

Terracotta Project Back of House Preliminaries

31 August 2017

Table of Contents

Title		Page
A10	PROJECT PARTICULARS	3
A11	TENDER AND CONTRACT DOCUMENTS	4
A12	THE SITE/ EXISTING BUILDINGS	5
A13	DESCRIPTION OF THE WORK	6
A20	JCT MINOR WORK BUILDING CONTRACT (MW)	7
A30	TENDERING/ SUBLETTING/ SUPPLY	10
A31	PROVISION, CONTENT AND USE OF DOCUMENTS	13
A32	MANAGEMENT OF THE WORKS	16
A33	QUALITY STANDARDS/ CONTROL	18
A34	SECURITY/ SAFETY/ PROTECTION	22
A35	SPECIFIC LIMITATIONS ON METHOD/ SEQUENCE/ TIMING	26
A36	FACILITIES/ TEMPORARY WORK/ SERVICES	27
A37	OPERATION/ MAINTENANCE OF THE FINISHED WORKS	28
A54	PROVISIONAL WORK/ ITEMS	29

A10 PROJECT PARTICULARS

110 THE PROJECT

- Name: Terracotta Project Back of House Works.
- Nature: Fit Out Works.
- Location: World Museum Liverpool .
- Length of contract: 9 weeks.

120 EMPLOYER (CLIENT)

- Name: National Museums Liverpool.
- Address: 127 Dale Street, Liverpool L2 2JH.
- Contact: Roy Forshaw.
- Telephone: 0151 478 4071.
- E-mail: roy.forshaw@liverpoolmuseums.org.uk.

130 PRINCIPAL CONTRACTOR (CDM)

- Name: TBC.
- Address: TBC.
- Contact: TBC.
- Telephone: TBC.
- E-mail: TBC.

140 ARCHITECT/ CONTRACT ADMINISTRATOR

- Name: TBC.
- Address: TBC.
- Contact: TBC.
- Telephone: TBC.
- E-mail: TBC.

160 QUANTITY SURVEYOR

- Name: TBC.
- Address: TBC.
- Telephone: TBC.

A11 TENDER AND CONTRACT DOCUMENTS

110 TENDER DRAWINGS

- The tender drawings are: as referred to in the tender documents.

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.

180 OTHER DOCUMENTS

- Inspection: Drawings and other documents relating to the Contract but not included in the tender documents may be seen by appointment during normal office hours at the office of 1 27 Dale Street, Liverpool L2 2JH.
- The documents include: Asbestos register.

A12 THE SITE/ EXISTING BUILDINGS

110 THE SITE

- Description: The building is a large national museum open to the public 7 days per week between 10.00 a.m. and 5.00 p.m..

120 EXISTING BUILDINGS ON/ ADJACENT TO THE SITE

- Description: A large public library adjoins the building. The Walker Art Gallery, County Sessions House and St Georges Hall are also situated on William Brown Street .

180 HEALTH AND SAFETY FILE

- Availability for inspection: The Health and Safety File for the site/ building may be seen by appointment during normal office hours at: 127 Dale Street, Liverpool L2 2JH.
- Other documents: Asbestos Register.
- Arrangements for inspection: via CA.

200 ACCESS TO THE SITE

- Description: The rear car park is accessed off Byrom Street. Personnel and materials via staff entrance using goods lift for deliveries.
- Limitations: Material deliveries before 10.00 a.m. or after 5.00 p.m. for some areas. Working hours are available from 8.00 a.m. - 8.00 p.m. subject to giving 24 hours notice.

210 PARKING

- Restrictions on parking of the Contractor's and employees' vehicles: there will be one parking space and room for one skip made available in the World Museum car park.

220 USE OF THE SITE

- General: Do not use the site for any purpose other than carrying out the Works.
- Limitations: Access for the delivery of materials to certain areas will only be available prior to 10.00 a.m. each day before the building opens to the public .

230 SURROUNDING LAND/ BUILDING USES

- General: Adjacent or nearby uses or activities are as follows:
 - The Surrounding buildings are used as Museums and Public Library. The building will be open to the public throughout the duration of the works and access to certain areas will be influenced by building opening times. .

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:
 - General public.
- Information: The accuracy and sufficiency of this information is not guaranteed by the Employer or the Employer's representative. 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: Ian Lindsey 0151 478 4762 .

A13 DESCRIPTION OF THE WORK

120 THE WORKS

- Description: Building partitions to temporary exhibition area, Bug House gallery, 5th floor lunch room, Natural History Centre, Welcolme Centre. Redecoration to various rooms. Floor carpets to selected areas and industrial carpet leaning to temporary exhibition area. .

130 WORK BY OTHERS CONCURRENT WITH THE CONTRACT

- Description: HVAC installation, partition installation to Old Entrance area, Fire detection and alarm upgrades, Exhibition first fix installation..

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: Internal fit out works including partitioning, floor finishes, redecoration, electrical and airconditioning works. .
- 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.

Third - PRICED DOCUMENTS

- Documents to be priced or provided by the Contractor: Contract specification.

THE 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 clause 4.2 - CONSTRUCTION INDUSTRY SCHEME (CIS)

- Employer at the Base Date is not a 'contractor' for the purposes of the CIS.

Fifth Recital - CDM REGULATIONS

- The project is notifiable.

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 applies. Where Supplemental Provision 6 applies, the respective nominees of the parties are:
 - Employer's nominee: TBC.
 - 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 do not apply.

Clause 2.3 - COMMENCEMENT AND COMPLETION

- Works Commencement date: 2nd October 2017.
- Date for Completion: 30th November 2017.

Clause 2.8 - LIQUIDATED DAMAGES

- At the rate of £150 per calendar week or pro-rata thereto.

Clause 2.10 - RECTIFICATION PERIOD

- Period: Twelve months from the date of practical completion.

Clause 4.3 - INTERIM PAYMENTS

- Interim Valuation Dates:
 - The first Interim Valuation Date is: one month after works commence.
 - 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 4.3 and 4.8 - FLUCTUATIONS PROVISION

- The following fluctuations provision applies: Schedule 2 (Contribution, levy and tax changes).
- Where Schedule 2 applies, the percentage addition (paragraph 13) is deleted.

Clause 4.8.1 - SUPPLY OF DOCUMENTATION FOR COMPUTATION OF AMOUNT TO BE FINALLY CERTIFIED

- Period: Three months from the date of practical completion.

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: £5,000,000.

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

- Clause 5.4C applies.
- Where clause 5.4.A or 5.4B applies. percentage to cover professional fees: 15 per cent.
- Where clause 5.4.C applies:
 - insurance arrangements - details of the required policy or policies: Government policy of non insurance as it applies to national Museums Liverpool. Any claim will be dealt with on its own merits and on the basis that strict liability applies.

Clause 7.2 - ADJUDICATION

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

THE CONDITIONS

SECTION 1: DEFINITIONS AND INTERPRETATION

SECTION 2: CARRYING OUT THE WORKS

SECTION 3: CONTROL OF THE WORKS

SECTION 4: PAYMENT

SECTION 5: INJURY, DAMAGE AND INSURANCE

SECTION 6: TERMINATION

SECTION 7: SETTLEMENT OF DISPUTES

EXECUTION

- The Contract: Will be executed as a deed.

CONTRACT GUARANTEE BOND

- Contract Guarantee Bond: not required.

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.
- 145 TENDERING PROCEDURE
- General: In accordance with the principles of: Contract Finder documentation.
 - Arithmetical errors: Pricing document is dominant.
- 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 1 month.
 - Date for possession/ commencement: See section A20.

PRICING/ SUBMISSION OF DOCUMENTS

- 210 PRELIMINARIES IN THE SPECIFICATION
- 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.
- 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.

510 ALTERNATIVE METHOD TENDERS

- General: In addition to and at the same time as tendering for the Works as defined in the tender documents, alternative methods of construction/ installation may be submitted for consideration. Alternatives, which would involve significant changes to other work, may not be considered.
- Alternative tenders: Such alternatives will be deemed to be alternative tenders and each must include a complete and precise statement of the effects on cost and programme.
- Safety method statement: Carry out a health and safety risk assessment for each alternative and where appropriate provide a safety method statement suitable for incorporation in the Health and Safety Plan.
- Full technical data: Submit for each alternative together with details of any consequential amendments to the design and/ or construction of other parts of the Works.
- Submit: With 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 organisation 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 contractor's 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: Within one week of request.

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 pre-construction 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.

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: All appliances or things of whatsoever nature required in or about the construction for 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.
- 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.

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 firm under whose name the particular product is marketed.
 - Product reference: The proprietary brand name and/ or reference by which the particular product is identified.
- Currency: References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.

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.

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.

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.

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.

150 OWNERSHIP

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

PROGRAMME/ PROGRESS

210 PROGRAMME

- 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.

245 START OF WORK ON SITE

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

250 MONITORING

- Progress: Record on a copy of the programme kept on site.
- Avoiding delays: If any circumstances arise which may affect the progress of the Works submit proposals or take other action as appropriate to minimize any delay and to recover any lost time.
- Key Performance Indicators:
 - Details: Budget and Programme.
 - Record progress against each of the KPIs. If performance against KPI falls short of target, submit proposals for remediation.

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: on 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.

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 complete.
- 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.

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.

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.

SERVICES GENERALLY

410 SERVICES REGULATIONS

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

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: Two days.
- 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.

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 to Employer with itemized schedule, retaining duplicate schedule signed by Employer as a receipt.

730 MAKING GOOD DEFECTS

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

A34 SECURITY/ SAFETY/ PROTECTION

SECURITY, HEALTH AND SAFETY

140 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN

- Submission: Present to the Employer/ Client no later than before commencing work.
- 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.

150 SECURITY

- Protection: Safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft.
- Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.
- Special requirements: refer to security instructions.

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: The museum will be open to the general public between 10.00 and 17.00. NML staff will be working within the building as from 7.00. Access for delivering materials to certain areas of work will be limited to before 10.00 .
- 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.

180 ACCESS CONTROL

- Controlled areas: refer to attached security instructions.
- Control type: Pass card.
- Authorised persons: Submit a list of the names of all persons requiring access together with any other related information reasonably required.
- Return of credentials: When requested or on completion of the work to which the controlled area relates.

190 OCCUPIER'S RULES AND REGULATIONS

- Compliance: Conform to the occupier's rules and regulations affecting the site.
- Copies:
 - Location: on site.
 - Arrangements for inspection: CA.

220 WORKING PRECAUTIONS/ RESTRICTIONS

- Hazardous areas: Operatives must take precautions as follows:
 - Work area: N/A.
 - Precautions: N/A.
- Permit to work: Operatives must comply with procedures in the following areas:
 - Work area: All areas.
 - Procedures: Hot work permit required.

PROTECT AGAINST THE FOLLOWING

330 NOISE AND VIBRATION

- Standard: Comply with the recommendations of BS 5228-1, in particular clause 7.3, to minimize noise levels during the execution of the Works.
- Noise levels from the Works: Maximum level: 85 dB(A) when measured from site.
- Equipment: Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.
- Restrictions: Do not use:
 - Percussion tools and other noisy appliances without consent during the hours of 10.00 - 17.00.
 - Radios or other audio equipment or permit employees to use in ways or at times that may cause nuisance.

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.

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 POWER 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.

560 EXISTING FEATURES

- Protection: Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features, which are to remain in position during execution of the Works.
- Special requirements: all areas.

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.

610 ESPECIALLY VALUABLE/ VULNERABLE ITEMS

- Protection: Ensure provision and maintenance of special protective measures to prevent damage to the following:
 - Remaining exhibition cabinets.
- Method statement: Submit within one week of request describing special protection to be provided.

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.

A35 SPECIFIC LIMITATIONS ON METHOD/ SEQUENCE/ TIMING

130 METHOD/ SEQUENCE OF WORK

- Specific Limitations: Include the following in the programme:
 - As indicated on provisional programme.

160 USE OR DISPOSAL OF MATERIALS

- Specific limitations: Via goods lift in some cases prior to 10.00 a.m..

170 WORKING HOURS

- Specific limitations: 8.00 a.m. - 5.00 p.m..

A36 FACILITIES/ TEMPORARY WORK/ SERVICES

GENERALLY

110 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

- Accommodation made available by the Employer: The following may be used for the duration of the Contract without charge provided that:
 - It is used solely for the purposes of carrying out the Works.
 - The use to which it is put does not involve undue risk of damage.
 - Any temporary adaptations are approved by or on behalf of the Employer before being carried out.
 - It is vacated on completion of the Works or determination of the Contract.
 - When vacated, its condition is at least equivalent to its condition at the start of the Contract.
- Description: Working area.
- Available services and facilities: public and staff toilet. Staff mess facilities..

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 Employer's mains may be used for the Works as follows:
 - Metering: Free of charge.
 - Point of supply: on site.
 - Available capacity: TBC.
 - Frequency: 50 Hz.
 - Phase: single.
 - Current: Alternating.
- Continuity: The Employer will not be responsible for the consequences of failure or restriction in supply.

430 WATER

- Supply: The Employer's mains may be used for the Works as follows:
 - Metering: Free of charge.
 - Source: on site.
 - Location of supply point: TBC.
 - Conditions/ Restrictions: use only for tendered works.
- Continuity: The Employer will not be responsible 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.

A37 OPERATION/ MAINTENANCE OF THE FINISHED WORKS

GENERALLY

115 THE HEALTH AND SAFETY FILE

- Responsibility: the contractor.
- Content: Obtain and provide the following information: as built drawings, electrical test certificates, manufacturers information.
- Format: hard and electronic copies
- Delivery to: NML By (date): one month after completion.

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.

A54 PROVISIONAL WORK/ ITEMS

110 PROVISIONAL SUMS FOR DEFINED WORK

- Item: Ceiling fixings for HVAC cassetts..
- Description of work: take out area of ceiling to expose structure to fit supports for 18no 800 x 800 HVAC units..
- Provisional Sums: Include £10,000.
- Allow for general attendance.

590 CONTINGENCIES

- Provisional sum: Include: £6,000.

Terracotta project Back of House Works

31 August 2017

G20 Carpentry/ timber framing/ first fixing

2 TIMBER PROCUREMENT

- Timber (including timber for wood based products): Obtained from well managed forests/ plantations in accordance with:
 - The laws governing forest management in the producer country or countries.
 - International agreements such as the Convention on International Trade in Endangered Species of wild fauna and flora (CITES).
- Documentation: Provide either:
 - Documentary evidence (which has been or can be independently verified) regarding the provenance of all timber supplied, or
 - Evidence that suppliers have adopted and are implementing a formal environmental purchasing policy for timber and wood based products.

5 STRUCTURAL SOFTWOOD FOR STRUCTURAL USE GENERALLY

- Grading standard: To BS 4978, BS EN 14081-1, or other national equivalent and so marked.
 - Timber of a target thickness less than 100 mm and not specified for wet exposure: Graded at an average moisture content not exceeding 20% with no reading being in excess of 24% and clearly marked as 'DRY' or 'KD' (kiln dried).
 - Timber graded undried (green) and specified for installation at higher moisture contents: Clearly marked as 'WET' or 'GRN'.
- Strength class to BS EN 338: C16.
- Treatment: Organic solvent impregnation to NBS section Z12 and Wood Protection Association Commodity Specification C8, Service life: 40 years.

10 UNGRADED SOFTWOOD FOR INTERNAL NONSTRUCTURAL USE

- Quality of timber: Free from decay, insect attack (except pinhole borers) and with no knots wider than half the width of the section.
- Surface finish: Sawn.
- Treatment: CCA impregnation to NBS section Z12 and Wood Protection Association Commodity Specification C5, Service life: 40 years.

30 SELECTION AND USE OF TIMBER

- Timber members damaged, crushed or split beyond the limits permitted by their grading: Do not use.

32 NOTCHES, HOLES AND JOINTS IN TIMBER

- Notches and holes: Position in relation to knots or other defects such that the strength of members will not be reduced.
- Scarf joints, finger joints and splice plates: Do not use without approval.

35 PROCESSING TREATED TIMBER

- Cutting and machining: Carry out as much as possible before treatment.
- Extensively processed timber: Retreat timber sawn lengthways, thickened, planed, ploughed, etc.
- Surfaces exposed by minor cutting/ drilling: Treat with two flood coats of a solution recommended by main treatment solution manufacturer.

40 MOISTURE CONTENT

- Moisture content of wood and wood based products at time of installation: Not more than:
 - Covered in generally unheated spaces: 24%.
 - Covered in generally heated spaces: 20%.
 - Internal in continuously heated spaces: 20%.

43 BOLTED JOINTS

- Bolt spacings (minimum): To BS EN 1995-1-1, section 8.5.
- Holes for bolts: Located accurately and drilled to diameters as close as practical to the nominal bolt diameter and not more than 2 mm larger.
- Washers: Placed under bolt heads and nuts that would otherwise bear directly on timber. Use spring washers in locations which will be hidden or inaccessible.
- Bolt tightening: So that washers just bite the surface of the timber. Ensure that at least one complete thread protrudes from the nut.
 - Checking: At agreed regular intervals. Tighten as necessary.

45 FRAMING ANCHORS

- Manufacturer: Contractor's choice.
 - Product reference: Contractor's choice.
- Material/ finish: Galvanized low carbon steel.
- Fasteners: Galvanized or sherardized square twist nails.
 - Size: Not less than size recommended by anchor manufacturer.
- Fixing: Secure using not less than the number of nails recommended by anchor manufacturer.

50 ADDITIONAL SUPPORTS

- Provision: Position and fix additional studs, noggings and/ or battens to support edges of sheet materials, and wall/ floor/ ceiling mounted appliances, fixtures, etc. shown on drawings.
- Material properties: Timber to be of adequate size and have the same treatment as adjacent timber supports.

K10 Gypsum board dry linings/ partitions/ ceilings

15 LINING ON TIMBER STUD PARTITIONS

- Substrate: Studs at 450mm centres.
- Linings: 9mm class C MDF with camfered and filled joints.
 - Recycled content: Submit proposals.
- Fixing: Screws at 300 mm centres.
- Finishing: Seamless jointing.
 - Primer/ Sealer: As recommended by board manufacturer for a paint finish.
 - Accessories: Metal beads/ stops recommended by board manufacturer.

69 INSTALLING BEADS/ STOPS

- Cutting: Neatly using mitres at return angles.
- Fixing: Securely using longest possible lengths, plumb, square and true to line and level, ensuring full contact of wings with substrate.
- Finishing: After joint compounds/ plasters have been applied, remove surplus material while still wet from surfaces of beads exposed to view.

70 ADDITIONAL SUPPORTS

- Framing: Accurately position and securely fix to give full support to:
 - Partition heads running parallel with, but offset from main structural supports.
 - Fixtures, fittings and services.
 - Board edges and lining perimeters.

90 SEAMLESS JOINTING

- Filling and taping: Fill joints, gaps and internal angles with jointing compound and cover with continuous lengths of tape, fully bedded.
- Finishing: Feather out jointing compound to give a flush, smooth, seamless surface.
- Nail/ screw depressions and minor indents: Fill to give a flush surface.

L10 Windows/ Rooflights/ Screens/ Louvres

5 TIMBER PROCUREMENT

- Timber (including timber for wood-based products): Obtained from well-managed forests and/ or plantations in accordance with:
 - The laws governing forest management in the producer country or countries.
 - International agreements such as the Convention on International Trade in Endangered Species of wild fauna and flora (CITES).
- Documentation: Provide either:
 - Documentary evidence (which has been or can be independently verified) regarding the provenance of all timber supplied.
 - Evidence that suppliers have adopted and are implementing a formal environmental purchasing policy for timber and wood-based products.
- Certification scheme: UK Timber procurement policy Category A evidence certification scheme.
 - Other evidence: None.

56 GLAZED SCREEN SYSTEM WOOD

- Location: 5th floor lunch room.
- Manufacturer: Contractor's choice.
 - Product reference: Contractor's choice.
- Screen height: 2.8m.
- Fire resistance rating of complete system: To BS 476-22, 30/30 minutes integrity/ insulation .
- Materials:
 - Frames: Softwood.
Finish: Black stain to match adjoining screen.
 - Panels: Plywood.
Finish: Black stain to match adjoining screen.
- Thermal performance: N/A.
- Glazing details: Single glazed Pilkington Optilam 6.4mm laminated glass ..
- Incorporated features: Double doors to match screen.
- Accessories/ Other requirements: N/A.
- Fixing: Screw fixed and pelleted.

65 PRIMING/ SEALING

- Wood surfaces inaccessible after installation: Prime or seal as specified before fixing components.

75 SEALANT JOINTS

- Sealant:
 - Manufacturer: Contractor's choice.
Product reference: Contractor's choice.
 - Colour: black.
 - Application: As section Z22 to prepared joints. Finish triangular fillets to a flat or slightly convex profile.

80 IRONMONGERY

- Fixing: In accordance with any third party certification conditions applicable. Assemble and fix carefully and accurately using fasteners with matching finish supplied by ironmongery manufacturer. Do not damage ironmongery and adjacent surfaces.
- Checking/ adjusting/ lubricating: Carry out at completion and ensure correct functioning.

L20 Doors/ shutters/ hatches

10 TIMBER PROCUREMENT

- Timber (including timber for wood-based products): Obtained from well-managed forests and/ or plantations in accordance with:
 - The laws governing forest management in the producer country or countries.
 - International agreements such as the Convention on International Trade in Endangered Species of wild fauna and flora (CITES).
- Documentation: Provide either:
 - Documentary evidence (which has been or can be independently verified) regarding the provenance of all timber supplied.
 - Evidence that suppliers have adopted and are implementing a formal environmental purchasing policy for timber and wood-based products.
- Certification scheme: Not applicable.
- Other evidence: None.

20 WOOD FLUSH DOORS FD30S FIRE RESISTING AND SMOKE CONTROL

- Manufacturer: Contractor's choice.
 - Product reference: Contractor's choice.
- Facings: Interior grade plywood.
- Lippings: Exposed lippings to long edges.
- Preservative treatment: Not required.
- Finish as delivered: Full factory finish.
- Glazing/ Infill details: Clear fire-resisting glazing.
 - Manifestation: Not required.
 - Beading: Internal.
- Thermal performance (U-value maximum): Manufacturer's standard.
- Other requirements: None.

50 WOOD DOOR FRAMES INTERNAL DOUBLE

- Manufacturer: Contractor's choice.
 - Product reference: Contractor's choice.
- Species: Softwood.
- Preservative treatment: Required.
- Finish as delivered: Full factory finish.
- Perimeter seals: Fire and smoke seal.
- Thermal performance: Unrated.
- Fixing: Plugged and screwed.
 - Spacing of fixings (frames not predrilled): Maximum 150 mm from ends of each jamb, adjacent to each hanging point and at 600 mm maximum centres.

52 WOOD DOOR FRAMES INTERNAL DOUBLE

- Materials: Generally to BS EN 942.
 - Species: Softwood.
 - Appearance class: J10.
- Assembly:
 - Adhesive: PVAC to BS EN 204, Class D4.
 - Joinery workmanship: As section Z12.
- Preservative treatment: Organic solvent as section Z12 and BWPDA Commodity Specification C5; Desired service life: 30 years.
- Moisture content on delivery: 12-16%.
- Finish as delivered: Prepared and primed, as section M60.
- Perimeter seals: Not required..
- Thermal performance: NA.
- Fixing: Plugged and screwed.
 - Spacing of fixings (frames not predrilled): Maximum 150 mm from ends of each jamb, adjacent to each hanging point and at 600 mm maximum centres.

70 FIRE AND SMOKE RESISTANCE

- Requirement: Specified performance to be the minimum period attained when tested for integrity in accordance with BS 476-22, BS EN 1634-1 or BS EN 1634-3.
- Components and assemblies will be marked to the relevant product standard and/ or third party certification rating.

75 FIRE RESISTING/ SMOKE CONTROL DOORS/ DOORSETS

- Gaps between frames and supporting construction: Filled as necessary in accordance with door/ doorset manufacturer's instructions.

80 SEALANT JOINTS

- Sealant:
 - Manufacturer: Contractor's choice .
 - Product reference: Contractor's choice .
 - Colour: Black .
 - Application: As section Z22 to prepared joints. Triangular fillets finished to a flat or slightly convex profile.

85 FIXING IRONMONGERY GENERALLY

- Fasteners: Supplied by ironmongery manufacturer.
 - Finish/ Corrosion resistance: To match ironmongery.
- Holes for components: No larger than required for satisfactory fit/ operation.
- Adjacent surfaces: Undamaged.
- Moving parts: Adjusted, lubricated and functioning correctly at completion.

L40 General glazing

10 WORKMANSHIP AND POSITIONING GENERALLY

- Glazing:
 - Generally: In accordance with BS 6262 series.
 - Integrity: Wind and watertight under all conditions. Make full allowance for deflections and other movements.
- Glass:
 - Standards: Generally to BS 952 and to the relevant parts of:
 - BS EN 572 for basic soda lime silicate glass.
 - BS EN 1096 for coated glass.
 - BS EN 12150 for thermally toughened soda lime silicate glass.
 - BS EN ISO 12543 for laminated glass.
 - Quality: Free from scratches, bubbles and other defects.
 - Dimensional tolerances: Panes/ sheets to be accurately sized.
- Material compatibility: Glass/ plastics, surround materials, sealers primers and paints/ clear finishes to be compatible. Comply with glazing/ sealant manufacturers' recommendations.

30 PREPARATION

- Surrounds, rebates, grooves and beads: Clean and prepare before installing glazing; ensure compliance with any certified installation requirements.

50 BEAD FIXED SINGLE GLAZING 5th floor lunch room

- Pane material: 6.5 mm laminated safety glass .
- Surround/ bead: Softwood .
 - Preparation: Priming/ sealing not required .
 - Bead location: Inside .
 - Bead fixing: pins .
- Glazing compound: Nonsetting compound .
- Glazing installation:
 - Glass: Located centrally in surround using setting and location blocks and distance pieces.
 - Finished thickness of back bedding after inserting glazing (minimum): 3 mm.
 - Front bedding: Applied to fill voids.
 - Beads: Bedded in glazing compound and fixed securely.
 - Visible edge of glazing compound: Finish internally and externally with a smooth chamfer.

M50 Rubber/ plastics/ cork/ lino/ carpet tiling/ sheeting

- 15 CARPET TILING To areas indicated on drawing
- Base: Existing ..
 - Preparation: Remove existing floor tiles.
 - Fabricated underlay: Existing floor surface.
 - Carpet tiles to BS EN 1307: Cut pile.
 - Manufacturer: Desso Ltd 01235 554848.
 - Product reference: Pallas -XL.
 - Recycled content: Submit proposals.
 - Size: 600 x 600 mm.
 - Colour/ pattern: as finishes schedule.
 - Method of laying: Fully adhere all tiles with release adhesive recommended by tile manufacturer..
- 60 SETTING OUT TILES
- Method: Set out from centre of area/ room so that wherever possible:
 - Tiles along opposite edges are of equal size.
 - Edge tiles are more than 50% of full tile width.
- 65 LAYING COVERINGS
- Base/ substrate condition: Rigid, dry, smooth, free from grease, dirt and other contaminants.
 - Use a primer where recommended by adhesive manufacturer. Allow to dry thoroughly.
 - Adhesive: As specified, as recommended by covering manufacturer or, as approved.
 - Conditioning of materials prior to laying: As recommended by manufacturer.
 - Environment: Before, during and after laying, provide adequate ventilation and maintain temperature and humidity approximately at levels which will prevail after building is occupied.
 - Finished coverings: Accurately fitted, tightly jointed, securely bonded, smooth and free from air bubbles, rippling, adhesive marks, stains, trowel ridges and high spots.
- 70 EDGINGS AND COVER STRIPS
- Manufacturer: Contractor's choice .
 - Product reference: Contractor's choice .
 - Material/ finish: as finishes schedule .
 - Fixing: Secure (using matching fasteners where exposed to view) with edge of covering gripped.
- 85 WASTE
- Spare covering material: Retain suitable material for patching. On completion submit pieces for selection. Hand over selected pieces to Employer.

M60 Painting/ clear finishing

- 10 EMULSION PAINT Wall and ceiling surfaces
 - Manufacturer: Dulux.
 - Product reference: Contractor's choice.
 - Surfaces: Plaster and wall board.
 - Preparation: Submit method statement.
 - Initial coats: As recommended by manufacturer.
 - Number of coats: 1.
 - Undercoats: As recommended by manufacturer.
 - Number of coats: 1.
 - Finishing coats: Matt vinyl.
 - Number of coats: 2.

- 12 GLOSS PAINT TO INTERNAL EXPOSED SOFTWOOD
 - Manufacturer: Dulux.
 - Product reference: Contractor's choice.
 - Surfaces: Previously decorated.
 - Preparation: Degrease and provide key.
 - Initial coats: As recommended by manufacturer.
 - Number of coats: 1.
 - Undercoats: As recommended by manufacturer.
 - Number of coats: 1.
 - Finishing coats: Full gloss.
 - Number of coats: 2.

- 14 EGGSHELL/ SATIN PAINT TO INTERNAL EXPOSED SOFTWOOD
 - Manufacturer: Dulux.
 - Product reference: Contractor's choice.
 - Surfaces: Previously decorated.
 - Preparation: Degrease and provide key.
 - Initial coats: As recommended by manufacturer.
 - Number of coats: 1.
 - Undercoats: As recommended by manufacturer.
 - Number of coats: 1.
 - Finishing coats:
 - Number of coats: 2.

- 16 DECORATIVE WOODSTAIN/ VARNISH/ PRESERVATIVE Glazed frame to 5th floor lunch room
 - Manufacturer: Contractor's choice.
 - Product reference: Contractor's choice.
 - Surfaces: Timber.
 - Preparation: Submit method statement.
 - Initial coats: 1.
 - Number of coats: As recommended by manufacturer.
 - Finishing coats: Black woodstain.
 - Number of coats: 2.

- 25 SURFACES NOT TO BE COATED
 - Service equipment .

- 26 SURFACES TO BE CLEANED BUT NOT COATED
- Air conditioning equipments and air vents. .
 - Suspected hazardous materials: submit method statement.
- 30 PREPARATION GENERALLY
- Standard: In accordance with BS 6150.
 - Refer to any pre-existing CDM Health and Safety File and CDM Construction Phase Plan where applicable.
 - Risk assessment and method statement for hazardous materials: Prepare for operations, disposal of waste, containment and reoccupation, and obtain approval before commencing work.
 - Preparation materials: Types recommended by their manufacturers and the coating manufacturer for the situation and surfaces being prepared.
 - Substrates: Sufficiently dry in depth to suit coating.
 - Efflorescence salts, dirt, grease and oil: Remove.
 - Surface irregularities: Provide smooth finish.
 - Organic growths and infected coatings:
 - Remove with assistance of biocidal solution.
 - Apply residual effect biocidal solution to inhibit regrowth.
 - Joints, cracks, holes and other depressions: Fill with stoppers/ fillers. Provide smooth finish.
 - Dust, particles and residues from preparation: Remove and dispose of safely.
 - Doors, opening windows and other moving parts:
 - Ease, if necessary, before coating.
 - Prime resulting bare areas.
- 32 PREVIOUSLY COATED SURFACES GENERALLY
- Preparation: In accordance with BS 6150, clause 11.5.
 - Contaminated or hazardous surfaces: Give notice of:
 - Coatings suspected of containing lead.
 - Substrates suspected of containing asbestos or other hazardous materials.
 - Significant rot, corrosion or other degradation of substrates.
 - Risk assessment and method statement for hazardous materials: Prepare for operations, disposal of waste, containment and reoccupation, and obtain approval before commencing work.
 - Removing coatings: Do not damage substrate and adjacent surfaces or adversely affect subsequent coatings.
 - Loose, flaking or otherwise defective areas: Carefully remove to a firm edge.
 - Alkali affected coatings: Completely remove.
 - Retained coatings:
 - Thoroughly clean.
 - Gloss coated surfaces: Provide key.
 - Partly removed coatings: Apply additional preparatory coats.
 - Completely stripped surfaces: Prepare as for uncoated surfaces.
- 35 FIXTURES AND FITTINGS
- Risk assessment and method statement for hazardous materials: Prepare for operations, disposal of waste, containment and reoccupation, and obtain approval before commencing work.
 - Removal: Before commencing work: Ironmongery, coverplates, grilles, wall clocks, and other surface mounted fixtures.
 - Replacement: Refurbish as necessary, refit when coating is dry.

37 WOOD PREPARATION

- General: Provide smooth, even finish with lightly rounded arrises.
- Degraded or weathered surface wood: Take back surface to provide suitable substrate.
- Degraded substrate wood: Repair with sound material of same species.
- Heads of fasteners: Countersink sufficient to hold stoppers/ fillers.
- Resinous areas and knots: Apply two coats of knotting.
- Defective primer: Take back to bare wood and reprime.

39 STEEL PREPARATION

- Corrosion and loose scale: Take back to bare metal.
- Residual rust: Treat with a proprietary removal solution.
- Bare metal: Apply primer as soon as possible.

43 PLASTER PREPARATION

- Nibs, trowel marks and plaster splashes: Scrape off.
- Overtrowelled 'polished' areas: Provide suitable key.

61 COATING GENERALLY

- Application standard: In accordance with BS 6150, clause 9.
- Conditions: Maintain suitable temperature, humidity and air quality.
- Surfaces: Clean and dry at time of application.
- Thinning and intermixing: Not permitted unless recommended by manufacturer.
- Priming coats: Apply as soon as possible on same day as preparation is completed.
- Finish:
 - Even, smooth and of uniform colour.
 - Free from brush marks, sags, runs and other defects.
 - Cut in neatly.
- Doors, opening windows and other moving parts: Ease before coating and between coats.

68 STAINING WOOD

- Primer: Apply if recommended by stain manufacturer.
- Application: Apply in flowing coats and brush out excess stain to produce uniform appearance.

75 BEAD GLAZING TO COATED WOOD

- Before glazing: Apply first two coats to rebates and beads.

P21 Door/ window ironmongery

2 QUANTITIES AND LOCATIONS

- Quantities and locations of ironmongery are in the door schedule .
- Fixing: As sections L10 and L20.

8 DOOR HINGES All New Doors

- Manufacturer: Contractor's choice .
 - Product reference: Contractor's choice .
- Type: As schedule .
- Size: As schedule .
- Material/ finish: Aluminium .
- Other requirements: None .

12 OVERHEAD DOOR CLOSERS to all new doors

- Standard: To BS EN 1154.
 - Devices to fire/ smoke control doors: CE marked.
- Manufacturer: Briton .
 - Product reference: 2110 .
- Power size: Adjustable 2-6 .
- Other functions: Delayed closing .
- Casing finish: Anodized, colour satin .
- Operational adjustment:
 - Variable power: Matched to size, weight and location of doors. Fully closing latched doors and holding unlatched doors closed.
 - Closing against smoke seals of fire doors: Positive. No gaps.

24 DOOR LOCKS TBC

- Standard: To BS EN 12209.
- Manufacturer: TBC .
 - Product reference: TBC
- Type: TBC .
- Backset: TBC .
- Material/ finish: TBC .
- Keying: TBC .

34 DOOR BOLTS To Double doors

- Standard: To BS EN 12051.
- Manufacturer: Briton .
 - Product reference: 4735.R.20.202 202mm x 20mm Radiused .
- Type: Slide action flush .
- Size: 200 mm .
- Material/ finish: Satin stainless steel, grade 1.4301 (304) .

38 LEVER HANDLES New doors

- Standard: To BS EN 1906.
- Manufacturer: Briton .
 - Product reference: 4701.22.140 .
- Style: Round pattern with return to door .
- Size: 20 mm diameter .
- Material/ finish: Satin stainless steel, grade 1.4301 (304) .
- Mounting: Sprung rose .

- 42 PULL HANDLES As door schedule
- Standard: To BS 8424.
 - Manufacturer: Briton.
 - Product reference: 4700 series ref 4721.22.300.
 - Shape: D handle.
 - Diameter: 22 mm.
 - Distance between centres: 300 mm.
 - Material/ finish: Satin anodized aluminium.
 - Mounting: Bolt through.
- 44 PUSH PLATES to all doors
- Manufacturer: Briton .
 - Product reference: 4700 series 4730.75.375 .
 - Size: 375 x 75 .
 - Material/ finish: Satin stainless steel, grade 1.4301 (304) .
 - Mounting: Face fix .
- 46 KICK PLATES all doors
- Manufacturer: Briton .
 - Product reference: 4761.304 .
 - Size: 300mm high .
 - Material/ finish: Satin stainless steel, grade 1.4301 (304) .
 - Mounting: Face fix .
- 48 ESCUTCHEONS To locked doors
- Manufacturer: Briton .
 - Product reference: 4713.4 .
 - Material/ finish: Satin stainless steel, grade 1.4301 (304) .
 - Keyhole type: To suit specified lock .
- 50 DOOR STOPS to all doors
- Manufacturer: Briton .
 - Product reference: 4741 .
 - Type: Floor mounted black rubber centre fixing .

P31 Holes, chases, covers and supports for services

10 HOLES, RECESSES AND CHASES IN MASONRY

- Locations: To maintain integrity of strength, stability and sound resistance of construction.
- Sizes: Minimum needed to accommodate services.
 - Holes (maximum): 300 mm².
- Walls of hollow or cellular blocks: Do not chase.
- Walls of other materials:
 - Vertical chases: No deeper than one third of single leaf thickness, excluding finishes.
 - Horizontal or raking chases: No longer than 1 m. No deeper than one sixth of the single leaf thickness, excluding finishes.
- Chases and recesses: Do not set back to back. Offset by a clear distance at least equal to the wall thickness.
- Cutting: Do not cut until mortar is fully set. Cut carefully and neatly. Avoid spalling, cracking and other damage to surrounding structure.

20 NOTCHES AND HOLES IN STRUCTURAL TIMBER

- General: Avoid if possible.
- Sizes: Minimum needed to accommodate services.
- Position: Do not locate near knots or other defects.
- Notches and holes in same joist: Minimum 100 mm apart horizontally.
- Notches in joists:
 - Position: Locate at top. Form by sawing down to a drilled hole.
 - Depth (maximum): 0.15 x joist depth.
 - Distance from supports: Between 0.1 and 0.2 x span.
- Holes in joists:
 - Position: Locate on neutral axis.
 - Diameter (maximum): 0.25 x joist depth.
 - Centres (minimum): 3 x diameter of largest hole.
 - Distance from supports: Between 0.25 and 0.4 of span.
- Notches in roof rafters, struts and truss members: Not permitted.
- Holes in struts and columns: Locate on neutral axis.
 - Diameter (maximum): 0.25 x minimum width of member.
 - Centres (minimum): 3 x diameter of largest hole.
 - Distance from ends: Between 0.25 and 0.4 of span.

30 PIPE SLEEVES

- Material: Match pipeline.
- Sleeves: Extend through full thickness of wall or floor. Position accurately.
 - Clearance around service (maximum): 20 mm or diameter of service, whichever is the lesser.
- Installation: Bed solid.

Z10 Purpose made joinery

10 FABRICATION

- Standard: To BS 1186-2.
- Sections: Accurate in profile and length, and free from twist and bowing. Formed out of solid unless shown otherwise.
 - Machined surfaces: Smooth and free from tearing, wooliness, chip bruising and other machining defects.
- Joints: Tight and close fitting.
- Assembled components: Rigid. Free from distortion.
- Screws: Provide pilot holes. Heads of countersunk screws sunk at least 2 mm below surfaces visible in completed work.
- Adhesives: Compatible with wood preservatives applied and end uses of timber.

20 CROSS SECTION DIMENSIONS OF TIMBER

- General: Dimensions on drawings are finished sizes.
- Maximum permitted deviations from finished sizes:
 - Softwood sections: To BS EN 1313-1.
 - Hardwood sections: To BS EN 1313-2.

30 PRESERVATIVE TREATED WOOD

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

40 MOISTURE CONTENT

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

50 FINISHING

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

Z20 Fixings and adhesives

10 FIXINGS AND FASTENERS 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 or sleeves to avoid bimetallic corrosion.
- General usage: To recommendations of fastener manufacturers and/ or manufacturers of components, products or materials fixed and fixed to.
- Fixings: To be in straight lines, at regular centres.

25 FASTENER DURABILITY

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

30 FIXINGS THROUGH FINISHES

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

35 PACKINGS

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

40 CRAMP FIXINGS

- Fasteners: Fix cramps to frames with screws of same material as cramps.
- Fixings in masonry work: Fully bed in mortar.

50 PELLETTED COUNTERSUNK SCREW FIXINGS

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

55 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.

60 APPLYING ADHESIVES

- Surfaces: Clean. 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.

Z22 Sealants

EXECUTION

61 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.

62 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.

63 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.

PROJECT SPECIFICATION

TERRACOTTA PROJECT BACK OF HOUSE WORKS

at

**THE WORLD MUSEUM
WILLIAM BROWN STREET
LIVERPOOL**

for

NATIONAL MUSEUMS LIVERPOOL

National Museums Liverpool
Estate Management
127 Dale Street
Liverpool
L2 2JH

August 2017
Tender

C O N T E N T S

- 1.0 Preliminaries & Preambles**
- 2.0 Specification**
- 3.0 Provisional Sums**
- 4.0 Contingencies**
- 5.0 Tender Summary**

SPECIFICATION

Generally

The standard of works shall be in compliance with the current British Standards and shall be executed to the entire satisfaction of the surveyor

2.1 Joinery work

Demolition Work

Assist in the dismantling of display cases to bug house and dispose of materials.

£

Form new partitioning using timber studwork at 450mm centres to locations shown on tender drawings. Partitioning to be lined with 9mm class C MDF boarding with chamfered and filled joints in preparation for redecoration.

£

Partition Locations

Temporary Exhibition

Cloak Room

Take down and cart away existing stud partition next to proposed Collection Area.

£

Construct 100 x 75mm stud partition plated both sides with 9mm MDF board with chamfered joints ready for filling during decoration. Studding to be 3.44m high and to include for 2 no hatches and 2 no door opening.

£

Supply and fit 600 x 28mm laminated worktop with round edge profile with stainless steel leg supports to 2 no hatchways.

£

Collection Area

Form new partitioning using timber studwork at 450mm centres to locations shown on tender drawing extending to underside of ceiling. Partitioning to be lined with 9mm class C MDF boarding with chamfered and filled joints in preparation for redecoration. Include for one double door opening.

£

TO COLLECTION £

Crate Store

Form new partitioning using timber studwork at 450mm centres to locations shown on tender drawing extending to underside of ceiling . Partitioning to be lined with 9mm class C MDF boarding with chamfered and filled joints in preparation for redecoration. Studwork to extend over previously relocated panel lock system. Allow for forming double door opening to partition adjoining information desk.

£

Information Desk

Construct 100 x 75mm stud partition plated both sides with 9mm MDF board with chamfered joints ready for filling during decoration. Studding to be 3.44m high and to include for an opening for a split level information desk, single door opening and a 1000 x 500 Georgian wired glazed vision panel to partition.

£

Supply and fit 600 x 28mm laminated worktop with round edge profile with stainless steel leg supports to information desk. Worktop to be split height to comply with DDA..

£

School Overflow Room

Construct 100 x 75mm stud partition plated both sides where necessary with 9mm MDF board with chamfered joints ready for filling during decoration. Studding to be 3.44m high and to include for double door opening.

£

HVAC Room

Construct 100 x 75mm stud partition plated both sides with 9mm class C MDF board with chamfered joints ready for filling during decoration extending to underside of ceiling.

£

Bug House

Construct 100 x 75mm stud partition plated both sides with 9mm class C MDF board with chamfered joints ready for filling during decoration extending to underside of 2 no openings. Allow for 1 no double door opening.

£

Natural History Centre

Construct 100 x 75mm stud partitions plated both sides with 9mm class C MDF board with chamfered joints ready for filling during decoration extending to underside of 2 no openings. Allow for 1 no double door opening and 1 no single door opening.

£

TO COLLECTION

£

Ground Floor Welcome Centre.

Construct 100 x 75mm stud partition plated both sides with 9mm class C MDF board with chamfered joints ready for filling during decoration extending to underside of ceiling.

£

Goods Lift lobby

Construct 100 x 75mm stud partitions plated both sides with 9mm class C MDF board with chamfered joints ready for filling and decoration. Height of partition to be 2.3m with ceiling lined both sides extending over top of exiting electrical control gear. Allow for 1no double door opening.

£

5TH Floor Lunch Room.

Carefully cut back wall panelling prior to installing glazed partition and make good wall.

£

Manufacture softwood glazed screen with sections to match adjoining door and screen including 9mm plywood panels at lower level and Pilkington Optilam 6.4mm laminated glass

£

2.2 Redecoration

Clean all light fittings, switches etc.

Prepare all surfaces ready to receive new decoration. Surfaces to be decorated are existing plaster on all walls and ceilings, architraves, skirtings, window sills new and existing painted timber doors.

To existing finishes, rub down any loose or flaking paintwork back to a smooth surface and wipe clean. Include for the removal of all redundant screws, brackets and miscellaneous fixings.

Fill any holes with decorators mastic, patch prime any bare areas.

To all painted metal surfaces including steel laylights. One undercoat and 2 coats gloss.

To all new wall surfaces cover with one mist coat and 2 coats of matt emulsion colour to be confirmed, BS/RAL code to be confirmed

To all painted plaster ceiling surfaces, cover with 2 coats of matt emulsion colour to be confirmed, BS/RAL code to be confirmed

To all painted woodwork apply one coat of undercoat and one coat of hard gloss acrylic colour to be confirmed, BS/RAL code to be confirmed

TO COLLECTION £

Temporary Exhibition Area

All new and existing partitioning up to black ceiling line.

All new and existing painted timber doors.

Black ceiling area excluded from redecoration.

£

Old Entrance

All new and existing partitioning and plaster painted walls.

Ceiling tiles within new public corridor area.

£

William Brown Room

Plastered ceiling and ceiling tiles.

Painted plaster walls.

Timber service door and frame.

Window sills and linings.

£

Link Corridor

Painted plaster ceiling

Painted plaster walls

Gloss painted fire door and frame to staircase 10.

£

Bug House Temporary Partitions

Partitions only.

£

Natural History Room Partitions.

Partitions only.

£

5th Floor Lunch Room

Ceiling tiles

Painted plaster walls.

Wall light panels.

Glazed screen.

£

TO COLLECTION

£

2.3 Floor coverings

Industrial clean exiting carpet tiles to all areas in the temporary exhibition area including School Drop Off, Visitor Circulation Area, Cloak Room, Crate Store, Information Desk, Collection Area.

£

Supply and lay Dresso Ltd Pallas – XL 600 x 600 carpet tile to new corridor in old entrance area, William Brown Room and Link Corridor. Allow for all necessary cutting to floor boxes and floor springs etc.

£

Allow for additional 200m² carpet tile laid in proposed shop, video room and corridor on floor level 2.

£

2.4 Doors, frames and Ironmongery

Doors

Supply and fit doors and frames as indicated in doors and Ironmongery schedule.

£

Ironmongery

Supply and fit ironmongery to new doors as indicated in door and ironmongery schedule.

£

TO COLLECTION **£**

3.0 Provisional Sums

Include the sum of £10,000 (ten thousand pounds) for HVAC mounting for air conditioning units to be supplied and installed by others.

£

4.0 Contingencies

Include the sum of £6,000 (six thousand pounds) for contingencies, to be expended as directed or deducted in whole or part if not required by the Contract Administrator

£

TO COLLECTION £

Collection

Page 3 £

Page 4 £

Page 5 £

Page 6 £

Page 7 £

Page 8 £

Total £

5.0 TENDER SUMMARY SHEET

1.0	Preliminaries	£
2.1	Joinery Work	£
2.2	Redecoration	£
2.3	Floor Coverings	£
3.0	Provisional Sums	£ 10,000
4.0	Contingencies	£ 6,000
	Total	£

**THIS FORM MUST BE COMPLETED AND RETURNED WITH
THE FORM OF TENDER**