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|  |  | T: 03459 335577  helpline@defra.gov.uk  www.gov.uk/defra |
| Kings Meadow House  Reading  RG1 8DQ |

# Specification Template

Project / contract Information

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| --- | --- |
| Project name | BMS Upgrade KMH 23/24 |
| Project SOP reference | TBC |
| Contract reference | TBC |
| Date | 29/09/23 |
| Version number | V01 |
| Author | Shane Lake |

Revision history

|  |  |  |
| --- | --- | --- |
| Revision date | Summary of changes | Version number |
| 29/09/23 | First Issue | V01 |

Details of the Works

Details of works are: -

Upgrades to the Building Management system (BMS) this involves a replacement/upgrade to the PC that controls the BMS system. Will also include replacement of several Fan coil units (FCU’S) or associated parts around the building.

*.1 Objective*

1. Upgrades to the heating/cooling system at Kings Meadow House, Reading (KMH) to gain the best possible building temperatures. This will include the below -

Provision and set up of head end supervisor module and PC in first floor Facilities Management office. We currently have 2 systems for the BMS (Priva & Trend) we want to explore if this can be migrated onto one system.

Replacement of several FCU’S around the building we do have a priority list of how these are done.

This will be a design and build project.

*1.2 Specification*

1. Provision and set up of head end supervisor module and PC.
2. Following the attached FCU report we would like all of the actions to be completed. We have a priority of meeting rooms, individual rooms/enclosed spaces and finally in the open plan office area.
3. Remove any redundant equipment.

**1.3 The works specifically exclude – TBC**

**2. Drawings, site information or reports already available:**

1. KMH - Original building plans to be provided on request. A lot of the documents are hard copies only.

**3. Constraints on how the Contractor delivers the Works:**

a) Working hours to be agreed with client, Normal working hours 09:00 to 17:00. Out of hours works by request only.

b) Making good as necessary.

c) Removing and disposing of all redundant parts and waste within Waste Management Regulations.

**4. Requirements of the programme:**

a) The work needs to be completed by 31/03/24

b) Site visit will be required on: - TBC

c) Updated drawings and technical information to be supplied on completion

d) O & M’s will be required on completion

**5. Services and other things provided by the Purchaser:**

a) Welfare facilities during works.

Toilets, Changing rooms, Showers.