



**DECENT HOMES**

**BATHROOMS**

**TECHNICAL BRIEF AND SPECIFICATION**

**FOR**

**CHRISTIAN ACTION HOUSING ASSOCIATION**

**CONTRACT**

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## **GENERAL ITEMS OF CONTRACT**

1. The scope of the works to be carried out under this contract includes the provision of new bathrooms, in addition to associated services and redecoration, all as detailed below, to a maximum of 22 dwellings.
2. The contractor shall provide a liaison officer. Their duties shall include the following:
  - The setting up of appointments for the visits to the residents' homes
  - Ensuring that all residents are made aware of all the start dates and likely duration of the works
  - Ensuring that the residents are made aware of the likely impact of the works
  - Ensuring that the residents are made aware of the complaints procedure
  - Ensuring that the residents remove all their possessions from the bathroom area for the duration of the works, including assisting them, or ensuring that residents are assisted, where required
  - Ensuring the welfare and safety of all operatives on site, the appropriate PPE is adhered to, and ID badges are visible at all times
3. In all cases, all visits to residents' homes shall be by appointment, and 2 attempts shall be made to gain access to the property. Where the contractor is unable to gain access to the property, the Asset Surveyor (AS) shall be notified for further action.
4. The contractor shall undertake their own Technical Survey (TS) within each dwelling identified, to assess the scope of works required and to agree any extra works required.
5. The contractor shall, as part of their TS, take photographs of all the elevations of the bathroom showing the condition of the rooms and fixtures and fittings, prior to the commencement of the works.
6. Consideration must be given to the needs of any minority and / or ethnic groups in layout and service provision. For example, where required, translation and / or interpreting services shall be provided.

- 7.** Any equipment or fittings which are the property of the resident and which show signs of damage or malfunction should be noted by the contractor when undertaking their TS and the information passed back to the AS for testing to be arranged. CAHA shall refuse to reconnect any appliance, which is faulty, leaking or could cause injury to the resident(s) or damage to the electrical / mechanical systems within the property or block. A letter from CAHA will advise the resident that such equipment has been identified, and what options are available to the resident.
- 8.** A bathroom will only be replaced in accordance with the programme, and IF the resident consents to have the works carried out. The contractor shall obtain the resident's signature indicating EITHER, their consent for the works to be carried out, OR their decision not to have the works done.
- 9.** Generally bathrooms are to be refitted to the existing layout to minimise disturbance, however the contractor, in consultation with the AS, can incorporate minor improvements.
- 10.** Consideration must be given to the presence of asbestos containing materials, such as floor tiles, wall panels, Artex ceilings, toilet cisterns etc - within the dwellings, and the possible impact that this might have on the works.
- 11.** The contractor must ensure that all employees and sub-contractors are aware of the presence and likely location of asbestos containing materials by familiarising staff and sub-contractors with asbestos reports and information included in the pre-tender health & safety plans. Where there is any doubt about the presence of asbestos, materials must be presumed to be asbestos and treated accordingly.
- 12.** When carrying out initial survey, the contractor must check and record the presence and location of asbestos containing materials in each property. The contractor must provide completed reports to CAHA.

- 13.** Every effort must be made to ensure that bathrooms are designed to minimise the potential disturbance of any asbestos containing materials. The contractor shall advise CAHA in advance of any works that they deem may disturb asbestos containing materials or where asbestos repair or removal is required. The contractor must supply CAHA with method statements and details of licensed asbestos removal contractors in advance of any work involving asbestos containing materials.
- 14.** All works to materials containing asbestos must be carried out in accordance to CAHA approved procedures.
- 15.** Wherever the asbestos cannot be dealt with by the contractor in the approved manner, this shall be reported back to CAHA for immediate action.
- 16.** If suspect asbestos or any other hazardous material is found after works have commenced, the contractor must cease any work, which could disturb or damage the suspect material. The contractor shall immediately notify the AS, who will make the necessary arrangements for the testing and analysis of the suspect materials.
- 17.** The AS and contractor must then liaise with CAHA to agree the safe repair or removal and disposal of the asbestos material by a licensed contractor.
- 18.** Upon completion of works the contractor shall ensure that details of works involving known or assumed ACMS (i.e. sealed/removed/encapsulated/left in-situ etc) are notified to AS.
- 19.** This bathroom technical brief does NOT include for the provision of new electrics to the rest of the dwellings.
- 20.** In all cases, if the existing bathroom fails to meet the specification for decent homes, a new bathroom ring main shall be provided as specified.
- 21.** Wherever a block or dwelling is identified as having sub-standard or unsafe wiring, the rewiring to that block or dwelling will be completed as a separate item. That rewiring may include the provision of temporary wiring to the bathroom. Such temporary wiring shall be removed by the contractor as a part of the bathroom renewal, and replaced by a new bathroom ring main.



- 22.** This contract includes the supply and fix of limited tiling in the new bathrooms, in colour choices and amounts as detailed below.
- 23.** Where the resident wishes to supply their own tiles, the contractor shall fix them as part of this contract, provided the amount to be fixed does not exceed the amount allowed for the tiles generally consist of regular rectangular tiles with no 'inserts', and the resident supplies the requisite amount PRIOR to the works to their dwelling commencing. The cost of supplying their own tiles will fall to the resident.
- 24.** Where the amount of tiling required exceeds the amount allowed for in the contract, then the resident can EITHER make their own arrangements with the contractor to pay for the additional tiling (if the contractor is willing to do this), OR make their own arrangements for the tiling to be undertaken at their own expense.
- 25.** In all cases, the contractor shall obtain the residents signature indicating that they are aware of the limitations and responsibilities in regards to their own tiling.
- 26.** Where a bathroom is deemed non-decent, but the resident has in the past fully tiled the room, the provision of extra tiling over and above the specified standard area of tiling will be determined on site, in consultation with both the resident and the AS. Generally however, the aim shall be to minimise any extra tiling.
- 27.** This contract includes the decoration of the bathrooms with paint, all as described in detail below.
- 28.** In all cases where a bathroom is to be redecorated, the residents shall be offered a choice of 2 paint colours including white and magnolia. Where the resident wishes to supply their own paint, the contractor shall apply the paint as part of this contract provided that the resident supplies the requisite amount, to CAHAs current approved standard, PRIOR to the works on their dwelling commencing. The contractor shall confirm which resident wishes to supply their own paint, the cost of supplying their own paint will fall to the resident.



- 29.** All works undertaken within a dwelling, including the application of residents own tiles and / or paint, shall be restricted to the areas that form a part of this contract. The contractor will not be reimbursed for any extra work that they carry out for the residents, unless such work was identified and agreed with the AS from the onset.
- 30.** This contract does not allow for the installation of specialist equipment / sanitary ware outside of the choices on offer.
- 31.** In all cases, where a resident is registered disabled, and whose disabilities are such that they require specialist equipment / sanitary ware, works to that property will be subject to consultation with the Occupational Therapist (OT). The AS will organise this and pass the OT's recommendation.
- 32.** The contractor shall allow for appropriate and adequate protection of the resident's electrical appliances and other property in the bathroom, and hallway, PRIOR to the commencement of the works.
- 33.** The contractor shall provide the residents with boxes one week before the date the work is to start in their dwelling to pack their possessions.
- 34.** The contractor shall ensure that during the works, disruption to the resident is kept to a minimum. At the end of each working day, the contractor shall ensure that the resident is left with drinking water, cooking facilities, heating/ hot water, gas and electricity. In addition, at the end of each working day, the contractor shall remove any builder's debris, tools and materials, and ensure that the working area is left in a clean and tidy state.
- 35.** All work is to be checked by AS and the contractor whilst in progress, and signed off on completion.
- 36.** On completion of the works, all valves are to be easily accessible and clearly labelled.
- 37.** On completion of the works, the contractor and AS will carry out a Customer Satisfaction Survey.



## **COMPLETION/HAND OVER/POST COMPLETION DOCUMENTATION**

1. On completion, the contractor will snag each property with the AS; these will then be handed over.
2. Except in cases where no works were carried out, on completion of each dwelling the Contractor shall provide the following:
  - The NICEIE electrical certificate
  - Part P certificate, (if applicable)
  - Asbestos Removal - Constructor's Signed Slip (if applicable)
  - User Information Manual (e.g. Residents Handbook) containing information such as: Operating Instructions, drain-down points, care and maintenance of floor finishes and cleaning and maintenance of bathrooms
3. On completion of each block, the contractor shall, for EACH dwelling where works took place, submit to AS a bound copy of the following documents:
  - A 2nd copy of the handover information
  - A copy of the signed agreed layout of the bathroom
  - A copy of 'before and after' photographs
  - Details of the residents' choices showing details of the wall tiles and the floor finish
  - The BS No. of the paints used



## **BATHROOM SPECIFICATION GENERALLY**

1. Generally bathrooms are to be refitted to the existing layout to minimise disturbance, however the contractor, in consultation with the AS, can incorporate minor improvements.
2. Wherever a satisfactory layout cannot be provided, the contractor shall advise the AS.
3. Consideration must be given to the needs of any minority and/ or ethnic groups in layout and service provision.
4. The provision of fixed showers or power-showers form a part of this contract, should an existing power shower be installed, we will replace or upgrade to the specifications below.
5. All residents' electrical appliances to be wrapped before the work starts.
6. The contractor shall provide the residents with boxes to pack their possessions, one week before the date the work is to start in their dwelling.

## DESIGN PRINCIPLES FOR THE BATHROOM

1. The contractor shall assemble and fix appliances and / or accessories so that surfaces designed to falls, drain as intended.
2. Unless specified otherwise, non-ferrous or stainless steel fastenings shall be used.
3. Wherever possible, fix, supply and discharge pipe-work before connecting appliances. Ensure that appliances are fixed securely to the sub-structure and are not supported by pipe-work.
4. Unless specified otherwise, use jointing and bedding compounds recommended by the manufacturers of the appliances, accessories and pipes being jointed or bedded.
5. The use of appliances for any purpose until completion of the fixing of that appliance shall be prevented. The contractor shall not stand on appliances.
6. On completion of the works, the contractor shall check for damage and defects, and test for satisfactory operation of all appliances. The contractor shall replace any damaged or defective components and / or accessories, and check for and rectify any leaks. Remove all labels and stickers, and clean appliances thoroughly.

## **NOGGINS/ BEARERS / FRAMING**

1. The contractor shall ensure that all noggins, bearers, etc required supporting the sanitary appliances and fittings are accurately positioned and securely fixed. No sanitary appliances are to be dependent on the pipe-work for support. All timbers to be tanalised and cut ends treated.

## **TILING**

1. Tiling to consist of 150x150mm glazed ceramic tiles.
2. The contractor shall ensure that tiling is complete before fixing appliances, and that the fixings for the appliances do not overstress the tiles.
3. The contractor shall allow for tiling full height from the top of the bath edge to ceiling on all three sides of the bath area, and 2 rows above the wash hand basin (WHB) as a splash-back, and 1 row below, (3 courses in all). All internal corner tiling joints to be mastic sealed, all external corner tiling fitted with white tile trims, and all splash-backs mastic sealed below the lowest course of tiles. Where a WHB abuts a wall, tiles course are to return to the depth of the WHB, to the next full tile.
4. All window sills that encroach on the area being tiled are to be tiled.
5. The residents shall be offered 1 colour choice white, or they may supply their own for fixing by the contractors detailed above.



## **PLUMBING**

1. Contractor shall ensure that all work and materials meet the requirements of the water regulations.

## **CISTERNS**

1. Unless specified otherwise, the contractor shall obtain the cistern-operating components from the cistern manufacturer, and shall ensure that the ball-valve is suitable for the pressure of the water supply.
2. Wherever possible, the contractor shall fix the 'ball-o-fix' valve adjacent to the appliance to facilitate easy replacement and isolation.
3. Unless otherwise specified or shown on drawings, the contractor shall fix the cistern at the height recommended by the manufacturer.
4. Wherever a new WC is being fitted, the existing overflow pipe is to be retained externally but cut off internally and plastered over.
5. For all new WCs, it is preferable that the point of discharge for the overflow is into the WC pan. If this is not possible, the contractor shall agree an alternative position with the CR.

## **TAPS**

1. The contractor shall ensure that all taps are fixed securely creating a watertight seal with the appliance.
2. Place hot tap to left of cold tap as viewed by user of appliance.
3. With respect to the handle turns, unless these have been pre-determined by the manufacturer, these shall be mirrored.
4. Fix shower-head holder 450mm above height of bath.

## **WASTES/ OVERFLOWS**

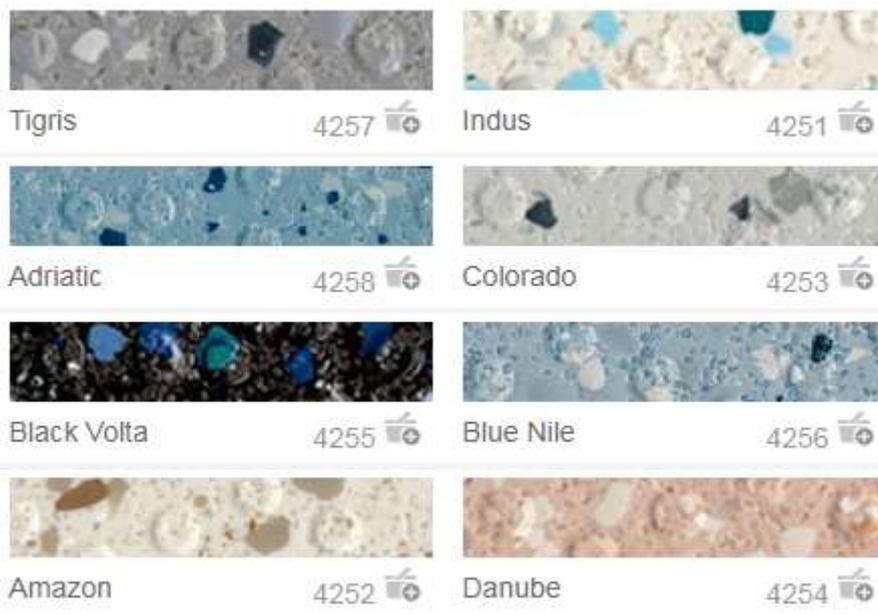
1. Bed in waterproof jointing compound and fix with resilient washer between the appliance and the back-nut.

## **SEALANT POINTING**

1. Bath to be sealed to the wall prior to tiling, and then all tiling to be sealed to the bath and wash hand basin. All internal joints to be mastic sealed
2. Sealant to be silicone based to BS 5889, Type B with fungicide - high modulus, colour white.

## FLOORING

1. Supply and lay non-slip vinyl sheet flooring, as supplied by POLYFLOR.
2. All joints to be welded as per the manufacturer's recommendation.
3. Allow for latex-levelling compound to be laid and cured to the floor prior to laying the vinyl flooring.
4. Flooring to be laid under the bath, prior to the suite being fitted, and mastic sealed to all edges.
5. Polysafe Hydro Evolve, to be supplied by POLYFLOR in the following choices:





## DECORATION

1. All existing painted ceiling surfaces to be prepared and finished with 2 coats, acrylic-based, eggshell paint, Dulux Trade Bathroom Quick Drying Eggshell, colour brilliant white.
2. All existing painted wall surfaces to be prepared and finished with 2 coats, acrylic-based, eggshell paint, Dulux Trade Diamond Quick Drying Eggshell. Residents to be provided with a pre-selected choice of five wall colours, one of which is white.
3. All existing painted woodwork to be prepared and finished with 2 under-coats and one finishing coat of water-based high gloss, Dulux Trade Gloss, colour brilliant white.
4. Any new woodwork to be primed as required and finished with 2 under-coats and one finishing coat of water-based high gloss, Dulux Trade Gloss, colour brilliant white. Where new woodwork abuts existing, bring forward decoration as required to ensure a seamless finish.
5. Paint to be as supplied by DULUX or similar approved. Contractor shall stick to one paint manufacturer throughout the contract.
6. All existing varnished woodwork to be prepared and finished with 2 coats clear varnish in colour to match existing.

## HEATING

1. If at the time of survey, the bathroom is unheated and there is sufficient space to accommodate a radiator connected to the existing individual gas fired heating system, this work shall be carried out as part of this contract. The work shall EITHER be carried out by others prior to the contractor starting work on the bathroom, or by the constructor, all as agreed by the AS.
2. If at the time of survey the bathroom is unheated and there is sufficient space to accommodate a radiator, which can be connected to the existing communal heating system, this work shall be carried out by others prior to the contractor starting work on the bathroom.

NB: Contractor surveyors need to be aware that it is not possible to extend all communal systems, because of pipework sizing, layouts and system design. Therefore promises should not be given to residents during surveys.

3. If at the time of survey the bathroom is unheated and the property is electrically heated. A high-level fan heater shall EITHER be installed by others, prior to the contractor starting work on the bathroom, or by the constructor, all as agreed by the AS.
4. In all cases, the heating requirements for the bathrooms should be noted to the AS.

## PIPEWORK

1. All existing lead pipework found within the dwellings shall be completely removed from the stop-valve at the property boundary and replaced with copper tube internally.
2. All new hot and cold-water pipework (with the exception of overflows) shall be installed in copper tube as previously described. Pipework shall be adequately supported on purpose made brackets. All pipe-work, (old and new), which is concealed behind bath panels or other panelling shall be insulated, as described previously, to prevent condensation and heat loss.
3. Radiators, baths and relevant cross bonding of appropriate sizing must be linked into the CPC.
4. The use of flexi-pipes will **not be accepted** without permission from the AS. The use of 'push-fit' connectors is **not acceptable**.

## TENANTS FITTINGS

1. Allowance to take down and re-fix all tenants own fittings including curtain tracks / blinds, towel rails, toilet roll holders, soap dishes, bathroom cabinets etc.

## DISABLED ADAPTATIONS

1. The AS is to confirm that any resident's request for an Occupational Therapist's input has been forwarded to the PO for action, and instruction received, (if required), prior to the ordering of any bathroom suites.



## OPTIONS

1. Bathroom and WC compartment fittings, (if separate), will generally be replaced in existing positions incorporating the following components:

Unless otherwise stated, all sanitary ware options and components shall be from Nicholls & Clarke.

<https://www.nctilesandbathrooms.com/>

The range is in detail below, ALL sanitary ware within the dwelling will be from one option, and to be white.



## **BATH**

S2360504 38MM CP BATH/WASTE COMBINE OVERFLOW FBW2PC/FOV414

S2003074 CENTURION STEEL BATH 1700X700 W/O ANTISLIP, 2TH, C/W BAR LEGS OR 1800 IF NEEDED

S2000161 PLASTIC BATH FRONT PANEL WHITE BROADGATE BATHROOM SUITE

S7007368 OLYMPUS PALMA THERMO BATH MOUNTED BATH/SHOWER MIXER CP

S2000171 PLASTIC BATH END PANEL WHITE BROADGATE SUITE

Sealant Silicone based to BS 5889, Type B with fungicide High Modulus

## **BASIN**

S7005935 N&C NEWBURY 2 BASIN 500 X 410MM 2TH WHITE SOLLIA C003825

S7005938 N&C NEWBURY 2 PEDESTAL WHITE SOLLIA C001509

S7007324 N&C PALMA PILLAR BASIN TAPS CP

Sealant Silicone based to BS 5889, Type B with fungicide High Modulus

NB: Where there is a separate WC, a smaller basin shall be used. (The same WHB can be considered where there are space constraints, in consultation with the AS)

## **WC**

S7005930 N&C NEWBURY 2 CLOSE COUPLE WC PAN WHITE C/W FIXING SET SOLLIA C001511

S7005932 N&C NEWBURY 2 ECONOMY WC SEAT WHITE PLASTIC HINGES SOLLIA C003837

S7005931 N&C NEWBURY 2 PUSH BUTTON CIST C/W D/F FITTS WHITE SOLLIA C001510

Sealant Silicone based to BS 5889, Type B with fungicide High Modulus



## **TILE**

T2144700 TC700 GLOSS WHITE 150X150 – N&C NICOBOND IKON PLAIN COLOUR

## **POWER SHOWER**

The Contractor shall disconnect and remove the existing fitting within the Bathroom and supply, install, connect and commission a new power shower ONLY if there is one existing. The fitting shall be uniform throughout the contract.

- S8050203 MIRA ADVANCE 8.7KW FLEX SHOWER WHITE/CHROME 1.785.003 / 1.1643.005

## **RADIATOR**

The contractor shall disconnect and remove the existing fitting within the bathroom and supply, install, connect and commission a new radiator. The fitting shall be uniform throughout the contract.

- S6299899 Foundations Flat Towel Warmer - Steel 800x400

## **SHOWER CURTAIN**

The contractor shall fit a heavy weighted curtain and rail within the bathroom. The fitting shall be uniform throughout the contract.

## **BATHROOM LUMINAIRE**

The Contractor shall disconnect and remove the existing fitting within the Bathroom and supply, install, connect and commission a new LED luminaire. The LED light fitting shall be uniform throughout the contract.



## **NEW PULL CORD SWITCH**

The contractor shall disconnect and remove the existing pull cord switch and supply, install, connect and commission a new pull cord switch. The fitting shall be uniform throughout the contract.

## **EXTRACT FANS (BATHROOMS)**

The provision for the bathroom extract fan may be wired from the lighting circuit. Care shall be exercised to ensure that fan units or connection units are installed so that they are inaccessible to persons using the bath. (Where existing fans are installed in contravention of this regulation, they shall not be reconnected, and the engineer shall be advised).

- H0746567 N&C Hush Wall Extractor Fan With Timer & Humidity Sensor - White

NB - The installation of fans is a provision that may not be required on all schemes. The AS's instruction shall be obtained for each contract.



## **MATERIALS CATALOGUE**

The following manufacturer shall be used unless otherwise agreed with the AS:

Nicholls & Clarke Group.

N&C Edmonton (140)

Units 10,11,14 & 15

Edmonton

London

N18 3AF

<https://www.nctilesandbathrooms.com/>

## **EARTH BONDING**

The contractor shall carry out all works necessary to upgrade the existing earthing and bonding arrangements within the bathroom to comply with the current edition of BS7671: 2001.

This work shall include the provision of an earth marshalling block adjacent to the distribution board, and connection of the same to the main incoming earth connection.

Where new earth cables will be exposed to view, they shall be enclosed in white PVC mini trunking.

## **TESTING AND INSPECTING**

Upon completion of the electrical installation, the contractor shall carry out a full periodic test and inspection of the complete electrical installation within each property and provide the test and inspection results on an N.I.C.E.I.C. test and inspection certificate.

If the property has been rewired as part of the contract, or prior to the start of the contract, then the contractor shall test and issue an electrical installation certificate for the new bathroom circuit

## RESIDENT'S INFORMATION BOOKLET

The contractor shall produce a Resident Information Booklet (RIB) relating to the whole bathroom installation. The RIB must incorporate the following information relating to gas and electrical installations:

- General precautions to be taken when using electrical equipment
- What action to be taken when an MCB/ RCD trips
- Precautions to be taken when fitting plug tops and the importance of fitting correctly sized fuses
- How to replace a fluorescent fitting. What to ask for when purchasing a new lamp. Importance of cleaning diffusers
- The manufacturer's leaflets for all smoke detectors, together with typed instructions on their operation and maintenance, all written in a clear form and sealed in PVC
- First Aid action in the event of an electric shock
- Gas safety in the home
- The need for annual gas servicing
- Fuel efficiency advice
- Saving water