

## **Appendix 1**

### **List of works**

New stud walls for offices and cupboards and fit fire rated door linings  
Remove 2 glass block walls  
Strip out existing cupboards and stud walls where required  
Block up doors where required  
Remove and set aside existing doors for reuse and refit existing doors  
Install new windows at the side of building including stone cells lintels  
Strip existing toilet and cap pipework  
Reconfigure kitchen and supply and fit new kitchen units and tile splashbacks  
Alter pipework and new plumbing where required  
Plaster all areas where required  
Fix plasterboard to all areas required  
Decorate all round office area and areas affected by works  
Remove floor coverings to existing office area and replace as needed  
Strip and set aside ceiling tiles and tracks and use to make good where required  
Move door opening and fit new internal doors in building entrance  
Supply and fit new glass screen to front desk

**Associated electrical works (can be included or excluded from main quote)**