

Specification

Caretaker's House, Calverton Fish Farm, Moor Lane, Calverton, Nottingham NG14 6QU

Environment Agency



June 2022 – 123094-101

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1.0 Preliminaries

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ITEM	DESCRIPTION	£
1.1	DRAWINGS/PLANS/SPECIFICATIONS	
1.1.1	Responsibility for ascertaining quantities or areas other than those identified and the actual detailed construction will remain with the Contractor, and claims for failure to correctly identify or ascertain the same will not be entertained.	
1.1.2	The Principal Contractor is to retain on site for use by sub-contractors, Contract Administrator, Employer and others all plans, specification and other reference documents.	
1.2	PLANT, SCAFFOLDING, CRADLES, HOISTS, TOOLS ETC.	
1.2.1	The Principal Contractor shall provide all necessary plant, scaffolding propping, cradles, hoists and tools for the execution of the works and for all materials carriage, cartage, labour, tarpaulins and whatever else may be required in connection therewith for the proper execution of the works. Scaffolding must conform to the Local Authority guidelines as defined under the terms of the license. All scaffolding to be erected in accordance with all British Standards. Where scaffolding is fixed over entrance points to the building, the approach to the entrance is to be protected by double boarded fans.	
1.2.2	The Principal Contractor shall include to erect and maintain all necessary plant, shoring, cranes, hoists, cradles and similar for the proper execution of the works and shall adapt, adjust or alter as necessary until no longer required or completion of the works, whichever is sooner. Inspect and test equipment regularly and daily before use in accordance with Health and Safety Regulations.	
1.2.3	The Principal Contractor must accept full responsibility for the stability and structural integrity of all works during the contract and maintain and replace as necessary.	
1.2.4	The Principal Contractor will bear sole responsibility for provision, maintenance and insurance for loss and expense of all plant, scaffolding, hoists cranes, cradles, tools and vehicles used on site.	
1.2.5	The Principal Contractor shall be responsible for any damage to fabric or property or any adjoining properties as a result of any plant, scaffolding, cranes, hoists, tools, cradles and vehicles and must make good at his own expense.	
1.3	SUB-CONTRACTORS	
1.3.1	Make the CA aware of all sub-contractors for approval prior to appointment.	
1.4	PROGRAMME	

ITEM	DESCRIPTION	£
1.4.1	No works to be started without prior arrangement with the Contract Administrator (CA) and agreement of the Programme of Works. No claims for loss of time and other changes will be entertained should the above procedure not be complied with. Allow to programme high level works to minimise scaffolding costs.	
1.5	INSTRUCTIONS ON PRICING SCHEDULE OF WORKS	
1.5.1	Each item must be priced individually and totals provided for each section.	
1.5.2	The works are to generally comply with the reference specification for standards and workmanship in Section 3.	
1.5.3	Should it be apparent that there is a conflict between any specified materials or products with the actual construction or that of another specified product the contractor will inform the CA for further instruction.	
1.5.4	Before placing orders for materials and products ensure that a compatibility check is carried out and sub-contractors communicate to avoid compatibility issues on site.	
1.5.5	Allow for carrying out walk-over site survey to ascertain local conditions, ground conditions, levels, gradients and existing surface finishes.	
1.6	KEY CONTRACT TERMS	
1.6.1	It is intended that the works would fall under a JCT Minor Works 2016 (MW) contract with standard clauses.	
1.7	SITE SET UP	
1.7.1	Site boundaries are those within the confines of the building and the surrounding site.	
1.7.2	The boundary of the site and building is that of the Caretaker's House and does not extend to other buildings that form Calverton Fish Farm	
1.7.3	Vehicular access is required at all times to all properties.	
1.7.4	Allow for providing Heras type fencing to areas of site as required. Maintain fencing through contract period as per BS5837:2550.	
1.7.5	The contractor must allow for a site compound, office, restroom, WC and secure store as deemed necessary, location to be confirmed on site and as per the CDM Approved Code of Practice – Schedule 2. Allow for a portable generator to supply electrical power throughout the project length and connection to the existing water supply. The contractor is responsible for the security of all fixed and non fixed items within the properties/ site boundary until handover.	

ITEM	DESCRIPTION	£
1.7.6	All debris must be removed from site throughout and at completion of project.	
1.7.7	The site is not to be used for any other purpose other than carrying out the works.	
1.7.8	Electricity and water supply may be used from the property providing this use is exclusively for the works.	
1.8	HEALTH AND SAFETY	
1.8.1	The project is not notifiable. Allow for all compliance with the CDM Regulations 2015.	
1.8.2	The Principal Contractor is to submit prior to commencement of the works, for approval by the CDM Principal Designer, a Construction Phase Plan, incorporating the pre-construction information, project specific risk assessments and method statements, procedures, emergencies, communications, training and COSHH data and the like as the project demands. The contractor is to maintain and keep the Health and Safety plan on-site for inspection and throughout the project.	
1.8.3	Allow for all scaffolding or other high level access for all work described and regular safety checks to comply with Work at Height Regulations 2005. Scaffold to technical standards of National Access and Scaffolding Confederation. Scaffolding to be erected and dismantled by accredited person under the Construction Industry Scaffolders Registration Scheme (CISRS) and achieve all platform loads required.	
1.8.4	The contractor must confirm that their site manager is SMSTS qualified for the duration of the works.	
1.9	GENERALLY	
1.9.1	Employ all necessary safe methods of working and for providing method statements on removal and strip-out works.	
1.9.2	All works and materials to comply with British Standards and installed to manufacturers recommendations.	
1.10	OTHER ITEMS	
1.10.1	Allow a provisional sum of £2,000 to liaise with an ecologist regarding any required surveys relating to bats or birds within the roof void.	2000.00
1.10.2	Use all safety precautions necessary in accordance with HSE – Asbestos: Asbestos essentials documents.	
1.10.3	Any and all asbestos waste is to be disposed of in a safe manner by a registered waste carrier to a waste disposal site licensed to accept asbestos containing materials.	
TOTAL OF PRELIMINARIES		

2.0 Schedule of Works

2.0 Schedule of Works

ITEM	DESCRIPTION	UNIT	£
2.1	ROOF VOID		
2.1.1	At the location of the previously spliced timber purlin, supply and install a 10mm steel plate across and over the join fix a minimum of 650mm away from the join using M12 bolts. Refer to the structural engineer's sketch for detail.	Item	
2.1.2	Carefully remove existing water tank from its location and cart from site.	Item	
2.1.3	Carefully cut out all existing 47x47mm timbers (both horizontal and vertical) which support the tank and cart from site.	Item	
2.1.4	Supply and install new 100x100mm section C24 timber to the locations of timbers removed to support the new water tank.	Item	
2.1.5	Supply and install new integrally insulated water tank sited on top of the replaced timbers with size to match previously removed. New tank to be WRAS Approved and to be installed in accordance with BSEN 806-5 and BS 8558. Include for all pipework connections and adaptations to pipes to form watertight connection with the new tank. Connections should not be made to cold water taps.	Item	
2.1.6	Allow to level out existing insulation and 'top-up' to a depth of 270mm. Supply and install counter-battens with sufficient depth to accommodate the insulation and a 10mm ventilation gap at 600mm centres. Supply and mechanically fix new 18mm plywood to the new counter-battens to provide a boarded floor to the loft space.	Item	
2.2	ROOF		
2.2.1	Contractor to take care at all times to ensure the photovoltaic panels to the roof covering are not damaged.	Note	
2.2.2	Carefully rake out loose and friable mortar to the joints beneath the re-built section of the chimney stacks.	Item	
2.2.3	Repoint lower areas of chimney stacks in mortar to closely match existing in consistency and colour.	Item	
2.2.4	Carefully rake out mortar to the verges of all gable ends.	Item	
2.2.5	Repoint verges in mortar to closely match existing in consistency and colour.	Item	

ITEM	DESCRIPTION	UNIT	£
2.2.6	Carefully remove existing chimney pots to both chimney stacks. Supply and install new terracotta chimney pots with bonnet hood to the existing locations.	Item	
2.2.7	Allow a cost to hack off any loose or friable flaunching from the chimneys and repair using a 3:1 strong sand to cement mortar.	Item	
2.2.8	Carefully remove ridge tiles from the roof including to scrape off all mortar bedding to the junction.	Item	
2.2.9	Structural engineer to advise on effect of wind uplift prior to installation of eaves and ridge installation.		
2.2.10	Supply and install new Manthorpe or similar approved dry ridge ventilation kit (brown) in accordance with manufacturer's instructions, and ensuring sufficient ventilation gap to top of ridge.	Item	
2.2.11	Supply and install new Manthorpe or similar approved retro-fit 'Continuous Soffit Vent' (10,000mm ²) to allow air flow into the roof void in accordance with manufacturer's instructions. Include for felt support tray as necessary.	Item	
2.2.12	Allow a provisional sum of £1,000 to identify alterations to fascia / soffit / underlay as required following opening up of the same to ensure free flow of ventilation. Provisional Sum to be expended in part or whole only upon instruction by the CA.	PSum	1000.00
2.2.13	Chop out section of fascia and soffit boards around redundant cast iron soil pipe. Carefully remove soil pipe through this section taking care not to damage surrounding materials and cart from site, including for removal of wall fixing brackets.	Item	
2.2.14	Supply and install new section of PVC-U fascia and soffit boards to match profile and colour of existing.	Item	
2.2.15	Supply and install concrete roof tiles to fit in and over redundant soil pipe penetration and ensure the same is watertight.	Item	
2.2.16	Following removal of soil pipe, decommission section of pipe by backfilling to the junction with aggregate, and sealing at the next junction with underground drainage to ensure backfill does not infiltrate below ground drainage system.	Item	

ITEM	DESCRIPTION	UNIT	£
2.3	EXTERNAL WALLS		
2.3.1	Carefully hack off concrete flaunching to the brick step at low level. Supply and install new cement-based flaunching to a chamfer to the same location.	Item	
2.3.2	<u>Option 1</u> Carefully remove corroded soot doors from site. Allow cost to fabricate new steel doors to match size and fittings and install to the same locations.	Item	
2.3.3	<u>Option 2</u> Carefully remove corroded soot doors from site. Brick up cavities with bricks to closely match external facing including installation of Rockwool or similar approved insulation within any cavity.	Item	
2.3.4	Rake out existing loose mortar to isolated locations around the perimeter of the property. For tendering purposes allow for 12m ² . Locations to be agreed with Contract Administrator.	Item	
2.3.5	Repoint areas of removed point in mortar to closely match existing in consistency and colour.	Item	
2.3.6	Allow to liaise with the electrical supplier to in relating to the making safe / temporary fixing of cabling to affixed to the south corner of the property at eaves level.	Item	
2.3.7	Chop out loose brickwork to south corner to the eaves and re-bed and repoint as required utilising existing bricks.	Item	



ITEM	DESCRIPTION	UNIT	£
2.3.8	Carefully drill 10no holes to the cavity wall to the mortar joints to allow inspection via borescope of the cavity to identify the presence of cavity wall insulation. Following inspection, allow to fill holes with new mortar pointing.	Item	
2.4	DRAINAGE		
2.4.1	Undertake a CCTV survey of all below ground drainage systems including to flush out the same in case of blockage.	Item	
2.4.2	Allow a Provisional Sum of £2,000 for the repairs of below ground drainage systems following the CCTV survey. Provisional sum to be expended in part or whole only upon written confirmation by the Contract Administrator.	Item	2000.00
2.5	HANDOVER		
2.5.1	At completion of the works, clean the premises and surrounding site of rubbish and sundry surplus materials and the like. Clean all fittings, glazing, door and window frames, light diffusers etc. Clean off any paint splashes etc. and leave in clean and tidy condition.	Item	
2.5.2	Supply all guarantees/warranties/certificates etc. obtained during the works including building regulations final certificate, and all literature regarding fittings, maintenance, paint colours, etc. to the CA.	Item	
2.5.3	Provide a 10 year fully independent insurance backed warranty covering all design, materials and workmanship, and protecting against insolvency of any subcontractors used. The guarantee shall cover all costs involved should remedial work prove to be necessary and shall cover against consequential loss and be protected against inflation.	Item	
2.5.4	Allow a Provisional Sum of £500.00 to make good damage caused by intrusive investigations throughout the property made as part of the refurbishment asbestos survey.	PSum	500.00
TOTAL OF SCHEDULE OF WORKS			

Summary of Tender

Preliminaries

Schedule of Works

Total

3.0 Materials and Workmanship

M60

Painting/ clear finishing

To be read with preliminaries/ general conditions.

10 Emulsion paint

1. Description: WALLS TO LOUNGE
2. Manufacturer: Contractor to submit proposals
3. Surfaces: WALLS
 - 3.1. Preparation: Ensure surfaces are clean and dry
4. Initial coats: As recommended by manufacturer
 - 4.1. Number of coats: 1
5. Undercoats: As recommended by manufacturer
 - 5.1. Number of coats: 1
6. Finishing coats: TBC
 - 6.1. Number of coats: 1

30 Preparation generally

1. Standard: In accordance with BS 6150.
2. Refer to any pre-existing CDM Health and Safety File and CDM Construction Phase Plan where applicable.
3. Risk assessments and method statements for suspected hazardous materials: Prepare for operations, disposal of waste, containment and reoccupation, and obtain approval before commencing work.
4. Preparation materials: Types recommended by their manufacturers and the coating manufacturer for the situation and surfaces being prepared.
5. Substrates: Sufficiently dry in depth to suit coating.
6. Efflorescence salts, dirt, grease and oil: Remove. Give notice if contamination of surfaces/ substrates has occurred.
7. Surface irregularities: Provide smooth finish.
8. Organic growths and infected coatings
 - 8.1. Remove with assistance of biocidal solution.
 - 8.2. Apply residual effect biocidal solution to inhibit regrowth.
9. Joints, cracks, holes and other depressions: Fill with stoppers/ fillers. Provide smooth finish.
10. Dust, particles and residues from preparation: Remove and dispose of safely.
11. Water-based stoppers and fillers
 - 11.1. Apply before priming unless recommended otherwise by manufacturer.
 - 11.2. If applied after priming: Patch prime.
12. Doors, opening windows and other moving parts
 - 12.1. Ease, if necessary, before coating.
 - 12.2. Prime resulting bare areas.

32 Previously coated surfaces generally

1. Preparation: In accordance with BS 6150.

2. **Contaminated or hazardous surfaces:** Give notice of:
 - 2.1. Coatings suspected of containing lead.
 - 2.2. Substrates suspected of containing asbestos or other hazardous materials.
 - 2.3. Significant rot, corrosion or other degradation of substrates.
3. **Risk assessment and method statement for hazardous materials:** Prepare for operations, disposal of waste, containment and reoccupation, and obtain approval before commencing work.
4. **Removing coatings:** Do not damage substrate and adjacent surfaces or adversely affect subsequent coatings.
5. **Loose, flaking or otherwise defective areas:** Carefully remove to a firm edge.
6. **Alkali affected coatings:** Completely remove.
7. **Retained coatings**
 - 7.1. Thoroughly clean.
 - 7.2. Gloss-coated surfaces: Provide key.
8. **Partly removed coatings**
 - 8.1. Apply additional preparatory coats.
 - 8.2. Junctions: Provide flush surface.
9. **Completely stripped surfaces:** Prepare as for uncoated surfaces.

35 Fixtures and fittings

1. **Risk assessment and method statement for hazardous materials:** Prepare for operations, disposal of waste, containment and reoccupation, and obtain approval before commencing work.
2. **Removal:** Before commencing work: Ironmongery, cover plates, grilles, wall clocks, and other surface mounted fixtures.
3. **Replacement:** Refurbish as necessary, refit when coating is dry.

43 Plaster preparation

1. **Nibs, trowel marks and plaster splashes:** Scrape off.
2. **Overtrowelled 'polished' areas:** Provide suitable key.
3. **Depressions around fixings:** Fill with stopper/ filler.

61 Coating generally

1. **Application:** In accordance with BS 6150,
2. **Conditions:** Maintain suitable temperature, humidity and air quality.
3. **Surfaces:** Clean and dry at time of application.
4. **Thinning and intermixing:** Not permitted unless recommended by manufacturer.
5. **Overpainting:** Do not paint over intumescent strips or silicone mastics.
6. **Priming coats:** Apply as soon as possible on same day as preparation is completed.
7. **Finish**
 - 7.1. Even, smooth and of uniform colour.
 - 7.2. Free from brush marks, sags, runs and other defects.
 - 7.3. Cut in neatly.
8. **Doors, opening windows and other moving parts:** Ease before coating and between coats.

Ω End of Section

Z10

Purpose-made joinery

To be read with preliminaries/ general conditions.

110 Fabrication

1. **Standard:** To BS 1186-2.
2. **Sections:** Accurate in profile and length, and free from twist and bowing. Formed out of solid unless shown otherwise.
 - 2.1. **Machined surfaces:** Smooth and free from tearing, wooliness, chip bruising and other machining defects.
3. **Joints:** Tight and close fitting.
4. **Assembled components:** Rigid. Free from distortion.
5. **Screws:** Provide pilot holes.
 - 5.1. **Screws of 8 gauge (4 mm diameter) or more and screws into hardwood:** Provide clearance holes.
 - 5.2. **Countersink screws:** Heads sunk at least 2 mm below surfaces visible in completed work.
 - 5.3. **Adhesives:** Compatible with wood preservatives applied and end uses of timber.

120 Cross section dimensions of timber

1. **General:** Dimensions on drawings are finished sizes.
2. **Maximum permitted deviations from finished sizes**
 - 2.1. **Softwood sections:** To BS EN 1313-1:-
 - 2.1.1. Clause 6 for sawn sections.
 - 2.2. **Hardwood sections:** To BS EN 1313-2:-
 - 2.2.1. Clause 6 for sawn sections.
 - 2.2.2. Clause NA.3 for further processed sections.

130 Preservative treated wood

1. **Cutting and machining:** Completed as far as possible before treatment.
2. **Extensively processed timber:** Retreat timber sawn lengthways, thickened, planed, ploughed, etc.
3. **Surfaces exposed by minor cutting and/ or drilling:** Treat as recommended by main treatment solution manufacturer.

140 Moisture content

1. **Wood and wood-based products:** Maintained within range specified for the component during manufacture and storage.

250 Finishing

1. **Surfaces:** Smooth, even and suitable to receive finishes.
 - 1.1. **Arrises:** Eased unless shown otherwise on drawings.
2. **End grain in external components:** Sealed with primer or sealer as section M60 and allowed to dry before assembly.

Ω End of Section

Z21 Mortars

Cement gauged mortars

110 Cement gauged mortar mixes

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

120 Sand for site made cement gauged masonry mortars

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

131 Ready-Mixed lime:sand for cement gauged masonry mortars

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

135 Site made lime:sand for cement gauged masonry mortars

1. **Permitted use:** Where a special colour is not required and in lieu of factory made ready-mixed material.
2. **Lime:** Nonhydraulic to BS EN 459-1.
 - 2.1. **Type:** CL 90S.
3. **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.

160 Cements for mortars

1. **Cement:** To BS EN 197-1 and CE marked.
 - 1.1. **Types:** Portland cement, CEM I.
2. Portland limestone cement, CEM II/A-L or CEM II/A-LL.
3. Portland slag cement, CEM II/B-S.
4. Portland fly ash cement, CEM II/B-V.
 - 4.1. **Strength class:** 32.5, 42.5 or 52.5.
5. **White cement:** To BS EN 197-1 and CE marked.
 - 5.1. **Type:** Portland cement, CEM I.
 - 5.2. **Strength class:** 52.5.
6. **Sulfate resisting Portland cement**
 - 6.1. **Types:** To BS EN 197-1 Sulfate resisting Portland cement, CEM I/SR and CE marked.
7. To BS EN 197-1 fly ash cement, CEM II/B-V and CE marked.

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

180 Admixtures for site made cement gauged mortars

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

190 Retarded ready to use cement gauged masonry mortars

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

210 Making cement gauged mortars

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

Lime:sand mortars - Not Used

Ω End of Section

4.0 Form of Tender

We being _____

having visited the site and having read the Drawings, Specification and Schedule of Works, HEREBY offer to complete the whole of the works described therein for the FIXED PRICE sum of:

Total tender figure (in words)

_____(£_____._____) (Excluding VAT)

I / We agree to complete all the works within _____ weeks. Commencement and completion dates to be agreed.

I / We agree that should obvious pricing errors in arithmetic be discovered in the Schedule of Works before acceptance of this offer, the contractor will be given the opportunity to confirm/correct for genuine errors or withdraw their offer in accordance with Alternative (2) contained in JCT Practice Note 2017.

I / We agree that this tender remains open for acceptance for a period of 24 weeks from the date of receipt by the Contract Administrator of the priced Schedule of Works.

I / We agree in the event of your acceptance to execute with you a formal contract embodying all the terms and conditions contained in this offer.

I / We agree that any conditions appended by me / us which are at variance with contract documents shall be unreservedly withdrawn.

Signature: _____ in the capacity of

_____ being duly authorised to sign tenders on behalf of

Registered Address:

Dated this _____ day of _____ 2022

Witnessed by _____

of _____

Note: The Client does not bind themselves to accept the lowest or any tender, nor to reimburse any expenses incurred in tendering.

A Facsimile transmission of the Form of Tender will NOT be accepted.

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