

PROJECT SPECIFICATION

BALUSTRADE REPAIRS

at

**COUNTY SESSIONS HOUSE
WILLIAM BROWN STREET
LIVERPOOL**

for

NATIONAL MUSEUMS LIVERPOOL

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

JANUARY 2017

C O N T E N T S

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| 1.0 | Preliminaries & Preambles |
| 2.0 | Specification |
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| 4.0 | Security Instructions for Contractors |
| 5.0 | Tender Summary Sheet |

2.0 Schedule of Works

To be read in conjunction with all drawings and schedules and key plan.

This schedule does not include references for access, temporary works or other such general items. The contractor will be deemed to have included for all access and temporary works necessary.

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| | Detail 1 | | |
| 1.1 | Provide 5 no indents to balustrade plinth stones as drawing. Allow full height indents, 1no 200 x 280 x150mm 1 no 1070 x 280 x 150mm, 1 no 2310 x 280 x 150 mm 1no 1210 x 280 x 150mm 1no 960 x 280 x 150 mm . As C41/111A | | |
| 1.2 | Allow to indent new bases to 3 no bottles. Indents to be resin pinned into remainder of bottles using stainless steel dowels as C41/257. Profiles to match existing. As C41/111A. | | |
| 1.3 | Allow to replace 2 no bottles. As C41/201 and F21/115. | | |
| 1.4 | Provide 2 no indent to balustrade coping 730 x 110 x 150mm as shown on drawing. As C41/111A | | |
| 1.5 | Allow to remove and refix, once lime washing has been completed, sign to right hand pier using new stainless steel fixings. | | |
| 1.6 | Allow to lime wash / shelter 3 coats all sandstone stonework to balustrade to match existing colour. As M20/315. | | |
| | Detail 1 to collection | | £ |

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| 2.1 | <p>Detail 2</p> <p>Provide 6no indents to balustrade plinth stones as drawing. Allow full height indents,</p> <p>1no 2461x280x150 mm long,</p> <p>1no 915x280x150mm</p> <p>1no 1041x280x150mm</p> <p>1no 2188x280x150mm</p> <p>1no 909x280x150mm</p> <p>1no 800x200x150mm as C41/111A.</p> | | |
| 2.3 | <p>Allow to lime wash / shelter 3 coats all sandstone stonework to balustrade to match existing colour. As M20/315.</p> | | |
| | <p>Detail 2 to collection</p> | £ | |

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| | Detail 3 | | |
| 3.1 | Allow to release and remove 3no coping stones. As C41/106 | | |
| 3.2 | Allow to take entire balustrade, down to balustrade plinth level. As C41/106 | | |
| 3.3 | Allow to replace 2 no intergrated half bottle die stones, as drawing, profiles to match existing, as C41/111 and F21/115 | | |
| 3.4 | Allow to replace 2 no independent bottles. As C41/201 and F21/115. | | |
| 3.5 | Provide 6no indents to balustrade plinth stones as drawing. Allow full height indents, 1no 1060x270x150 mm , 1no 1080x270x150mm 1no 300x270x150mm 1no 810x260x150mm 1no 200x260x150mm 1no 750x260x150mm as C41/111A. | | |
| 3.6 | Allow to lime wash / shelter 3 coats all sandstone stonework to balustrade to match existing colour. As M20/315. | | |
| | Detail 3 to collection | | £ |

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| | Detail 4 | | |
| 4.1 | Allow to release and remove 1no coping stone to top of pier. As C41/106 | | |
| 4.2 | Allow to take entire balustrade, including piers, down to balustrade plinth level. As C41/106 | | |
| 4.3 | Provide 2no new integrated half bottle die stones, as drawing, profiles to match existing, As C41/201 and F21/115 | | |
| 4.4 | Allow to replace 5no independent bottles. As C41/201 and F21/115. | | |
| 4.5 | Allow to indent new bases to 4no bottles. Indents to be resin pinned into remainder of bottles using stainless steel dowels as C41/257. Profiles to match existing. As C41.111A | | |
| 4.6 | Provide 5 no new coping to balustrade, provide to match existing, allow for stones 1no 1041x234x430mm 1no 885x234x430mm 1no 1195x234x430mm 1no 1182x234x430mm . As C41/201 and F21/115 | | |
| 4.7 | Provide 8no indents to balustrade plinth stones as drawing. Allow full height indents, 1no 750x260x150 mm , 1no 220x260x150mm 1no 100x150x150mm 1no 1318x260x150mm 1no 1230x260x150mm 1no 900x260x150mm 1no 986x260x150mm | | |

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| | 1no 1100x260x150mm as C41/111A. | | |
| 4.8 | Allow to lime wash / shelter 3 coats all sandstone stonework to balustrade to match existing colour. As M20/315. | | |
| | Detail 4 to collection | £ | |
| 5.1 | Detail 5 Allow to take balustrade as indicated on drawing, including piers, down to balustrade plinth level. As C41/106 | | |
| 5.2 | Provide 1no new coping to balustrade, provide to match existing, allow for stones 1279x234x430mm. As C41/201 and F21/115 | | |
| 5.3 | Provide 3no indents to balustrade plinth stones as drawing. Allow full height indents, 1no 817x260x150 mm , 1no 989x260x150mm 1no 200x260x150mm as C41/111A. | | |
| 5.4 | Allow to lime wash / shelter 3 coats all sandstone stonework to balustrade to match existing colour. As M20/315. | | |
| | Detail 5 to collection | £ | |

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| <p>Contingencies Include the sum of £2,000 (two thousand pounds) For contingencies, to be expended as directed or deducted in whole or part if not required</p> | £2,000.00 |
| <p>Provisional sums. Include the sum of £2,000 (two thousand pounds) for contingencies for stonework repairs</p> | £2,000.00 |
| <p>To collection</p> | £ 4,000 00 |

3.0 NML SUPPLEMENTAL CONDITIONS

Tenders

It is essential that the Specification and Schedule of Works are read in conjunction with the drawings and with an inspection of the site. No allowance will be made for any claim for additional work to carry out any item of work due to the Contractor not having ascertained the full implication of the work at tender stage.

The Contract price will be a fixed sum exclusive of VAT. All tenders must allow for the provision labour, supervision, materials, fittings, plant and equipment etc. required to complete the work.

The Contractor is to allow for all costs arising from the employment of direct labour or any sub-contractor employed by the contractor.

The Contractor is to allow for all expenses, fares, subsistence etc. necessary and must include all packing and transportation costs required to complete the work.

The Contractor shall study the contract documents and allow for carrying out the work in accordance with the true intent and meaning of the documents and include for all labour, materials, fittings etc. that may be required but not specifically called for in the Specification, Schedule of Works or drawings.

It is the Contractor's responsibility to study the contract documents carefully and seek clarification of any discrepancies, ambiguities or other aspects that do not appear to be clear before submitting the tender.

The Contractor is required to examine the site of the proposed work and make all necessary recommendations concerning the operation of any existing environmental system, security system or fire system which may be affected by the type and method of carrying out the work.

General Conditions

The Contractor is not to park any vehicles, owned or operated by their work-force, sub-contractor, representatives, etc., within parking areas designated as staff or visitor parking, or in any driveway, fire access route, walkway, etc., unless granted permission to do so by security.

The work area should be swept on a daily basis, or more frequently if necessary, to keep floor reasonably clean and the area free of dust.

The Contractor, their representatives or any other person associated with the work, not permitted to smoke anywhere within the museum grounds unless in areas specifically and clearly labelled as smoking areas. This is in order to minimise the risk of fire and smoke damage to objects and buildings, and to reduce the threat to life of the occupants.

The delivery of all materials and equipment to the work site must be pre-arranged with the building manager and security, to ensure that the location and time of loading/unloading is acceptable to both parties. The Contractor must give particular attention to keeping clear access into the building in the event of fire.

The Contractor must ensure that at any time during the period of work, any entrance or exit, hallway, stairway (fire stairs or otherwise), etc., is kept in the same passable condition in which it was found.

Should any member of the Contractor's workforce discover a potential fire hazard in existing electrical wiring or any other system affected by the work, the Contractor will immediately report this in writing to security. Museums should give contractors responsibility for reporting any existing safety deficiencies, which might put life at risk.

In the event of any incident considered by security or other qualified administrative personnel to constitute a reason to evacuate the work site, all of the Contractor's employees shall follow the directions of these authorities and shall be subject to their instructions pending a return to normal activities.

Security and Restrictions on Site

The Contractor, his employees and all sub-contractors must report to security each day, sign in and obtain a security badge which must be worn at all times.

The Contractor must not trespass beyond the authorised areas of work and access thereto.

The use of portable radios and tape/cassettes players etc will not be permitted.

The Contractor shall ensure that the works, materials and equipment are safeguarded from damage and theft. It is the Contractor's responsibility to safeguard all deliveries during loading and unloading.

Limitations of Working Hours and Overtime

The Contractor is restricted to the following working hours

8.00am - 5.00pm will be by arrangement. Any additional cost for premium time etc must be authorised in advance.

Fire Precautions

The Contractor, his employees and all sub-contractors are to comply with the 'Standard Fire Precautions for Contractors Engaged on Crown Works' whilst carrying out the Works. No naked flames, welding or spark producing apparatus, equipment or processes are to be used to carry out operations of work without prior specific authority from the Employer.

Health, Safety and Welfare

The Contractor shall allow for all measures to ensure full compliance with enactments, regulations and working rules relating to safety, health and welfare of workpeople.

The Contractor must ascertain for himself any information he may require to ensure the safety of all employees, sub-contractors employees and persons engaged on the works.

The Contractor may utilise the staff sanitary and canteen facilities located on the ground level and ensure they are kept clean and tidy at all times

Removal of Rubbish and Cleaning

Remove all rubbish and superfluous materials from site daily and finally leave the site clear and unencumbered. All surplus material should be disposed of at a suitably licensed landfill site.

4.0

SECURITY INSTRUCTIONS FOR CONTRACTORS

The following are instructions for contractors working on NML property and are intended to assist in the smooth running of a project whilst providing a secure site.

Procedures for contractors working on site:-

All contractors should sign in and out at the Security Control Room or designated alternative at the beginning and end of each working day.

Contract visitors should sign on and off site as above.

Contractors should only enter or exit the site by the approved route.

Under no circumstances will contractors be allowed into areas of collection storage.

Contractors should fully comply with the NML Fire and Evacuation procedures.

Contractors may be required to provide, in advance, the names of operatives working on the site, to NML's Security Officer.

Equipment and materials should not be placed against the side of buildings.

Ladders must be chained to a secure point when not in use at all times and at the end of each working day, weekend or holiday period.

Scaffolding- proposals to erect scaffolding should be made to NML's Security Officer through the NML Contracts Manager, with reasonable

time to allow any necessary security arrangements to be made. Separate guidelines will be issued as necessary for the security of external scaffolding.

Contractors will not under any circumstances disconnect or move any movement detectors or cameras, or cut any cable that might be associated with the security system of the building.

Advance notice of any intention to deviate from the normal working week, i.e. Monday to Friday 08.00 – 17.00 hours, should be made through the appropriate channels to the NML Security Officer through the Estate Management Department.

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