

SPECIFICATION FOR MATERIALS AND LABOUR FOR  
EXTENSION TO SHARPHAM SPORTS PAVILLION AT SHARPHAM ROAD, CHEDDAR,  
FOR CHEDDAR PARISH COUNCIL  
OCTOBER 2019

## SECTION A - FORM OF CONTRACT

- 1 Scope: The works consist of constructing an extension to the Sports Pavilion to include, Function Room, Small Catering Kitchen, Bar, Meeting Space, Toilets facilities and Entrance Hall. Drainage is by means of a new sewerage treatment plant located to suit and serve the whole completed building. The location of the extension is directly over the existing septic tank, which is to be removed from site prior to the erection of the new extension.
- 2 Site and Access: The site forms part of the playing fields accessed by the public. Access to the site is from Sharpham Road via an existing car park. The contractor may use part of the car park for site establishment and should erect temporary security fencing about the site for working space and storage of materials.
- 3 Occupation: The site is open to the public and CDM Regulations apply. It is envisaged that the works will start in April 2020. The existing building will have its alterations started first as phase 1, along with the drainage works, so that it may be possible for the completed changing rooms to be operational while the extension is being built.
- 4 Form of Contract: The contract will be RIBA Building Contract 2018 and subject to the following:
  - 6 months defects liability
  - possession of the site and completion dates to be mutually agreed
  - period of progress payments, monthly
  - fixed price contract
- 5 Drawings: Drawings relevant to the works are numbered 488070-075 and two copies of the drawings will be supplied to the contractor upon commencement of the works and further details will be prepared and issued as necessary as the works proceed
- 6 Contingency – The Contractor will allow a contingency sum of £5000 to be expended on site as directed

## SECTION B – PRELIMINARIES

- 1 Drawings: Tender Drawings are noted in Section A
- 2 Inspection of the Site: Before submitting a Tender for the works, The Contractor is advised to visit the site to ascertain the exact nature of the works. No Claims will be entertained for extra cost arising from circumstances which could have been ascertained by examination of the site, or misconstruing the drawings or Specification. A site visit can be arranged with the Cheddar Parish Clerk on 01934 743217
- 3 Tendering: If the contractor cannot tender for any parts of the works as defined in the tender documents, he must inform the architect as soon as possible, defining the relevant works and stating reasons for his inability to tender.  
  
No Guarantee is given by the employer to accept the lowest or recommended tender  
  
Employer is not responsible for any cost incurred in the preparation of any tender.  
  
Tenders must remain open for consideration for not more than 13 weeks from the date set for receipt of tenders.
- 4 Materials and Workmanship: All materials whether or not specifically described as such in this specification shall conform to any relevant current British Standards and shall be fit for the intended use. All works shall be carried out in accordance with relevant BS codes of practice, Trade recommendations, manufacturer's instructions and good practice generally. The contractor shall provide all labour, materials and everything necessary to carry out the works. Operatives will be appropriately skilled and experienced for the type of work. Materials and components stored on site shall be stored in accordance with manufacturer's instructions and sections of the specification so that no damage, deformation or degradation occurs. Any such damage will be made good at the contractor's expense.
- 5 Ordering Materials: Materials shall be ordered in good time and to suit the sequence of works. No claims for additional costs will be allowed where alternative materials have been used by reason of delay in ordering. All substitutions to be notified to the architect and approved by him.
- 6 Setting out: Check levels and dimensions of the site against those shown on the drawings and record the results. Notify the architect in writing of any discrepancy and obtain instructions before proceeding. The contractor shall be entirely responsible for setting out. Given dimensions and levels to be strictly adhered to.

- 7 Appearance and Fit: Arrange the setting out, erection and juxtaposition of components and application of finished to ensure satisfactory fit at all junctions.
- 8 Services: Any work carried out to or which affects new or existing services must be in accordance with the Bye Laws or Regulations of the relevant Statutory Authority. Mechanical and Electrical services must have final tests and commissioning carried out so that they are in full working order at Practical Completion. Existing services, notwithstanding the contractor's usual responsibilities to the Statutory Undertaker, the contractor shall maintain and protect existing water, electrical and telecommunication services on or over the site.
- 9 Scaffold, Plant, Tools, Etc: The contractor shall provide, erect, maintain and finally remove all plant, machinery, scaffold, hoardings, tools, equipment and vehicles for the proper execution of the works. Temporary services are to be provided and to be freely available to and for sub-contractors. The contractor shall pay all charges in connection with items in this paragraph. Working platforms, machinery etc shall be erected, maintained and used as directed by the Health and Safety Executive.
- 10 Shoring and Propping: The Contractor shall accept responsibility for the stability and structural integrity of the works during the contract and support as necessary, preventing overloading.
- 11 Protection of the works: The contractor shall take all reasonable measures to protect the works from inclement weather, ingress of water, frost damage and the like. Any such damage is to be made good at the contractor's expense.
- 12 Use of disposal of any materials found on site: The contractor shall not enjoy the benefit of the use or disposal of any materials found on site whether below or above ground unless otherwise stated in the specification
- 13 Clearing up: All rubbish shall be cleared and carted away as it accumulates. Remove all rubbish, dirt and residues from voids and cavities in the construction before closing in.
- 14 Work at or after completion: The Contractor will
  - make good all damage consequent upon the work
  - remove all temporary markings and protective coverings
  - clean the works thoroughly inside and out, including all accessible ducts and voids
  - adjust, ease and lubricate moving parts as necessary to ensure easy operation, including doors, windows, ironmongery, appliances, valves and controls
  - leave the works secure and all accesses locked

- 15 Site Accommodation: The contractor shall provide proper and secure storage for materials, plant, equipment and tools and such facilities should be made available to sub-contractors.
- 16 Restriction of working space: In the event of the changing rooms being made available for use at weekends, once this phase of works is completed, the contractor is to carry out the works without undue inconvenience and nuisance and without danger to occupants and users.
- 17 Protection of Trees and Shrubs: The contractor shall not fell trees or remove shrubs without written authority from the architect.
- 18 Security of the works: The contractor shall take all adequate measures to prevent trespass of unauthorised persons on the site. The contractor is advised to make a photographic record of the condition of any existing/adjoining structures which may be affected by the works.
- 19 Working Hours: The works shall be carried out continuously during normal working hours.
- 20 Name Boards: Provide and erect at a location to be agreed a suitable and approved name board, indicating the nature of the works, the name of the contractor, Architect and other Consultants.
- 21 Programme: The contractor shall submit to and agree with the architect a programme of works before commencement.
- 22 Tests: The contractor shall be responsible for expense incurred in testing concrete samples and the like providing evidence to the architect that the materials are of the quality specified. Similarly, expenses incurred in testing of drains as required by the Local Authority shall be the responsibility of the contractor.
- 23 Samples: The contractor shall provide at his own expense any samples of materials or components as the architect may reasonably require.
- 24 Attendance: The contractor is to allow generally for each trade to attend upon all other trades. He is to organise his work in full co-operation with sub-contractors.
- 25 Contingency: As noted in section A – to be allocated for items of work which cannot be ascertained and described in the body of the spec and drawings and may become apparent during the course of the works.

## SECTION C TRADE PREAMBLES AND PRELIMINARIES

- 1 These preambles and preliminaries are to apply generally throughout the body of the specification except where specifically noted
- 2 Demolitions and Debris: Before starting work, carry out a survey and submit a report and method statement covering all relevant matter listed below and if applicable those required by Health and Safety
  - Condition and demolition methods of the structure
  - Removal methods of any hazardous materials
  - Type and location of surrounding or adjoining premises which may be adversely affected by the works
  - Identification and location of services

The contractor is to ensure that the amount of debris does not cause by their weight or in any other manner any damage to the structure of the finishes and shall at their own expense make good any such damage caused by the holding or removing of such debris

Items or materials or components unless specifically noted in the specification to be set aside for re use or set aside for the employer's use may be sold or re used by the contractor.

Materials described in the specification as set aside, shall be stored and protected from damage.

- 3 Excavations and filling: Ground water level on site is unknown, make all necessary enquiries concerning ground water level and allow for variations in that level.

Excavations for strip foundations, isolated pad foundations or under pinning shall be to the sizes given and cleared out to the satisfaction of the Building Control Officer

Backfill any excavations taken deeper than required with well graded granular material or lean mic concrete. Backfilling to oversite concrete, pavings etc to be hardcore consisting of a granular material free from harmful matter, well graded, passing a 75mm BS Sieve and one of the following

- Crushed hard rock or quarry waste
- Crushed concrete, brick, tile, free from old plaster
- Gravel or hoggin

Spread and level both backfilling and general filling in layers not exceeding 150mm. thoroughly compact each layer with a vibratory roller, plate compactor, vibro tamper, power rammer or other suitable means.

Surfaces to receive sheet overlays or concrete to have sufficient sand or fine gravel blinding application to provide a close smooth level with a permissible deviation of +/- 25mm

Spread topsoil, when reasonably dry, on layers not exceeding 150mm and firm each layer before spreading the next. Finished levels after settlement to be 30mm above adjoining paving or kerbs, not less than 150mm below dpc of adjoining buildings and married in with adjoining soil areas.

- 4 Concrete: Cement shall be Portland Cement. All cement shall dry stored and used in order of delivery. High Alumina Cement shall not be used. Admixtures shall not be used unless specified or approved. Mixing shall be carried out in site by mechanical means.

Water for concrete and mortar shall be obtained from main supply. Reinforcement shall comprise of steel bars, free of oil, dust, paint, loose rust or mill scale, as per structural engineers' specification.

Formwork: The Contractor shall provide necessary formwork for steps and beam casings which shall be prepared timber and shall be left in position for sufficient time to allow the setting of concrete before striking. All concrete shall be protected from inclement weather by covering down. Concrete shall be protected from premature drying and excessively hot or cold temperatures. During the curing period horizontal surfaces shall be protected by covering with either damp hessian, polythene sheeting or approved membrane curing compound. Concrete shall be carefully placed and shall be well compacted around reinforcement by mechanical vibrator. Due care shall be exercised to prevent aggregate separation and contact with reinforcement or formwork shall be avoided. Slabs shall be laid to the thickness specified and reinforced as directed by structural engineer. No concrete shall be mixed or placed while the air temperature is below 2 degrees C.

Lintols: where precast lintols are specified the contractor shall ensure that they are suitable to load and span and shall allow for supply, delivery, hoisting and bedding in position.

- 5 Drainer: Pipes shall be super sleeve flexible jointed pipes. The contractor shall allow for all necessary adaption fittings at junctions to existing or other type material pipes and joint in a workman-like manner. Pipe runs shall be executed in strain runs between manholes and at even gradients as noted within the specification.

Inspection chambers shall be constructed and where breaking into an existing inspections chamber results in significant disturbance, the work shall be rebuilt/re rendered

- 6 Carpenter/Joiner: The carpenter and joiners work to be the best possible with regard to workmanship and materials. Timber for the works shall be as specified but generally shall be suitable for the task. All structural timber shall

be treated prior to fixing. Joinery shall be delivered to site primed or unprimed as specified.

- 7 Roofer: Battens not to be less than 1200mm long, ensure that fascia and valley boards are at the right levels to match in with the existing roof. Provide all necessary support and battens as recommended by roofing sheet manufacturer.
- 8 Decorations: In the decoration the contractor shall include all necessary plaster patching, stopping and if necessary, stabilisation of backgrounds prior to decoration. New woodwork to be knotted, primed and stopped and rubbed down to an even surface and painted with two coats of approved oil-based undercoating and one coat oil base finishing coat in approved colour. On the new plasterwork, run down removing nibs etc and paint with one mist coat and two full coats of emulsion paint to colour chosen.



## SECTION D LOAD BEARING MASONRY STRUCTURE

1. Excavate foundations as per structural engineer and remove existing sewerage treatment plant as described in the engineer's drawings and details.
2. Foundations and structure to dpc: Foundation design as per structural engineers' details. Trench fill perimeter excavations 600mm wide to a depth of 1000mm. Build up from perimeter wall trench fill, 4 courses semi-engineering brick to outer skin to match existing walls. 100mm cavity, one course semi engineered brick then Stowells fibotherm blocks. In between all load bearing walls lay and consolidate selected hardcore and blind with sand within foundation walls. To entrance area Pour concrete floor slab 125mm thick reinforced with A193 mesh, 40mm bottom cover. Over this install 100mm Celotex insulation and then 75mm sand/cement screed. Ensure that finished floor level matches existing finished floor level. To the main function spaces build up sleeper walls and install Beam and Block flooring with insulation and screed as before.
3. Walls Above dpc: Build up walls from HiLoad doc inner skin 100mm stowells fibotherm block with 100mm cavity with 50mm Celotex insulation board fixed back to inner skin, with 100mm external lead in Bradstone block to match existing. Allow for building in door and windows frames. Allow for attendance on other trades, forming holes, chases and the like and all subsequent making good. As indicated on drawings make alterations to the existing structure and where possible retain and reuse any Bradstone.
4. Entrance Doors: Design, Supply and Fix glazed entrance doors by specialist contractor fabricated in powder coated Aluminium sections to match those on existing building. Doors to be fitted with pull handles and espagnolet locking and integral closers.
5. Roof Structure and Cladding: Supply lift and install roof trusses as per Manderwoods design. Supply, lift and install over trusses roofing panels to match those on existing roof. Kingspan, type KS1000 RW 32mm thick, finished with metallic silver colour coat Pvf2 to top sheet and underlining. Allow for all necessary fittings, ridge capping, verge flashing, eaves fascia sheet, sealed soffit sheets, butyl strip seals etc. and all necessary prepared timber packers at eaves. Supply and fix Plastisol High Line type guttering c/w all fittings, stop ends, outlets and 4no. downpipes, compatible with the system, all to match existing.
6. External finishes: Supply and lay PC textured paving slabs to patio area as shown on drawings. Slabs laid on solid mortar bed and pointed in.
7. Drainage: Supply and lay extended foul drainage as indicated on the drawings to connect to new sewerage treatment plant. Allow for excavations, appropriate backfill and reinstatement of surfaces. Supply and lay 110mm pipework and new inspection chambers as shown on drawing. Supply, deliver

and install in prepared excavation, new sewerage treatment plant, Klargestor or similar. Supply and fix sample chamber sited between percolation area and treatment plant. Install 2 no. new soakaways for the roof rainwater drainage as shown on the drawings.

8. Plumbing: Supply, fix and commission hot and cold-water installation. Supply and fix waste pipe work from new sanitary fittings to drainage
9. Electrical: Design supply and install electrical equipment generally as indicated on drawings. The work shall be carried out by an accredited specialist contractor.

Installation shall comprise of supplies to water heating appliances, lighting circuits and light fittings, panel heaters, timers and sensors, extract fans, heat and smoke detection.

10. Tiler: Floor finishes as per schedule on drawings but where alterations are made within the existing building to create a new changing room and shower area, note that the existing floor where the showers are to be location will need to have Pilkington Dorset Pinhead tiles light blue in colour to match those elsewhere within the building, including flush fit coved skirting set to follow fall, all bedded on Ardui X7 hick bed adhesive with C2 colour grey grout. Layout to match existing shower areas. To the walls within the shower areas supply fix and install 100mm x 200mm x 6.5mm Pilkington Matrix Glass tiles, colour and pattern to match existing showers
11. Carpentry: Supply hang and Shoot internal doors to frames previously fixed as per Door Schedule on drawings. Supply, cut and fit 75mm x 25mm once chamfered architrave to internal door frames to match those existing. All angles to be neatly mitred. Provide suitable ironmongery for all doors
12. Fabricate and fix purpose made benching to match that within existing changing rooms. 5no 35 x 65mm pencil rounded HW slats spaced 17mm apart and 38 x 78mm HW rail to receive varnish finish. Slats screwed to 50 x 50 SHS and 50mm dia RHS steep frames positioned generally at 1000mm centres, rail bolted to frames, frames rawl bolted to masonry walls.
13. Supply assemble and fix both commercial kitchen fittings and informal kitchen units to meeting area. Informal units to be from Howdens. Commercial kitchen supplier Roundstone or similar approved
14. Painting: All painting to include background preparation, knotting, priming, etc. Apply to new internally plastered walls 1 coat thinned 1:5 water-based Dulux Trade White matt emulsion and then a further 2 full coats. To prepared internal timber surfaces, architraves and skirting 1 coat of undercoat and 1 full coat of gloss – colour tbc

15. Outside works: Excavate to reduced level for path/patio areas, lay with min 150mm depth hardcore compacted by machine, Blind with sand, prior to installing paving.
16. Clear up around the site and level and reconcile soil levels and leave as fine tilth for seeding by others.

## SUPPLEMENTARY INFORMATION

WC SUITES – to match existing, Armitage shanks Sandringham close coupled pans with cistern and seat

WASH BASINS – to match existing, Portman basin 500 x 520 with two tap holes and pair of Avon 2 self-closing taps with concealed bracket fixing clamps

SHOWERS – to match existing

WC CUBICLES – TBS Amwell as per spec

FIRE SHUTTERS – B&L Shutters LTD

COMMERCIAL KITCHEN UNITS – Roundstone

EXTERNAL PAVING – Marshalls

INTERNAL DOORS – Premdor HPL doors as per Schedule with vision panels where required. Colour TBC Ironmongery to match existing – from Spiller Architectural Ironmongery

SKIRTING AND ARCHITRAVE – to match existing, soft wood painted