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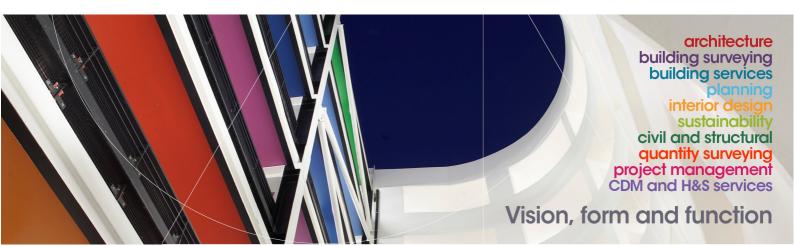
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West Bergholt Village Hall Roofing Works Job No. 500899

Specification

Author: ST Checked by: CH

Date: March 2019 Status: Tender



Specification: West Bergholt Village Hall Roofing Works

Job No: 500899 - Date: March 2019



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Specification: West Bergholt Village Hall Roofing Works

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SECTION 1.0 - PRELIMINARIES



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A10 PROJECT PARTICULARS

110 THE PROJECT

- · Name: Roof Replacement Works.
- Nature: Replacement of tiling, battens, underlay etc. to outer slops of Orpen Hall.
- · Location: Orpen Hall, Lexden Road, West Bergholt, CO6 3BW.
- · Length of contract: TBC Expected 6 weeks.

120 EMPLOYER (CLIENT)

- · Name: West Bergholt Parish Council.
- Address: c/o Clark to the Parish Council, 80 Chapel Road, West Bergholt, CO6 3HL.
- · Contact: Laura Walkingshaw.
- Telephone: -.
- E-mail: -.

130 PRINCIPAL CONTRACTOR (CDM)

- · Name: To be selected through tender.
- · Address: TBC.
- · Contact: TBC.
- · Telephone: TBC.
- · E-mail: TBC.

140 ARCHITECT/ CONTRACT ADMINISTRATOR

- · Name: Ingleton Wood LLP.
- Address: 874 The Crescent, Colchester Business Park, Colchester, Essex, CO4 9YQ.
- · Contact: Sam Taylor.
- Telephone: 01206 224270.
- E-mail: -.

150 PRINCIPAL DESIGNER

- · Name: Ingleton Wood LLP.
- Address: 874 The Crescent, Colchester Business Park, Colchester, Essex, CO4 9YQ.
- · Contact: Sam Taylor.
- Telephone: 01206 224270.
- E-mail: -.



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A11 TENDER AND CONTRACT DOCUMENTS

110 TENDER DRAWINGS

• The tender drawings are: as listed on the enclosed issue register.

120 CONTRACT DRAWINGS

• The Contract Drawings: The same as the tender drawings.

160 PRECONSTRUCTION INFORMATION

 Format: The Preconstruction information is described in these preliminaries in Section A34. It refers to information given elsewhere in the preliminaries and other tender documents.

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A12 THE SITE/ EXISTING BUILDINGS

110 THE SITE

 Description: The site consists of the Orpen Memorial Hall, West Bergholt, the surrounding car park area and fields.

120 EXISTING BUILDINGS ON/ ADJACENT TO THE SITE

• Description: Adjoining John Lampon hall not included in these works.

140 EXISTING UTILITIES AND SERVICES

- Drawings: (Information shown is indicative only): No existing information available.
- · Other information: -.

200 ACCESS TO THE SITE

- Description: Access to the site is made from Lexden Road via designated entrance and exit points. See access and compound drawing for details...
- · Limitations: See limited compound and car parking area.

210 PARKING

• Restrictions on parking of the Contractor's and employees' vehicles: Refe r to compound drawing.

220 USE OF THE SITE

- General: Do not use the site for any purpose other than carrying out the Works
- Limitations: The existing social club will remain in full occupation under part of the roof and other minor ancillary tasks will be ongoing. The contractor will need to allow a safe method of working to prevent disruption to ongoing services..

230 SURROUNDING LAND/ BUILDING USES

- General: Adjacent or nearby uses or activities are as follows:
 - Occupied social club and bvillage hall.
 - Adjoining areas are playing fields and residential properties .

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240 HEALTH AND SAFETY HAZARDS

- General: The nature and condition of the site/ building cannot be fully and certainly ascertained before it is opened up. However, the following hazards are or may be present:
 - Asbestos
 - Live services
 - Unknown service routes
 - Continually occupied building beneath.
- Information: The accuracy and sufficiency of this information is not guaranteed. Ascertain if any additional information is required to ensure the safety of all persons and the Works.
- Site staff: Draw to the attention of all personnel working on the site the nature of any possible contamination and the need to take appropriate precautionary measures.

250 SITE VISIT

- Assessment: Ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works.
- · Arrangements for visit: Email: nicola.hayward@ingletonwood.co.uk.

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A13 DESCRIPTION OF THE WORK

120 THE WORKS

 Description: To replace the tiling, battens, underlay and insulation to the outer roof slopes of the Orpen Memorial Hall as shown on the drawings and in the specification.

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A20 JCT MINOR WORK BUILDING CONTRACT (MW)

JCT MINOR WORKS BUILDING CONTRACT

- The Contract: JCT Minor Works Building Contract 2016 Edition.
- · Requirement: Allow for the obligations, liabilities and services described.

THE RECITALS

First - THE WORKS AND THE CONTRACT ADMINISTRATOR

- The work comprises: To replace the tiling, battens, underlay and insulation to the outer roof slopes of the Orpen Memorial Hall as shown on the drawings and in the specification.
- Architect/ Contract Administrator: See clause A10/140.

Second - CONTRACT DOCUMENTS

Contract drawings: As listed in clause A11/120.
 Contract documents: The following have been prepared which show and describe the work to be done A specification and Work schedules.

Third - PRICED DOCUMENTS

Documents to be priced or provided by the Contractor: Work schedules.

ARTICLES

3 - ARCHITECT/ CONTRACT ADMINISTRATOR

Architect/ Contract Administrator: See clause A10/140.

4 and 5 - PRINCIPAL DESIGNER/ PRINCIPAL CONTRACTOR

- Principal Designer: See clause A10/150.
- Principal Contractor: See clause A10/130.

CONTRACT PARTICULARS

Fourth Recital and Schedule 2 - BASE DATE

Base date: 10 days prior to tender return.

Fourth Recital and clause 4.2 - CONSTRUCTION INDUSTRY SCHEME (CIS)

• Employer at the Base Date is a 'contractor' for the purposes of the CIS.

Fifth Recital - CDM REGULATIONS

• The project is not notifiable.



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	Sixth Recital - FRAMEWORK AGREEMENT Framework agreement: Does not apply.	£	р
•	Details:		
	- Date:		
	- Title: - Parties:		
	Seventh Recital and Schedule 3 - SUPPLEMENTAL PROVISIONS Collaborative working: Supplemental Provision 1 applies.		
	Health and safety: Supplemental Provision 2 applies.		
•	Cost savings and value improvements: Supplemental Provision 3 applies.		
•	Sustainable development and environmental considerations:		
	Supplemental Provision 4 applies. Performance indicators and monitoring: Supplemental Provision 5 does		
	not apply.		
•	Notification and negotiation of disputes: Supplemental Provision 6 applie s. Where Supplemental Provision 6 applies, the respective nominees of		
	the parties are:		
	Employer's nominee: TO BE COMPLETED BY EMPLOYER.Contractor's nominee: .		
	Or such replacement as each party may notify to the other from time to		
	time.		
	Article 7 - ARBITRATION		
•	Article 7 and Schedule 1 apply.		
	Clause 2.2 - COMMENCEMENT AND COMPLETION		
•	Works commencement date: 22nd July 2019.		
•	Date for Completion: 30th August 2019.		
	Clause 2.8 - LIQUIDATED DAMAGES		
•	At the rate of £800 per calendar week or pro-rata thereto.		
	Clause 2.10 - RECTIFICATION PERIOD		
•	Period: Twelve from the date of practical completion.		
	Clause 4.3 - INTERIM PAYMENTS		
•	Interim Valuation Dates:		
	 The first Interim Valuation Date is: 16th August 2019. Thereafter at intervals of: One Month. 		
•	Payments due prior to practical completion:		
•	 Percentage of total value of the work etc.: 95 per cent. Payments becoming due on or after practical completion: 		
	- Percentage of the total amount to be paid: 97½ per cent.		
	Clause 4.8.1 - SUPPLY OF DOCUMENTATION FOR COMPUTATION		
	OF AMOUNT TO BE FINALLY CERTIFIED		
•	Period: One Month from the date of practical completion.		



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Clause 5.3 - CONTRACTOR'S PUBLIC LIABILITY INSURANCE - INJURY TO PERSONS OR PROPERTY

- The required level of cover for any one occurrence or series of occurrences arising out of one event:
 - Not less than: £10,000,000.

Clauses 5.4A, 5.4B and 5.4C - INSURANCE OF THE WORKS, ETC. - ALTERNATIVE PROVISIONS

- · Clause 5.4B applies.
- Where clause 5.4A or 5.4B applies, percentage to cover professional fees: 15 per cent.
- Where clause 5.4C applies, insurance arrangements details of the required policy or policies: -.

Clause 7.2 - ADJUDICATION

- · The Adjudicator is: TBC.
- · Nominating body: Royal Institution of Chartered Surveyors.

Schedule 1 paragraph 2.1 - ARBITRATION

 Appointor of Arbitrator (and of any replacement): President or a Vice president of the: The Royal Institution of Chartered Surveyors.

THE CONDITIONS

SECTION 1: DEFINITIONS AND INTERPRETATION

1.4 - RECKONING PERIODS OF DAYS

Amendments: .

1.8 - APPLICABLE LAW

· Amendments: .

JCT PUBLIC SECTOR SUPPLEMENT

- Document: The JCT Public Sector Supplement 2011 Fair Payment, Transparency and Building Information Modelling.
- · Fair Payment provisions Apply.
- · Transparency provisions Apply.
- Building information modelling provisions Do not apply.
 - The BIM protocol .

EXECUTION

· The Contract: Will be executed as a deed.

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A30 TENDERING/ SUBLETTING/ SUPPLY

MAIN CONTRACT TENDERING

110 **SCOPE**

General: These conditions are supplementary to those stated in the Invitation to Tender and on the form of tender.

TENDERING PROCEDURE 145

- · General: In accordance with NBS Guide to Tendering for Construction
- · Errors: Alternative 2 is to apply.

160 **EXCLUSIONS**

- · Inability to tender: Immediately inform if any parts of the work as defined in the tender documents cannot be tendered.
- · Relevant parts of the work: Define those parts, stating reasons for the inability to tender.

170 ACCEPTANCE OF TENDER

- · Acceptance: No guarantee is offered that any tender will be recommended for acceptance or be accepted, or that reasons for non acceptance will be given.
- · Costs: No liability is accepted for any cost incurred in the preparation of any tender.

190 PERIOD OF VALIDITY

- · Period: After submission or lodgement, keep tender open for consideration (unless previously withdrawn) for not less than 6 Months.
- Date for possession/ commencement: See section A20.

PRICING/ SUBMISSION OF DOCUMENTS

PRELIMINARIES IN THE SPECIFICATION 210

The Preliminaries/ General conditions sections (A10-A56 inclusive) must not be relied on as complying with SMM7/ NRM2.

250 PRICED DOCUMENTS

- Alterations: Do not alter or qualify the priced documents without written consent. Tenders containing unauthorised alterations or qualifications may be rejected.
- · Measurements: Where not stated, ascertain from the drawings.
- Deemed included: Costs relating to items, which are not priced, will be deemed to have been included elsewhere in the tender.
- · Submit: With tender.



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310 TENDER

 General: Tenders must include for all work shown or described in the tender documents as a whole or clearly apparent as being necessary for the complete and proper execution of the Works.

500 TENDER STAGE METHOD STATEMENTS

- Method statements: Prepare, describing how and when the following is to be carried out:
 - temporary protection arrangements to allow social club to continue to operate with works completed to roof above.
- · Statements: Submit with the tender.

515 ALTERNATIVE TIME TENDERS

- General: In addition to and at the same time as tendering based upon the date or period specified in section A20, an alternative tender based upon a different date for completion or period may be submitted.
- Date for completion: If any such tender is accepted the date for completion inserted in the Contract will be the date stated in the alternative tender or determined from the period stated in the alternative tender.

530 SUBSTITUTE PRODUCTS

- Details: If products of different manufacture to those specified are proposed, submit details with the tender giving reasons for each proposed substitution. Substitutions, which have not been notified at tender stage, may not be considered.
- Compliance: Substitutions accepted will be subject to the verification requirements of clause A31/200.

550 HEALTH AND SAFETY INFORMATION

- Content: Describe the organization and resources to safeguard the health and safety of operatives, including those of subcontractors, and of any person whom the Works may affect.
- · Include:
 - A copy of the health and safety policy document, including risk assessment procedures.
 - Accident and sickness records for the past five years.
 - Records of previous Health and Safety Executive enforcement action.
 - Records of training and training policy.
 - The number and type of staff responsible for health and safety on this project with details of their qualifications and duties.
- · Submit: With the Tender.

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570 OUTLINE CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

- Content: Submit the following information within one week of request:
 - Method statements on how risks from hazards identified in the preconstruction information and other hazards identified by the contractor will be addressed.
 - Details of the management structure and responsibilities.
 - Arrangements for issuing health and safety directions.
 - Procedures for informing other contractors and employees of health and safety hazards.
 - Selection procedures for ensuring competency of other contractors, the self-employed and designers.
 - Procedures for communications between the project team, other contractors and site operatives.
 - Arrangements for cooperation and coordination between contractors.
 - Procedures for carrying out risk assessment and for managing and controlling the risk.
 - Emergency procedures including those for fire prevention and escape.
 - Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded.
 - Arrangements for welfare facilities.
 - Procedures for ensuring that all persons on site have received relevant health and safety information and training.
 - Arrangements for consulting with and taking the views of people on site.
 - Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance.
 - Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements.
 - Review procedures to obtain feedback.

599 FREEDOM OF INFORMATION

- Records: Retain, make available for inspection and supply on request information reasonably required to allow response to requests made under the provisions of the Freedom of Information Act.
- Determination: Submit requests received. Do not supply information to anyone other than the project participants without express written permission.
- · Confidentiality: Maintain at all times.

SUBLETTING/ SUPPLY

640 'LISTED' DOMESTIC SUBCONTRACTORS

- General: The work listed below and described in the Contract Documents must be carried out by persons identified in a list as provided for in clause Δ30/645.
 - The work: Relocation, temporary remove or protect CCTV Systems.
 - Enter into a contract with one of the following:
 Acetech CCTV, Crown Court, Severalls Industrial Park, Clough Rd,
 Colchester CO4 9TZ.



640A 'LISTED' DOMESTIC SUBCONTRACTORS

- General: The work listed below and described in the Contract Documents must be carried out by persons identified in a list as provided for in clause A30/645:
 - The work: PV system installation.
 - Enter into a contract with one of the following:
 - 1. Ecohill Turkey Cock Lane Stanway Colchester, Essex CO3 8ND. 01206 212825. info@ecohill.co.uk
 - 2. Contractors choice must be named and system details provided with tender submission.

645 'LISTED' DOMESTIC SUBCONTRACTORS

- General: Contract Documents provide that certain work must be carried out by a person of the Contractor's choice selected from a list of not less than three persons given therein.
- The selected person: Will become a subcontractor as provided for in the Contract Condition for Subletting.
- · Additions to lists:
 - The Employer or Employer's representative may, but only with the consent of the Contractor which shall not be unreasonably withheld, add additional person(s) to the list at any time prior to the execution of a binding subcontract agreement.
 - The Contractor may, but only with consent, which will not be unreasonably withheld, add additional persons to the list and must, if requested, submit (in an approved form) evidence of the suitability of such additional person(s). Wherever possible, submissions for addition of person(s) must be made, and consent obtained, before return of the tender. When any submission for addition of person(s) is made with the tender the consequences, if any, to the tender price compared to the use of the listed persons are to be made clear or the tender will be treated as qualified.
- Shortage of names: If at any time prior to execution of a binding subcontract agreement less than three persons named in the list (including any persons added as provided above) are able and willing to carry out the relevant work, give notice without delay. The Employer will then forthwith add the names of other persons as provided above so that the list comprises not less than three such persons, or confirm that no names will be added. If the Employer fails to do either within one week of the Contractor's notification the Contractor, who may subcontract in accordance with the Contract, must carry out the work.
- Agreement: Before the start of work to which the list relates enter into a binding subcontract agreement and confirm that this has been done, giving the name of the selected subcontractor.

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A31 PROVISION, CONTENT AND USE OF DOCUMENTS

DEFINITIONS AND INTERPRETATIONS

110 DEFINITIONS

 Meaning: Terms, derived terms and synonyms used in the preliminaries/ general conditions and specification are as stated therein or in the appropriate British Standard or British Standard glossary.

120 COMMUNICATION

- Definition: Includes advise, inform, submit, give notice, instruct, agree, confirm, seek or obtain information, consent or instructions, or make arrangements.
- Format: In writing to the person named in clause A10/140 unless specified otherwise.
- Response: Do not proceed until response has been received.

130 PRODUCTS

- Definition: Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works.
- Includes: Goods, plant, materials, site materials and things for incorporation into the Works.

135 SITE EQUIPMENT

- Definition: Apparatus, appliances, machinery, vehicles or things of whatsoever nature required in or about the construction for the execution and completion of the Works but not materials or other things intended to form or forming part of the Permanent Works.
- Includes: Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities.
- Excludes: Products and equipment or anything intended to form or forming part of the permanent works.

140 DRAWINGS

- Definitions: To BSRIA BG 6 A design framework for building services. Design activities and drawing definitions.
- · CAD data: In accordance with BS 1192.

145 CONTRACTOR'S CHOICE

 Meaning: Selection delegated to the Contractor, but liability to remain with the specifier.

155 SUBMIT PROPOSALS

Meaning: Submit information in response to specified requirements.

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160 TERMS USED IN SPECIFICATION

- Remove: Disconnect, dismantle as necessary and take out the
 designated products or work and associated accessories, fixings,
 supports, linings and bedding materials. Dispose of unwanted materials.
 Excludes taking out and disposing of associated pipework, wiring,
 ductwork or other services.
- Fix: Receive, unload, handle, store, protect, place and fasten in position and disposal of waste and surplus packaging including all labour, materials and site equipment for that purpose.
- Supply and fix: As above, but including supply of products to be fixed. All
 products to be supplied and fixed unless stated otherwise.
- Keep for reuse: Do not damage designated products or work. Clean off bedding and jointing materials. Stack neatly, adequately protect and store until required by the Employer/ Purchaser or for use in the Works as instructed.
- Make good: Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement.
- Replace: Supply and fix new products matching those removed. Execute work to match original new state of that removed.
- Repair: Execute remedial work to designated products. Make secure, sound and neat. Excludes redecoration and/ or replacement.
- · Refix: Fix removed products.
- Ease: Adjust moving parts of designated products or work to achieve free movement and good fit in open and closed positions.
- Match existing: Provide products and work of the same appearance and features as the original, excluding ageing and weathering. Make joints between existing and new work as inconspicuous as possible.
- System: Equipment, accessories, controls, supports and ancillary items, including installation, necessary for that section of the work to function.

170 MANUFACTURER AND PRODUCT REFERENCE

- · Definition: When used in this combination:
 - Manufacturer: the person or legal entity under whose name or trademark the particular product, component or system is marketed
 - Product reference: the proprietary brand name and/ or identifier by which the particular product, component or system is described.
- Currency: References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.

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200 SUBSTITUTION OF PRODUCTS

- Products: If an alternative product to that specified is proposed, obtain approval before ordering the product.
- · Reasons: Submit reasons for the proposed substitution.
- · Documentation: Submit relevant information, including:
 - manufacturer and product reference;
 - cost;
 - availability;
 - relevant standards;
 - performance;
 - function;
 - compatibility of accessories;
 - proposed revisions to drawings and specification;
 - compatibility with adjacent work;
 - appearance;
 - copy of warranty/ guarantee.
- · Alterations to adjacent work: If needed, advise scope, nature and cost.
- Manufacturers' guarantees: If substitution is accepted, submit before ordering products.

210 CROSS REFERENCES

- Accuracy: Check remainder of the annotation or item description against the terminology used in the section or clause referred to.
- Related terminology: Where a numerical cross-reference is not given the relevant sections and clauses of the specification will apply.
- Relevant clauses: Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply.
- Discrepancy or ambiguity: Before proceeding, obtain clarification or instructions.

220 REFERENCED DOCUMENTS

Conflicts: Specification prevails over referenced documents.

230 EQUIVALENT PRODUCTS

• Inadvertent omission: Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included.

240 SUBSTITUTION OF STANDARDS

- Specification to British Standard or European Standard: Substitution may be proposed complying with a grade or category within a national standard of another Member State of the European Community or an international standard recognised in the UK.
- · Before ordering: Submit notification of all such substitutions.
- Documentary evidence: Submit for verification when requested as detailed in clause A31/200. Any submitted foreign language documents must be accompanied by certified translations into English.

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250 CURRENCY OF DOCUMENTS AND INFORMATION

Currency: References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender.

260 SIZES

- · General dimensions: Products are specified by their co-ordinating sizes.
- Timber: Cross section dimensions shown on drawings are:
 - Target sizes as defined in BS EN 336 for structural softwood and hardwood sections.
 - Finished sizes for non-structural softwood or hardwood sawn and further processed sections.

DOCUMENTS PROVIDED ON BEHALF OF THE EMPLOYER

410 ADDITIONAL COPIES OF DRAWINGS/ DOCUMENTS

· Additional copies: Issued free of charge.

440 DIMENSIONS

· Scaled dimensions: Do not rely on.

450 MEASURED QUANTITIES

- Ordering products and constructing the Works: The accuracy and sufficiency of the measured quantities is not guaranteed.
- Precedence: The specification and drawings shall override the measured quantities.

460 THE SPECIFICATION

 Coordination: All sections must be read in conjunction with Main Contract Preliminaries/ General conditions.

DOCUMENTS PROVIDED BY CONTRACTOR/ SUBCONTRACTORS/ SUPPLIERS

630 TECHNICAL LITERATURE

- Information: Keep on site for reference by all supervisory personnel:
 - Manufacturers' current literature relating to all products to be used in the Works.
 - Relevant British, EN or ISO Standards.

640 MAINTENANCE INSTRUCTIONS AND GUARANTEES

- Components and equipment: Obtain or retain copies, register with manufacturer and hand over on or before completion of the Works.
- Information location: In Building Manual.
- Emergency call out services: Provide telephone numbers for use after completion. Extent of cover: office hours only.

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A32 MANAGEMENT OF THE WORKS

GENERALLY

110 SUPERVISION

- General: Accept responsibility for coordination, supervision and administration of the Works, including subcontracts.
- Coordination: Arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for coordination of the work.

120 INSURANCE

 Documentary evidence: Before starting work on site submit details, and/ or policies and receipts for the insurances required by the Conditions of Contract.

130 INSURANCE CLAIMS

- Notice: If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, immediately give notice to the Employer, the person named in clause A10/140 and the Insurers
- Failure to notify: Indemnify the Employer against any loss, which may be caused by failure to give such notice.

140 CLIMATIC CONDITIONS

- Information: Record accurately and retain:
 - Daily maximum and minimum air temperatures (including overnight).
 - Delays due to adverse weather, including description of the weather, types of work affected and number of hours lost.

150 OWNERSHIP

 Alteration/ clearance work: Materials arising become the property of the Contractor except where otherwise stated. Remove from site as work proceeds.



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PROGRAMME/ PROGRESS

PROGRAMME 210

- Master programme: Immediately when requested and before starting work on site submit in an approved form a master programme for the Works, which must include details of:
 - Planning and mobilisation by the Contractor
 - Subcontractor's work.
 - Running in, adjustment, commissioning and testing of all engineering services and installations.
 - Work resulting from instructions issued in regard to the expenditure of provisional sums.
 - Work by others concurrent with the Contract.
- · Submit one copy.

START OF WORK ON SITE 245

Notice: Before the proposed date for start of work on site give minimum notice of two weeks.

260 SITE MEETINGS

- General: Site meetings will be held to review progress and other matters arising from administration of the Contract.
- · Frequency: Every two weeks.
- · Location: Site.
- · Accommodation: Ensure availability at the time of such meetings.
- · Attendees: Attend meetings and inform subcontractors and suppliers when their presence is required.
- Chairperson (who will also take and distribute minutes): Contract administrator.

280 **PHOTOGRAPHS**

- Number of locations: All locations covered in by works.
- · Frequency of intervals: Weekly.
- · Image format: Digital.
- · Number of images from each location: 2.
- · Other requirements: None

290 NOTICE OF COMPLETION

- · Requirement: Give notice of the anticipated dates of completion of the whole or parts of the Works.
- Associated works: Ensure necessary access, services and facilities are
- · Period of notice (minimum): Two weeks.



310 EXTENSIONS OF TIME

- Notice: When a notice of the cause of any delay or likely delay in the progress of the works is given under the contract, written notice must also be given of all other causes which apply concurrently.
- · Details: As soon as possible submit:
 - Relevant particulars of the expected effects, if appropriate, related to the concurrent causes.
 - An estimate of the extent, if any, of the expected delay in the completion of the Works beyond the date for completion.
 - All other relevant information required.

CONTROL OF COST

420 REMOVAL/ REPLACEMENT OF EXISTING WORK

- · Extent and location: Agree before commencement.
- Execution: Carry out in ways that minimize the extent of work.

430 PROPOSED INSTRUCTIONS

 Estimates: If a proposed instruction requests an estimate of cost, submit without delay and in any case within seven days.

440 MEASUREMENT

Covered work: Give notice before covering work required to be measured.

450 DAYWORK VOUCHERS

- Before commencing work: Give reasonable notice to person countersigning daywork vouchers.
- · Content: Before delivery each voucher must be:
 - Referenced to the instruction under which the work is authorised.
 - Signed by the Contractor's person in charge as evidence that the operatives' names, the time daily spent by each and the equipment and products employed are correct.
- Submit: By the end of the week in which the work has been executed.

470 PRODUCTS NOT INCORPORATED INTO THE WORKS

- Ownership: At the time of each valuation, supply details of those products not incorporated into the Works which are subject to any reservation of title inconsistent with passing of property as required by the Conditions of Contract, together with their respective values.
- Evidence: When requested, provide evidence of freedom of reservation of title.

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A33 QUALITY STANDARDS/ CONTROL

STANDARDS OF PRODUCTS AND EXECUTIONS

110 INCOMPLETE DOCUMENTATION

- General: Where and to the extent that products or work are not fully documented, they are to be:
 - Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used.
 - Suitable for the purposes stated or reasonably to be inferred from the project documents.
 Contract documents: Omissions or errors in description and/ or

quantity shall not vitiate the Contract nor release the Contractor from any obligations or liabilities under the Contract.

120 WORKMANSHIP SKILLS

- Operatives: Appropriately skilled and experienced for the type and quality of work.
- · Registration: With Construction Skills Certification Scheme.
- Evidence: Operatives must produce evidence of skills/ qualifications when requested.

130 QUALITY OF PRODUCTS

- · Generally: New. (Proposals for recycled products may be considered).
- Supply of each product: From the same source or manufacturer.
- Whole quantity of each product required to complete the Works: Consistent kind, size, quality and overall appearance.
- Tolerances: Where critical, measure a sufficient quantity to determine compliance.
- Deterioration: Prevent. Order in suitable quantities to a programme and use in appropriate sequence.

135 QUALITY OF EXECUTION

- Generally: Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment.
- Colour batching: Do not use different colour batches where they can be seen together.
- · Dimensions: Check on-site dimensions.
- Finished work: Without defects, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance.
- Location and fixing of products: Adjust joints open to view so they are even and regular.



140 COMPLIANCE

- Compliance with proprietary specifications: Retain on site evidence that the proprietary product specified has been supplied.
- Compliance with performance specifications: Submit evidence of compliance, including test reports indicating:
 - Properties tested.
 - Pass/ fail criteria.
 - Test methods and procedures.
 - Test results.
 - Identity of testing agency.
 - Test dates and times.
 - Identities of witnesses.
 - Analysis of results.

150 INSPECTIONS

- Products and executions: Inspection or any other action must not be taken as approval unless confirmed in writing referring to:
 - Date of inspection.
 - Part of the work inspected.
 - Respects or characteristics which are approved.
 - Extent and purpose of the approval.
 - Any associated conditions.

160 RELATED WORK

- Details: Provide all trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is:
 - Appropriately complete.
 - In accordance with the project documents.
 - To a suitable standard.
 - In a suitable condition to receive the new work.
- Preparatory work: Ensure all necessary preparatory work has been carried out.

170 MANUFACTURER'S RECOMMENDATIONS/ INSTRUCTIONS

- General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender.
- Changes to recommendations or instructions: Submit details.
- Ancillary products and accessories: Use those supplied or recommended by main product manufacturer.
- Agrément certified products: Comply with limitations, recommendations and requirements of relevant valid certificates.

180 WATER FOR THE WORKS

- · Mains supply: Clean and uncontaminated.
- · Other: Do not use until:
 - Evidence of suitability is provided.
 - Tested to BS EN 1008 if instructed.



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SAMPLES/ APPROVALS

210 SAMPLES

- Products or executions: Comply with all other specification requirements and in respect of the stated or implied characteristics either:
 - To an express approval.
 - To match a sample expressly approved as a standard for the purpose.

220 APPROVAL OF PRODUCTS

- Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.
- Approval: Relates to a sample of the product and not to the product as used in the Works. Do not confirm orders or use the product until approval of the sample has been obtained.
- Complying sample: Retain in good, clean condition on site. Remove when no longer required.

230 APPROVAL OF EXECUTION

- Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.
- Approval: Relates to the stated characteristics of the sample. (If approval
 of the finished work as a whole is required this is specified separately).
 Do not conceal, or proceed with affected work until compliance with
 requirements is confirmed.
- Complying sample: Retain in good, clean condition on site. Remove when no longer required.

ACCURACY/ SETTING OUT GENERALLY

320 SETTING OUT

- General: Submit details of methods and equipment to be used in setting out the Works.
- Levels and dimensions: Check and record the results on a copy of drawings. Notify discrepancies and obtain instructions before proceeding.
- Inform: When complete and before commencing construction.

330 APPEARANCE AND FIT

- Tolerances and dimensions: If likely to be critical to execution or difficult to achieve, as early as possible either:
 - Submit proposals; or
 - Arrange for inspection of appearance of relevant aspects of partially finished work.
- · General tolerances (maximum): To BS 5606, tables 1 and 2.



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350 LEVELS OF STRUCTURAL FLOORS

- Maximum tolerances for designed levels to be:
 - Floors to be self-finished, and floors to receive sheet or tile finishes directly bedded in adhesive: +/- 10 mm.
 - Floors to receive dry board/ panel construction with little or no tolerance on thickness: +/- 10 mm.
 - Floors to receive mastic asphalt flooring/ underlays directly: +/- 10 mm.
 - Floors to receive mastic asphalt flooring/ underlays laid on mastic asphalt levelling coat(s): +/- 15 mm.
 - Floors to receive fully bonded screeds/ toppings/ beds: +/- 15 mm.
 - Floors to receive unbonded or floating screeds/ beds: +/- 20 mm.

360 RECORD DRAWINGS

 Site setting out drawing: Record details of all grid lines, setting-out stations, benchmarks and profiles. Retain on site throughout the Contract and hand over on completion.

SERVICES GENERALLY

410 SERVICES REGULATIONS

 New or existing services: Comply with the Byelaws or Regulations of the relevant Statutory Authority.

420 WATER REGULATIONS/ BYELAWS NOTIFICATION

- Requirements: Notify Water Undertaker of any work carried out to or which affects new or existing services and submit any required plans, diagrams and details.
- Consent: Allow adequate time to receive Undertaker's consent before starting work. Inform immediately if consent is withheld or is granted subject to significant conditions.

430 WATER REGULATIONS/ BYELAWS CONTRACTOR'S CERTIFICATE

- On completion of the work: Submit (copy where also required to the Water Undertaker) a certificate including:
 - The address of the premises.
 - A brief description of the new installation and/ or work carried out to an existing installation.
 - The Contractor's name and address.
 - A statement that the installation complies with the relevant Water Regulations or Byelaws.
 - The name and signature of the individual responsible for checking compliance.
 - The date on which the installation was checked.

435 ELECTRICAL INSTALLATION CERTIFICATE

- Submit: When relevant electrical work is completed.
- Original certificate: To be lodged in the Building Manual.



445 SERVICE RUNS

- General: Provide adequate space and support for services, including unobstructed routes and fixings.
- · Ducts, chases and holes: Form during construction rather than cut.
- Coordination with other works: Submit details of locations, types/ methods of fixing of services to fabric and identification of runs and fittings.

450 MECHANICAL AND ELECTRICAL SERVICES

- Final tests and commissioning: Carry out so that services are in full working order at completion of the Works.
- Building Regulations notice: Copy to be lodged in the Building Manual.

SUPERVISION/ INSPECTION/ DEFECTIVE WORK

525 ACCESS

- Extent: Provide at all reasonable times access to the Works and to other places of the Contractor or subcontractors where work is being prepared for the Contract.
- · Designate: Contract Administrator.

530 OVERTIME WORKING

- Notice: Prior to overtime being worked, submit details of times, types and locations of work to be done.
 - Minimum period of notice: One week.
- Concealed work: If executed during overtime for which notice has not been given, it may be required to be opened up for inspection and reinstated at the Contractor's expense.

540 DEFECTS IN EXISTING WORK

- Undocumented defects: When discovered, immediately give notice. Do not proceed with affected related work until response has been received.
- Documented remedial work: Do not execute work which may:
 - Hinder access to defective products or work; or
 - Be rendered abortive by remedial work.

560 TESTS AND INSPECTIONS

- Timing: Agree and record dates and times of tests and inspections to enable all affected parties to be represented.
- Confirmation: One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time.
- Records: Submit a copy of test certificates and retain copies on site.

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580 CONTINUITY OF THERMAL INSULATION

- Record and report: Confirm that work to new, renovated or upgraded thermal elements has been carried out to conform to specification. Include:
 - The address of the premises.
 - The Contractor's name and address.
 - The name, qualification and signature of the competent person responsible for checking compliance.
 - The date on which the installation was checked.
- · Submit: Before completion of the Works.
- · Copy: To be lodged in the Building Manual.

610 DEFECTIVE PRODUCTS/ EXECUTIONS

- Proposals: Immediately any work or product is known, or appears, to be not in accordance with the Contract, submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution.
- Acceptability: Such proposals may be unacceptable and contrary instructions may be issued.

WORK AT OR AFTER COMPLETION

710 WORK BEFORE COMPLETION

- General: Make good all damage consequent upon the Works.
 Temporary markings, coverings and protective wrappings: Remove unless otherwise instructed.
- Cleaning: Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials.
- Cleaning materials and methods: As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction.
- COSHH dated data sheets: Obtain for all materials used for cleaning and ensure they are used only as recommended by their manufacturers.
- Minor faults: Touch up in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions.
- Moving parts of new work: Adjust, ease and lubricate as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.

720 SECURITY AT COMPLETION

- General: Leave the Works secure with, where appropriate, all accesses closed and locked.
- Keys: Account for and adequately label all keys and hand over together with an itemized schedule, retaining duplicate schedule signed as a receipt.



730 MAKING GOOD DEFECTS

- Remedial work: Arrange access with Employer.
- Rectification: Give reasonable notice for access to the various parts of the Works.
- Completion: Notify when remedial works have been completed.

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A34 SECURITY/ SAFETY/ PROTECTION

SECURITY, HEALTH AND SAFETY

120 EXECUTION HAZARDS

- Common hazards: Not listed. Control by good management and site practice.
- Significant hazards: The design of the project includes the following:
 - Hazard: Working above occupied social club space for the duration of works and protection of falling staff, materials etc,.
 - Precautions assumed: Fall restraint and protection at loft level.
 - Specification reference: None.
 - Drawing reference: None.

140 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

- Submission: Present to the Employer/ Client no later than two weeks prior to commencement.
- Confirmation: Do not start construction work until the Employer has confirmed in writing that the Construction Phase Health and Safety Plan includes the procedures and arrangements required by the CDM Regulations.
- Content: Develop the plan from and draw on the Outline Construction Phase Health and Safety Plan, clause A30/570, and the Pre-tender Health and Safety Plan/ Preconstruction information.

160 STABILITY

- Responsibility: Maintain the stability and structural integrity of the Works and adjacent structures during the Contract.
- Design loads: Obtain details, support as necessary and prevent overloading.

170 OCCUPIED PREMISES

- Extent: Existing buildings will be occupied and/ or used during the Contract as follows: Social club to remain in constant use for the duration. The pre-school will not operate for the summer period only but the building will be used throughout after the working day.
- Works: Carry out without undue inconvenience and nuisance and without danger to occupants and users.
- Overtime: If compliance with this clause requires certain operations to be carried out during overtime, and such overtime is not required for any other reason, the extra cost will be allowed, provided that such overtime is authorized in advance.

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210 SAFETY PROVISIONS FOR SITE VISITS

- Safety: Submit details in advance of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site.
- Protective clothing and/ or equipment: Provide and maintain on site for visitors to the site.

PROTECT AGAINST THE FOLLOWING

340 POLLUTION

- Prevention: Protect the site, the Works and the general environment including the atmosphere, land, streams and waterways against pollution.
- Contamination: If pollution occurs inform immediately, including to the appropriate Authorities and provide relevant information.

350 PESTICIDES

Use: Not permitted.

360 NUISANCE

- Duty: Prevent nuisance from smoke, dust, rubbish, vermin and other causes.
- Surface water: Prevent hazardous build-up on site, in excavations and to surrounding areas and roads.

370 ASBESTOS CONTAINING MATERIALS

- Duty: Report immediately any suspected materials discovered during execution of the Works.
 - Do not disturb.
 - Agree methods for safe removal or encapsulation.

371 DANGEROUS OR HAZARDOUS SUBSTANCES

- Duty: Report immediately suspected materials discovered during execution of the Works.
 - Do not disturb.
 - Agree methods for safe removal or remediation.

380 FIRE PREVENTION

- Duty: Prevent personal injury or death, and damage to the Works or other property from fire.
- Standard: Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by Construction Industry Publications and The Fire Protection Association (The 'Joint Fire Code').

390 SMOKING ON SITE

· Smoking on site: Not permitted.

400 BURNING ON SITE

· Burning on site: Not permitted.



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410 MOISTURE

- Wetness or dampness: Prevent, where this may cause damage to the Works.
- · Drying out: Control humidity and the application of heat to prevent:
 - Blistering and failure of adhesion.
 - Damage due to trapped moisture.
 - Excessive movement.

420 INFECTED TIMBER/ CONTAMINATED MATERIALS

- Removal: Where instructed to remove material affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building.
- Testing: carry out and keep records of appropriate tests to demonstrate that hazards presented by concentrations of airborne particles, toxins and other micro organisms are within acceptable levels.

430 WASTE

- Includes: Rubbish, debris, spoil, surplus material, containers and packaging.
- General: Minimize production. Prevent accumulations. Keep the site and Works clean and tidy.
- Handling: Collect and store in suitable containers. Remove frequently and dispose off site in a safe and competent manner:
 - Non-hazardous material: In a manner approved by the Waste Regulation Authority.
 - Hazardous material: As directed by the Waste Regulation Authority and in accordance with relevant regulations.
- Recyclable material: Sort and dispose at a Materials Recycling Facility approved by the Waste Regulation Authority.
- Voids and cavities in the construction: Remove rubbish, dirt and residues before closing in.
- · Waste transfer documentation: Retain on site.

440 ELECTROMAGNETIC INTERFERENCE

 Duty: Prevent excessive electromagnetic disturbance to apparatus outside the site.

460 POWDER ACTUATED FIXING SYSTEMS

Use: Not permitted.



PROTECT THE FOLLOWING

510 EXISTING SERVICES

- Confirmation: Notify all service authorities, statutory undertakers and/ or adjacent owners of proposed works not less than one week before commencing site operations.
- Identification: Before starting work, check and mark positions of utilities/ services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners.
- Work adjacent to services:
 - Comply with service authority's/ statutory undertaker's recommendations.
 - Adequately protect, and prevent damage to services: Do not interfere with their operation without consent of service authorities/ statutory undertakers or other owners.
- · Identifying services:
 - Below ground: Use signboards, giving type and depth;
 - Overhead: Use headroom markers.
- Damage to services: If any results from execution of the Works:
 - Immediately give notice and notify appropriate service authority/ statutory undertaker.
 - Make arrangements for the work to be made good without delay to the satisfaction of service authority/ statutory undertaker or other owner as appropriate.
 - Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability.
- Marker tapes or protective covers: Replace, if disturbed during site operations, to service authority's/ statutory undertakers recommendations.

520 ROADS AND FOOTPATHS

- Duty: Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris.
- Damage caused by site traffic or otherwise consequent upon the Works: Make good to the satisfaction of the Employer, Local Authority or other owner.

570 EXISTING WORK

- Protection: Prevent damage to existing work, structures or other property during the course of the work.
- · Removal: Minimum amount necessary.
- · Replacement work: To match existing.

580 BUILDING INTERIORS

 Protection: Prevent damage from exposure to the environment, including weather, flora, fauna, and other causes of material degradation during the course of the work.



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620 ADJOINING PROPERTY

Permission: Obtain as necessary from owners if requiring to erect scaffolding on or otherwise use adjoining property.

625 ADJOINING PROPERTY RESTRICTIONS

- · Precautions:
 - Prevent trespass of workpeople and take precautions to prevent damage to adjoining property.
 - Pay all charges.
 - Remove and make good on completion or when directed.
- Damage: Bear cost of repairing damage arising from execution of the Works.

630 EXISTING STRUCTURES

- Duty: Check proposed methods of work for effects on adjacent structures inside and outside the site boundary.
- Supports: During execution of the Works:
 - Provide and maintain all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining, that may be endangered or affected by the Works.
 - Do not remove until new work is strong enough to support existing structure.
 - Prevent overstressing of completed work when removing supports.
- Adjacent structures: Monitor and immediately report excessive movement.
- · Standard: Comply with BS 5975 and BS EN 12812.

640 MATERIALS FOR RECYCLING/ REUSE

- Duty: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.
- Storage: Stack neatly and protect until required by the Employer or for use in the Works as instructed.

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A35 SPECIFIC LIMITATIONS ON METHOD/ SEQUENCE/ TIMING

130 METHOD/ SEQUENCE OF WORK

- Specific Limitations: Include the following in the programme:
 - None.

170 WORKING HOURS

 Specific limitations: In compliance with CBC and ECC working hours for noisy works.

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GENERALLY



A36 FACILITIES/ TEMPORARY WORK/ SERVICES

0 SPOIL HEAPS, TEMPORARY WORKS AND SERVICES

- · Location: Give notice and details of intended siting.
- Maintenance: Alter, adapt and move as necessary. Remove when no longer required and make good.

ACCOMMODATION

230 TEMPORARY ACCOMMODATION

- Proposals for temporary accommodation and storage for the Works: Submit two weeks prior to starting on site.
- Details to be included: Type of accommodation and storage, its siting and the programme for site installation and removal.

TEMPORARY WORKS

340 NAME BOARDS/ ADVERTISEMENTS

Name boards/ advertisements: Not permitted.

SERVICES AND FACILITIES

410 LIGHTING

• Finishing work and inspection: Provide temporary lighting, the intensity and direction of which closely resembles that delivered by the permanent installation.

420 LIGHTING AND POWER

- Supply: Electricity from the existing mains may be used for the Works as follows:
 - Metering: Free of charge.
 - Point of supply: Unknown contractor to investigate.
 - Available capacity: Unknown contractor to investigate.
 - Frequency: 50 Hz.
 - Phase: Unknown contractor to investigate.
 - Current: Alternating.
- Continuity: No responsibility will be accepted for the consequences of failure or restriction in supply.

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430 WATER

- Supply: The existing mains may be used for the Works as follows:
 - Metering: Free of charge.
 - Source: Unknown contractor to investigate.
 - Location of supply point: Unknown contractor to investigate.
 - Conditions/ Restrictions: Unknown contractor to investigate.
- Continuity: No responsibility will be accepted for the consequences of failure or restriction in supply.

440 TELEPHONES

 Direct communication: As soon as practicable after the Date of Possession provide the Contractor's person in charge with a mobile telephone.

520 USE OF PERMANENT HEATING SYSTEM

- Permanent heating installation: May be used for drying out the Works/ services and controlling temperature and humidity levels.
- Installation: If used:
 - Take responsibility for operation, maintenance and remedial work.
 - Arrange supervision by and indemnification of the appropriate Subcontractors.
 - Pay costs arising.

530 BENEFICIAL USE OF INSTALLED SYSTEMS

Permanent systems: Do not use for the Works.

540 METER READINGS

- Charges for service supplies: Where to be apportioned ensure that:
 - Meter readings are taken by relevant authority at possession and/ or completion as appropriate.
 - Copies of readings are supplied to interested parties.

550 THERMOMETERS

 General: Provide on site and maintain in accurate condition a maximum and minimum thermometer for measuring atmospheric shade temperature, in an approved location.

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A37 OPERATION/ MAINTENANCE OF THE FINISHED WORKS

GENERALLY

110 THE BUILDING MANUAL

- Responsibility: The Contractor
- Content: Obtain and provide comprehensive information for owners and users of the completed Works. Include an overview of the main design principles and describe key components and systems within the finished Works, so affording a complete understanding of the Works, including all buildings and their systems to enable efficient and safe operation and maintenance.
- Specific requirements: NO FURTHER REQUIREMENTS.
- Format: Digital and hard copy.
- Number of copies: 1.
- Delivery to: CA. by (date) Practical completion.

155 CONTENT OF THE BUILDING MANUAL

- General: Details of the property, the parties, fire safety strategy, operational requirements and constraints of a general nature.
- Building fabric: Design criteria, maintenance details, product details, and environmental and trafficking conditions.
- Building services: Description and operation of systems, diagrammatic drawings, record drawings, identification of services, product details, equipment settings, maintenance schedules, consumable items, spares and emergency procedures.
- Documentation: Guarantees, warranties, maintenance agreements, test certificates and reports.

160 PRESENTATION OF BUILDING MANUAL

- Format: A4 size, plastics covered, loose leaf, four ring binders with hard covers, each indexed, divided and appropriately cover titled.
- Selected drawings needed to illustrate or locate items mentioned in the Manual: Where larger than A4, to be folded and accommodated in the binders so that they may be unfolded without being detached from the rings.
- As-built drawings: The main sets may form annexes to the Manual.



A40 CONTRACTOR'S GENERAL COST ITEMS: MANAGEMENT AND STAFF

110 MANAGEMENT AND STAFF

· Cost significant items: CONTRACTOR TO INSERT.

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A41 CONTRACTOR'S GENERAL COST ITEMS: SITE ACCOMMODATION

110 SITE ACCOMMODATION

- Details: Site accommodation required or made/ not made available by the Employer: See section A36.
- Cost significant items: CONTRACTOR TO INSERT.

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A42 CONTRACTOR'S GENERAL COST ITEMS: SERVICES AND FACILITIES

110 SERVICES AND FACILITIES

- Details: Services or facilities required or made/ not made available by the Employer: See section A36.
- Cost significant items: CONTRACTOR TO INSERT.

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A43 CONTRACTOR'S GENERAL COST ITEMS: MECHANICAL PLANT

110 MECHANICAL PLANT

· Cost significant items: CONTRACTOR TO INSERT.

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A44 CONTRACTOR'S GENERAL COST ITEMS: TEMPORARY WORKS

110 TEMPORARY WORKS

- Details: Temporary works required or made/ not made available by the Employer: See section A36.
- Cost significant items: CONTRACTOR TO INSERT.

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A50 WORK/ PRODUCTS BY/ ON BEHALF OF THE EMPLOYER

120 PRODUCTS PROVIDED BY/ ON BEHALF OF EMPLOYER

- General: Details of such products are given in the work sections, for fixing as part of the contract. Use for no other purpose than the Works.
- Handling: Accept delivery, check against receipts and take into appropriate storage.
- Surplus products: Keep safe and obtain instructions.

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A53 WORK BY STATUTORY AUTHORITIES/ UNDERTAKERS

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A54 PROVISIONAL WORK/ ITEMS

110A PROVISIONAL SUMS FOR DEFINED WORK

- · Item: Unforeseen structural repairs.
- Description of work: Additional repairs to timber structure unknown at tender.
- Provisional Sums: Include £2,500.00.
- · Allow for general attendance.

110B PROVISIONAL SUMS FOR DEFINED WORK

- · Item: Unforeseen works to building services.
- Description of work: Additional works to accommodate existing building services.
- Provisional Sums: Include £1,500.00.
- · Allow for general attendance.

110C PROVISIONAL SUMS FOR DEFINED WORK

- · Item: Unforeseen works to insulation at vaulted ceiling line.
- Description of work: Additional works to accommodate existing building services.
- Provisional Sums: Include £1,000.00.
- · Allow for general attendance.

590 CONTINGENCIES

• Provisional sum: Include: £7,500.

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A55 D	AYWORKS	£	р
150	DAYWORK CHARGES General: Where an instruction is issued requiring a variation which is not of a similar character or executed under similar conditions to work included in the Contract and where work cannot properly be measured and valued, the Contractor shall be allowed payment on a daywork basis at the following rates:		
	RICS/ Construction Confederation: Prime cost of labour: The sum of £ 50		
	0.Percentage adjustment to cover incidental costs, overheads and profit: _%.		
	Prime cost of materials and goods: The sum of £ 125. - Percentage adjustment to cover incidental costs, overheads and profit:%. Prime cost of plant: The sum of £ 125.		
	- Percentage adjustment to cover incidental costs, overheads and profit:%.		
	RICS/ Electrical Contractors' Association: Prime cost of labour: The sum of £ 500.		
	 Percentage adjustment to cover incidental costs, overheads and profit: %. Prime cost of materials and goods: The sum of £ 125. 		
	- Percentage adjustment to cover incidental costs, overheads and profit:%		
	Prime cost of plant: The sum of £ 125. - Percentage adjustment to cover incidental costs, overheads and profit:%.		
	RICS/ Electrical Contractors' Association of Scotland: Prime cost of labour: The sum of £ 500.		
	 Percentage adjustment to cover incidental costs, overheads and profit: %. 		
	Prime cost of materials and goods: The sum of £ 125. - Percentage adjustment to cover incidental costs, overheads and profit: %.		
	Prime cost of plant: The sum of £ 125. - Percentage adjustment to cover incidental costs, overheads and profit:		
	%.		
	RICS/ Building Engineering Services Association: Prime cost of labour: The sum of £ 500.		
	- Percentage adjustment to cover incidental costs, overheads and profit:%.		
	Prime cost of materials and goods: The sum of £ 125. - Percentage adjustment to cover incidental costs, overheads and profit:		

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Prime cost of plant: The sum of £ 125.

Percentage adjustment to cover incidental costs, overheads and profit:
______%.

RICS/ National Association of Plumbing, Heating and Mechanical Services contractors: Prime cost of labour: The Sum of £ 500.

Percentage adjustment to cover incidental costs, overheads and profit:
______%.

Prime cost of materials and goods: The Sum of £ 125.

Percentage adjustment to cover incidental costs, overheads and profit:
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Prime cost of plant: The Sum of £ 125.

Percentage adjustment to cover incidental costs, overheads and profit:
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Specification: West Bergholt Village Hall Roofing Works

Job No: 500899 - Date: March 2019



SECTION 2.0 – NBS SPECIFICATION



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C20 Demolition

To be read with Preliminaries/ General conditions

GENERAL REQUIREMENTS

110B ASBESTOS SURVEY

 Please refer to appendix A of the specification for the existing building survey and also further refurbishment and demolition survey prepared by the client's asbestos contractor. The contractor shall ensure they are aware of the areas containing asbestos materials and will make allowance to adequately protect and ensure this is not disturbed during the course of the works. Any damage caused will be the responsibility of the contractor to remedy.

110C SCAFFOLD AND ACCESS

- The contractor is to allow for all scaffold and access required to undertake the specified works. The scaffold erection and installation will be determined by the contractor and will not form any temporary design works.
- The contractor is to include for all required hoists or lifts to undertake the works
- The contractor is to include for fans over doors and exit ways as well as a 2m exclusion zone formed using Herras fencing to the perimeter of any contractor areas.
- The contractor is to ensure that the scaffold is secured by removal of access ladders and suitable scaffold alarm when works are not being undertaken on site.
- The contractor is to include for debris netting and warning tape to all scaffolding.
- The contractor is to ensure that all scaffold is free standing with outriggers or similar support. The contractor IS NOT PERMITTED to fix scaffolding to the external walls.
- The contractor is to be aware of the existing lean to glass roof between the Orpen Hall and John Lampon Hall - this must be protected for the entire duration of the works.



110D CONTRACTOR COMPOUND

- The contractor is to allow for forming a compound for the works for safe storage of materials, welfare and contractors plant.
- The contractor is to allow for 40 linear metres of Herras fencing with debris netting.
- An access gate is required with code or digi-lock control to ensure this remains secured during works.
- The contractor is to include for a 25mm plywood protection to the existing surfacing and the like to prevent any damage.
- The contractor is to conduct a full photographic condition schedule prior to commencement of work. Any further defects found to be caused by the works will be the responsibility of the contractor to rectify at no cost to the employer.

110E DRAINAGE SURVEY

 The contractor is to complete a CCTV survey of all drainage outlets prior to commencement of work and ensure there are no defects which require repair. Upon completion of the works the contractor is to pressure jet through the system and ensure freeflowing.

120 EXTENT OF DECONSTRUCTION/ DEMOLITION

 General: Subject to retention requirements specified elsewhere, deconstruct/ demolish structures down to extents shown in contract drawings.

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120A EXTENT OF DEMOLITION AND PREPARATION

- Allow to temporarily disconnect, move and reconnect services as required within roofspace to allow for roofing replacement works. Allow to refit upon completion of works.
- Allow to disconnect and remove as required all services, cabling, lighting, CCTV cameras, fixtures, fittings etc. as required to allow for replacement of the roof coverings. Allow to refit upon completion. Contractor is to only disconnect services for a maximum of one hour at a time before reconnection. All work to CCTV systems must be completed by Ace Tech tel. 01206 842004. The contractor may decide to retain the services in place but will be responsible for all temporary protection and accidental damage.
- Allow to carefull remove existing white UPVC guttering and downpipes.
 Allow to thoroughly clean, replace any damaged clips or joints and then refix on completion of the roofing works.
- Allow to fully clean down all fascias and soffits to be retained.
- Allow to remove and dispose of roof covering including tiles, batterns, felt, ridge tiles, hip tiles, valleys, leadwork, flashings etc. and denail rafters ready to receive new roof covering. Contractor is to carry out roofing works in sections allowing for partial remove prior to weathering with new roofing felt as required to prevent water ingress into the building. Any damage caused by water ingress will be the responsibility of the contractor to rectify.
- Allow to identify any areas of damaged timber rafters and joists whilst undertaking roofing works and report back to CA. Repairs to damaged timber is to be carried out utilising the provisional sum allowed within the contract preliminaries.
- Allow to carefully redress all ceiling level mineral quilt insulation to be spread evenly throughout the roof before applying additional insulation as specified.
- Allow to retain and protect roof terminals on outer faces of roof.
- Allow to retain and protect or temporarily remove lighting, drainage pipework etc. to complete the roofing works.
- Allow to retain and protect A/C system located on the walls beneath the roof or temporarily remove and reinstate if required.
- Allow to retain and protect broadband transmitted fixed to wall adjacent roof. Or temporary remove and replace by County Broadband only.
- Allow to carefully remove and reinstate lead flashings around overflow pipework and penetrations through the roof tiling.

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- Allow to retain and protect overhead power supply to building and telephone wiring from pole by road. ensure this is not disrupted or disturbed during the works.
- Allow to exposed valuted section of roof from external face, allow to fill void with 75mm thick Celotex, retanining 50mm void to external face for ventilation. Ensure celotex is friction fitted and does not load onto ceiling finishes. The exact extent is to be agreed with the building control inpsector depending on what is found on opening up. Allow as specified and confirm on site.

140 BENCH MARKS

 Unrecorded bench marks and other survey information: Give notice when found. Do not remove marks or destroy the fabric on which they are found.

150 FEATURES TO BE RETAINED

 General: Keep in place and protect the following: Roof mounted plant/cabling/pipework etc.

SERVICES AFFECTED BY DECONSTRUCTION/ DEMOLITION

210 SERVICES REGULATIONS

 Work carried out to or affecting new and/ or existing services: Carry out in accordance with the byelaws and/ or regulations of the relevant Statutory Authority.

220 LOCATION OF SERVICES

- Services affected by deconstruction/ demolition work: Locate and mark positions.
- Mains services marking: Arrange with the appropriate authorities for services to be located and marked.
 - Marking standard: In accordance with National Joint Utilities Group 'Guidelines on the positioning and colour coding of underground utilities' apparatus'.

230 SERVICES DISCONNECTION ARRANGED BY CONTRACTOR

General: Arrange with the appropriate authorities for disconnection of services and removal of fittings and equipment owned by those authorities prior to starting deconstruction/ demolition.

240 DISCONNECTION OF DRAINS

- General: Locate, disconnect and seal disused foul and surface water drains.
- · Sealing: Permanent, and within the site.

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250 LIVE FOUL AND SURFACE WATER DRAINS

- Drains and associated manholes, inspection chambers, gullies, vent pipes and fittings:
 - Protect; maintain normal flow during deconstruction/ demolition.
 - Make good any damage arising from deconstruction/ demolition work.
 - Leave clean and in working order at completion of deconstruction/ demolition work.
- · Other requirements: None.

260 SERVICE BYPASS CONNECTIONS

- General: Provide as necessary to maintain continuity of services to occupied areas of the site on which the deconstruction/ demolition is taking place and to adjoining sites/ properties.
- Minimum notice to adjoining owners and all affected occupiers: 72 hours, if shutdown is necessary during changeover.

270 SERVICES TO BE RETAINED

- Damage to services: Give notice, and notify relevant service authorities and/ or owner/ occupier regarding damage arising from deconstruction/ demolition.
- Repairs to services: Complete as directed, and to the satisfaction of the service authority or owner.

DECONSTRUCTION/ DEMOLITION WORK

310 WORKMANSHIP

- · Standard: Demolish structures in accordance with BS 6187.
- Operatives:
 - Appropriately skilled and experienced for the type of work.
 - Holding, or in training to obtain, relevant CITB Certificates of Competence.
- Site staff responsible for supervision and control of work: Experienced in the assessment of risks involved and methods of deconstruction/ demolition to be used.

320 GAS OR VAPOUR RISKS

Precautions: Prevent fire and/ or explosion caused by gas and/ or vapour from tanks, pipes, etc.

330 DUST CONTROL

- General: Reduce airborne dust by periodically spraying deconstruction/ demolition works with an appropriate wetting agent. Keep public roadways and footpaths clear of mud and debris.
- Lead dust: Submit method statement for control, containment and cleanup regimes.

340 HEALTH HAZARDS

 Precautions: Protect site operatives and general public from hazards associated with vibration, dangerous fumes and dust arising during the course of the Works.



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350 ADJOINING PROPERTY

- Temporary support and protection: Provide. Maintain and alter, as necessary, as work proceeds. Do not leave unnecessary or unstable projections.
- · Defects: Report immediately on discovery.
- Damage: Minimize. Repair promptly to ensure safety, stability, weather protection and security.
- Support to foundations: Do not disturb.

360 STRUCTURES TO BE RETAINED

- Extent: As shown in contract drawings.
- Parts which are to be kept in place: Protect.
- Interface between retained structures and deconstruction/ demolition: Cut away and strip out with care to minimize making good.

370 PARTLY DEMOLISHED STRUCTURES

- General: Leave in a stable condition, with adequate temporary support at each stage to prevent risk of uncontrolled collapse. Make secure outside working hours.
- · Temporary works: Prevent overloading due to debris.
- · Access: Prevent access by unauthorized persons.

380 DANGEROUS OPENINGS

- General: Provide guarding at all times, including outside of working hours. Illuminate during hours of darkness.
- Access: Prevent access by unauthorized persons.

390 ASBESTOS-CONTAINING MATERIALS – KNOWN OCCURRENCES

- General: Materials containing asbestos are known to be present in: Vario us ceiling boards to certain areas - refer to appendix A.
- · Removal: Not required make safe, protect and retain...

391 ASBESTOS-CONTAINING MATERIALS – UNKNOWN OCCURRENCES

- Discovery: Give notice immediately of suspected asbestos-containing materials when discovered during deconstruction/ demolition work. Avoid disturbing such materials.
- Removal: Submit statutory risk assessments and details of proposed methods for safe removal.

410 UNFORESEEN HAZARDS

- Discovery: Give notice immediately when hazards such as unrecorded voids, tanks, chemicals, are discovered during deconstruction/ demolition.
- · Removal: Submit details of proposed methods for filling, removal, etc.

450 SITE CONDITION AT COMPLETION

- Debris: Clear away and leave the site in a tidy condition.
- · Other requirements: None.

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MATERIALS ARISING

510 CONTRACTOR'S PROPERTY

- Components and materials arising from the deconstruction/ demolition work: Property of the Contractor except where otherwise provided.
- Action: Remove from site as work proceeds where not to be reused or recycled for site use.

511 EMPLOYER'S PROPERTY

- Components and materials to remain the property of the Employer: all items specified to be reused as part of the works.
- Protection: Maintain until these items are removed by the Employer or reused in the Works, or until the end of the Contract.
- · Special requirements: None.

520 RECYCLED MATERIALS

- Materials arising from deconstruction/ demolition work: Can be recycled or reused elsewhere in the project, subject to compliance with the appropriate specification and in accordance with any site waste management plan.
- Evidence of compliance: Submit full details and supporting documentation.
 - Verification: Allow adequate time in programme for verification of compliance.

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G20 Carpentry/ timber framing/ first fixing

To be read with Preliminaries/ General conditions.

GENERAL

PRODUCTS

900 EAVES SOFFIT VENTILATORS

- Manufacturer: Manthorpe of Contractors choice.
 - Product reference: 25mm over the fascia ventilator.
- · Type: Continuous strip.
- · Colour: White.
- Airway: The equivalent of a continuous opening of not less than 25 mm for full length of eaves.

950D FASCIAS AND SOFFITS GENERALLY

 The contractor is to allow to trim, cut and adjust as required all fascias and soffits to allow for existing pipework, services and electrics to pass through and fix to the new installation. Allow to provide mastic sealant where cuts are made for services.

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H60 Plain roof tiling

- ROOF TILING To be installed to all outer roof slopes identified on drawing ref. 2500 including all hips, ridges, verges etc.
 - · Substrate: Existing timber rafters and metal truss frame.
 - Pitch: To be measured by contractor at tender stage as unknown existing.
 - Underlay: Vapour permeable underlay to BS EN 13859, Class W1 -Tyvek Supro Plus.
 - Recycled content: None permitted.
 - Head-lap (minimum): 100 mm.
 - · Battens:
 - Size: 38 x 25 mm.
 - Fixing: 65 x 3.35 mm galvanized annular ring shank nails.
 - · Tiles: Clay to BS EN 1304.
 - Manufacturer: Wienerberger, www.wienerberger.co.uk, marketing.uk@wienerberger.com, T: +44 (0)161 4918200, F: +44 (0) 161 4916213.

Product reference: Sandtoft Clay plain tile to match existing - the contractor must notify with their tender should they propose an alternative product.

- Pattern: To match existing.
- Colour: To match existing.
- Size: 265 x 165 mm.
- Recycled content: Not applicable .
- Head-lap (minimum): 65 mm.
- Fixing

Fixing of local areas: Two nails per tile in every course . Fixing of general areas: Two nails per tile in every fifth course .

20 REMOVE EXISTING TILING

- General: Carefully remove tiles, battens, underlay, etc. with minimum disturbance of adjacent retained tiling.
- Undamaged tiles: Set aside for reuse.

25 UNDERLAY

- · Laving: Maintain consistent tautness.
- · Vertical laps (minimum): 100 mm wide, coinciding with supports.
- Fixing: Galvanized steel, copper or aluminium 20 x 3 mm extra large clout head nails.
- Eaves: Where exposed, use an external grade (UV resistant) underlay or a proprietary eaves support product.
- · Penetrations: Use proprietary underlay seals or cut underlay neatly.



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30 BATTENS/ COUNTERBATTENS

- Timber: Sawn softwood.
 - Standard: In accordance with BS 5534, Annex D.
 - Moisture content at time of fixing and covering (maximum): 22%.
- Preservative treatment: As section Z12 Wood Protection Association Commodity Specification C8.
 - Type: Copper-organic.

32 BATTEN FIXING

- Batten length (minimum): Sufficient to span over three supports.
- Joints in length: Butt centrally on supports. Joints must not occur more than once in any group of four battens on one support.
- Additional battens: Provide where unsupported laps in underlay occur between battens.

35 TILE FIXING

- General: Fix tiling and accessories to make the whole sound and weathertight at earliest opportunity.
- Exposed fittings and accessories: To match tile colour and finish.
- Setting out: To true lines and regular appearance. Lay tiles to a half lap bond with joints slightly open. Align tails.
- · Cut tiles: Cut only where necessary, to give straight, clean edges.
- Ends of courses: Use tile and a half tiles to maintain bond and to ensure that cut tiles are as large as possible.
- Top and bottom courses: Use eaves/ tops tiles to maintain gauge.
- Perimeter tiles: Twice nail end tile in every course. Twice nail or clip two courses of tiles at eaves and top edges.
- Fixings: Nails/ clips as recommended by tile manufacturer.

37 LOCAL AND GENERAL FIXING AREAS

- · Definitions:
 - Local areas: Bands of tiling around all edges or obstructions of each plane of the roof. Calculate extent of each band in accordance with BS 5534, section 5.
 - General areas: Remaining areas of roof tiling.

40 MORTAR BEDDING/ POINTING

- Mortar: As section Z21.
 - Mix: In accordance with BS 5534,1:3 cement:sand, with plasticizing admixtures permitted.
- Weather: Do not use in wet or frosty conditions or when imminent.
- Appearance: Finish neatly and remove residue.

42 FIRE SEPARATING WALLS

- Separating wall: Completely fill space between top of wall and underside of tiles with mineral wool quilt to provide fire stopping.
- Boxed eaves: Completely seal air paths in plane of separating wall with wire reinforced mineral wool, not less than 50 mm thick, to provide fire stopping.



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52 BEDDED VERGES WITH BEDDED UNDERCLOAK

- Underlay: Carry 50 mm onto outer leaf of gable wall and bed on mortar.
- Undercloak: Matching plain tiles, sloping towards verge and projecting 38
 -50 mm beyond face of wall.
 - Bedding: On mortar identical to that used in gable walling.
- Tiling battens: Carry onto undercloak and finish 100 mm from verge edge.
- Verge tiles: Bed flush with undercloak on 75 mm wide bed of mortar.

57 MORTAR BEDDED AND MECHANICALLY FIXED HIPS

- Underlay: Lay courses over hip. Overlap (minimum) 150 mm.
- Hip tile fixing battens: Strictly in accordance with manufacturers instructions.
- · Roof tiles: Cut and fix closely at hip.
- Hip irons: Galvanized steel in accordance with BS 5534, clause 4.15.4. Fix to hip rafter or hip batten with galvanized steel screws.
- · Hip tiles:
 - Manufacturer: Contractor's choice.
 Product reference: To match existing.
 - Bedding: On mortar, continuous to edges and solid to joints.
 - Fixing: Secure all hip tiles to hip rafters or hip fixing battens with self-sealing non-ferrous through fixings.
 - Bottom hip tiles: Shape neatly to align with corner of eaves and fill ends with mortar and slips of tile finished flush.

59 BONNET HIPS

- Underlay: Lay courses over hip. Overlap (minimum) 150 mm.
- · Bonnet hip tiles:
 - Product reference: To match tile specification.
 - Bedding: In mortar, neatly struck back about 13 mm. Course in with roof tiling.
 - Fixing: Secure with nails.
 - Bottom hip tiles: Fill ends with mortar and tile slips finished flush.

59A BONNET HIPS

- Underlay: Lay courses over hip. Overlap (minimum) 150 mm.
- · Bonnet hip tiles:
 - Product reference: To match tile specification.
 - Bedding: In mortar, neatly struck back about 13 mm. Course in with roof tiling.
 - Fixing: Secure with nails.
 - Bottom hip tiles: Fill ends with mortar and tile slips finished flush.
- Provide hip irons to bottom ends.

70 SIDE ABUTMENTS

- Underlay: Turn up not less than 100 mm at abutments.
- · Abutment tiles: Cut as necessary. Fix close to abutments.
- · Soakers: Interleave and turn down over head of abutment tiles.

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71 TOP EDGE ABUTMENTS

- Underlay: Turn up not less than 100 mm at abutments.
- Top course tiles: Fix close to abutments.

77 MORTAR BEDDED AND MECHANICALLY FIXEDRIDGES

- Underlay: Lay courses over ridge. Overlap (minimum) 100 mm.
- Ridge tile fixing battens: Strictly as per tile manufacturers guidance.
- Ridge tiles:
 - Manufacturer: Contractor's choice.
 Product reference: to match existing.
 - Bedding: On mortar, continuous to edges and solid to joints.
 - Fixing: Secure all ridge tiles to ridge boards or ridge tile fixing battens with self-sealing non-ferrous fixings.
 - Gable end ridge tiles: Fill ends with mortar and slips of tiles finished flush.
- · Ridge terminals: To match existing.

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H71 Lead sheet coverings/ flashings

To be read with Preliminaries/ General conditions.

TYPES OF LEADWORK

108 LEADWORK GENERALLY

The contractor is to reinstate and replace all leadwork disturbed during the course of the works. This is to include all penetrations through tiles, junctions with valleys etc. Contractor to review existing installation and match with new.

GENERAL REQUIREMENTS/ PREPARATORY WORK

510 WORKMANSHIP GENERALLY

- Standard: To BS 6915 and latest edition of 'Rolled lead sheet. The complete manual' published by the Lead Sheet Association.
- Fabrication and fixing: To provide a secure, free draining and completely weathertight installation.
- Operatives: Trained in the application of lead coverings/ flashings. Submit records of experience on request.
- Preforming: Measure, mark, cut and form lead prior to assembly wherever possible.
- Marking out: With pencil, chalk or crayon. Do not use scribers or other sharp instruments without approval.
- Bossing and forming: Straight and regular bends, leaving sheets free from ripples, kinks, buckling and cracks.
- · Solder: Use only where specified.
- Sharp metal edges: Fold under or remove as work proceeds.
- Finished work: Fully supported, adequately fixed to resist wind uplift but also able to accommodate thermal movement without distortion or stress.
 - Protection: Prevent staining, discolouration and damage by subsequent works.

610 SUITABILITY OF SUBSTRATES

 Condition: Dry and free of dust, debris, grease and other deleterious matter.

620 PREPARATION OF EXISTING TIMBER SUBSTRATES

- Remedial work: Adjust boards to level and securely fix. Punch in protruding fasteners and plane or sand to achieve an even surface.
- · Defective boards: Give notice.
- Moisture content: Not more than 22% at time of covering. Give notice if greater than 16%.



650 LAYING UNDERLAY

- · Handling: Prevent tears and punctures.
- · Laying: Butt or overlap jointed onto a dry substrate.
 - Fixing edges: With copper or stainless steel staples or clout nails.
 - Do not lay over roof edges but do turn up at abutments.
- · Wood core rolls: Fixed over underlay.
- · Protection: Keep dry and cover with lead at the earliest opportunity.

710 FIXINGS

- Nails to timber substrates: Copper clout nails to BS 1202-2, or stainless steel (austenitic) clout nails to BS 1202-1.
 - Shank type: Annular ringed, helical threaded or serrated.
 - Shank diameter: Not less than 2.65 mm for light duty or 3.35 mm for heavy duty.
 - Length: Not less than 20 mm or equal to substrate thickness.
- Screws to concrete or masonry substrates: Brass or stainless steel to BS 1210, tables 3 or 4.
 - Diameter: Not less than 3.35 mm.
 - Length: Not less than 19 mm.
 - Washers and plastic plugs: Compatible with screws and lead.
- Screws to composite metal decks: Self tapping as recommended by the deck and lead manufacturer/ supplier for clips.

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P10 Sundry insulation/ proofing work

SUNDRY INSULATION/ PROOFING WORK

To be read with Preliminaries/ General conditions

TYPES OF INSULATION

- 125B INSULATION LAID BETWEEN CEILING TIES/ JOISTS To be laid over existing 100mm thick insulation with the whole of the roof void to provide 270mm thick cover in total.
 - Manufacturer: Knauf, Rockwool or similar approved and equal.
 - Product reference: 170mm loft roll.
 - · Material: Glass wool to BS EN 13162.
 - · Recycled content: Not applicable.
 - · Thickness: 170 mm.
 - · Installation requirements:
 - Installation standard: To BS 5803-5.
 - Joints: Butted, no gaps.
 - Insulation at perimeter: Carried over wall plates.
 - Eaves ventilation: Unobstructed.
 - Service holes: Sealed, and debris removed before laying insulation.
 - Water cistern platforms: No insulation underneath.
- 125C INSULATION LAID BETWEEN CEILING TIES/ JOISTS To be installed between timber rafters to the vaulted roof section as existing.
 - · Manufacturer: Celotex.
 - Product reference: GA3000.
 - · Material: PIR insulation.
 - · Recycled content: Not applicable.
 - · Thickness: 75 mm.
 - Installation requirements:
 - Installation standard: To BS 5803-5.
 - Joints: Butted, no gaps.
 - Insulation at perimeter: Carried over wall plates.
 - Eaves ventilation: Unobstructed.
 - Service holes: Sealed, and debris removed before laving insulation.
 - Water cistern platforms: No insulation underneath.
 - Insulation to be friction fitted and maintain 50mm air gap above. Ensure insulation does not load ceiling finish.



320A BREATHER MEMBRANE

- · Manufacturer: Tyvek vapour permeable underlay.
 - Product reference: Supro plus.
- Installation requirements:
 - Setting out: Joints minimized. Membrane to form a continuous barrier to prevent water, snow and wind blown dust reaching the substrate.
 - Method of fixing: As Tyvek instructions .
 - Joints: Lapped 100 mm minimum horizontally and 150 mm minimum vertically.
 - Openings: Membrane fixed to reveals.
 - Bottom edges: Membrane lapped over flashings, sills, etc. to allow free drainage to the exterior.
- · Penetrations: Sealed.
- · Include for Tyvek eaves carrier and protection sheet.

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V90 Electrical systems - domestic

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GENERAL

6 PHOTOVOLTAIC PANEL INSTALLATION

- The contractor is to price two options within the tender. One option with the inclusion of the photovoltaic panels and one option without. Two forms of tender are included to identify this.
- The contractor is to allow to employ a specialist PV system installer for the supply and installation of the proposed PV system as detailed within Appendix C of the tender documentation.
- · The contractor shall include for liaising with the relevant statutory electrical undertaker to enable connection of the system and if required replacement of the existing meter.
- · The contractor shall provide full certification and guarantees for the installation.
- A quotation has been sought from a local PV specialist. The contractor shall identify with their tender the details of their intended supplier and the proposed system if different from the details in Appendix C.
- The contractor must price the in-line tray option to avoid increase of structural loading of the roof.

20 DESIGN OF LOW VOLTAGE ELECTRICAL INSTALLATION **GENERALLY**

- Design and detailing: Complete for the electrical installation.
- Standards: In accordance with BS 7671 and the requirements of the Electricity Distributor.
- Design information: Submit calculations, manufacturer's literature and drawings showing equipment positions and routes.

28 DESIGN OF PHOTOVOLTAIC SYSTEM

- Standards: In accordance with DECC 'Guide to the installation of photovoltaic systems' and ENA EREC G83/2.
- Output: Determine a suitable rating for the installation.
- · Proposals: Submit drawings showing equipment positions, cable routes, technical information and calculations.
- · Evidence of agreement with Electricity Distributor: Submit.
- General: Manage and liaise with the Electricity Distributor.
- Testing and commissioning: Incorporate adequate measures to allow full testing and commissioning of the completed system.

EXECUTION

GENERAL EXECUTION 60

Standard: In accordance with BS 7671.



63 INSTALLING CONDUIT AND FITTINGS

- Fixing: Fix securely. Fix boxes independently of conduit.
- Drainage outlets: Locate at lowest points in conduit installed externally, and where condensation may occur.
- Location: Position vertically and horizontally in line with equipment served, and parallel with building lines. Locate where accessible.
- Jointing:
 - Number of joints: Minimize.
 - Lengths of conduit: Maximize.
 - Cut ends: Remove burrs, and plug during building works.
 - Movement joints in structure: Manufactured expansion coupling.
 - Threaded steel conduits: Tightly screw to ensure electrical continuity, with no thread showing.
 - Conduit connections to boxes and items of equipment, other than those with threaded entries: Earthing coupling/ male brass bush and protective conductor.
- Changes of direction: Site machine-formed bends, junction boxes and proprietary components. Do not use elbows or tees. Alternatively, use conduit boxes
 - Connections to boxes, trunking, equipment and accessories: Screwed couplings, adaptors, connectors and glands, with rubber bushes at open ends.

64 INSTALLING TRUNKING AND DUCTING

- Positioning: Accurate with respect to equipment served, and parallel with other services and, where relevant, floor level and other building lines.
- Access: Provide space encompassing cable trunking to permit access for installing and maintaining cables.
- Jointing:
 - Number of joints: Minimize.
 - Lengths of trunking: Maximize.
 - Steel systems: Mechanical couplings. Do not weld. Fit a copper link at each joint to ensure that satisfactory electrical continuity is maintained between the separate sections of trunking, equipment and accessories.
- Movement: Fix securely. Restrain floor mounted systems during screeding.
- · Junctions and changes of direction: Proprietary jointing units.
- · Cable entries: Fit grommets, bushes or liners.
- Internal fire barriers: Provide to maintain integrity of fire compartment.
- Protection: Fit temporary blanking plates. Prevent ingress of screed and other extraneous materials.
- Service outlet units: Fit when cables are installed.

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66 CABLE ROUTES

- Cables generally: Conceal wherever possible.
 - Concealed cable runs to wall switches and outlets: Align vertically or horizontally with the accessory.
- Exposed cable runs: Submit proposals.
 - Orientation: Straight, vertical and/ or horizontal and parallel to walls.
- Distance from other services running parallel: 150 mm minimum.
 - Heating pipes: Position cables below.

70 INSTALLING FINAL CONNECTIONS

- · Size: Determine.
- · Cable: Heat resisting white flex.
- · Length: Allow for equipment removal and maintenance.

74 EQUIPMENT LABELLING

- Electrical equipment: Install labels indicating purpose.
- · Voltage warning notices:
 - Location: Apply to equipment in a position where it can be seen prior to gaining access to live parts when the voltage exceeds 230 V.
 - Format: To BS EN ISO 7010, functional reference number W012, include warnings of the voltage present.
- Distribution boards: Card circuit chart within a reusable clear plastic cover. Fit to the inside of each unit. Include typed information identifying the outgoing circuit references, their device rating, cable type, size, circuit location and details. Label each outgoing way corresponding to the circuit chart.
- Sub-main cables: Label at both ends, with circuit reference using proprietary cable marker sleeves.

76 ENGRAVING

- · Metal and plastic accessories: Engrave, indicating their purpose.
- Emergency lighting test key switches: Describe their function.
- · Multigang light switches: Describe the luminaire arrangement.

78 FINAL FIX

 Accessory faceplates, luminaires and other equipment: Fit after completion of building painting.

79 CLEANING

- · Electrical equipment: Clean immediately before handover.
- Equipment not supplied but installed under the electrical works: Clean immediately before handover.



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COMPLETION

85 INSPECTION AND TESTING GENERALLY

- Standard: In accordance with BS 7671.
- · Notice before commencing tests (minimum): 24 hours.
- · Labels and signs: Fix securely before system is tested.
- · Certificates: Submit.
 - Number of copies: 2.

86 TESTING AND COMMISSIONING OF PHOTOVALTAIC SYSTEMS

- Standards: To BS EN 62446-1, BS EN 50438 and in accordance with ENA EREC G83/2.
- · Microgeneration Certification Scheme: Submit certificate.
- Documentation: To BS EN 62446-1, Annex A and Annex C.

89 MAINTENANCE

- · Servicing and maintenance: Undertake.
 - Duration: Until 12 months after Practical Completion.

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Z12 Preservative/ fire retardant treatment

To be read with Preliminaries/ General conditions.

110 TREATMENT APPLICATION

- Timing: After cutting and machining timber, and before assembling components.
- · Processor: Licensed by manufacturer of specified treatment solution.
- Operatives: Must have completed the PCA training scheme.
- Certification: For each batch of timber provide a certificate of assurance that treatment has been carried out as specified.

120 COMMODITY SPECIFICATIONS

• Standard: Current edition of the Wood Protection Association (WPA) publication 'Industrial wood preservation specification and practice'.

130 PRESERVATIVE TREATMENT SOLUTION STRENGTHS/ TREATMENT CYCLES

 General: Select to achieve specified service life and to suit treatability of specified wood species.

150 WATER-BASED ORGANIC PRESERVATIVE TREATMENT

- · Solution:
 - Manufacturer: Contractor's choice.
 Product reference: Contractor's choice.
 - Application: High pressure impregnation.
- · Moisture content of wood:
 - At time of treatment: Not more than 28%.
 - After treatment: Timber to be surface dry before use.

210 FIRE RETARDANT TREATMENT

- Solution type: Humidity resistant.
 - Manufacturer: Contractor's choice.
 Product reference: Contractor's choice.
 - Application: Vacuum + pressure impregnation.
- Moisture content of wood:
 - At time of treatment: As specified for the timber/ component at time of fixing.
 - After treatment: Timber to be redried slowly at temperatures not exceeding 65°C to minimize distortion and degradation.

610 MAKING GOOD TO PRESERVATIVE TREATMENT ON-SITE

- · Preservative solution: Compatible with off-site treatment.
- Application: In accordance with preservative manufacturer's recommendations.



620 MAKING GOOD TO FIRE RETARDANT TREATMENT ON-SITE

- Fire retardant: Compatible with off-site treatment.
- Application: In accordance with fire retardant manufacturer's recommendations.

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Page 23 of 29 Vision, form and function



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Z20 Fixings and adhesives

To be read with Preliminaries/ General conditions.

PRODUCTS

310 FASTENERS GENERALLY

- Materials: To have:
 - Bimetallic corrosion resistance appropriate to items being fixed.
 - Atmospheric corrosion resistance appropriate to fixing location.
- · Appearance: Submit samples on request.

320 PACKINGS

- · Materials: Noncompressible, corrosion proof.
- · Area of packings: Sufficient to transfer loads.

340 MASONRY FIXINGS

- · Light duty: Plugs and screws.
- Heavy duty: Expansion anchors or chemical anchors.

350 PLUGS

 Type: Proprietary types to suit substrate, loads to be supported and conditions expected in use.

390 ADHESIVES GENERALLY

- Standards:
 - Hot-setting phenolic and aminoplastic: To BS 1203.
 - Thermosetting wood adhesives: To BS EN 12765.
 - Thermoplastic adhesives: To BS EN 204.

410 POWDER ACTUATED FIXING SYSTEMS

 Types of fastener, accessories and consumables: As recommended by tool manufacturer.

EXECUTION

610 FIXING GENERALLY

- Integrity of supported components: Select types, sizes, quantities and spacings of fixings, fasteners and packings to retain supported components without distortion or loss of support.
- Components, substrates, fixings and fasteners of dissimilar metals: Isolate with washers/ sleeves to avoid bimetallic corrosion.
- Appearance: Fixings to be in straight lines at regular centres.

620 FIXING THROUGH FINISHES

 Penetration of fasteners and plugs into substrate: To achieve a secure fixing.



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630 FIXING PACKINGS

- Function: To take up tolerances and prevent distortion of materials and components.
- Limits: Do not use packings beyond thicknesses recommended by fixings and fasteners manufacturer.
- · Locations: Not within zones to be filled with sealant.

640 FIXING CRAMPS

- Cramp positions: Maximum 150 mm from each end of frame sections and at 600 mm maximum centres.
- Fasteners: Fix cramps to frames with screws of same material as cramps.
- · Fixings in masonry work: Fully bed in mortar.

670 PELLETED COUNTERSUNK SCREW FIXING

- Finished level of countersunk screw heads: Minimum 6 mm below timber surface.
- Pellets: Cut from matching timber, match grain and glue in to full depth of hole
- · Finished level of pellets: Flush with surface.

680 PLUGGED COUNTERSUNK SCREW FIXING

- Finished level of countersunk screw heads: Minimum 6 mm below timber surface.
- · Plugs: Glue in to full depth of hole.
- · Finished level of plugs: Projecting above surface.

690 USING POWDER ACTUATED FIXING SYSTEMS

- Powder actuated fixing tools: To BS 4078-2 and Kitemark certified.
- · Operatives: Trained and certified as competent by tool manufacturer.

700 APPLYING ADHESIVES

- Surfaces: Clean. Adjust regularity and texture to suit bonding and gap filling characteristics of adhesive.
- Support and clamping during setting: Provide as necessary. Do not mark surfaces of or distort components being fixed.
- Finished adhesive joints: Fully bonded. Free of surplus adhesive.

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Z21 Mortars

To be read with Preliminaries/ General conditions.

CEMENT GAUGED MORTARS

110 CEMENT GAUGED MORTAR MIXES

 Specification: Proportions and additional requirements for mortar materials are specified elsewhere.

120 SAND FOR SITE MADE CEMENT GAUGED MASONRY MORTARS

- Standard: To BS EN 13139.
- Grading: 0/2 (FP or MP).
 - Fines content where the proportion of sand in a mortar mix is specified as a range (e.g. 1:1: 5-6):
 - Lower proportion of sand: Use category 3 fines.
 - Higher proportion of sand: Use category 2 fines.
- Sand for facework mortar: Maintain consistent colour and texture. Obtain from one source.

131 READY-MIXED LIME:SAND FOR CEMENT GAUGED MASONRY MORTARS

- · Standard: To BS EN 998-2.
- · Lime: Nonhydraulic to BS EN 459-1.
 - Type: CL 90S.
- · Pigments for coloured mortars: To BS EN 12878.

135 SITE MADE LIME:SAND FOR CEMENT GAUGED MASONRY MORTARS

- Permitted use: Where a special colour is not required and in lieu of factory made ready-mixed material.
- · Lime: Nonhydraulic to BS EN 459-1.
 - Type: CL 90S.
- Mixing: Thoroughly mix lime with sand, in the dry state. Add water and mix again. Allow to stand, without drying out, for at least 16 hours before using.



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160 CEMENTS FOR MORTARS

- Cement: To BS EN 197-1 and CE marked.
 - Types: Portland cement, CEM I.

Portland limestone cement, CEM II/A-L or CEM II/A-LL.

Portland slag cement, CEM II/B-S. Portland fly ash cement, CEM II/B-V.

- Strength class: 32.5, 42.5 or 52.5.
- White cement: To BS EN 197-1 and CE marked.
 - Type: Portland cement, CEM I.
 - Strength class: 52.5.
- · Sulfate resisting Portland cement:
 - Types: To BS EN 197-1 Sulfate resisting Portland cement, CEM I/SR and CE marked.

To BS EN 197-1 fly ash cement, CEM II/B-V and CE

marked.

- Strength class: 32.5, 42.5 or 52.5.
- Masonry cement: To BS EN 413-1 and CE marked.
 - Class: MC 12.5.

180 ADMIXTURES FOR SITE MADE CEMENT GAUGED MORTARS

- Air entraining (plasticizing) admixtures: To BS EN 934-3 and compatible with other mortar constituents.
- · Other admixtures: Submit proposals.
- Prohibited admixtures: Calcium chloride, ethylene glygol and any admixture containing calcium chloride.

190 RETARDED READY TO USE CEMENT GAUGED MASONRY MORTARS

- Standard: BS EN 998-2.
- · Lime for cement:lime:sand mortars: Nonhydraulic to BS EN 459-1.
 - Type: CL 90S.
- · Pigments for coloured mortars: To BS EN 12878.
- Time and temperature limitations: Use within limits prescribed by mortar manufacturer.
 - Retempering: Restore workability with water only within prescribed time limits.

210 MAKING CEMENT GAUGED MORTARS

- Batching: By volume. Use clean and accurate gauge boxes or buckets.
 - Mix proportions: Based on dry sand. Allow for bulking of damp sand.
- Mixing: Mix materials thoroughly to uniform consistency, free from lumps.
 - Mortars containing air entraining admixtures: Mix mechanically. Do not overmix.
- · Working time (maximum): Two hours at normal temperatures.
- · Contamination: Prevent intermixing with other materials.



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LIME:SAND MORTARS

310 LIME:SAND MORTAR MIXES

Specification: Proportions and additional requirements for mortar materials are specified elsewhere.

SAND FOR LIME:SAND MASONRY MORTARS 320

- Type: Sharp, well graded.
 - Quality, sampling and testing: To BS EN 13139.
 - Grading/ Source: As specified elsewhere in relevant mortar mix items.

ADMIXTURES FOR HYDRAULIC LIME:SAND MORTARS 345

- Air entraining (plasticizing) admixtures: To BS EN 934-3 and compatible with other mortar constituents.
- Prohibited admixtures: Calcium chloride, ethylene glycol and any admixture containing calcium chloride.

360 MAKING LIME: SAND MORTARS GENERALLY

- Batching: By volume. Use clean and accurate gauge boxes or buckets.
- Mixing: Mix materials thoroughly to uniform consistency, free from lumps.
- Contamination: Prevent intermixing with other materials, including cement

SITE PREPARED NONHYDRAULIC LIME:SAND MORTARS 370

- Mixing: Mix materials thoroughly by compressing, beating and chopping. Do not add water.
 - Equipment: Roller pan mixer or submit proposals.
- Maturation period before use (maximum): Seek instructions.

390 KNOCKING UP NONHYDRAULIC LIME:SAND MORTARS

- Knocking up before and during use: Achieve and maintain a workable consistency by compressing, beating and chopping. Do not add water.
 - Equipment: Roller pan mixer or submit proposals.

400 MAKING HYDRAULIC LIME: SAND MORTARS

- Mixing hydrated hydraulic lime:sand: Follow the lime manufacturer's recommendations for each stage of the mix.
 - Water quantity: Only sufficient to produce a workable mix.
- · Working time: Within limits recommended by the hydraulic lime manufacturer.



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Z22 Sealants

To be read with Preliminaries/General conditions.

PRODUCTS

- 310 JOINTS The contractor is to allow a provisional quantity of 100 linear metres of silicone sealant to be used as instructed by contract administrator. Contractor is to allow for all labour required to carry out works within this cost
 - Primer, backing strip, bond breaker: Types recommended by sealant manufacturer.

EXECUTION

610 SUITABILITY OF JOINTS

- Presealing checks:
 - Joint dimensions: Within limits specified for the sealant.
 - Substrate quality: Surfaces regular, undamaged and stable.
- Joints not fit to receive sealant: Submit proposals for rectification.

620 PREPARING JOINTS

- Surfaces to which sealant must adhere:
 - Remove temporary coatings, tapes, loosely adhering material, dust, oil, grease, surface water and contaminants that may affect bond.
 - Clean using materials and methods recommended by sealant manufacturer.
- Vulnerable surfaces adjacent to joints: Mask to prevent staining or smearing with primer or sealant.
- Backing strip and/ or bond breaker installation: Insert into joint to correct depth, without stretching or twisting, leaving no gaps.
- Protection: Keep joints clean and protect from damage until sealant is applied.

630 APPLYING SEALANTS

- Substrate: Dry (unless recommended otherwise) and unaffected by frost, ice or snow.
- Environmental conditions: Do not dry or raise temperature of joints by heating.
- Sealant application: Fill joints completely and neatly, ensuring firm adhesion to substrates.
- · Sealant profiles:
 - Butt and lap joints: Slightly concave.
 - Fillet joints: Flat or slightly convex.
- Protection: Protect finished joints from contamination or damage until sealant has cured.

Specification: West Bergholt Village Hall Roofing Works

Job No: 500899 - Date: March 2019



SECTION 3.0 – SCHEDULE OF WORKS

West Bergholt Village Hall Roofing Works



Item	Description	Qty	Rate	Cost
3.0	Site set up and facilitating works - see drawing 500899.1000			
	Note: Works are scheduled under a separate section.			
3.0.1	The contractor is to allow for all site establishment as outlined within the preliminaries of the specification. Allowance to include all site security, fencing, welfare etc.			
3.0.2	The contractor is to allow for all site scaffold and access equipment as required to complete the works.			
3.0.3	All site operatives are to have an enhanced DBS check within the last 3 years prior to being allowed access to the site. A full schedule is to be provided to the school including names, dates of birth and DBS clearance numbers.			
3.0.4	The contractor is to review the asbestos management and refurbishment and demolition surveys included within the tender documentation. It is recorded that there are areas of asbestos ceiling closely adjacent the proposed works. The contractor shall allow for their complete protection during the works to ensure there is no exposure or release of asbestos fibres during the works. Alternatively the contractor may allow for the full removal and reinstatement as part of their costs.			
3.0.5	The contractor is to undertake a photographic condition schedule of all areas required for access or in undertaking the works. This is to be provided to the CA prior to commencement.			
3.0.6	Allow for all skips as required to dispose of arisings during the works.			
3.0.7	The contractor is to allow to fully clean through all downpipes and drainage back to the connection to the highway. The contractor shall provide a full copy of the CCTV survey showing the runs clear and freeflowing.			
	Carried to General Summary £			

West Bergholt Village Hall Roofing Works



Item	Description	Qty	Rate	Cost
3.1	Proposed works			
3.1.1	The contractor is to carefully remove and dispose of all existing roof tiling, hip tiles, ridge tiles, battens, underlay etc. as required to replace the entire roof coverings.			
3.1.2	The contractor is to undertake all stripping works using a methodology which does not expose the roof or building from temporary water ingress. All areas which are stripped are to be covered back in during the same working shift.			
3.1.3	The contractor is to note that the existing soffit, gutters and downpipes are to be retained for the duration of the works. The contractor is to allow to either temporary protection or remove and reinstate on completion. The contractor is to allow for thoroughly cleaning, checking and sealing all joints, levelling and adjusting as necessary. Allow to clean the entire soffit and fascia.			
3.1.4	The contractor is to note that the roof areas which are pitched and insulated at ceiling level are retained. There is approximately 100mm of mineral/glass wool insulation which the contractor shall level and spread evenly.			
3.1.5	The contractor is to add 170mm of additional mineral/glass wool insulation to make a total of 270mm. Ensure even and consistent and include for laying additional insulation perpendicular to the existing. The contractor is to include for 30m of 570mm wide 170mm thick insulation roll as spare to be distributed as necessary.			
3.1.6	The contractor is to ensure that there is a clear and uninterrupted air path from eaves to ridge and not blocked with insulation.			

West Bergholt Village Hall **Roofing Works**



Item	Description	Qty	Rate	Cost
3.1.7	The contractor is to note that at the section with the vaulted ceiling is to be insulated using Celotex GA3000. The rafter depth is unknown but for the purpose of tender is assumed as 125mm, the contractor shall allow for 70mm thick Celotex GA3000, seal all joints with aluminium tape and ensure a 50mm gap is retained between insulation and top of rafter for ventilation. Subject to opening up and investigations on site. the contractor is not to order or procure insulation until investigations are agreed with CA.	·		
3.1.8	The contractor is to supply and install new breathable roofing underlay by Tyvek. Include for Tyvek eaves carrier and protection sheet in accordance with manufacturers guidance.			
3.1.9	The contractor is to supply and install new 25x38mm preservative treated roof battens as required to support new tiling.			
3.1.10	The contractor is to install new roof tiling as per the NBS specification. Include for all hip and ridge tiles as required for completeness.			
3.1.11	The contractor is to be aware of the various services connected to the building and shall allow for their full protection for the duration of the works. This includes, CCTV cameras to building and under soffit, TV aerials, Satellite dishes, broadband receiver, air conditioning, boiler temp stat, security alarm, lighting, mains power supply etc. Where the contractor is unable to adequately protect these services they shall contact the specialists named in the NBS specification for temporary removal and reinstatement. The contractor shall be liable for any loss of service caused by the works and the associated reinstatement costs.			
3.1.12	The contractor is to retain the roof vent terminals which existing within the existing roof.			

West Bergholt Village Hall **Roofing Works**



Item	Description	Qty	Rate	Cost
3.1.13	Allow to retain lead sleeved overflow pipe penetrations through roof.			
3.1.14	Allow for all required mortar bedding to ridge and hip tiles. Allow to replace hip irons with new. Allow for mortar bedding all verges.			
3.1.15	Allow to protect and retain all services within loft, tanks, pipework etc.			
	Compled to Company Company			
	Carried to General Summary £			l

West Bergholt Village Hall **Roofing Works**



Item	Description	Qty	Rate	Cost
3.3	Summary			
	Preliminary cost items			
	Provisional sums and contingencies			
	Dayworks			
	Site set up and facilitating works			
	Proposed works			
•	Grand total to form of tender option 1 (without PV)			
	PV Panel supply and installation			
Gr	rand total to form of tender option 2 (including PV)			

Specification: West Bergholt Village Hall Roofing Works

Job No: 500899 - Date: March 2019



SECTION 4.0 - GENERAL SUMMARY

Specification: West Bergholt Village Hall Roofing Works

Job No: 500899 - Date: March 2019



General Summary to Form of Tender

Option 1 – With Solar Panel	Option 2 – Without Solar Panel		
Preliminaries £	Preliminaries £		
Provisional Sums £	Provisional Sums £		
Day Works £	Day Works £		
Schedule of Works £	Schedule of Works £		
TOTAL TO FORM OF TENDER £	TOTAL TO FORM OF TENDER £		

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