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D1.0	GENERALLY		
D1.1	The works consist of the NORMAL HOURS alterations to the existing 5 th floor incident room. Any noisy works or disconnection of power or data can only be undertaken during OUT OF HOURS		
D1.2	<i>Tender Drawings</i> The following Schedule of Works is to be read in conjunction with the tender drawings within Appendix A and the Electrical Specification and drawings within Appendix B. Note also the specific compliance requirements for working on an EA site within Appendix C.		
D1.4	<i>Pricing</i> The Contractor will be expected to produce a priced Schedule of Works with their tender submission whereby each item of work should be individually costed for the Employer's review.		
D1.5	An e-mailed Schedule of Works can be issued on request should the Contractor wish to use the document to supply their breakdown of costs.		
D1.6	<i>Programme</i> A detailed programme will need to be prepared and submitted prior to works commencing for approval by the CA.		
D1.7	<i>Site Foreman</i> The Contractor must include for providing a full time experienced site foreman for the full duration of the project. The site foreman must hold a minimum qualification of CSCS (Construction Skills Certificate Scheme) GOLD Card Supervisor standard for supervision and is to be on site for all works. For out of hours working, a fully briefed GOLD card skilled worker or supervisor must be in charge on site.	2400	-
D1.8	<i>Contract</i> See main Preliminaries. The Contractor should price for standard preamble provisions here.	472	-
D1.9	<i>Workmanship, Quality and Compliance with Regulations</i> The works are to be carried out in accordance with all appropriate and relevant Codes of Practice, in a workmanlike manner in accordance with the requirements contained in this specification and to the complete satisfaction of the CA.		

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D1.10	All products, materials and proprietary systems shall be used, handled and installed in accordance with the manufacturer's recommendations and their technical details shall be obtained and used for guidance.		
D1.11	Should the Contractor wish to use alternative products to those specified they must obtain approval for their use from the CA. Such products must be at least equal to those specified.		
D1.12	Any works which do not achieve the required standard shall be carried out again in the Contractors own time and at their own expense.		
D1.13	<i>Fire Alarm</i> The existing fire alarm is linked to the adjoining shopping centre and is automatically linked to the fire brigade. ANY works which are likely to cause false activations that require isolation of the fire alarm MUST be arranged in accordance with EA FM to contact the Centre Manager to take the system off watch and to come bank on watch. The contractor must ensure they remain in attendance until this is safely put back on watch.		
D1.14	<i>Power Disconnections</i> A minimum of 20 days notice period is required for any power off situation with EA FM informing EA DDTS team. EA DDTS agree what power off procedures are required. If any power off of essential telemetry equipment is required this also requires advance approval.		
D1.15	<i>IT Alterations</i> The Contractor will be responsible for new and altering containment, including back boxes for new / revised data layouts. Ready for termination of cables by EA IT contractor and testing. The EA IT contractor will also relocate and provide any new cables.		
D2.0	SITE SET UP		
D2.1	<i>Site Compound</i> The Contractor can utilise two parking spaces at the side of the building using a 4 yard skip for non-hazardous waste only.	288	—
D2.2	The Contractor shall ensure that all operatives contain themselves within the site compound works areas and do not enter onto neighbouring land unless for purposes required by the contract works. Operatives shall not explore the grounds and buildings and anyone found wandering from the site without contractual reason will be requested to leave immediately.		
D2.3	<i>Health and Safety Signage</i> Provide comprehensive and thorough health and safety signs to the site and, in particular, in and around the works areas. Provide "CONSTRUCTION SITE – KEEP OUT" notices to all building approaches.	10	—
D2.4	The Contractor shall provide as part of their health and safety plan details of the proposed signs for agreement with the CA prior to starting on site.		
D2.5	<i>Site Welfare Facilities</i> Provide and maintain suitable welfare facilities in accordance with the requirements of Schedule 2 of the 2015 CDM Regulations as follows: <ul style="list-style-type: none"> • Sanitary conveniences • Washing facilities • Drinking water • Facilities for rest 		

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D2.6	The Contractor shall assess their requirements for welfare facilities and shall provide full details of these facilities within their tender submission (See D2.7)		
D2.7	<p>Site accommodation shall include, but not be limited to, the provision of the following:</p> <p><i>Storage Cabin(s)</i>: Utilise the existing work areas of the building.</p> <p><i>Welfare</i>: - Utilise the café area on the 5th floor.</p> <p><i>WC facility</i>: - Utilise the nearest existing internal toilet – to be identified by EA FM at the pre-start meeting.</p>		
D2.8	If required, adjustments and alterations to the layout of the Contractor's compound shall be agreed at the pre-contract meeting.		
D2.9	<p><i>Advertisement</i></p> <p>The Contractor shall not display any advertisement on the site other than the firm's name board and contact details; neither shall he permit any other advertisements to be displayed without the written authority of the CA.</p>		
D2.10	<p><i>Debris</i></p> <p>The Contractor is to allow for the removal from site of all debris and surplus materials that have arisen from the works. All items of stripping out, demolition and alterations are to include for removing all surplus materials and their disposal from site.</p>		
D2.11	All debris is to be bagged up and removed from the building each day and placed in a 4 yard skip which is to be situated in two spaces at the front of the property and include for all necessary skip licences/applications and lighting as required.	616	80
D2.13	All debris must be removed regularly and shall not be left to build-up.	456	-
D2.14	All skips shall be provided with tarpaulins to avoid debris being blown around during windy weather.	20	-
D2.15	<p><i>Protection Generally</i></p> <p>Protection shall be given to all parts of the building and surrounding areas i.e. corridors, lifts, doorways etc. during deliveries and movement of materials. The Contractor is to reinstate all damage occurring during the course of the contract at his own time and expense.</p>	184	-
D2.16	<p><i>Manning</i></p> <p>The Contractor will maintain adequate staffing levels and shall proceed diligently and expeditiously with the work.</p>		
D2.17	The Contractor will be responsible for any delays arising out of their failure to inadequately resource the project.		
D2.18	<p><i>Out of Hours Working</i></p> <p>All work is to be undertaken out of hours i.e.; weekends or after 5pm. EA FM will be in attendance during the works and will be responsible for security on site.</p>		
D2.19	<p><i>Electrical Appliances</i></p> <p>Only 110V rated and cordless power-pack tools are permitted. It is assumed that the Contractor will be able to use the local power supply during the works however this must be agreed at the pre-contract meeting.</p>		

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D2.20	<i>Meetings and Records</i> The Contractor's representative and foreman will be required to attend site meetings when required by the CA and will be required to bring a progress report, records of sub-contractors and men employed. The Contractor is to submit to the CA weekly records of men employed for certification and signature.	324	-
D2.21	<i>Programme</i> The Contractor is to submit within 5 days of being appointed as the successful Contractor, a programme to indicate duration of activities and levels of manning.	34	-
D2.21	<i>COSHH Regulations</i> The Contractor is to comply with Control of Substances Hazardous to Health Regulations (COSHH) 2002. All relevant information relating to hazard assessment to be submitted on request		
D2.23	<i>Extent of works & Contractor's Liaison</i> The Contractor shall allow for liaison with all parties as required for the works which shall include the Employer and their representatives, all Contractors, whether specialist, domestic sub-contractors or those employed directly by the Employer, utilities companies and other suppliers involved in the works.		
D2.24	<i>Samples & Materials Selection</i> The Contractor shall be required to obtain samples of certain materials and items which will require selection by the Client. Colour cards and samples etc shall be used for the 'initial selection' process and once items have been 'short-listed' larger samples and/or pieces will be required for presentation to the Client for final selection.		
D3.0	SUSPENDED CEILING ALTERATIONS		
D3.1	Alter and adapt the existing 24mm exposed grid suspended ceiling system to the 5 th floor incident room to facilitate the removal of the existing partition,		
D3.2	Allow for replacement of 20 no damaged ceiling tiles to the 5 th floor incident room using replacement "lay in" Armstrong Dune Supreme ceiling tiles	780	-
D3.3	Provide additional hanging support for any new lights or services and adapt ceiling for any new framing cut outs, drops etc.		
D4.0	DEMOUNTABLE PARTITIONING, DOORS AND ALTERATIONS		
D4.1	Carefully take down existing Komfort 75mm thick partition which currently sub-divides incident room and salvage framing system for re-use. Dispose of excess material noting partition is partially glazed.	612	-
D4.2	Provide acoustic barrier between head of new partitions to incident breakout room and shutter soffit above (ceiling void 145mm) and ensure full seal to partition head and soffit.	202	20
D4.3	Form new doorway opening into incident room No. 1 using new matching powder coated grey framing into existing Komfort 100mm thick partition.	180	-
D4.4	To new incident breakout rooms allow for the insertion of 2no new 1.2m wide x 1.0m high double glazed screens into existing partitions. New windows to be fitted with integral blinds within double glazed units with twist control knobs within incident breakout room side.	1077	60
	Allow to adapt, renew and alter partitions as required to facilitate this and make good on completion.	662	-

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D4.5	Remove existing veneered door into estates deeds room along with architrave and lining and make good with matching construction including all new finishes.	183	60
D4.6	Remove existing veneered door into area incident room along with architrave and lining and make good with matching construction including all new finishes.	183	60
D4.7	Supply and fit new FD30 intumescent and smoked striped veneered fire door to match existing within framing to be built into existing partitioning to new incident breakout room. Door to be fitted with the following ironmongery <ul style="list-style-type: none"> • 100 x 88 x 3mm triple knuckle self lubricating butt hinges 1.5 pairs with intumescent pads • SSS cam action overhead door closer with slide track and arm. • SSS 200mm kick plates to both sides of new doorway • Floor Stop • SSS 26mm fire door keep locked sign • Codelock 510 mechanical digilock 	231	20
D5.0	NEW POCKET DOOR and STUDWORK PARTITION		
D5.1	Supply and erect new 115mm thick studwork wall shown shaded yellow to enclose Team incident room using 89 x 38mm CLS studwork at 600mm centres with noggins at 600mm centres on head and sole plates ensuring structure is strapped back to structural floor above. Supply and build in Buller Ltd pocket door kit 3074 x 2053 with 90mm frame, 2no satin 762mm glass door including jamb kit and soft close actuator.	2314	80
D5.2	Finish studwork and metal frame with one layer of 12.5mm TE plasterboard and fill with scrim tape and easifill ready for decoration	546	-
D5.3	Provide black skirtings to both sides of new partition using matching Komfort black self coloured skirtings 100mm high to match existing to be fixed as per manufacturer details. Check dimensions of existing.	85	67
D6.0	DECORATION		
D6.1	Unless otherwise specified, decoration materials shall be from the Dulux Trade range and Hammerite and shall be used in accordance with the manufacturer's recommendations. Where alternative materials are required the type and choice shall be agreed with the CA prior to the works. Decoration works shall include all necessary ancillary products such as fillers, thinners and cloths etc.		
D6.2	Preparation of all surfaces, both new and existing, is to be to a high standard so as to produce the correct finish to the final decorated surface. Note extent of exposed conduit and trunking and ensure adequate allowances for masking up of all services neatly and cleaning off of overpaint.		
D6.3	Prepare and decorate all new internal surfaces in colours to be selected by the Client as follows:	2778	
D6.4	Walls: 1 no. mist coat 2 no. full coats of Dulux vinyl matt emulsion		
D6.5	Metalwork etc: 1 no. undercoat 2 no. gloss or satinwood finishing coats		
D6.7	All new joinery: knotting solution, 1 no spot primer / undercoat of Dulux		

		£	p
	quickdrying primer for new work, 2 no coats of Dulux Diamond eggshell,		
D6.8	Allow for the supply and fitment of new Muraspec Cheviot wallpaper to match existing (include the provisional sum of £450.00 for supply of paper) to be affixed using a property wall paper adhesive recommended by the manufacturer i.e. Muraband. Wallpaper to be provided to all new partitions and make good all disturbed areas.	450	00
D6.9	To existing end wall of incident room, allow for stripping out of existing orange finish and replace for full length and height of wall with new whiteboard flexible wall covering to be fixed using VOV adhesive.	712	05
D7.0	FLOORING		
D7.1	Allow for the careful uplift and salvage of existing floor tiles to the 5 th floor new incident breakout room and the main are incident room, and resilience area and dispose off. Make good where the existing partition has been removed and relay on new tackifier as required and patch in sub base with latex to suit levels.		
D7.2	Supply and lay new Forbo Tessera Mix Carpet tiles 500 x 500m, 6mm thick, to be laid in a random pattern using 542 Eurofix tack plus adhesive to the new Incident breakout room, area incident room and resilience team room. Ensure all off-cuts are recycled via Forbo Back to the Floor. Colour choice to be agreed with client	3570	-
D7.3	Provide new trims to all doorways and abutments with corridor		
D8.0	FIXTURES & FITTINGS		
D8.1	Include the provisional sum of £300.00 for altering, new and repositioned signage to be agreed with the client.	300	00
D8.2	Liaise with the electrical sub-contractor to enable relocation of the existing smart board from corridor wall to return wall.	204	-
D8.3	Supply and fit new 1800mm long x 1200mm high normal whiteboard to end wall of area incident room and also to incident breakout room	237	-
D8.4	Fit 3no client supplied downward wall projectors to end wall and connect up to power and data. Commissioning by client IT department.	122	-
D9.0	ELECTRICAL SERVICES (ALL WORKS OUT OF NORMAL HOURS)		
D9.1	Include here for all electrical alterations as included within PSLLP drawing 2230/19/E01 in include:		
D9.2	<i>Lighting and Power Installations</i> Amend existing lighting and power systems as required to suit the revised layouts: install new as required or implied therein or reasonably inferred from the drawings to all areas.	5193	86
D9.3	<i>Fire Alarms</i> Amend existing fire alarm system as required to the requirements: install new as required or implied thereon or reasonably inferred from the drawings to all areas.	122	-

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D9.4	Access Control and CCTV Alter CCTV to suit ceiling repairs	inc	-
D9.5	Network Amend existing data provision to suit the revised layout noting the specific requirements for attendance of Client IT provider to isolate and undertake final termination and testing. Cost of Client IT provider to be met by client.	inc	-
D9.6	All electrical shutdowns which includes lighting and small power final circuit isolations will require 20 working days notice to the on site FM team		
D9.7	Alterations to the fire detection and alarm system requiring zone isolation will require 7 working days notice.		
D10.0	ATTENDANCE		
D10.1	Allow for the full attendance and liaison on all service contractors in forming holes, chases and opening up etc and the subsequent making good on completion of the services i.e. extract fans, pipework, cabling etc.	660	-
D10.2	The Main Contractor shall coordinate and integrate all works and in particular the services and specialist works undertaken by the sub-contractors		
D10.3	ENSURE ALL NEW CABLE, PIPEWORK, PENETRATIONS ARE FULLY FIRESTOPPED AND PHOTOGRAPHIC EVIDENCE WILL BE REQUIRED TO ENABLE A PRACTICAL COMPLETION CERTIFICATE TO BE ISSUED		
D11.0	DAYWORKS		
D11.1	Works instructed by the CA to be undertaken as 'Dayworks' (i.e. on a time and material basis) shall be charged at the following rates which shall be for the net time worked on site to carry out the operation/task.		
D11.2	The hourly labour rates shall include for all usual 'on-costs' such as overhead and profit, plant and tools, bonus, holiday pay, insurance, travelling and subsistence, supervision and administration costs etc.		
D11.3	The % on-cost applied to materials shall include for all usual 'on-cost' such as measuring and ordering, collection and/or delivering to site, unloading, storing, protection, handling and insurance etc.		
D11.4	The full details of works undertaken under 'dayworks' shall be accurately recorded which shall include the description of the task, operative's data, day, date, and details of hours spent on the task (scraps of paper with '2men, 3 days, will not be accepted!')		
D11.5	Include for the following additional labour within the tender sum: <u>Labour:</u> Labourer 1 hour @ £...25... per hr Carpenter 1 hour @ £...36... per hr Electrician 1 hour @ £...40... per hr Mechanical Engineer 1 hour @ £...40... per hr Materials: £ 500 (worth) plus 12.5% (OH&P) Plant/tool hire £ 500 (worth) plus 12.5% (OH&P)		

		£	p
D12.0	ROMSEY SITE – Offsite Electrical works		
D12.1	<p>Allow to attend site with designer and client at the following site to review requirements to provide power supplies for 5no wall mounted Projectors/Televisions and associated containment works and also for containment for new data supplies to be installed by the clients IT department.</p> <p>EA District Office Station Road Romsey SO51 8DU</p>		
D12.2	<p>Allow the Provisional sum of £5000 for electrical works to be undertaken at the above site following attendance and agreement of the scope of works</p> <p>COLLECTION PAGE</p>	5000	00
	<p>Page 1 2872 -</p> <p>Page 2 298 -</p> <p>Page 3 1276 80</p> <p>Page 4 3873 80</p> <p>Page 5 6322 87</p> <p>Page 6 10462 91</p> <p>Page 7 660 -</p> <p>Page 8 5638 -</p>		
	TOTAL SECTION D £	31404	38,