BRIEF SCHEDULE OF WORKS

FOR: TOILET BLOCK AND FIRST AID ROOM.

AT: PERRY COURT. PRIMARY SCHOOL.

GREAT HAYLES ROAD. BRISTOL

 DATA DESIGN

 26 Edward Road.

 Clevedon.

 BS21 7DS.

Description of

Works To dismantle existing timber covered play area.

 Remove section of fence and gate.

 To prepare and erect a single storey extension which will contain additional toilets and a First Aid room, complete with all necessary fixtures and fittings.

 The extension is to match the existing adjoining buildings in every respect.

 All heating , electrical , plumbing and drainage to be installed.

 Details of which will be described later.

 What is not included in this schedule are the following items;

 Loose furniture.

 First Aid equipment.

 These items will be dealt with by the school direct. Refer to later clauses for provisional items which may or may not be included in the final project.

Drawings

 This schedule to be read in-conjunction with drawings: 15/2275/01 and 02.

Contract

 The contractor may be requested to enter into a Small Works Contract, where the Contract terms and conditions will apply. Details of which if implemented will be made known to the contractor at a later date.

Supervision

 This will be undertaken by Data Design and they will be referred to as the Contract Administrator.( In brief CA ).

Health and Safety

 Reference to Health and Safety has been stated on the drawings, the contractor and the CA

 To discuss prior to commencing works. Reference to specific protection of the site will be made later.

Contractor

 The appointed contractor will be an approved contractor already on the school,s accepted tender list and as such will be deemed to have all relevant up to date Insurance, the men and the resources to undertake and carry out the work.The appointed contractor will then

 Be titled The Main Contractor.

Sub contractors

 Likewise any specialist or sub-contractor employed on the site must have relevant and up to date documentation to be a bon-fide sub-contractor. The Main contractor will be responsible for all specialists and sub-contractors.

The project

 The bulk of the construction work is to take place within the school holidays at the end of July 2015. The contractor will be asked to put in writing a start and completion date. Together with a programme of work which will highlight all important dates that need to be achieved and where delays may impinge on the school calendar.

 This to be fully discussed with CA and school representative to ensure that all parties are aware of their responsibilities.

Materials and

Workmanship

 Because contractors invited to tender are on the approved list it is not intended to specify by name all materials to be used in the construction or workmanship to be achieved. It has therefore been assumed that all materials will be from an approved source bearing the relevant EU quality stamp.

 Workmanship to be of the highest standard and all fastenings and fixings to be appropriate and as recommended for the product being installed.

 Wherever possible all new work and finishes, including colours to match the existing.

Contingency sum

 Contractor to allow the sum of £5000:00 as a contingency sum to cover the cost of any unforeseen items. This amount to be expended only on written instructions of the CA.

Instruction orders

 Instructions given to add, delete or amend work will be issued to the contractor in writing by the CA. Verbal or unauthorised instructions given on site are not to be implemented, but reported to CA. Payments requested for un-authorised work may be withheld.

Access and

Protection of site

 Access to the site will be via existing drives, therefore care must be taken to avoid damage to parked vehicles etc. Prior notice must be given for large delivery vans or lorries.

 The project site to be fenced off at all times and warning notices to be positioned and be visible from all positions. Storage of materials, waste skips etc must be within area cordoned off. Extreme care is to be taken to ensure that pupils or staff or outside personnel are not put in jeopardy at any time during the building works.

Security

 Because the site is exposed and vulnerable the contractor is to maintain a high level of security. Materials and equipment must remain within lockable area. When new opening

 Is formed providing access to the Assembly Hall, the contractor is to make absolutely certain

 That this opening cannot be breached , thereby providing unlawful access to the school building. The contractor is reminded of his responsibilities under the terms of his insurance.

 In addition there must be no un-authorised visitors to the site and a log in procedure must be adopted.

Removals and

Demolition

 Once contractor has taken control of site, he is to allow for removing section of fence and access gate. (set gate aside for re-fixing). Carry out enabling works to proceed, ie: disconnect electrics, plumbing, basins and heating. (remove radiator.) Contractor to try and manage works to ensure that fire precautions equipment and alarms can be retained. If these items need disconnecting at any time, the fire alarm system to be retained in the existing school premises.

 The opening which is to be formed between First Aid room and Assembly Hall to be left until the last possible moment to ensure the integrity and security of the existing school premises is assured. Contractor to let it be known to all parties when he intends to carry out this work.

 Take down existing timber covered area.

 All debris and surplus material to be removed from the site.

Notify Local

Authority.

 Allow the PC sum of £300:00 to be paid by the contractor to the Local Authority for site visits.

 Contractor to notify Building Control that work has commenced, and to periodically arrange with the Inspector for such site visits during the course of the works.

 The contractor is reminded that a completion certificate must be issued by the Building Inspector and must be handed over to the CA.

Setting out.

 Set out building and make sure that not only stated dimensions are obtained but that corners and new walls correspond with existing mullions in the existing school building and that junctions are properly formed..

Excavations

 Search and find existing drainage on the site. Uncover and expose drains, inspection chambers etc. Refer to later clauses on drainage.

 Proceed carefully with hand tools if any other underground services are found to be present.

 Excavate for foundations and floor construction as indicated on the drawings. Contractor to ensure that finished floor level of the new extension marries up with the existing floor level. Excavate for new drainage as indicated including : inspection chambers.

Drainage

 Allow for laying new surface water and foul water drainage as indicated on the drawing.

Drainage continued

 Include for all bends, Marley inspection chamber and for removing the existing inspection chamber.

 Surface water to be extended and to discharge into a soakaway.

 Protect all drainage under the building as described on the drawings. Increase depth of foundations if necessary to invert level of drainage. Supply and build in lintels over drains where passing through walls.

 Drains to be properly tested before being backfilled.

 As it was not possible to establish flow, depth and route of existing foul water drainage a solution has been indicated on the drawing. Contractor to allow in his price for the work that is shown, but it is deemed provisional until such times as all relevant information as previously described has been ascertained. Changes that might then need to be carried out to be agreed with the CA and the Building Inspector.

 Soakaway to be constructed of open jointed concrete blocks, 1 metre deep x 600 x 600 mm,

 Filled with hardcore, drain to discharge into same. Before covering lay sheet of polythene over and then make good to match adjacent finish, whether tarmac or grass.

Concrete

 Pour concrete to foundations, floor slab, and drainage where required.

 Protect until cured. Supply and lay 4 no 12 mm diameter reinforcing bars to enlarged toe to foundations.

 Concrete floor slab to be laid on consolidated hardcore. Minimum 100mm diam thick.

 Form level threshold and ramp as indicated on drawing to rear entrance, allow for drainage channel to discharge as indicated.

 (tamp ramp to provide non slip finish.)

New floor

 Lay 1200 gauge polythene membrane, 90mm thick Celotex rigid insulation and 75mm thick maximum sand / cement floor screed. Lay insulation around perimeter of building to prevent cold bridging. Lay membrane to be integral and continuous with horizontal dpc.

 Finished level to match existing finished level.

New wall

 Raise timber framed wall all as shown and described on drawings from off dpc and dense concrete block perimeter upstand.

 Coloured cladding panels to be 9mm thick obtained from an approved source and to match the colour of the existing. Supply and fix all concealed fixings and joining trim as recommended by the manufacturer. Supply and fix insect mesh at base and also fix all necessary aluminium trims, at base at cills etc where shown and where necessary. All trims where visible to be powder coated, colour white.

 Corner posts and mullions to be cased with preformed pvcu cladding, colour white.

 Gun apply white mastic at all junctions. Ensure finished wall matches the existing in all respects.

Windows.

 To be double glazed white pvcu to match the existing. To be purpose made to fill openings and to be obtained from (Sealite. Clevedon) or equal approved. Contractor to allow for fixing and for applying mastic beading. Also allow for dressing vertical dpc,s into frames.

 Ironmongery to be silver anodised , or satin finish.

External doors

 To be double glazed white pvcu doors, fitted with safety glass externally.

 All to match the existing and to be obtained from (Sealite. Clevedon) or equal approved supplier. Contractor to allow for fixing and for applying mastic beading, Allow for dressing vertical dpc,s etc into frame. Double locking system with Silver anodised handles.

 Setting out of doors to be in-accordance with detailed drawing to allow for level threshold.

 Fire exit door to First Aid Room to be fitted with emergency fire exit

 Push pad.

 NB\* Contractor can if he elects to, can request that window and door supplier, fixes on site. Contractor is to supervise installation to ensure weatherproofing of fabric is maintained.

Roof

 Construct flat roof all as indicated on the drawing including the supply and laying of all membranes, firring etc and for setting out to ensure roof drains towards the outlets indicated on the drawing. Frame up for fascia and finish with 9mm cladding panels to match walls, cut and trimmed to size. Internal face of fascia upstand to be 12mm marine ply.

 Contractor to engage specialist to supply and lay fibreglass roofing,(to C of P) including all upstands, flashings around pipes, apertures etc. On completion roof to be completely waterproof. Finished colour to be Grey.

 Fibreglass to be dressed into aluminium roof trim at the eaves and Trims to be supplied and fixed by specialist flat roof specialist.

 Prior to laying fibreglass, contractor is to supply and fit black pvcu extract fan terminals as Vent Axia or equal. Vents to be a min 150mm above roof. (connect to extract fans)

 Contractor to supply and fix marine ply upstand boards at junction with existing wall, packed out to take up different projections. Allow for the supply and fixing of all flashings and 150mm upstands in Code 4 leadwork. Lead to be dressed over fibreglass layer.

 Refer to later clauses regarding issuing of guarantees, test reports etc.

 Contractor is also to allow for forming outlets in fascia to drain flat roof all as previously described. Outlets to be lined with code 4 lead flashing on building paper. Ensure that fibreglass is properly dressed into and through outlets.

Rainwater

Goods

 Supply and fix white pvcu rainwater pipes and matching coloured hopper. Connect rainwater pipe to sw drainage. Additional rainwater pipe to be supplied and fixed to covered area, this covered area will be described later.

Internal

Partitions

 To be timber stud partitions where indicated. Floor to ceiling Studs at 600mm centres maximum. Supply and fix all necessary additional bearers where required to support, sanitary ware, or other equipment etc.

 Form all necessary openings in stud partitions to receive doors, pipework etc.

 Supply and fix 9mm thick melamine toilet cubicles obtained from an approved manufacturer. Cubicles to be complete with coloured doors and all fixings and fittings to enable erection on site. Minimum finished height of cubicles to be 1800mm. Door furniture to be coloured nylon. Allow for cutting holes for pipes, cables etc.

 Construct timber framework and clad over to conceal toilet cisterns

 All as detail indicated.

Openings in

Existing walls

 Contractor to form new openings in the existing walls to obtain access to the Assembly hall and through to new toilet area.

 Opening to Assembly room to be undertaken with the minimum of disturbance to existing finishes etc. On completion all walls to be made good to match the existing in terms of construction and colour.

Internal doors

 To be complete pvcu doorsets , that is to include linings, stops, architraves etc. Contractor to supply and fix as under;

 Disabled toilet 1000 m overall doorset, pattern 10 solid panel. White.

 Door to Assembly HalL 900mm overall doorset 2xg. White. Glazed with obscure wired safety glass bottom panel. Obscure safety glass to top panel.

 Inner lobby- toilet door all as described for Assembly Hall door.

 All doors to be made lockable and to be fitted with silver anodised lever handles. Lock to disabled wc to be operable from outside.

 Allow for the supply and fixing of 3 no rubber doorstops.

 Allow for the supply and fixing of 2 sets of rubber finger guards.

 Allow for the supplying and fixing of 3 no Briton or equal overhead door closers.

Internal claddings.

 Generally to be 12,5 mm thick foil backed plasterboard to walls and ceilings throughout, but contractor is to take note of the following

 alternatives or additional works that require carrying out prior to fixing of plasterboard. Ie:

 Existing walls that will become internal due to extension. Pack out with plywood to make up for irregular projections of mullions etc. then fix plasterboard.

 Behind wall tiling, supply and fix 12mm thick Hardiebacker cement boards in lieu of plasterboard.

 Melamine cladding to panels concealing toilet cisterns.

 To First Aid room supply and fix floor to ceiling, strictly in-accordance with the manufacturers instructions and recommendations, utilising their concealed fixings.

 Altro Whiterock cladding. To be fixed over plasterboard. (contractor to be aware this construction to be in order to maintain designed U value of external wall.)

 All plasterboard surfaces not receiving tiles or other type of cladding, including the ceiling to be finished with hard plaster , in readiness to receive decorations.

 Make good any other plaster finish if disturbed during the works.

 Contractor is to protect all finishes after completion for duration of contract.

Wall tiling

 To be 150 x 150 mm white tiles obtained from Topps tiles or other approved source. Laid on cement backing sheet with adhesive and grouted on completion, as under:

 Disabled toilet. Window cills. All walls up to height of 11 courses.

 Allow one course of coloured tiles, colour to be approved.

 Wash basin area.

 2 courses behind and on two sides laid on cement backing sheet.

 Backing board

 (Refer to detail sheet) supply and fix backing board at base of walls in readiness to receive floor covering by others.

Sanitary and

Hygiene equipment

 Contractor is to supply, take delivery and fix into position the following sanitary and hygiene equipment. He is also to allow for protection until completion of the contract and for removing all manufacturers paper and seals.

 Disabled toilet

 Armitage Shanks standard Doc m pack reference: S6984 comprising:

 White close coupled wc pan. Water saving delay fill cistern with spatula lever.

 4 white grab rails. I hinged support rail with toilet roll holder. Seat no cover. Copper tails on TMV3 mixer tap , white finish. Connect up to drainage and services.

 1 no white melamine shelf 900 mm long x 175 x 18mm supported by 2 no white angle brackets.

 1 no white paper towel dispenser

 1 no white soap dispenser.

 1 no 600mm x 1000mm wall mirror secured with domed mirror

 Cups and screws.

 3 new toilets

 3 no white low level wc,s with concealed cisterns / dual push button.

 Seat and P trap.

 3 no white toilet roll dispensers.

 3 no door hooks.

 Wash basin area.

 3 no 500mm diam white china basins to be set flush into worktop, which will be described later.

 2 no white soap dispensers.

 2 no white paper towel dispensers.

 3 no white finished lever handle mixer taps.

 3 no waste plugs and chains

 First Aid Room

 1 no stainless steel sink top and drainer.

 1 pair stainless steel high necked lever mixer taps.

 Waste plug and chain.

 1no white melamine sink base.

 1 no white soap dispenser.

 1 no white paper towel dispenser.

Provisional items.

 There are some items which are to be deemed provisional and the insertion of all or some of these items into the building will depend on budget restraints. Therefore the contractor is to price for the supply, delivery and installation of the following schedule of items. But the contractor is always to be aware that some or all of the following items could be omitted from the contract and he is to allow for any in- convenience or loss of profit, when adding or omitting these provisional items.

 2 First Aid, 1 no disabled toilet signs.

 600 x 1000mm mirror in First Aid Room.

 1 no white melamine medicine cabinet.

 Supply and laying of Altro non slip floor flooring over the whole of the toilet and First Aid Room. Colour to be approved. This to include: removing existing floor covering and for carrying out all necessary preparation work in-readiness for new covering.

 Altro to be turned up at junction with walls and partitions and to be secured to backing board. Supply and lay additional gun applied clear mastic where cuts and joins occur.

Wastes.

 After installation of sanitary fittings etc supply and fix all white pvcu, waste pipes , traps, including bends etc and connect to stub ducts as indicated on the drawing.

 Stub ducts to be Marley or equal 100mm diam connected to the foul water drainage system.

 In addition the contractor is to supply and fix Marley Durgo or equal air admittance valves to stub ducts.

 All wastes and pipe runs to be tested on completion.

Casings.

 Supply and fix, together with all necessary angles and brackets plywood low level casing to conceal 100mm diam waste pipes approx. 1500 mm long in wc 3 and 1200mm long in disabled toilet.

 Similarly supply and fix plywood casing to 2 no stub ducts.

Worktop

 Supply and fix 38mm thick post formed worktop, melamine finished, colour to be approved.

 Worktop to be secured with stainless steel concealed brackets to prepared 50 x 50 mm timber bearers. Along front of worktop supply and fix 175 x 18 mm melamine on mdf, colour to be approved.

 Cut worktop and insert 3 no wash hand basins. Gun apply white mastic around all junctions.

Electrical installation.

 All electrical work must be carried out by an approved electrician in- accordance with the latest rules and regulations of the I.E.E. After completion of electrical installation a test certificate to be issued. The existing electrical supply to be extended to serve the new building. All existing ceiling lights, switches , sockets etc to be disconnected and be removed. Contractor is to ensure that all holes or damage incurred during these removals to be made good. Electrician to provide all conduits and extend wiring within timber frame and roof to ensure that first fix and second fix installations are concealed.

 The new electrical installation is to include for the supply and installing of the following items:

 Extending existing fire alarm system into First Aid Room terminating with break glass alarm.

 Supplying and fixing Fire exit running man symbol over fire exit door in First Aid Room. Alarm to be trickle charged which will illuminate in case of mains failure.

 2 no mains connected smoke alarms to be connected to mains electricity system. Positioned in entrance lobby and First Aid Room.

 1 no audible and 1 no visual fire alarm installed in disabled toilet.

 1no emergency pull cord as Doc M recommendation in disabled toilet.

 3 no Vent Axia 150mm diameter ceiling range extract fans. To be made operable when door to toilet block is opened. 15 mm over run when switched off. Duct as necessary to expel through roof as illustrated.

 2no 13 amp double socket outlets in First Aid Room.

 1 no spur outlet in First Aid Room.

 1no 13 amp socket outlet in entrance lobby to toilets. Sockets to be positioned at height of 1000mm from off floor.

 240 v connection to fan heater in First Aid Room.

 1 no 1800mm long fluorescent light in First Aid Room. With diffuser fitted. Operated from single light switch.

 18 no Saxby or equal recessed shield mv satin finish spotlights, spaced equally over area of toilets and entrance lobby. Lights in entrance lobby to be operated by single light switch.

 Remainder of lights in toilet area to be operated by PIR infared sensor light switch.

 1 no waterproof outside light fitting as Palin 13802 aluminium finish, positioned adjacent to covered play area.

 Light to be switch operated from entrance lobby to toilet block.

 1 no PIR light fitting as Palin 51893 stainless steel finish with timer function.

 Ensure all fittings are earthed.

Heating.

 Allow for extending existing central heating and connect pipework to new Stelrad radiator of size and output of existing radiator that was removed. Supply and fix thermostatically controlled radiator valve. Test on completion.

 To First Aid Room supply and fix electrically operated , built in fan heater as Com-Pak 1500w 240 volt, white with thermostat. Heater to be installed strictly in-accordance with the manufacturers recommendations.

Hot and cold

Water supply.

 Extend existing hot and cold water supply in copper and connect to all new sanitary fittings. Test on completion.

Decoration.

 All plastered surfaces including walls and ceilings 1 mist coat and two coats of Dulux emulsion, colours to be approved.

 Joinery to be knotted, stopped and primed and to be finished with 1 undercoat and 1 finishing oat of gloss paint.

 Metal work to be treated with Mordant or equal heat resisting paint, 1 undercoat and 1 finishing coat of gloss paint.

Clean and

Tidy.

 Leave building all clean and tidy and ready for occupation. All surplus and waste material must be removed from the site.

Maintenance

Period.

 A maintenance period of 6 months will commence after practical completion of both the interior and exterior works.

Payments.

 Interim payments will be made throughout the contract less a 5 percent retention. At practical completion 2.5 percent of that retained amount will be released. The final 2.5 percent of the contract amount to be released after the 6 months maintenance period.

Guarantees and

Operating manuals.

 Before being accepted as practically complete, the contractor must hand over within a document wallet all guarantees, test certificates, operating manuals and any manufacturers recommendations and also the Local Authority completion certificate.

External works.

 Erect new section of fence all as indicated on the drawing to match the existing removed.

 Re-hang existing salvaged entrance gate.

 Make good all and any surfaces damaged by the new works.

 Erect covered play area as indicated on the drawing comprising powder coated steelwork, treated timber beams and covered with twin walled polycarbonate sheeting secured with screws, washers and caps. Supply and fix rainwater pipe and gutter, black pvcu and connect to surface water drainage.

 Remove temporary protection barriers and all builders equipment.

Final account.

 This will be prepared and issued within a maximum 10 working days after completion.