONSBATH
 White Rock Cottage
 & Former School
 Title

Location Plan

Stage
PRELIMINARY

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 architecture design conservation
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 wedmore, somerset BS28 4EB
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Drawn By: pnb Date: 02/04/2015 Scale: 1:1250
 Drawing No. 0550..P.000 -

studio@b2architects.com www.b2architects.com

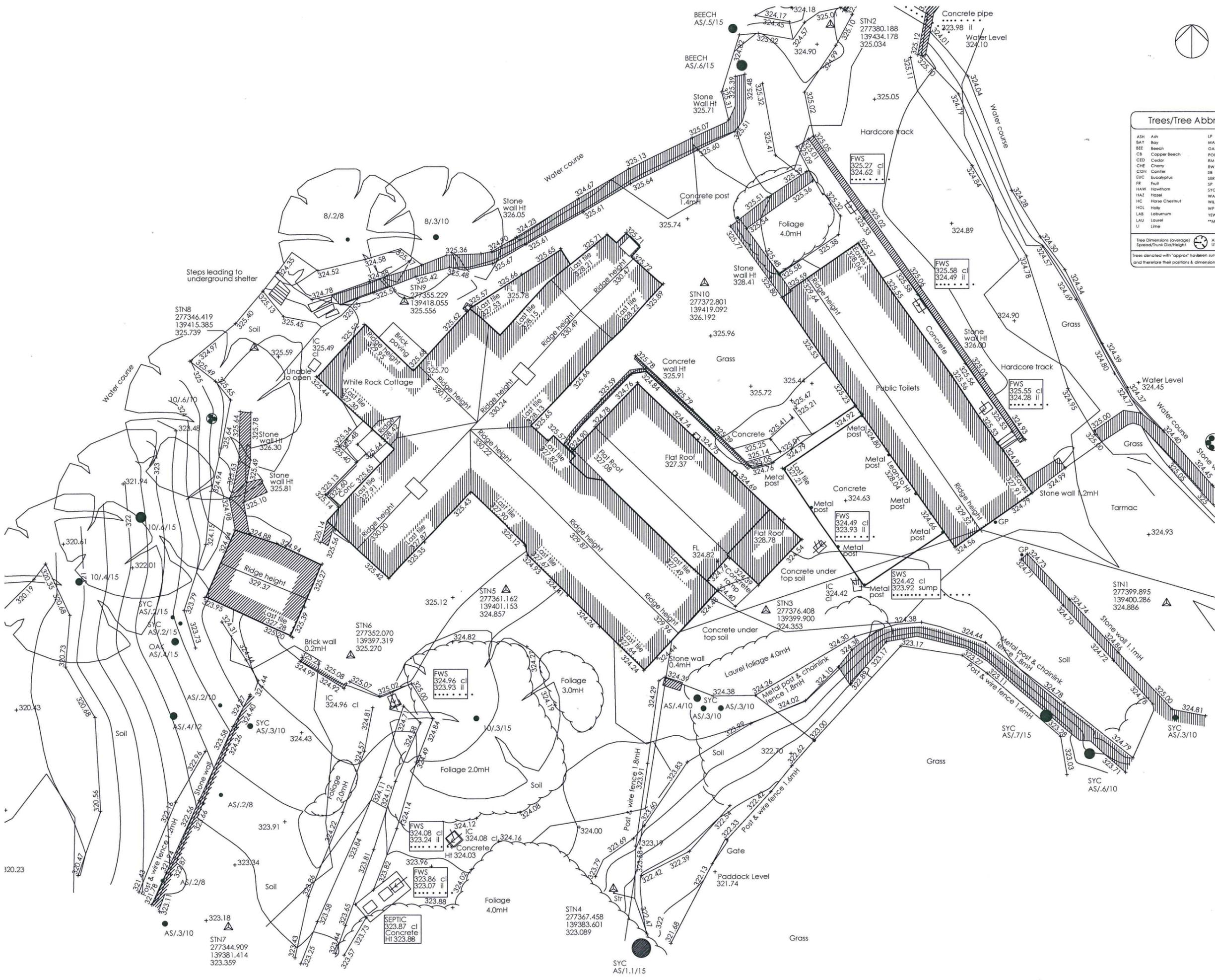
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Trees/Tree Abbreviations		Notes	
ASH	Ash	LP	London Plane
BAY	Bay	MAP	Maple
BEE	Beech	OAK	Oak
CB	Copper Beech	POP	Poplar
CD	Cedar	RM	Red Maple
CHE	Cherry	ROW	Redwood
CDN	Conifer	SB	Silver Birch
EUC	Eucalyptus	SER	Service Tree
FR	Fruit	SP	Scots Pine
HAW	Hawthorn	SYC	Sycamore
HAZ	Hazel	WAL	Walnut
HC	Horse Chestnut	WIL	Willow
HOL	Holly	WF	Weeping Willow
LAB	Laburnum	YEW	Yew
LAU	Laurel	**MS	Multiple stems/trunk Overall dia. shown
LI	Lime		

Key			
AV	Air Valve	IC	Basement Light
BL	Bollard	LP	Lamp Post
BM	Bench Mark	M	Marker
BP	Boundary Point	MH	Manhole Cover
BT	BT Cover	MK	Marker
CATV	Cable Television Cover	MS	Milestone
cab	Cabinet	RG	Ridge Level
CL	Cover Level	RS	Road Sign
EP	Electric Power Pole	rwp	Rain Water Pipe
EV	Eaves Level (u/s fascia)	SC	Stop Cock
FH	Fire Hydrant	St	Stair
FL	Floor Level	SV	Stop Valve
Fence Post	Fence Post	svp	Soil Vent Pipe
G	Gully	TH	Threshold Level
GP	Gate Post	TL	Traffic Light
GV	Gas Valve	TP	Telephone Pole
IC	Inspection Chamber	UTL	Unable To Lift
IL	Invert Level	VP	Vent Pipe
KO	Kerb Outlet	WM	Water Meter
		WO	Wash Out

Linetypes	
Bank	[Symbol]
Building	[Symbol]
Drop kerb	[Symbol]
Electric	[Symbol]
Fence	[Symbol]
Foliage	[Symbol]
FWS (Footway)	[Symbol]
Grid Cross	[Symbol]
Hedge	[Symbol]
Kerb	[Symbol]
Manhole	[Symbol]
Pipe	[Symbol]
SWS (Subsoil)	[Symbol]
Telephone	[Symbol]
Track/Path	[Symbol]
Tree Canopy	[Symbol]
Verge	[Symbol]
Water line	[Symbol]
Wall	[Symbol]



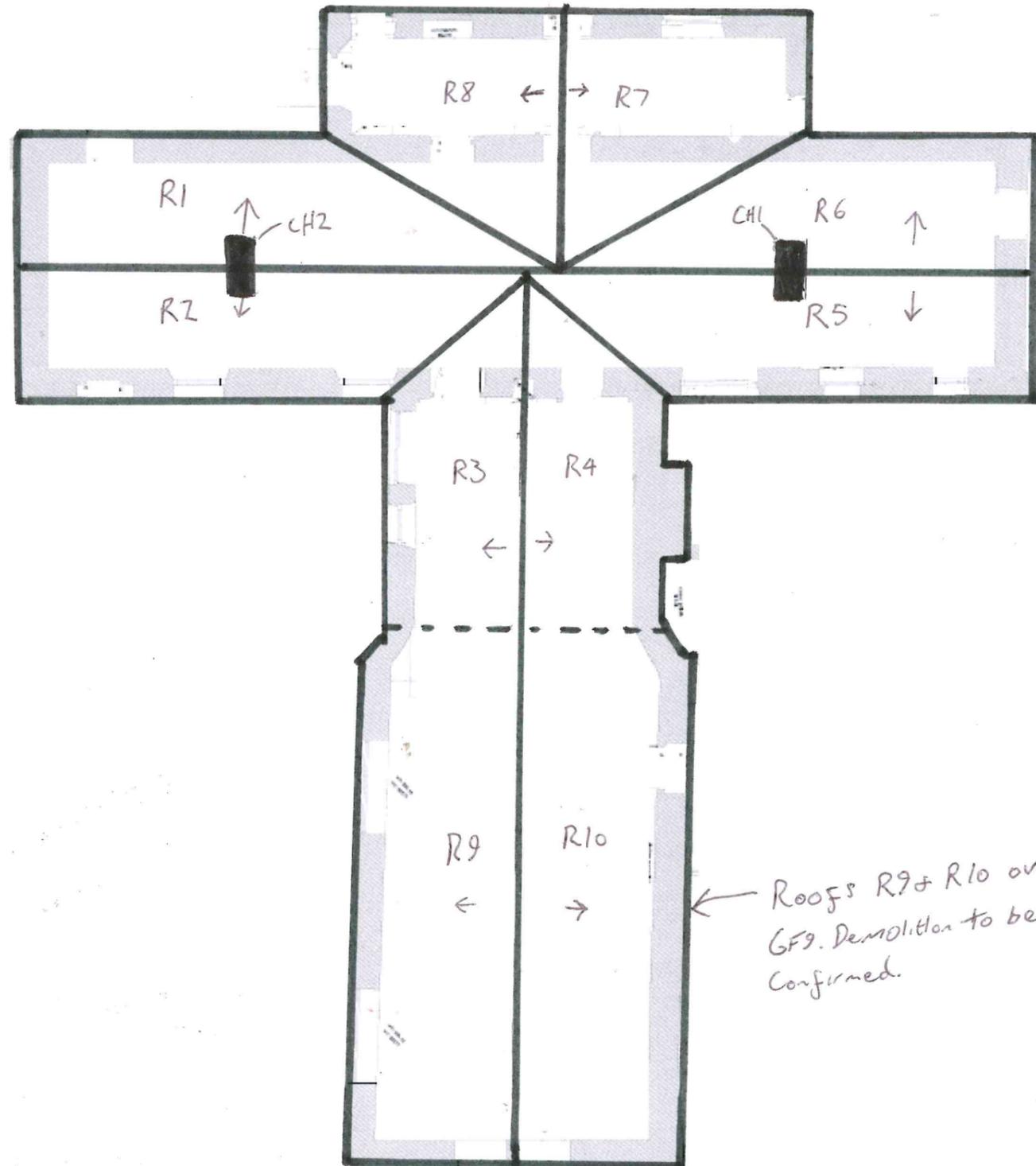
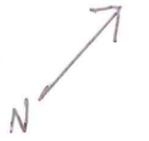
SIMONSBATH
Former School

Topographical survey

Stage
SURVEY

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TJW 29.05.15 1:100 at A1
 Drawing No. **0550.S.03**



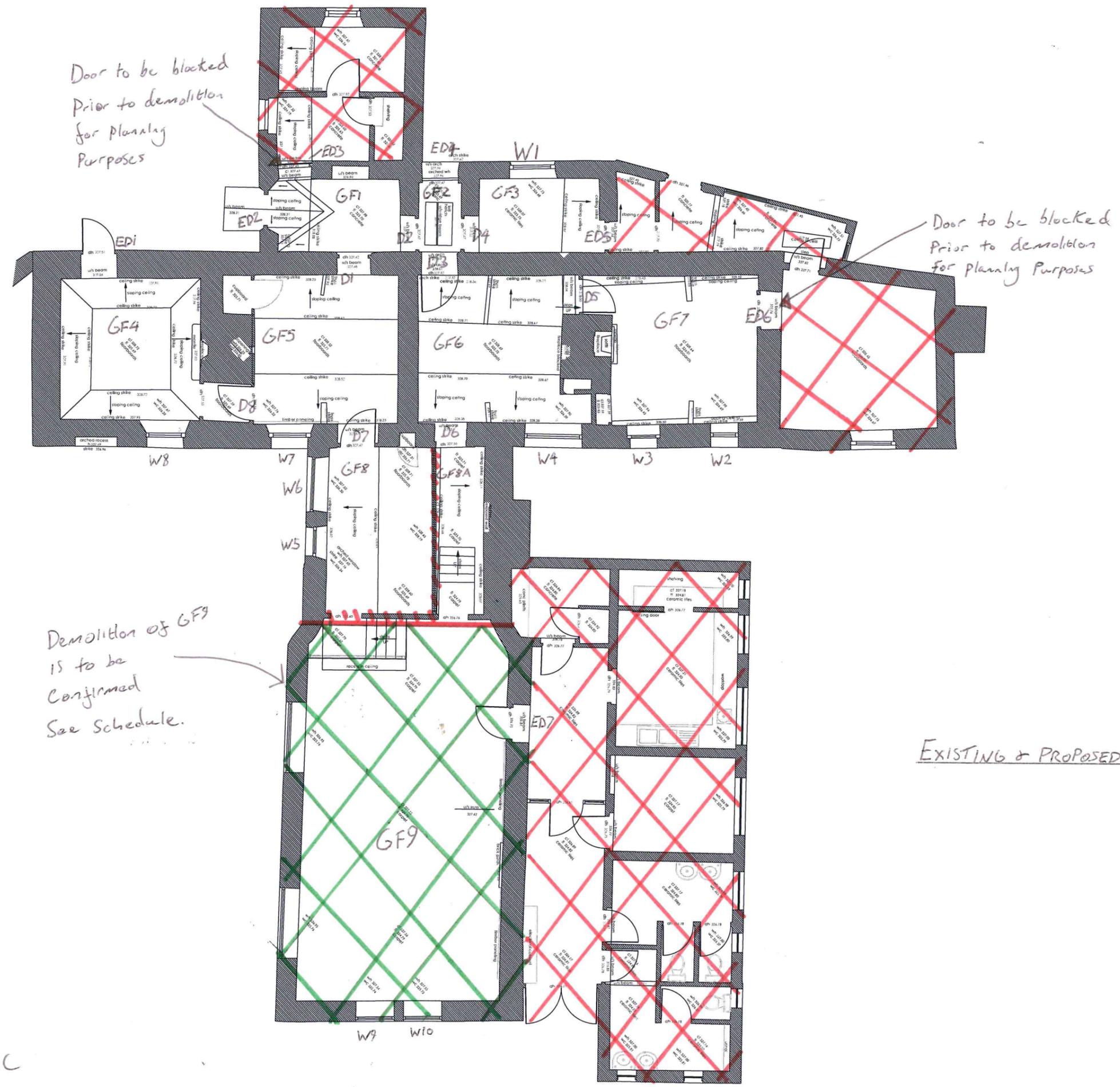
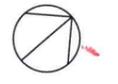
← Roofs R9 & R10 over GF9. Demolition to be confirmed.

WHITE ROCK COTTAGE

ROOF PLAN 1:50 at A1

*As would appear following confirmed demolitions

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Door to be blocked
 prior to demolition
 for planning
 purposes

Door to be blocked
 prior to demolition
 for planning
 purposes

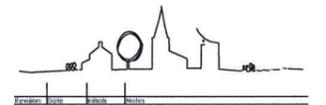
Demolition of GF9
 is to be
 confirmed
 see schedule.

D = Door number
 ED = External door number
 W = window number
 GF = Room number

 Demolition

 Demolition TBC

EXISTING & PROPOSED PLANS



SIMONSBATH
 Former School

Floor plan as existing

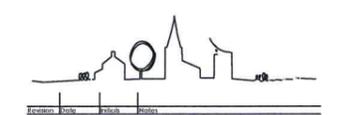
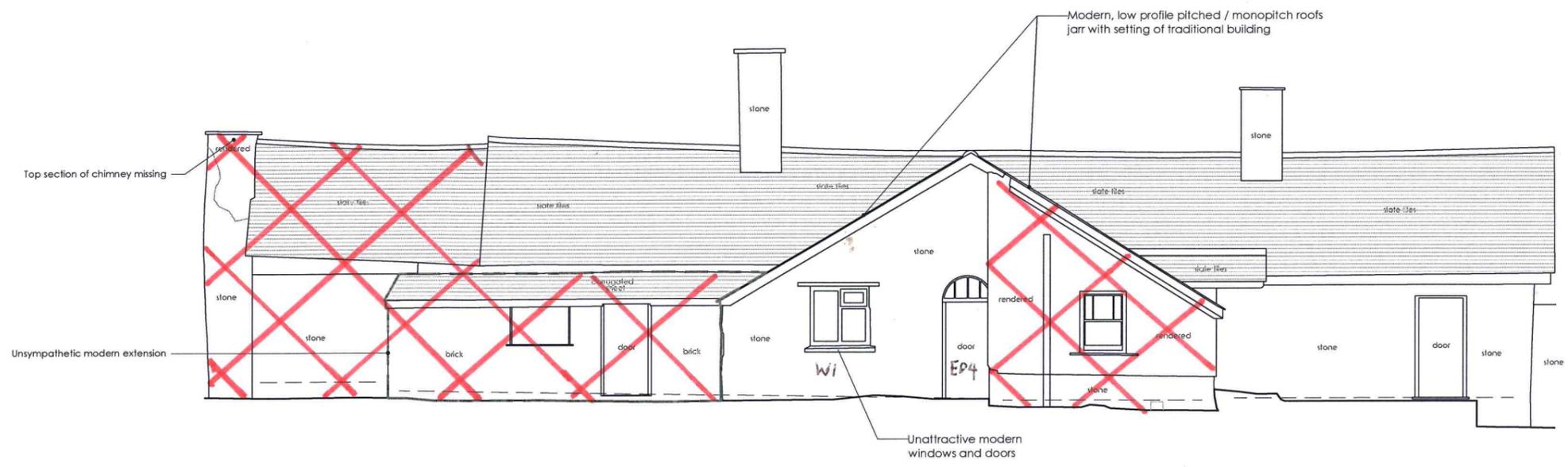
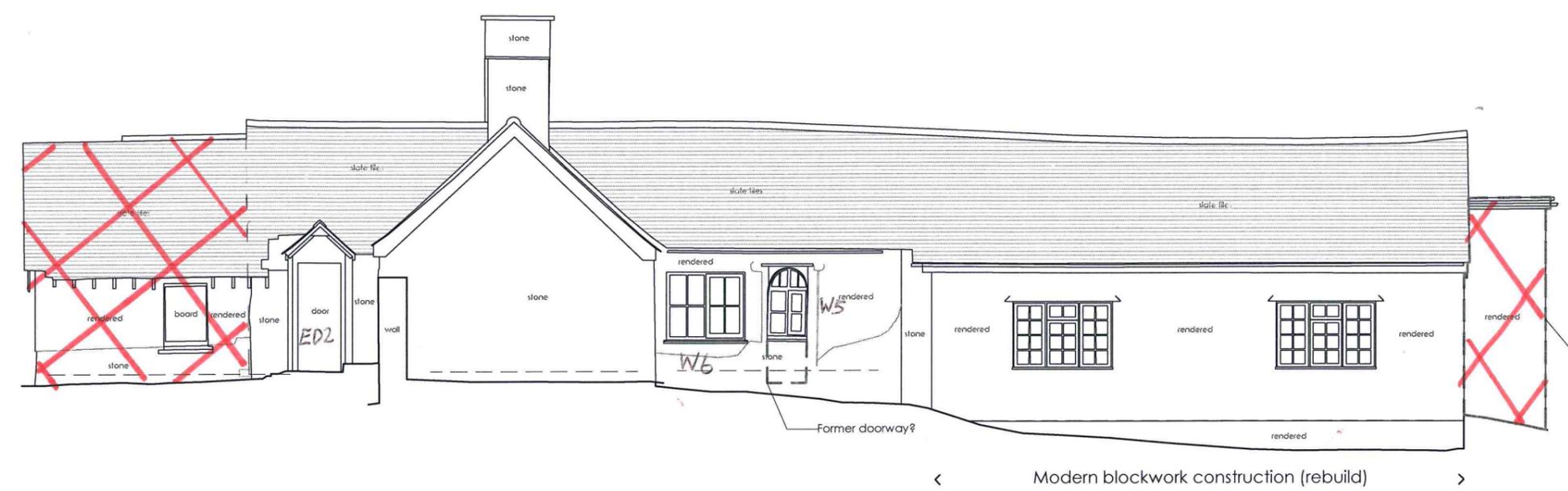
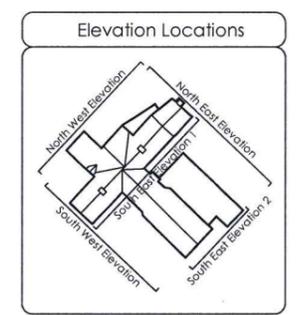
STAGE
 SURVEY

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SIMONSBATH
Former School

Elevations as existing
Architectural analysis: Sheet 2

PRELIMINARY

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Drawing No: 0550.S.05



Fig 1. Roofs R6 and R7
with chimney 1



Fig 2 .Roofs R3 and R9.

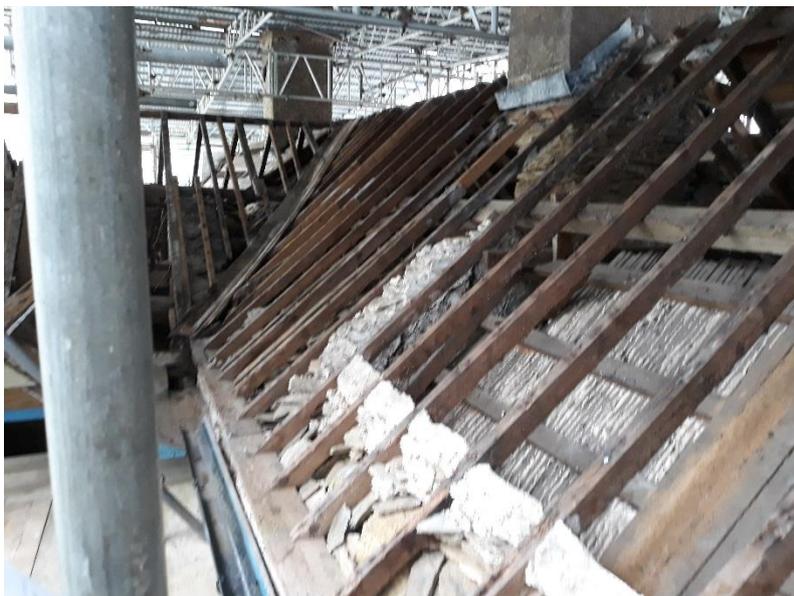


Fig 3. Roofs R1 and R8



Fig 4. Wall head condition to gable of roof R2.



Fig 5. Valley between roof slopes R1 and R8.



Fig 6. Roofs R5 and R4.



Fig 7. Interior view of windows W2 and W3.



Fig 8. Room GF7.



Fig 9. Room GF6



Fig 10. Door ED4.



Fig 11. Room GF8 looking into GF9.



Fig 12. Room GF4