

RIDGE

PROPERTY & CONSTRUCTION CONSULTANTS



BUILDING 44 - ROOF COVERING OVERLAY

IWM DUXFORD

TENDER DOCUMENT - IWM/FM/1864

November 2017

Prepared for

The Imperial War Museum
Duxford Airfield
Duxford
Cambridgeshire
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1. SECTION 1 PRELIMINARIES

00-05-10 Project Definition

101 The Project

- **Project reference:** IWM/FM/1864
- **Project title:** Imperial War Museum – Building 44 Roof Covering Overlay Scheme
- **Project description:** Overlay of existing roof covering

101 A Introduction to the Imperial War Museum

An Act of Parliament founded the Imperial War Museum in 1920 following the Great War to act as a National War Museum to collect and display material relating to that War. Due to the general interest displayed by the Dominion Governments this led to the title "Imperial War Museum" (IWM).

The Imperial War Museum was opened in 1920 at a site in Crystal Palace, but eventually acquired its current home at Lambeth Road in July 1936 on the site of the former Bethlem Royal Hospital.

At the commencement of the Second World War the Museum's terms of reference were extended to cover both the Great War and the Second World War, and again in 1953 to cover all military operations involving British & Commonwealth forces since August 1914.

In addition, the IWM provides exhibits of educational and general interest to members of the public.

IWM Duxford is a former RAF fighter station originally dating from the First World War. It has a long and distinguished history from 1924 until its closure as an RAF Station in 1961 and is particularly famous for its role in the Battle of Britain in 1940.

Today, IWM Duxford is one of the world's leading aviation museums, housing some 200 aircraft ranging from flimsy biplanes to modern day jets. Many of the aircraft at IWM Duxford still fly. The airworthy aircraft at the Museum belong to private collectors and operators and are an important part of IWM Duxford's unique living atmosphere. IWM Duxford is internationally renowned for its annual programme of world-class air shows.

The American Air Museum stands as a memorial to the 30,000 Americans who died flying from bases in the UK including IWM Duxford, during the Second World War. This outstanding example of modern British architecture houses IWM Duxford's unique collection of historic American combat aircraft including the SR-71 Blackbird, the only one of its kind on display in Britain and the B-24 Liberator. The arrival of these new stunning exhibits led to the reconfiguration of the American Air Museum, and the Rededication Ceremony on 27 September 2002, with former president of the US, George Bush and HRH the Prince of Wales present.

IWM Duxford is not just about aircraft and the Museum houses an outstanding collection of tanks, military vehicles and artillery displayed in walk through battle scenes in the Land Warfare Hall. Two of the most poignant exhibitions are 'The Normandy Experience' and the 'Monty' Exhibition.

As of 2003, the Imperial War Museum consists of 4 other major public tourist attractions:

- HMS Belfast moored in the Pool of London;
- Cabinet War Rooms & Churchill Museum;
- Lambeth Road;
- IWM North, Trafford, Manchester.

00-05-15 Works Terminology

110 Terminology

- **Meaning:** Terms, derived terms and synonyms used are as defined in this section or in the appropriate referenced document.

210 Description terminology

- **Attendance:** Includes
The use of the Main Contractor's temporary roads, pavings and paths, standing scaffolding, standing power operated hoisting plant,
The provision of temporary lighting of an equivalent brightness to the finished lighting brightness,
The provision of water,
The clearing away of rubbish and paying all charges in connection with its disposal, the provision of secure hard standing space for the sub-contractor's own offices, plant and material storage,
The use of standing mess rooms, sanitary accommodation and welfare facilities and
The provision of all Health and Safety facilities and all Fire Safety precautions, services, equipment, signage, facilities, Marshalls and the like necessary to comply with the relevant parts of the Joint Fire Code.
Additional requirements should be described as 'Special attendance'.
- **Building Manual:** A document containing information of use to subsequent building owners, occupiers and users about the requirements and procedures for effective operation, maintenance, decommissioning and demolition of the building.
- **Construction Work:** Permanent work together with temporary work.
- **Contractor:** The party who undertakes to perform the services, supply goods or carry out work defined in a contract. Includes Main Contractor, Prime Contractor, Supplier, Service provider, Builder, Subcontractor, etc. as the context dictates, which may be defined terms in certain standard contract forms.
- **Contractor's choice:** Selection delegated to the Contractor, but liability to remain with the specifier.
- **Contractor's design:** Design to be carried out or completed by the Contractor, supported by appropriate contractual arrangements, to correspond with specified requirements.
- **Cost:** The amount paid or given by one party to another in exchange for goods, work or services.
- **Designer:** A person carrying out design on a project.
- **Deviation:** Difference between a specified dimension or position and the actual dimension or position.
- **Employer:** The party to the Contract for whom the goods, work or services are provided. Includes Client (in consultancy contracts and CDM Regulations), the Employer, Building owner or Purchaser (in construction contracts), the Developer (in development agreements and funding agreements), or the 'Main' contractor in contractor/ subcontractor agreements - which may be defined terms in certain standard contract forms
- **Estimate:** An approximate evaluation of either time or cost of part or the whole of a project.
- **Execute:** To complete a task fully and put into effect. To fix, apply, install or lay products securely, accurately, plumb and in alignment.
- **Existing:** Items retained in place to receive new work.
- **Fastener:** Device for mechanically attaching something to something else.
- **Manufacturer and Product reference:** Manufacturer - the body under whose name the particular product, component or system is marketed.
Product reference - the proprietary brand name and/ or reference by which the particular product, component or system is identified.

References are as specified in the manufacturer's technical literature current on the date specified.

- **Manufacturer's standard:** Where used in conjunction with a specified proprietary product, accessories to be those recommended by the product manufacturer.
- **Permanent Work:** Work to be constructed and completed in accordance with the Contract.
- **Price:** An indication of the amount required to be paid by one party to another in exchange for goods, work or services.
- **Product:** Material, both manufactured and naturally occurring, goods and accessories for permanent incorporation into the Works.
- **Requirements:** A description in outline or detailed form of the development, or a part of it, which one party requires another to design and/or build.
- **Schedule of rates:** The subdivision of product and execution prices by a pre-determined unit basis.
- **Schedule of Work:** The subdivision of work items by a pre-determined classification. Can form the basis of a pricing document where Bills of Quantities are not used.
- **Schematic:** A drawing of a system showing components, products, systems and their interconnections.
- **Site equipment:** The Contractor's apparatus, appliances, machinery, vehicles or things of whatsoever nature required in or about the construction for the execution and completion of the Works and the remedying of defects.
Includes Appliances, vehicles, consumables, tools, temporary work, scaffolding, cabins and other site facilities.
Excludes: Temporary work, Employer's products and equipment or anything intended to form or forming part of the permanent Works.
- **Specification:** Written description of requirements.
- **System:** Products, components, equipment, accessories, controls, supports and ancillary items, including installation, necessary for that section of the work to function.
- **Temporary work:** Incidental work to undertaken during construction but not intended to form part of the completed work.

310 Activity terminology

- **Advise:** See 'Communicate'.
- **Agree:** See 'Communicate'.
- **Approve:** Record conformance of work to specified criteria by giving formal or official sanction.
- **Communicate:** Includes advise, inform, agree, confirm, notify, seek or obtain information, consent or instructions, or make arrangements.
- **Confirm:** See 'Communicate'.
- **Ease:** Adjust moving parts of designated products, systems or work to achieve free movement and good fit in open and closed positions.
- **Fix:** Receive, unload, handle, store, protect, place and fasten in position; dispose of waste and surplus packaging; to include labour, materials and site equipment for that purpose.
- **Give notice:** Communicate in writing to the person administering the Contract at the address listed therein.
- **Inform:** See 'Communicate'.
- **Keep for recycling:** As 'keep for use' but relates to a naturally occurring material rather than a manufactured product.
- **Keep for reuse:** Do not damage designated products, systems or work. Clean off bedding and jointing materials. Stack neatly, adequately protect and store until required by the Employer or Purchaser, or for use in the Works as instructed.
- **Make good:** Execute local remedial work to designated work. Make secure, sound and neat.

- **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.
- **Notify:** See 'Communicate'.
- **Quote:** Use 'Estimate'.
- **Recycle:** Collect, sort, process and convert discarded or recovered components into raw materials for use in the creation of new products.
- **Refix:** Fix previously removed products.
- **Remove:** Disconnect, dismantle as necessary and take out the designated products or work, together with associated accessories, fixings, supports, linings and bedding materials. Dispose of unwanted materials.
Removal of a system includes this work.
- **Remediate:** Action or measures taken to lessen, clean-up, remove or mitigate the existence of hazardous materials existing on a property; in accordance with standards, specifications or requirements as may be required by statutes, rules, regulations or specification.
- **Repair:** Execute remedial work to designated products. Make secure, sound and neat. Excludes redecoration and replacement.
- **Replace:** Supply and fix new products matching those removed. Execute work to match the original new state of that removed.
- **Reuse:** Recover components to be fixed or used in the project or other buildings without the requirement for recycling.
- **Submit:** Deliver an item in a specified format to a specified person within a specified timeframe.
- **Submit proposals:** Submit information in response to specified requirements.
- **Supply and fix:** Supply of products, components or systems to be fixed, together with their fixing.

00-05-20 Project Participants

110 Project participants

- **Company:**
 - **Name:** The Trustees of The Imperial War Museum
 - **Address:** Lambeth Road, London, SE1 6SX
- **Contact:**
 - **Name:** Steve Rogers
 - **Telephone number:** 01223 497220
 - **Email address:** sjrogers@iwm.org.uk
- **Title:** Contract Administrator – Imperial War Museum, Duxford

110 A Project participants

- **Company:**
 - **Name:** Ridge and Partners LLP
 - **Address:** Haring House, 47-51 Great Suffolk Street, London, SE1 0BS.
 - **Telephone number:** 020 7593 3400
 - **Email address:** smagill@ridge.co.uk
- **Contact:**
 - **Name:** Stuart Magill
 - **Telephone number:** 020 7593 3400
 - **Email address:** smagill@ridge.co.uk
- **Title:** Production of tender documents/specification.

00-05-70 Project Location

110 Project location

- **Details:** Imperial War Museum – Building 44
- **Address:**
 - **Street:** Imperial War Museum, Duxford
 - **City:** Cambridge
 - **Post code:** CB22 4QR

130 Existing buildings on, or adjacent to the site

- **Details:** Building 44 is a detached building on the south site at IWM Duxford.

150 Surrounding land and building uses

- **Surrounding land uses or activities:** Existing use by Imperial War Museum. Other buildings are occupied by museum staff and used for a variety of purposes.

170 Access

- **Details:** Vehicular access. IWM Duxford is located immediately to the West of the M11 at the M11/A505 Junction. Access into the site is via the A505 at the staff entrance and via the control room situated at the access.
- **Limitations:** Parking is available but will be limited.

00-10-70 Works Contract Content

110 Preparatory work by others

- **Details:** N/A
- **Timescale:** N/A

120 The Works

- **Details:** Overlay of existing asphalt flat roof with new felt capping sheet.

130 Work by others concurrent with the Contract

- **Details:** N/A
- **Timescale:** N/A

140 Completion work by others

- **Details:** N/A
- **Timescale:** N/A

150 Work by, or on behalf of employer

- **Details:** N/A
- **Carried out by:** N/A
- **General attendance:** N/A
- **Special attendance:** N/A

160 Products provided by, or on behalf of employer

- **General:** Details of products to be fixed by the Contractor are given in the work sections. Use for no other purpose than the Works.

250 Other contract work

- **Details:** N/A

00-20-70 Works contract

JCT Minor Works Building Contract (MW)

- **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:** The overlay of the existing flat roof with a felt capping sheet.
- **Architect/ Contract Administrator:** Steve Rogers, Imperial War Museum.

Second The Contract Documents

- **Contract drawings:**
 - Bauder Drawing, C03aE
- **Contract documents:**
 - **The following have been prepared which show and describe the work to be done:** A specification and Work schedules.

Third Priced documents

- **Documents to be priced or provided by the Contractor:** Work schedules

ARTICLES

3 Architect/ Contract Administrator

- **Architect / Contract Administrator:** Steve Rogers – Imperial War Museum
- 44 and 5 Principal Designer/ Principal Contractor
- **Principal Designer:** TBC
- **Principal Contractor:** TBC

CONTRACT PARTICULARS

Fourth Recital and Schedule 2 Base date

- **Base date:** 27 November 2017

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 not notifiable.

Sixth Recital Framework agreement

- **Framework agreement:** Does not apply.
- **Details:** To be completed.

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:**
 - **Employer's nominee (Or such replacement as may be notified):** TBC
 - **Contractor's nominee (Or such replacement as may be notified):** TBC

Article 7 Arbitration

- **Article 7 and Schedule 1:** Apply.

Clause 2.2 Commencement and Completion

- **Works commencement date:** TBC
- **Date for Completion:** TBC

Clause 2.8 Liquidated damages

- **Damages:**
 - NIL

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:** TBC
 - **Thereafter at intervals of:** TBC
- **Payments due prior to practical completion:**
 - **Percentage of the 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:** No fluctuations provision applies.

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

- **Insurance cover:** For any one occurrence or series of occurrences arising out of one event.
- **Amount:** £10,000,000.00.

Clauses 5.4A, 5.4B and 5.4C Insurance of the works etc. – alternative provisions

- **Clause:** 5.4B
- **Where Clause 5.4A or 5.4B applies, percentage to cover professional fees:** 15 per cent.

Clause 7.2 Adjudication

- **The Adjudicator is:** To be appointed by nominating body.
- **Nominating body:** The Royal Institution of Chartered Surveyors.

Schedule 1 paragraph 2.1 Arbitration

- **Appointor of Arbitrator (and of any replacement):** President or a Vice president of the: The Royal Institution of Chartered Surveyors.

THE CONDITIONS

Section 1: Definitions and Interpretation

1.4 Reckoning periods of days

1.8 Applicable law

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

00-30-70 Works Contract Procurement

110 Compliance with Tender rules

- **Compliance:** Failure to comply may result in Tenders being rejected at the sole discretion of the Employer.
- **Costs:** No liability is accepted for costs incurred in the preparation of a Tender.

150 Tender Programme

- **Details:** Tender period 3 weeks
- **Key dates:** TBC

165 Tender acceptance

- **Tender acceptance period:** 90 days
- **Assurance:** Nothing contained in this Document or its application should be inferred to guarantee that a Tender will be recommended for acceptance or be accepted, or that reasons for non-acceptance will be given.

170e Tender documents

- **The Tender documents:** Section 1: Preliminaries, Section 2 Materials and Workmanship, Section 3 Schedule of Works, Section 4 Main Summary, Form of Tender, Bauder Specification.

190 Tender instructions

- **Qualifications:** Do not amend or alter documents without written instruction.
- **Confidentiality:** Do not reveal details of parts of the Tender or supporting documents (except for the necessary purposes of preparing that Tender) without the Employer's express written permission.

210 Pricing

- **Pricing:** Price each item individually as instructed. Do not group items together.
- **Currency:** Pounds sterling.

220 Site visit

- **Nature of the site:** Ascertain before Tendering, including access thereto and local conditions and restrictions likely to affect the execution of the Work.
- **Arrangements for visit:** Contact: Steve Rogers - 01223 497220.

230 Return of Tender

- **Return of Tender:**
 - **Destination:** As specified on the Government Contracts Finder Website Page.
 - **Time and date:** As specified on the Government Contracts Finder Website Page.
 - **Format:** Electronically and hard copy.
 - **Special procedures:** None.
- **Documents to be returned with the Tender:** Completed form of Tender and Priced schedule of works.
- **Inability to tender:** Advise immediately if the work as defined in the Tender documents cannot be tendered.
Define those parts, stating reasons for the inability to tender.

320 Error resolution

- **Arithmetical errors:** Tender price will prevail. An opportunity will be given to amend the tender sum for genuine errors.

- **Technical errors:** The Tender is deemed to meet or exceed the requirements of the Tender documents. Amendment of the Tender to reflect this will not constitute a variation and no claim for additional costs will be accepted.
- **Corrections:** An endorsement will be added to the priced documents indicating that rates or prices (excluding preliminaries, contingencies, Prime cost and Provisional sums) inserted therein will be adjusted in the same proportion as the corrected total differs from that stated incorrectly.

410 Notification to Tenderers

- **Notification method:** Details of tender values submitted will be provided upon appointment of the successful contractor.

00-40-70 Works Contract Establishment

ACCESS

110 Access to the site

- **Details:** Access to the site is described in 00-05-70 cause 170 above.
- **Limitations:** Access is restricted and delivery times will be restricted

120 Use of the site

- **General:** Do not use the site for any purpose other than carrying out the contract work.
- **Limitations:** Access internally will be restricted

145 Traffic and vehicles

- **Limitations:** Limited parking will provided on site.

150 Storage, accommodation, mechanical plant, temporary works and services

- **Position:** Submit proposed details of intended siting.
- **Maintenance:** Alter, adapt and move as necessary. Remove when no longer required and make good.

GENERAL INFORMATION

160 Cash flow forecast

- **Submission:** Before starting work on site, submit a forecast showing the gross valuation of the Works at the date of each Interim Certificate throughout the Contract period and based on the programme for the Works.

180 Site Waste Management Plan

- **Development:** The person responsible for developing the plan will be the Contractor.
- **Content:** Identity of proposed Principal Contractor.
Location of the site.
Description of the project.
Estimated project cost.
Types and quantities of waste that will be generated.
Resource management options for these wastes including proposals for minimization, reuse and/or recycling.
The use of appropriate and licensed waste management contractors.
Record keeping procedures.
Waste auditing protocols.
- **Submittal date:** Within one week of request.

PROGRAMME

250 Programme

- **Master programme:** When requested and before starting work on site, submit in an approved form a master programme for the Works.
- **Include:** Different roof areas
- **Planning:** Planning and mobilization by the Contractor including subcontractor's work.
- **Engineering services:** Running in, adjustment, commissioning and testing of engineering services and installations.
 - **Instructions:** Work resulting from instructions issued in regard to the expenditure of provisional sums.

- **Concurrent work:** Work by or on behalf of the Employer and concurrent with the contract. The nature and scope of which, the relationship with preceding and following work and relevant limitations are suitably defined in the Contract Documents.
- **Number of copies:** One copy
- **Submittal date:** With the tender.

280 Commencement of work

- **Notice:** Before the proposed date for commencement of work on site give minimum notice of one week.

HEALTH AND SAFETY INFORMATION

300 Health and Safety information

- **Content:** Describe the proposed organization and resources to safeguard the health and safety of operatives, including those of subcontractors, and of any person whom the Works may affect.
- **Include:** RAMS and details of Hot works permit
- **Policy document:** A copy of the Contractor's health and safety policy documents, including risk assessment procedures.
 - **Records:** Accident and sickness records for the past five years and of any previous Health and Safety Executive enforcement action.
 - **Training:** Records of training and training policy.
 - **Personnel:** The proposed number and type of staff responsible for health and safety on this project with details of their qualifications and duties.
- **Submittal date:** Within one week of request.

320 Outline Construction Phase Health and Safety Plan

- **Content:**
 - **Risk assessment:** Method statements on how risk from hazards identified in the pre-construction information and other hazards identified by the Contractor will be addressed. Procedures for carrying out risk assessment and for managing and controlling the risk.
 - **Management system:** Details of the proposed management structure, responsibilities and arrangements for issuing health and safety directions. Include procedures for informing other contractors and employees of health and safety hazards.
 - **Selection:** Proposed procedure for ensuring competency of other contractors, the self employed and designers.
 - **Communication:** Procedures for communications between the project team, other contractors and site operatives. Include arrangements for cooperation and coordination between contractors.
 - **Emergency:** Procedures including those for fire prevention and escape.
 - **Records:** Arrangements for ensuring that accidents, illness and dangerous occurrences are recorded.
 - **Personnel:** Procedures for ensuring that persons on site have received relevant health and safety information and training. Include arrangements for consulting with and taking the views of people on site, for preparing site rules and drawing them to the attention of those affected and ensuring compliance.
 - **Monitoring:** Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements. Review procedures to obtain feedback.
- **Submittal date:** Within one week of request.

330 Health and safety hazards

- **Hazards:** Working at height, possible asbestos, fire.
- **Limitations:** The nature and condition of the site and/ or buildings cannot be fully ascertained before they are opened up.
- **Information:** The accuracy and sufficiency of this information provided about existing hazards is not guaranteed by the Employer/Purchaser or their representative. Ascertain if additional information is required to ensure the safety of persons and the Works.
- **Training:** Ensure that all relevant personnel are aware of the hazards listed and have received appropriate training to deal with them.

340 Preconstruction information

- **Availability:** Integral with the project specification, including but not restricted to the following:
Description of project.
Client's consideration and management requirements.
Environmental restrictions and on-site risks.
Significant design and construction hazards.
The Health and Safety File.

350 Execution hazards

- **Common hazards:** Not listed. Control by good management and site practice.
- **Hazard:** Fire, Working at Height, possible asbestos
- **Precautions assumed:** Hot works permit to be in place, fire extinguisher, 1 one fire watch.
Access scaffolding. R&D asbestos survey, asbestos awareness.

360 Product hazards

- **Hazardous substances:** Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document EH40: Guidance Notes: Environmental Hygiene (EH): Workplace exposure limits. Containing the list of workplace exposure limits for use with the Control of Substances Hazardous to Health Regulations 2002 (as amended).
- **Common hazards:** Not listed. Control by good management and site practice.

370 Construction phase health and safety plan

- **Delivery to the Client:** No later than two weeks before commencement on site.
- **Confirmation:** Do not start construction work until written confirmation is received 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 and the Preconstruction information.

MANAGEMENT AND STAFF

400 Management and staff – Contract minimum requirement

- **Details:** Allow for compliance with contract obligations.
- **Cost significant items:** Project Specific management and staff.

410 Management and Staff – Additional requirement

- **Dedicated staff role:** Non-working Site Manager

TEMPORARY ACCOMMODATION

430 Temporary accommodation – Contract minimum requirement

- **Details:** Allow for compliance with the Contract obligations.
- **Cost significant items:** Welfare Facilities/Oasis unit

440 Temporary Accommodation – use and location

- **Restrictions:**
 - **Positioning:** To be agreed with the client.
 - **Timing:** None

480 Parking

- **Requirement:** Provide and maintain exclusively for use by Employer/ Purchaser and their representatives and consultants.
- **Details:** Limited parking will be provided.

TEMPORARY SERVICES

500 Temporary Services – contract minimum requirement

- **Details:** Allow for compliance with Contract obligations.
- **Cost significant items:** allow for costs of usage.

510 Water

- **Supply:** The Employer's mains may be used for the Works as follows:
- **Metering:** Free of charge.
- **Source:** TBC
- **Point of supply:** TBC
- **Conditions and restrictions:** TBC
- **Continuity:** No liability will be accepted for the consequences of failure or restriction in supply.

520 Water restrictions

- **Emergency legislation:** If the water supply is or is likely to be restricted, inform without delay and ascertain the availability of water from alternative sources.
- **Suitability:** Check pH value of water from a proposed new source and ensure that it is suitable for the plants, soil and turf being watered.
- **Cost:** To be paid by Contractor.

540 Lighting and power

- **Supply:** Electric power from the Employer's mains may be used for the Works as follows:
- **Metering:** Free of charge.
- **Point of supply:** To be agreed with the building site manager or staff.
- **Anticipated voltage and capacity:** To be checked on site.
- **Continuity:** No liability will be accepted for the consequences of failure or restriction in supply.

590 Meter readings

- **Charges for service supplies:** Where to be apportioned ensure that: Meter readings are taken by relevant authority at possession and/ or completion as appropriate. Copies of readings are supplied to interested parties.

TEMPORARY SECURITY

600 Security – contract minimum requirement

- **Details:** Allow for compliance with Contract obligations. The contractor will require a vehicle pass issues by the guardroom on a daily basis. The pass must be displayed at all times in the windscreen of the vehicle.
- **Cost significant items:** None

TEMPORARY SAFETY AND CONTROL

630 Safety and environmental protection – contract minimum requirement

- **Details:** Allow for compliance with Contract obligations.
- **Cost significant items:** None

670 Control and protection – contract minimum requirement

- **Details:** Allow for compliance with Contract obligations.
- **Cost significant items:** None

710 Beneficial use of installed systems

- **Permanent systems:** Do not use for any purpose other than running in, testing and commissioning.
- **Other uses:** If permission is given for any other use of a system before the Works are accepted as complete, enter into a separate written agreement recording details of the terms and conditions of use.

730 Mechanical plant – contract minimum requirement

- **Details:** N/A
- **Cost significant items:** N/A

TEMPORARY WORKS

760 Temporary works – contract minimum requirement

- **Details:** Allow for compliance with Contract obligations.
- **Cost significant items:** Access scaffold

820 Thermometers

- **General:** Provide on site and maintain in accurate condition a maximum and minimum thermometer. Measure atmospheric shade temperature in an approved location.

830 Surveying equipment

- **General:** Provide on site and maintain in accurate condition the following:
- **Equipment:** Damp Meter

840 Personal protective equipment

- **General:** Provide for the sole use of those acting on behalf of the Employer, in sizes to be specified, the following:
- **Safety helmets:** Provide.
 - **Standard:** To BS EN 397, neither damaged nor time expired.
 - **Number required:** Two
- **High visibility waistcoats:** Provide.
 - **Standard:** To BS EN ISO 20471, Class 2.
 - **Number required:** Two

00-50-70 Works Contract Management

GENERALLY

SUPERVISION, COOPERATION AND COORDINATION

130 Supervision

- **Requirement:** The whole of the contract work and any significant parts must be under the close control of competent trade supervisors to ensure maintenance of satisfactory quality, progress and coordination.
- **Evidence:** Provide names, CV's, qualifications and any other documentary evidence.
- **Submittal date:** One week before start on site.
- **Replacement of supervisory personnel:** Give maximum possible notice before changing supervisory personnel.

PROGRESS

150 Monitoring

- **Progress:**
 - **Records:** Record on a copy of the programme kept on site.
 - **Delays:** Minimize. Take appropriate action to recover lost time.
 - **Corrective action:** Submit proposals.
 - **Submittal date:** As soon as possible.
 - **Completion forecast:** Submit on the last working day of each week.

160 Progress meetings

- **General:** Meetings will be held to review progress and other matters arising from administration of the Contract.
- **Frequency:** Every month.
- **Venue:** On Site
- **Accommodation:** Ensure availability at the time of such meetings.
- **Attendees:** Contractor's person in charge and Subcontractors, as appropriate.
- **Chairperson:** CA
 - **Name:** Ridge and Partners LLP
 - **Duties:** The Chairperson will send invitations, receive apologies, distribute agendas, take and distribute minutes.

190 Photographs

- **Number of locations:** Supply appropriate photos of the site works.
- **Frequency of intervals:** Fortnightly.
- **Image format:** jpg file format.
- **Other requirements:** minimum quantity to be stated by CA.

OPERATION

200 Employer's representatives inspections

- **Access:** Provide at reasonable times.
- **Inspections:** Agree dates and times several days in advance, to enable affected parties to be present.
- **Safety:** Submit details in advance of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require compliance of the Employer and Employer's representatives when visiting the site.

- **Provide:** Protective clothing and/ or equipment site for the Employer, the Employer's representatives and other visitors to the site.

210 Removal or replacement of existing work

- **Extent and location:** Agree before commencement.
- **Execution:** Carry out in ways that minimize the extent of work.

220 Ownership of materials

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

230 Measurement

- **Covered work:** Give notice before covering work required to be measured.

240 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 in situ.
- **Coordination with other works:** Submit details of locations, types and methods of fixing of services to fabric and identification of runs and fittings.

250 Access

- **Extent:** Provide at reasonable times access to the Works; also to other places where the Contractor or subcontractors are preparing work for the Contract.
- **Designate:** Provide for the Contract Administrator.

260 Security

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

280 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.

290 Occupied premises

- **Extent:** Existing buildings surround the site will be occupied and/ or used during the Contract.
- **Details:** Building 44 is used for storage and access by IWM staff may occasionally be required during the works.
- **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 paid to the Contractor, provided that such overtime is authorized in advance.

300 Access control

- **Controlled areas:** Internally
- **Control type:** Access only with the consent of the CA

- **Authorized persons:** Submit a list of the names of persons requiring access together with other related information reasonably required.
- **Return of equipment:** On request or on completion of the work to which it relates.

310 Occupier's rules and regulations

- **Occupier's rules and regulations:** The contractor will be required to comply with the IWM's guidelines for contractors working on Museum premises (copy included in tender documentation). Prior to commencement of work the CA will give an induction to the site manager/site staff and the site manager will be required to sign the document stating he has received the induction and will comply with the museum's site rules.
- **Details:**
 - **Location:** Issued with tender documents.

320 Mobile telephones and portable electronic equipment

- **Restricted area:** N/A
- **Restriction:** N/A

330 Working precautions and restrictions

- **Hazardous areas:**
 - **Description:** Roof areas
 - **Precautions:** Provide appropriate access equipment
- **Permit to work:**
 - **Area:** Roof Areas
 - **Procedures:** Hot work permit to be in place

340 Livery

- **Requirements:**
 - **Operatives:** Branded High-viz vests

PROTECTION FROM

390 Noise and vibration

- **Noise control:** In accordance with BS: Code of practice for noise and vibration control on construction and open sites. Noise,
- **Equipment:** Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.
- **Restrictions:** Obtain consent before using percussion tools and other noisy appliances. Do not use radios or other audio equipment or permit employees to use in ways or at times that may cause nuisance.

400 Pollution

- **Prevention:** Protect the site, the Works and the general environment including the atmosphere, land, and water courses against pollution.
- **Contamination:** If pollution occurs inform immediately, including to the appropriate Authorities and provide relevant information.

420 Pesticides

- **Use:** Not permitted.

430 Nuisance

- **Duty:** Prevent nuisance from smoke, dust, rubbish, vermin and other causes.

- **Surface water:** Prevent hazardous build-up on site, in excavations and to surrounding areas and roads.

440 Asbestos containing materials

- **Requirement:** Report immediately suspected materials discovered during execution of the Works. Do not disturb and agree methods for safe removal or encapsulation.

445 Antiquities

- **Requirement:** Report immediately fossils, antiquities and other objects of interest or value discovered during execution of the Works.
- **Preservation:** Keep objects in the exact position and condition in which they were found.
- **Special requirements:** None

450 Fire prevention

- **Requirement:** Prevent personal injury or death, and damage to the Works or other property from fire.
- **Standard:** Comply with 'Fire prevention on construction sites' - the joint code of practice on the protection from fire of construction sites and buildings undergoing renovation.

460 Smoking on site

- **Smoking on site:** Not permitted.

470 Burning on site

- **Burning on site:** Not permitted.

480 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.

500 Infected timber and contaminated materials

- **Removal:** Where instructed to remove material affected by fungal and/or 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.

510 Waste

- **Includes:** Rubbish, debris, spoil, containers and surplus material.
- **Requirement:** Keep the site and Works clean and tidy. Remove rubbish, dirt and residues before closing voids and cavities in the construction.
- **Waste:** Remove frequently and dispose off site in a safe and competent manner as approved and directed by the Waste Regulation Authority.
- **Recyclable material:** Sort and dispose at a Materials Recycling Facility approved by the Waste Regulation Authority.
- **Documentation:** Retain waste transfer documentation on site.

520 Electromagnetic interference

- **Duty:** Prevent excessive electromagnetic disturbance to apparatus outside the site.

540 Power actuated fixing systems

- **Use:** Not permitted.

550 Invasive species

- **General:** Prevent the introduction or spread of species (e.g. plants or animals) that may adversely affect the site and the Works economically, environmentally or ecologically.
- **Special precautions:** None
- **Requirement:** Report immediately suspected invasive species discovered during execution of the Works. Do not disturb and agree methods for safe eradication or encapsulation.

580 Existing services

- **Confirmation:** Notify service authorities, statutory undertakers and/ or adjacent owners of proposed work not less than one week before commencing site operations.
- **Identification:** Before starting work, check and mark positions of mains and 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 or 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:**
 - **Action:** Immediately give notice and notify appropriate service authority or statutory undertaker.
 - **Repair:** Make arrangements for making good without delay to the satisfaction of service authority, statutory undertaker or other owner as appropriate.
- **Liability:** 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 or statutory undertakers recommendations.

590 Roads and footpaths

- **Duty:** Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris.
- **Damage:** Make good if caused by site traffic, or otherwise consequent upon the Works, to the satisfaction of the Employer, Local Authority or other owner.

600 Existing topsoil and subsoil

- **Duty:** Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works.
- **Protection:** Submit proposals.
- **Submittal date:** Before starting work.

610 Retained trees, shrubs and grassed areas

- **Protection:** Preserve and prevent damage.

- **Replacement:** Mature trees and shrubs if uprooted, destroyed, or damaged beyond reasonable chance of survival in their original shape, as a consequence of the Contractor's negligence, must be replaced with those of a similar type and age at the Contractor's expense.

620 Retained trees

- **Protected area:** Unless agreed otherwise, do not dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within an area which is the larger of the branch spread of the tree or an area with a radius of half the tree's height, measured from the trunk.
- **Roots:** Do not sever if exceeding 25mm in diameter. If unintentionally severed give notice and seek advice.
- **Ground levels:** Do not change within an area 3m beyond branch spread.

630 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:** None

640 Existing work

- **Protection:** Prevent damage to existing work, structures or other property during the execution of the Works.
- **Removal:** Minimum amount necessary.
- **Replacement work:** To match existing.

650 Building interiors

- **Protection:** Prevent damage from exposure to the environment, including weather, flora, fauna, and other causes of material degradation during the execution of the Works.

660 Existing furniture, fittings and equipment

- **Protection:** Prevent damage or move as necessary to enable the Works to be executed. Reinstall in original positions.
- **Removal by Employer:** To be completed.

680 Especially valuable or vulnerable items

- **Protection:** Ensure provision and maintenance of special protective measures to prevent damage.
- **Items:** Computers and electronic equipment under roof areas
- **Method statement:** Submit within one week of request describing special protection to be provided.

METHOD AND SEQUENCE

700 Design constraints

720 Method and sequence of work Restrictions

- **Specific limitations:** To be agreed with the FM Manager

740 Adjoining property restrictions

- **Precautions:** Prevent trespass of workpeople and take precautions to prevent damage to adjoining property. Pay charges. Remove temporary protection and make good on completion or when directed.
- **Damage:** Bear cost of repairing damage arising from execution of the Works.

750 Existing structures

- **Duty:** Check proposed methods of work for effects on adjacent structures inside and outside the site boundary.
- **Supports:**
 - **Standards:** In accordance with BS 5975 and BS EN 12812.
 - **Requirements:** Provide and maintain incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining, which 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.

760 Materials for recycling or 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.

780 Use or disposal of materials

- **Specific limitations:** In accordance with Regulations

790 Working hours

- **Specific limitations:** Monday to Friday 8.00am-5.00pm

00-60-70 Works Contract Verification

STANDARDS OF PRODUCTS AND EXECUTIONS

110 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 verification requirements detailed in the specification.

120 Substitution of products

- **Products:** If an alternative product to that specified is proposed, obtain approval before ordering the product.
- **Reasons:** Submit reasons and relevant information for the proposed substitution.
- **Information to be submitted:** 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 or guarantee.
- **Alterations to adjacent work:** If needed, advise scope, nature and cost.
- **Manufacturers' guarantees:** If substitution is accepted, submit before ordering products.

130 Equivalent products

- **Inadvertent omission:** Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included.

140 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 recognized in the UK.
- **Ordering:** Submit notification of all such substitutions before ordering.
- **Documentary evidence:** Submit for verification when requested. Submitted foreign language documents must be accompanied by certified translations into English.

DOCUMENTS AND INFORMATION

150 Currency of documents

- **Currency:** References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender.

160 Incomplete documentation

- **Products and executions:** Where and to the extent that products or executions are not fully documented, they are to be as follows.
- **Requirements:**

- **Standard:** Of a kind and quality appropriate to the nature and character of that part of the Works where they will be used.
- **Suitability:** 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 obligations or liabilities under the Contract.

220 Technical information

- **Retain:** Available on site for reference by supervisory personnel.
- **Information:** Manufacturer's current information and relevant British Standards, relating to products to be used in the Works.

230 Compliance

- **Compliance:** Retain on site evidence that the proprietary product specified has been supplied.
- **Submit:** Evidence of compliance with performance specifications, including test reports indicating properties tested, pass or fail criteria, test methods and procedures, test results, identity of testing agency, test dates and times, identities of witnesses and analysis of results.

PRODUCTS AND EXECUTION

240 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 and qualifications when requested.

250 Quality of products

- **Generally:** New.
- **Supply:** Each product from the same source or manufacturer.
- **Quantity:** Whole quantity of each product required to complete the Works of 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.
- **Recycling:** Proposals for recycled products may be considered.

260 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.
- **Finished work:** Not defective, damaged, disfigured, dirty, faulty, or out of tolerance.
- **Appearance:** Adjust joints open to view so they are even and regular.

270 Inspections

- **Standard:** Inspection, or other action, of products or executions must not be taken as approval unless confirmed in writing including the following:
 - Date of inspection.
 - Part of the work inspected.
 - Respects or characteristics which are approved.
 - Extent and purpose of the approval.
 - Associated conditions.

280 Related work

- **Details:** Provide trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is approximately complete, in accordance with the project documents, to a suitable standard and in a suitable condition to receive new work.
- **Preparatory work:** Ensure necessary preparatory work has been carried out.

290 Manufacturer's recommendations and instructions

- **General:** Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to Tender.
- **Submit:** Details of changes to recommendations or instructions.
- **Execution:** Use ancillary products and accessories supplied or recommended by main product manufacturer.
- **Products:** Comply with limitations, recommendations and requirements of relevant valid certificates.

SAMPLES AND APPROVALS

330 Samples

- **Products or executions:** Comply with specification requirements and in respect of the stated or implied characteristics:
To an express approval.
To match a sample expressly approved as a standard for the purpose.

340 Approval of products

- **Programme:** Undertake or arrange submissions, samples, inspections and tests 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.
- **Retain:** Complying sample in good, clean condition on site. Remove when no longer required.

350 Approval of execution

- **Programme:** Undertake or arrange submissions, samples, inspections and tests 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.
- **Retain:** Complying sample in good, clean condition on site. Remove when no longer required.

ACCURACY AND SETTING OUT GENERALLY

370 Accuracy of instruments

- **Measurement:** Use instruments and methods described in BS 5606, Appendix A.
- **Accuracy:** Maintain
- **Linear dimensions:** Metric.
- **Angular dimensions:** 0 to 360 degrees.
 - **Verticality:** 0 to 90 degrees.
 - **Levels:** Relative to datum chosen by contractor eg. floor level.

380 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.
- **Completion of setting out:** Give notice before commencing construction.

400 Critical dimensions

- **Critical dimensions:** Set out and construct the Works in accordance with the critical dimensions and tolerances stated.
- **Details:** Allow for suppliers and sub-contractors installations.

410 Setting out records

- **Record drawings:** Include details of grid lines, setting-out stations, benchmarks and profiles. Retain on site throughout the Contract and hand over on completion.

SERVICES GENERALLY

430 Services regulations

- **Services:** N/A
- 440 Water regulations and byelaws notification
- **Requirements:** N/A

460 Electrical installation certificates

- **Certification:** N/A

470 Gas, oil and solid fuel appliance installation certificate

- **Content:**
 - **Installation:** N/A
 - **Safety:** N/A.

480 Mechanical and electrical services

- **Final tests and commissioning:** N/A

QUALITY CONTROL

540 Proposals for rectification of non-compliant products and executions

- **Non-compliant items:**
 - **Opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution:** Submit proposals
 - **Submittal date:** So soon as possible after discovery of items which are or appear to be non-compliant.
- **Acceptability:** Such proposals may be unacceptable and contrary instructions may be issued.

550 Measures to establish acceptability

- **General:** Wherever inspection or testing shows that the work, materials or goods are not in accordance with the Contract and measures (e.g. testing, opening up, experimental making good) are taken to help in establishing whether or not the work is acceptable, such measures will be at the expense of the Contractor and will not be considered as grounds for revision of the completion date.

00-70-70 Works Contract Administration

USE OF DOCUMENTS

100 Freedom of information

- **Records:** Retain, make available for inspection and supply on request information reasonably required to allow response to requests made under the provisions of the Freedom of Information Act.
- **Received requests:** Obtain instruction before proceeding.
Do not supply information to those who are not project participants without express written permission.
- **Confidentiality:** Maintain at all times.

110 Drawings

- **CAD data:** In accordance with BS 1192.

120 Cross references

- **Accuracy:** Check remainder of the annotation or item description against the terminology used in the cited section or clause.
- **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 cited specification section dealing with general matters, ancillary products and execution also apply.
- **Discrepancy or ambiguity:** Before proceeding, obtain clarification or instructions.

130 Referenced documents - conflicts

- **Precedence:** Specification prevails over referenced documents.

140 Dimensions

- **Dimensions:** Do not scale.

150 Rules of measurement

- **Method of measurement:** In accordance with NRM2.

DOCUMENT AND DATA INTERCHANGE

200 Electronic Data Interchange (EDI)

- **Types and classes of communication:** email on fully protected systems.
- **Parties:** CA, client, Main Contractor and appointed sub-contractors or suppliers.
- **Requirements:** Fully protected computer systems.

DOCUMENTS PROVIDED ON BEHALF OF THE EMPLOYER

230 Additional copies of drawings and documents

- **Additional copies:** Issued free of charge.

DOCUMENTS PROVIDED BY CONTRACTOR, SUBCONTRACTORS AND SUPPLIERS

280 Schedule of Rates

380 Method statements

- **Method statements:** Prepare describing how and when the following procedures are to be carried out.

- **Procedures:** Roofing Works, Scaffolding
- **Submittal date:** Within one week of request.

400 Alternative method proposals

- **General:** In addition to and at the same time as tendering for the Works as defined in the tender documents, alternative methods of construction and installation may be submitted for consideration. Alternatives, which would involve significant changes to other work, may not be considered.
- **Alternative method proposals:** 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.
- **Submittal date:** Within one week of request.

410 Alternative time proposals

- **General:** In addition to and at the same time as undertaking to complete the contract work by the date for completion or period specified in the Contract, an alternative proposal based upon a different date or period may be submitted.
- **Date for Completion:** If any such proposal is accepted, the date for completion or period inserted in the Contract will be the date stated in or determined from the alternative proposal.

450 Health and safety information

- **Content:** Describe the proposed organization and resources to safeguard the health and safety of operatives, including those of subcontractors, and of any person whom the Works may affect.
- **Include:**
 - **Policy document:** A copy of the Contractor's health and safety policy documents, including risk assessment procedures.
 - **Records:** Accident and sickness records for the past five years and of any previous Health and Safety Executive enforcement action.
 - **Training:** Records of training and training policy.
 - **Personnel:** The proposed number and type of staff responsible for health and safety on this project with details of their qualifications and duties.
- **Submittal date:** Within one week of request.

470 Outline construction phase health and safety plan

- **Content:**
 - **Risk assessment:** Method statements on how risk from hazards identified in the pre-construction information and other hazards identified by the Contractor will be addressed. Procedures for carrying out risk assessment and for managing and controlling the risk.
 - **Management system:** Details of the proposed management structure, responsibilities and arrangements for issuing health and safety directions. Include procedures for informing other contractors and employees of health and safety hazards.
 - **Selection:** Proposed procedure for ensuring competency of other contractors, the self employed and designers.
 - **Communication:** Procedures for communications between the project team, other contractors and site operatives. Include arrangements for cooperation and coordination between contractors.
 - **Emergency:** Procedures including those for fire prevention and escape.

- **Records:** Arrangements for ensuring that accidents, illness and dangerous occurrences are recorded.
- **Personnel:** Procedures for ensuring that persons on site have received relevant health and safety information and training. Include arrangements for consulting with and taking the views of people on site, for preparing site rules and drawing them to the attention of those affected and ensuring compliance.
- **Monitoring:** Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements. Review procedures to obtain feedback.
- **Submittal date:** Within one week of request.

480 Health and safety file information

- **Information:** Provide as required by Principal Designer.
- **Details:** Information in relation to the Roof Works

490 Site Waste Management Plan

- **Development:** The person responsible for developing the plan will be the Contractor.
- **Content:** Identity of proposed Principal Contractor for the purposes of the Regulations.
Location of the site.
Description of the project.
Estimated project cost.
Types and quantities of waste that will be generated.
Resource management options for these wastes including proposals for minimization, reuse and/or recycling.
The use of appropriate and licensed waste management contractors.
Record keeping procedures.
Waste auditing protocols.
- **Format:** Electronic.
- **Submittal date:** Within one week of request.

SUBLETTING AND SUPPLY

600 Domestic subcontracts - list

- **Content:** Details of proposed subcontractors and the work for which they will be responsible.
- **Submittal date:** Within one week of request.

INFORMATION

740 Proposed instructions

- **Estimates:** If a proposed instruction requests an estimate of cost, submit without delay and in any case within seven days.

800 Insurance

- **Documentary evidence:** Before starting work on site submit details and/ or policies and receipts for the insurances required by the Conditions of Contract.

820 Insurance claims

- **Notice:** If an event occurs which may give rise to a 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 administering the contract on behalf of the Employer and the Insurers.

- **Failure to notify:** Indemnify the Employer against loss, which may be caused by failure to give such notice.

830 Climatic conditions - records

- **Climatic conditions:** Record accurately and retain.
- **Information:**
 - **Air temperatures:** Daily maximum and minimum, including overnight.
 - **Delay records:** Due to adverse weather, include description of the weather, types of work affected and number of hours lost.

840 Ownership of products

- **Ownership:** At the time of each valuation, supply details of those products not incorporated into the Works which are subject to reservation of title inconsistent with passing of property as required by the Conditions of Contract, together with their respective values.
- **Evidence:** When requested, provide evidence of freedom of reservation of title.

870 Overtime working schedule

- **Requirement:** Prior to overtime being worked, submit notice of times, types and locations of work to be done.
- **Notice period (minimum):** Three days prior to overtime being worked.
- **Concealed work:** If executed during overtime for which notice has not been submitted, it may be required to be opened up for inspection and reinstatement at the Contractor's expense.

880 Defects in existing work report

- **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 executions, or be rendered abortive by the remedial work.

890 Tests and inspection schedule

- **Timing:** Agree and record dates and times of tests and inspections to enable affected parties to be represented.
- **Confirmation:** Provide one working day prior to each 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.

900 Commissioning programme

- N/A.

910 Performance testing programme

- N/A.

920 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 Health and Safety File
- **Emergency call out services:**
 - **Telephone numbers:** Provide for use after completion.
 - **Extent of cover:** Office hours only.

00-80-70 Works Contract Completion

NOTIFICATION

100 Notice of completion

- **Requirement:** Give notice of the anticipated dates of completion of the whole or parts of the Works.
- **Associated work:** Ensure necessary access, services and facilities are complete.
- **Period of notice (minimum):** One week.

COMPLETION WORK

170 Work before completion

- **General:** Make good damage consequent upon the Works. Remove temporary markings, coverings and protective wrappings unless otherwise instructed.
- **Cleaning:** Clean the Works thoroughly inside and out, including accessible ducts and voids. Remove 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 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.

180 Security at completion

- **General:** Leave the Works secure with, where appropriate, accesses closed and locked.
- **Keys:** Account for and adequately label keys. Hand over to the duly authorized person with an itemized schedule. Retain a duplicate schedule signed by that person as a receipt.

190 Rectification and defects

- **Notice:** Give reasonable notice for access to the various parts of the Works.
- **Access arrangements:** Arrangements to be made through the Contract Administrator.
- **Completion:** Give notice when remedial works have been completed.

INFORMATION

250 The Health and Safety File

- **Responsibility for production:** The Contractor.
- **Content:** Manufacturer's information, guarantees, certificates
- **Format:** Electronic
- **Delivery to:** The Principal Designer
- **Latest date for submission:** At Practical Completion

310 Content of the Building Manual

- **General:** Details of the property, the parties, fire safety strategy, operational requirements and constraints of a general nature.
- **Building fabric:** Design criteria, maintenance details, product details, and environmental and trafficking conditions.

- **Building services:** Description and operation of systems, diagrammatic drawings, record drawings, identification of services, product details, equipment settings, maintenance schedules, consumable items, spares and emergency procedures.
- **Documentation:** Guarantees, warranties, maintenance agreements, test certificates and reports.

320 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:** Where these are needed to illustrate or locate items mentioned in the Manual: if 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/ record drawings:** The main sets may form annexes to the Manual.

340 Information for commissioning of services

- **General:** Submit relevant drawings and preliminary performance data to enable the building user's staff to familiarise themselves with the installation.
- **Submittal date:** At commencement of commissioning.

410 Tools and consumables

- **General:** Provide tools and portable indicating instruments for the operation and maintenance of all services plant and equipment (except any installed under Named Subcontracts) together with suitable means of identifying, storing and securing.
- **Quantity:** Two complete sets.
- **Consumables:** Supply a complete list of all consumables necessary for the operation.
- **Submittal date:** At completion.



2. SECTION 2 MATERIALS AND WORKMANSHIP

1. 10-45-20/120 Demolition system (Stripping and Removal of Existing Material)

1.1. System outline

1.1.1. 10-45-20/120 Demolition system (Stripping and Removal of Existing Material)

- **System performance:** 10-45-20/210 Demolition and deconstruction objectives.
- **Contract survey:**
 - **Scope of contract survey:** Survey existing roof areas before removal of existing material.
 - **Type of survey:** Visual and core samples where necessary.
- **Execution:** 10-45-20/615 Demolition generally.

1.2. System performance

1.2.1. 10-45-20/210 Demolition and deconstruction objectives

- **Scope of the demolition works:** Removal of roof lead work, guttering, rooflights as per the schedule of works.
- **Structures to be retained:** Existing roof deck, insulation and asphalt covering. Fascias to be retained.

1.3. Execution

1.3.1. 10-45-20/615 Demolition generally

- **Standard:** To BS 6187.

Ω End of system

2. 20-50-30/185 Reinforced bitumen membrane warm roof covering system

2.1. System outline

2.1.1. 20-50-30/185 Reinforced bitumen membrane warm roof covering system

- **System performance:** 20-50-30/210 Roof covering design.
- **System manufacturer:** Bauder Limited
- **Preparation:**
 - **Existing substrates:** Make good existing asphalt roof covering.
- **Waterproof covering:**
 - **Underlayer:**
Type: 45-65-50/301 Bauder G4E
 - **Top layer:**
Type: 45-65-50/301 Bauder 5K5 reinforced bitumen sheets.
- **Execution:** 20-50-30/732 Laying reinforced bitumen membranes (generally);
20-50-30/742 Torch-on bonding of reinforced bitumen membranes;
20-50-30/754 Forming skirtings and upstands;
and 20-50-30/756 Forming welted drips.
- **System completion:** 20-50-30/810 Inspection of completed work and 20-50-30/850 Completion.

2.2. System performance

2.2.1. 20-50-30/210 Roof covering design

- **General:**
 - **Waterproof covering:** Secure and weathertight.
 - **Roof surfaces:** Free draining.

2.3. Products

2.3.1. 45-65-50/301 Reinforced bitumen sheets for roofing type A

- **Manufacturer:** Bauder Ltd
- **Product reference:** Bauder G4E underlayer
- **Standard:** Manufacturer's standard.
- **Material:**
 - **Carrier material:** glassfibre reinforced.
- **Thickness (minimum):** 4mm
- **Surface finish:**
- **Third party certification:** Required

2.3.2. 45-65-50/301 Reinforced bitumen sheets

- **Manufacturer:** Bauder Ltd
- **Product reference:** K5K capping sheet
- **Colour:** Charcoal grey.
- **Material:**
 - **Bitumen modification:** Elastomeric.
- **Thickness (minimum):** 5 mm.
- **Third party certification:** Required

2.4. Execution

2.4.1. 20-50-30/732 Laying reinforced bitumen membranes (generally)

- **Direction of laying:** Unroll up the slope. Lay so that water drains over and not into laps.

- **Side and end head laps:** Offset.
 - **Underlayer and top layer or capsheet:** Fully bond.
 - **Successive layers:** Apply without delay. Do not trap moisture.
 - **Detail work:** Strips of bitumen membrane cut from length of roll.
 - **Completed coverings:** Firmly attached, fully sealed, smooth, weatherproof and free draining.
- 2.4.2. 20-50-30/742 Torch-on bonding of reinforced bitumen membranes
- **Bond:** Full over whole surface, with no air pockets.
 - **Excess compound at laps:**
 - **First and intermediate layers:** Spread out.
 - **Top layer or Capsheet:** Leave as continuous bead.
- 2.4.3. 20-50-30/754 Forming skirtings and upstands
- **Angle fillets:** Fix by bitumen bonding or nailing.
 - **Independent upstands:** Fix securely to roof deck.
 - **First layer:**
 - **Partially bonded:** Stop at angle fillet. Fully bond in bitumen for 300 mm strip around perimeters. Overlap onto upstand with strips of fully bonded (unvented) reinforced bitumen membrane.
 - **Fully bonded:** Carry membrane up upstand or form with matching strips. Fully bond.
 - **Subsequent layers:** Carry in staggered formation up upstand. Fully bond each layer. Where practicable, carry top layer over top of upstand.
 - **Upstands:**
 - **At end of rolls:** Carry bitumen membrane up without using separate strip.
 - **At side of rolls:** Form with separate matching strips of bitumen membrane. Maintain laps.
 - **Additional fixing of bitumen membranes:** Nail at head laps at 75 mm centres in two rows, 50 mm apart.
- 2.4.4. 20-50-30/756 Forming welted drips
- **Length:** Form with maximum length strips.
 - **Turndown (minimum):** 75 mm.
 - **Welt tail:** Nail to face of drip batten. Fold neatly.
 - **Welt:** Fold back at least 100 mm and fully bond onto the roof surface. Overlap and fully bond the top layer/ capsheet.
- 2.5. System completion
- 2.5.1. 20-50-30/810 Inspection of completed work
- **Waterproof coverings surfaces:** When complete or cured, check for discontinuities.
 - **Defective areas:** Repair or apply additional coverings.
 - **Interim and final roof inspections:** Submit reports.
 - **Completion certificate:** Required.
- 2.5.2. 20-50-30/850 Completion
- **Roof areas:** Clean.
 - **Outlets:** Clear.
 - **Flashings:** Dress into place.
 - **Work necessary to provide a weathertight finish:** Complete.
 - **Storage of materials on finished surface:** Not permitted.

- **Completed waterproof covering:** Do not damage. Protect from petroleum based solvents and other chemicals, traffic and adjacent or high level working.



3. SECTION 3 SCHEDULE OF WORKS

Item	Works	Qty	Unit	Rate	£
1.00	GENERAL				
1.01	Building 44 is a detached building currently used for storage at the Imperial War Museum, Duxford, Cambridge, CB22 4QR.				
1.02	The following Schedule of Works (Section 3) is to be read in strict accordance with Section 1 (Preliminaries) and Section 2 (NBS Materials and Workmanship); all conditions in those clauses apply. All appendices shall also be referred to when pricing and shall be deemed that the Contractor has read all tender documents and any associated cost are contained within the tender and inserted as part of the tender return form.				
1.03	All quantities given are estimates of the works required and should not be relied upon. Contractors are to visit site to confirm quantities and areas themselves prior to costing the works. No additional monies can be claimed for underestimating areas and quantities post tender.				
1.04	Each works item is to be priced individually. Prices for all items will be deemed to include all requirements mentioned in other sections of this specification, drawings and additional tender documentation and careful reference should therefore be made to them. Any works items or requirements left unpriced will be deemed to have been included in the final tender sum.				
1.05	On commencement of the works and once full access has been arranged a CD of photographs is to be agreed as a schedule of condition prior to the works commencing.				
1.06	The works are to be carried out in strict accordance with the Construction [Design and Management] Regulations 2015 and all other relevant current health and safety legislation and regulations.				
1.07	The schedule of works is to be read in conjunction with the Bauder Specification B172642/1 in Appendix B and drawing C03aE in Appendix C .				
1.08	The contractor is to take particular note of Appendix D 'IWM Guidelines for Contractors Working on IWM Premises'.				

Item	Works	Qty	Unit	Rate	£
2.00	AREA and SCOPE OF WORKS				
	Roof Works				
2.01	<p>Prepare existing asphalt roof covering and carry out any localised repairs as necessary prior to overlaying existing waterproofing with new Bauder felt system as described above. (Approx. area 200m2);</p> <p>Include for all perimeter/abutment/upstand detailing and the like as necessary as more fully described below under items 5 and 6.</p>				
	Associated Works				
2.02	<p>And the following associated works:</p> <ul style="list-style-type: none"> • Replacement of rainwater goods/outlets. • Repairs and decorations to fascia boards and soffits • Infilling of rooflights 				
3.00	SCAFFOLDING AND ACCESS EQUIPMENT				
3.01	The contractor must carry out his own assessment for the provision of safe access to carry out the works specified and confirm his intentions to the Contract Administrator.				
3.02	The Contractor must visit the site and consider these issues whilst pricing this specification. In the event that the Contractor is of the opinion that additional or alternative measures are required he must clearly identify these measures in his tender submission. No applications for additional monies will be considered as a result of a failure to appreciate the access implications once the contract has been let. This includes phasing the works and modification to the scaffold where necessary to take account of the operational requirements of the school.				
3.03	The Contractor must provide safe external access for persons working on the roof areas.				



Item	Works	Qty	Unit	Rate	£
3.04	The scaffolding is to be erected and struck during normal working hours.				
3.05	Any required scaffolding shall be designed to bridge over all entrances with fan protection. Note access to the doorways or over driveways is not to be obstructed by scaffold standards. All fire escape routes are to be maintained and not to be obstructed by scaffolding. The first lift, where applicable , is to be double boarded with a layer of polythene sheet sandwiched between the boards, and sealed to the face of the building and contained over the protective enclosures.				
3.06	Whether scaffolding is present or not, the Contractor is to take the necessary precautions to protect staff and the public from falling debris etc. This includes providing sufficient hoarding and Heras fencing to enclose the works where necessary and prevent unauthorised access to the areas of work.				
3.07	Provide, erect and maintain any scaffolding and edge protection necessary to undertake the works described below in accordance with BS EN 12811-1:2003 Temporary works equipment. Scaffolds - Performance requirements and general design. Scaffolding to be sufficient to comply in all respects with current Health and Safety legislation and the Construction (Design and Management) Regulations 2015.				
3.08	The contractor is to be responsible for gaining permissions and licences etc. and for ensuring scaffolding complies with all relevant legislation.				
3.09	The Contractor is to provide the Contract Administrator with a Scaffolding Contractor's Hand Over Certificate and weekly Inspection Certificates.				
3.10	For security reasons all ladders giving access on to scaffolds and roofs are to be removed and secured under padlock to prevent access onto the scaffold, outside working hours.				
3.11	Arising from the nature of the works, all costs must be allowed in respect of same, together with costs arising from the difficulties of achieving sequential access. The contractor's on-site representative will be required to develop a good and considerate working relationship with the museum.				

Item	Works	Qty	Unit	Rate	£
3.12	The ends of all scaffold poles are to have high visibility plastic end caps fitted.				
3.13	No projecting scaffold poles, clips, ties etc., that could be a potential hazard to pedestrians will be permitted beneath first floor level.				
3.14	The Contractor should ensure that the operation of any hoist complies with the Health and Safety at Works Act 1974 and that only fully trained trade operatives are permitted to use the hoist. Appropriate training certificates for each individual must be held on site.				
3.15	The Contractor shall provide the no less than seven days' notice before any scaffolding is struck to give the Contract Administrator the opportunity of inspecting the works.				
4.00	PROTECTION				
	Allow to protect generally unaffected elements of building, in particular:		item		
4.01	<ul style="list-style-type: none"> a) Internal routes, where access is required through building. b) Security to all areas where elements are removed during the course of the works. c) All pavings, walls, plants, fixtures and fittings in the area of the works 				
4.02	Ensure the watertightness of the roofs at all times. It is not acceptable for any water to enter the building during the works and should this be the case, the Contractor will be held totally responsible for any damage and loss caused.		item		

Item	Works	Qty	Unit	Rate	£
5.00	ROOF WORKS				
	GENERALLY				
5.01	Supply all materials and lay new roof coverings to entire flat roofs to achieve a manufacturer's <u>20 year system product, workmanship and design guarantee.</u>		item		
5.02	Waterproofing should be installed in accordance with BS 8000: Part 4:1989, BS 8217:2005 and Bauder manufacturer's instructions.		item		
5.03	During the course of the works the successful Contractor will be expected to have no less than one on site meeting per month with the product manufacturer's representative to ensure the works are proceeding as per their recommendations and subsequently enabling the issue of a <u>20 year guarantee.</u>		item		
5.04	The Contractor shall supply if requested detailed drawings of the roofing manufacturers waterproofing system i.e. details to soil vent pipes, retro drains, parapets, upstands etc.		item		
5.05	All lap joints to be staggered throughout the installation.		item		
5.06	All works should comply with all current and relevant Building Regulations.		item		
5.07	To ensure waterproofing integrity is maintained during the installation, (where the works need to be temporarily suspended due to dayworks or inclement weather), a temporary waterproofing seal is required from the new to the existing to ensure the building is kept watertight. This temporary waterproofing seal should be provided to protect the insulation from any water ingress. An underlay or equivalent should be lapped and sealed by linking the vapour control layer to the waterproofing layers. Day/night joints must be applied to all details and main roof areas, where waterproofing integrity may be compromised due to the progress of the works or inclement weather.		item		

Item	Works	Qty	Unit	Rate	£
5.08	To ensure consistency of quality and the issue of an unqualified guarantee upon completion of the contract, Bauder membranes, vapour control layers, insulation, accessories and adhesives must be used throughout.		item		
5.09	NB. Adequate protection must be afforded to the newly installed roofing system against damage caused by following trades. Failure to provide this protection may require additional works to be undertaken before any guarantee is issued for the works. All preliminary work including alterations to detail items must be complete and satisfactory.		item		
5.10	Membranes are to be stored carefully on end on a clean level surface under cover. Insulation materials are to be stored on a clean level surface, and protected from direct sunlight and weather. The packaging that insulation is supplied with does not constitute adequate protection for site storage.		item		
5.11	Prior to works commencing, identify in conjunction with the client, redundant roof mounted equipment, cables, pipes and rooflights. Make good any openings to provide a satisfactory surface to receive new waterproofing.		item		
5.12	It must be ensured that any retained components of the existing structure are sound and capable of accepting the imposed loading of the new system and associated installation procedures.		item		
5.13	Carefully remove existing gutters and downpipes as necessary to facilitate the works.		item		
6.00	ROOF COVERING WORKS				
6.01	To be read in conjunction with Bauder Specification B172642/1.				
	Roof Preparation and Deck				
6.02	The contractor is to carry out his own inspection to satisfy himself with regard to the extent of works involved in the preparation of the existing roof coverings and substrates. No claims arising from failure to do so will be considered by Bauder.		item		

Item	Works	Qty	Unit	Rate	£
6.03	Carefully remove all surface chippings, debris etc. from the surface of the asphalt. Also Strip and/or remove any felt patch repairs, loose or flaking solar reflective paint, liquid overlays etc. Carefully cut away and remove the existing asphalt and lead skirting from all upstands and perimeter edges and prepare the exposed surfaces to receive the new waterproofing.		item		
6.04	Repair all cracks and blows in the asphalt and prepare to leave a smooth even surface. All defected areas of asphalt be levelled to eliminate ponding.		item		
	Primer				
6.05	All areas receiving the new self-adhesives membranes are to be thoroughly primed with either Bauder Multi-Purpose Primer. Primer to be installed in accordance with the manufacturers' instructions. All areas must be dry, clean and free from dust, dirt grease etc. prior to application.		item		
	Roof Covering				
	<u>Underlayer</u>				
6.06	Supply and install Bauder G4E, 4mm thick, fully bonded by torching in accordance with manufacturer's instructions.		item		
6.07	The underlayer must be taken up all upstands, edge details in accordance with the current British Codes of Practice and fully heat sealed / torched with the vapour barrier by a minimum of 100mm.		item		
6.08	The contractor is to give notice to the CA and Bauder of their intention to install the capping sheet so that an inspection of the underlayer can take place.		item		
	<u>Capping Sheet</u>				
6.09	Supply and install Bauder K5K, 5mm thick, 250g/m ² polyester reinforced, elastomeric bitumen capping sheet, charcoal grey slate finish, fully bonded to the underlayer by torching in accordance with the manufacturer's instructions. Head laps to be 100mm, side laps to be 80mm. A continuous bead of bitumen must extrude from all laps.		item		

Item	Works	Qty	Unit	Rate	£
	Details				
6.10	<p><u>Upstands and Detailing</u> Detail work to be carried out in Bauder K5K in accordance with current British Codes of Practice. Side laps to be 80mm, head laps to be 100mm.</p>		item		
6.11	<p><u>Weltd Drip to External Gutters (Un-insulated system)</u> Supply and fix a suitably sized soft wood tanalised timber drip batten to the top face of all perimeters which are designed to shed water. Fixings are to be screwed at 300mm centres, using plugs when fixing into masonry or concrete. A weltd drip detail is to be formed in Bauder self-adhesive capping sheet using Torch-Free methods, stagger nailed at 50mm centres with large headed galvanised clout nails and turned back around a mechanically fixed, suitable former and dressed onto the roof by a minimum of 150mm.</p>		item		
6.12	<p><u>Redecorate Existing Fascias</u> Allow to thoroughly and properly prepare existing fascias including filling any redundant penetrations. Allow to redecorate all existing timber fascia boards and soffits in 1 no. undercoat and 2 no. top coats of good quality exterior gloss paint. Colour TBC.</p>		item		
6.13	<p><u>Soffit Boards</u> Include here to replace missing/defective sections of soffit boards to match existing.</p>		item		
6.14	<p><u>New External Rainwater Goods</u> Supply and install new Alumasc Heritage cast aluminium, half round profiled gutters with 100mm beading. Finish; Black dipped and powder coated. Allow for all clips, brackets, stop ends, and the like. CA to review proposed gutters prior to procurement and installation. Ensure correct falls and fixings, with gutters clear and free-flowing upon completion.</p>		item		
6.15	<p>Include to supply and install new downpipes to match gutter system in size to suit. Include for all clips, brackets, and connections to ensure complete system. CA to review proposed downpipe prior to procurement and installation.</p>				

Item	Works	Qty	Unit	Rate	£
6.16	<p><u>Remove Redundant Rooflights and Level Deck</u> Carefully remove all redundant rooflight units and discard, in a manner designated by the client. Take down existing kerbs and make good any surface defects around the opening. Supply and install a suitable timber support frame within the opening, utilising cross-bearers should additional support be required. Infill the opening using 19mm WBP grade plywood decking set flush to the deck surface. Any gaps or surface protrusions must be removed prior to receiving the new waterproofing system. The first layer of membrane must be self-adhesive and dressed to the full extent of the detail using Torch-Free methods. This is to ensure that the detail is fully encapsulated to reduce the risk of fire to exposed combustible materials.</p>		item		
7.00	COMPLETION				
7.01	Allow for all necessary washing, cleaning, wiping and polishing in respect of surfaces internally and externally.		Item		
7.02	In the area of the works, clean down all doors and windows including frames and glazing.		Item		
7.03	Ensure all gutters, gullies and downpipes etc are free of defect and blockage.		Item		
7.04	Leave site clean and tidy to the satisfaction of the CA. All means of access is to remain until the CA has made his inspection and all snagging items have been completed.		Item		



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4. SECTION 4 MAIN SUMMARY



5. SECTION 5 FORM OF TENDER



6. APPENDIX A - BAUDER SURVEY REPORT



7. APPENDIX B - BAUDER SPECIFICATION



8. APPENDIX C - DRAWINGS

9. APPENDIX D - IWM GUIDELINES FOR CONTRACTORS WORKING ON IWM PREMESIS



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