

## ■ Specification of Works

**In respect of:**

Downside Community Centre  
Suffolk Road  
Dunstable  
Bedfordshire  
LU5 4ES

**Prepared for:**

Dunstable Town Council  
Grove House  
76 High Street North  
Dunstable  
Bedfordshire  
LU6 1NF

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For:  
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**Grove House**  
**76 High Street North**  
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**LU6 1NF**

Prepared by:  
**Brasier Freeth LLP**  
**Wentworth Lodge**  
**Great North Road**  
**Welwyn Garden City**  
**Hertfordshire**  
**AL8 7SR**

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## **1.0 PRELIMINARIES AND GENERAL CONDITIONS**

### **1.1 DESCRIPTION OF SITE**

The building has a t-shaped footprint and appears to have been formed in two principal parts, the original changing rooms to the north side and the extension to the south side.

The original building is formed with a steel portal frame, dual pitched roof finished externally with corrugated metal cladding and internal lining. The walls are constructed with a concrete wall panel system finished externally with pebble dash render.

The extension is formed with a timber truss roof, dual pitched roof finished with corrugated metal cladding and internal lining. The walls are patterned brickwork and decorated blockwork internally.

The site is located in south-east Dunstable in the suburb of Downside.

### **1.2 SCOPE OF WORK**

The proposed works relate to roofing repairs of the extension building and replacement rainwater goods, fascias and soffits, as well as joinery repairs.

- Install a liquid applied coating system to the dual pitched roof.
- Joinery repairs.
- Replacement of the uPVC and cast iron rainwater goods with a seamless aluminium system.

### **1.3 EMPLOYER/CLIENT**

Dunstable Town Council  
Grove House  
76 High Street North  
Dunstable  
Bedfordshire LU6 1NF

Contact: Becky Wisbey  
Mobile: 07850 708867  
Email: becky.wisbey@dunstable.gov.uk

### **1.4 CONTRACT ADMINISTRATOR (C.A.)**

Brasier Freeth LLP  
Wentworth Lodge  
Welwyn Garden City  
Hertfordshire AL8 7SR

Contact: Paul Raitt  
Mob: 07831 490665  
Email: paul.raitt@brasierfreeth.com

## **1.5 PRINCIPAL DESIGNER**

Brasier Freeth LLP  
Wentworth Lodge  
Welwyn Garden City  
Hertfordshire  
AL8 7SR

Contact: Paul Raitt  
Mob: 07831 490665  
Email: paul.raitt@brasierfreeth.com

## **1.6 CONTRACT DRAWINGS**

Refer to Appendix I.

## **1.7 VISITORS & SITE INSTRUCTION BOOKS**

The Contractor will provide a Visitors' book in which shall be recorded the names of all visitors to the site (apart from Contractor's workmen).

The C.A. will provide a Site Query book for site instructions. No claim for extra works will be entertained without a supporting entry in the pad.

Both books shall be kept on site in a secure place and shall be available at all times for use. They must be handed to the C.A. at the time of the hand over inspection.

## **1.8 TENDER**

The Employers do not bind themselves to accept the lowest or any Tender submitted and the Contractor is to have no claim for the cost of preparing his estimate.

The Tender shall remain open for acceptance for a period of three months.

The Contractor shall visit the site and inspect the drawings and satisfy himself as to the local conditions, assess the full extent and character of conditions affecting labour and the execution of the Contract generally as no subsequent claim on the ground of insufficient or inaccurate information will be entertained. He will be held to have fully informed and satisfied himself by his own independent observations and enquiries as to the nature, extent and practicability of the works, the places where materials can be obtained and disposed of and any other points which affect the Tender. The accuracy of dimensions and measured quantities provided by the C.A. is not guaranteed.

The Tender shall be exclusive of Value Added Tax. Payment and recovery of any tax for which the Contractor is liable is to be the Contractor's responsibility and except as provided in the said Supplemental Agreement the Contractor will be deemed to have allowed in his Tender for all other incidental costs and expenses which he may incur thereby.

If the Contractor cannot tender for any parts of the works defined herein, he must inform the C.A. as soon as possible, defining the relevant sections and stating his reasons for his inability to tender.

## **1.9 CONTRACTOR TO PRICE THE WHOLE OF THE WORKS**

The Contractor shall allow for all labour materials and plant to complete the whole of the works shown on the drawings or described in the Specification whether or not the same is specifically described provided it can reasonably be inferred or results from works described in the Specification or shown in the drawings.

The priced items in the Specification shall together be deemed to be the Schedule of Rates referred to in the Form of Contract.

The Specifications states briefly the works involved dividing the work into items which shall be priced separately. Costs relating to items in the Specification which are not priced will be deemed to have been included elsewhere in the Tender.

Where the structure is altered or cut away, prices shall include for supplying and erecting all struts, needles, raking, flying or dead shore and any other supports necessary to support and uphold all parts of the building whether specifically so described or not. On completion, strike and remove and reinstate all works disturbed.

## **1.10 DETERMINATION OF QUERIES**

Any queries or any points which might give rise to uncertainty shall be referred to the C.A. before the submission of a Tender and at least three days prior to the stipulated closing date and time for receipt of Tenders. All rulings and replies given by the C.A. will be notified simultaneously to all Contractors tendering.

## **1.11 THE CONTRACT**

### **1.11.1 The Form of Contract will be the JCT Minor Works Building Contract 2024.**

Allow for the obligations, liabilities and services described in the clauses therein and enumerated below.

#### **Recitals**

First	The Works and address
Second	The Contract Specification, Drawings or Work Schedules
Third	The Contractor has supplied the Employer with a copy of the Priced Contract Specification or Work Schedules or with a Schedule of Rates <sup>[3]</sup>
Fourth	For the purposes of the Construction Industry Scheme (CIS) under the Finance Act 2004, the status of the Employer is, as at the Base Date, that stated in the Contract Particulars
Fifth	For the purposes of the Construction (Design and Management) Regulations 2015 (the 'CDM Regulations') the status of the project that comprises or includes the Works is stated in the Contract Particulars
Sixth	Where so stated in the Contract Particulars, this Contract is supplemented by the Framework Agreement identified in those particulars

Seventh            The Supplemental Provisions (1 to 3) identified in the Contract Particulars apply

**Articles**

- |   |  |
|---|--|
| 1 | Contractor's obligations   |
| 2 | Contract Sum   |
| 3 | Collaborative working  |
| 4 | Architect/Contract Administrator                                   |
| 5 | CDM Regulations – Principal Designer and Principal Contractor      |
| 6 | Building Regulations – Principal Designer and Principal Contractor |
| 7 | Adjudication   |
| 8 | Arbitration  |
| 9 | Legal Proceedings <sup>[10]</sup>                                  |

**Contract Particulars**

<b>Clause, etc.</b>	<b>Subject</b>	
Fourth Recital and the JCT Fluctuations Option (paragraphs 1.1, 1.2, 1.5, 1.6, 2.1 and 2.2)	Base Date	30 <sup>th</sup> November 2025
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 <sup>[12]</sup>	The project is notifiable
Sixth Recital	Framework Agreement (if applicable) (State date, title and parties)	Not Applicable
Seventh Recital and Schedule 3	Supplemental Provisions (where nether entry against an item below is deleted, the relevant paragraph applies	
	Supplemental Provision 1: Health & Safety	Applies
	Supplemental Provision 2: Cost savings and value improvements	Applies
	Supplemental Provision 3: Performance indicators and monitoring	Does not apply



Article 8	Arbitration (If neither entry is deleted, Article 8 and Schedule 1 do not apply. If disputes and differences are to be determined by arbitration and not by legal proceedings, it must be stated that Article 8 and Schedule 1 apply) <sup>[14]</sup>	Article 8 and Schedule 1 (Arbitration) apply
1.6.2	Addresses for service of notices by the Parties (If a Party's address is not stated, it shall, subject to clause 1.6.2, be that shown at the commencement of the Agreement)	Employer TBC Contractor TBC
1.6.2	The respective email addresses for the Parties are	Employer's email TBC Contractor's email TBC or, subject to clause 1.6.2, such other email address as each Party may notify to the other from time to time
2.2	Works commencement date	TBC
2.2	Works commencement date	TBC or such later date for completion as is fixed under clause 2.7
2.8	Liquidated damages	at the rate of £2,500 per week
2.10	Rectification Period (The period is 3 months unless a different period is stated)	12 months from the date of practical completion
4.3	Interim payments – Interim Valuation Dates <sup>[17]</sup> (Unless otherwise stated, the first Interim Valuation Date is one month after the Works commencement date specified in these Particulars (against the reference to clause 2.2) and thereafter at monthly intervals.)	The first Interim Valuation Date is 2 weeks after commencement AND thereafter at intervals of 1 month
4.4	Payments due prior to practical completion – percentage of the total value of work etc. (The percentage is 95 per cent unless a different rate is stated)	95 per cent

4.4	Payments becoming due on or after practical completion – percentage of the total amount to be paid to the Contractor. (The percentage is 97½ per cent unless a different rate is stated)	97.5 per cent
4.4 and 4.9	Fluctuations provision <sup>[18]</sup> (Unless another provision or entry is selected, the JCT Fluctuations Options applies. References to the Contract to the JCT Fluctuations Option (or any provision as set out in such Option) are references to the JCT 2024 edition of that Option)	No fluctuations provision applies
4.4 and 4.8	Percentage addition for the JCT Fluctuations Option (paragraph 13) (if applicable)	Not Applicable
4.9.1	Supply of documentation for computation of amount to be finally certified (The period is 3 months unless a different period is stated)	1 month from the date of practical completion
5.3	Contractor's Public Liability Insurance: injury to persons or property – the required level of cover is not less than	£5,000,000 for any one occurrence or series of occurrences arising out of one event
5.4, 5.5 and 5.6	Insurance of the Works, etc. – alternative provisions <sup>[19]</sup>	Clause 5.5 (Works and existing structures insurance by Employer in Joint Names) applies
5.4 and 5.5	Percentage to cover professional fees (If no other percentage is stated, it shall be 15 per cent)	15 per cent
5.6	Insurance arrangements – details of the required policy or policies	are set out in the following document(s): N/A
6.2.3.2	Service of notices by email (If neither entry is deleted or an email address for each Party is not specified, clause 6.2.3.2 shall not apply)	* Clause 6.2.3.2 applies Employer's email TBC Contractor's email TBC

7.1	Notification and negotiation of disputes	<p>The respective nominees of the Parties are</p> <p>Employer's nominee</p> <p>TBC</p> <p>Contractor's nominee</p> <p>TBC</p> <p>or such replacement as each Party may notify to the other from time to time</p>
7.2	<p>Adjudication<sup>[20]</sup></p> <p>Nominating body – where no Adjudicator is named or where the named Adjudicator is unwilling or unable to act (whenever that is established) the nominating body is</p> <p>Arbitration<sup>[22]</sup></p>	<p>The Adjudicator is:</p> <p>The Royal Institution of Chartered Surveyors</p>
Schedule 1 (paragraph 2.1)	Appointer of Arbitrator (and of any replacement) – the appointer is	<p>President or a Vice-President:</p> <p>The Royal Institution of Chartered Surveyors</p>

## **EXECUTION**

The Contract will be executed under hand.

## **EXTENSION OF TIME**

If it becomes apparent that the Works will not be completed by the Date of Completion as stated in the Contract Particulars or as later fixed under this clause 2.7, the Contractor shall thereupon notify the Architect/Contract Administrator. Where that delay occurs for reasons beyond the control of the Contractor, including compliance with Architect/Contract Administrator's instructions that are not occasioned by a default of the Contractor, the Architect/Contract Administrator shall give such extension of time for completion as may be reasonable and notify the Parties accordingly. Reasons within the control of the Contractor include any default of the Contractor, of any Contractor's Person or of any of their respective supplies of goods or materials for the Works

**1.12 General Clauses**

**1.12.1 Water, Lighting & Power**

The Contractor is to provide water, lighting and power for use on the works including that required by Sub-Contractors, also all temporary connections, plumbing services, etc., and clear away same on completion. It should be noted that the electricity supply may have been cut off in which case it will be necessary to apply for a reconnection to establish a temporary supply. The Contractor shall pay all fees and charges in connection therewith.

**1.12.2 Contractor to Provide Everything Necessary (Particularly Plant & Scaffolding)**

The Contractor shall provide all materials, labour, cartage, carriage, hoisting, tackle, plant, including any special and mechanical plant, fuel and running expense, etc., for the due execution of the work and to erect and maintain good and sufficient scaffolding, staging, ladders and cradles, fenders, fans, shoring, temporary screens, fences or partitions, tarpaulins, dust sheets, etc., temporary buildings, etc., and is to be responsible for making good any damage caused by the use thereof.

**1.12.3 Making Good Footpaths, Fences, etc.**

The Contractor shall make good public and private roads, footpaths, fences, hedges, lawns, etc., where damaged or destroyed by the works or workmen, and satisfy all claims legally demandable owing to traffic arising from these works.

In the event of the stacking of materials on the public footpath or highway taking place either without a licence or in contravention of a condition of a licence, then the Borough Engineer will serve a notice upon the Contractor via his site representative giving a period within which such stacking must be brought into compliance or terminated.

**1.12.4 Damage to Pavements**

The Contractor shall take all steps necessary to make good pavements outside each property named in the Contract, including those of each adjoining property on either side, where damaged or destroyed during the course of the works.

**1.12.5 Protection of Roads, Sewers & Public Services**

Take all necessary precautions to protect all sewers, roads, drainage connections, services and lines from injury due to the execution of the works; protect also the surface of roads from damage by carting of materials or any other works incidental to the Contract. If any such mains, services or lines are to be found in the way of any new work or otherwise requiring attention, the Contractor shall protect same from injury and give notice to the Authorities of persons concerned and allow for the lowering, diversion or removal of such mains, services or lines as may be necessary. No claim for delay or for damages to the works will be allowed. Afford the various Statutory Authorities facilities for attending their mains, services and lines as may be necessary and for laying new or additional mains.

**1.12.6 Work-off Adjoining Owner's Property**

No workman employed on the work shall be allowed to trespass upon adjoining properties. The Contractor's attention is drawn to the fact that certain works may have to be executed off adjoining owner's property and he shall allow for this and give all notices and make all arrangements necessary for the proper execution of these Works. The Contractor shall indemnify the Employer against any claim or action for damages on account of any trespass or other misconduct of his employees of any Sub-Contractor.

**1.12.7 P.C & Provisional Sums**

All goods or work to cover the cost of which Prime Costs (P.C) or Provisional Sums are provided in the Specification will be obtained from firms selected by the C.A. and the Contractor shall do nothing in respect thereof without the C.A.'s instructions in writing being first obtained.

The Contractor shall produce receipted accounts for all P.C and Provisional Sums mentioned in the Specification at the time of settling the various accounts.

All P.C and Provisional Sums and provisional work are at the disposal of the C.A. and if not required or if paid direct by the Employer, will be omitted at the settlement of accounts, together with any profit added.

The Nominated Sub-Contractors shall be paid the sum as included in the certificates issued to the Contractor and no further payments for the Nominated Sub-Contractor will be included in the Certificates until the receipts for the previous payments to them are produced.

The Contractor shall attend upon all Trades and afford the necessary general attendance and usual facilities such as the use of plant and fixed scaffolding, the provision of water, temporary lighting, messrooms, sanitary accommodation, welfare facilities, space for office accommodation and for storage of plant and materials and clearing away rubbish, etc., to all Nominated Sub-Contractors and specialists or tradesmen employed by the Employer so that their work may proceed at the same time as his own. The Contractor shall supply full size setting out templates for Sub-Contractor's work and all necessary dimensions and is to be responsible for the accuracy of the same.

The Contractor shall be responsible for unloading, storage and safe custody of Nominated Sub-Contractors' or specialists' goods, plant, etc., upon delivery to the site and handling materials to positions as and when required, but the Sub-Contractors or specialists will be responsible, after commencing work at the site, for the weatherproof conditions of their materials and plant stored on the site.

The Contractor will be held responsible for the correct ordering, protection and safe custody of all goods provided by Nominated Suppliers from the time of their delivery up to the site until they are delivered up to the Employer as part of the building or are removed from the site, as the case may be. The amounts payable by the Employer to the Contractor in respect of such goods will be calculated in relation to the actual goods incorporated in the finished work, breakages, losses, etc., being matters for settlement between the Contractor and the Nominated Supplier concerned, neither of whom shall have any claim in respect of same against the Employer.

Any disputes which may arise between the Contractor and any Nominated Supplier or Sub-Contractor in regard to delays, defects, contra-charges and the like, will be matters for settlement between the Contractor and the Nominated Supplier or Sub-Contractor concerned, neither of whom shall have any claim in respect of same against the Employer.

The Contractor shall be responsible for verifying all information and dimensions given to Nominated Suppliers and Nominated Sub-Contractors to enable them to carry out work allotted to them under the Contract. The Contractor shall be required to ascertain from all the various Sub-Contractors (including those nominated by the C.A.) all particulars relating to their works in regard to the position in which chases, holes, mortices and similar items will be required to be formed or left before the work is put in hand. The Contractor shall be deemed to have included for this as part of the contractor's attendance.

All dimensions and particulars necessary for the execution of Sub-Contractor's work and work of other late trades are to be taken from the actual work and not from the drawings.

In all instances where the works "Prime Costs" or the initials "P.C" occur, they are intended to mean the net value after deducting all trade or other discounts except a discount of 2½% in the case of Nominated Sub-Contractor's work and 5% in the case of Nominated Suppliers which is provided for in all cases. The term "Fix Only" in the Specification must be taken to include for receiving, unloading or assistance to unload, unpacking of goods or plant, delivery to position storage of same, return of empty cases, crates, etc., carriage paid, hoisting to required positions, assembling and fixing.

All P.C Sums included in this Specification in respect of work to be executed by Public Authorities and Statutory Undertakings shall be deemed to include 2½% cash discount. Should such discount(s) not be allowed by the Public Authorities and Statutory Undertakings in their charge(s), amount(s) equivalent to such discount(s) shall be included in the Final Account for the Contract.

It should be noted that in order to qualify for the cash discount on Nominated Suppliers' accounts, payments shall in general be made within 30 days of the end of the month during which delivery is made and that the Contractor shall therefore himself be responsible for any defects which may arise in relation to these goods at a later date. Further, in making payments to the Contractor, the Employer will be entitled to deduct a retention, this the Contractor will be unable to do when paying Nominated Supplier.

No guarantee is given that the C.A. will check Nominated Suppliers' accounts by the time payments are due to be made to them by the Contractor. In the majority of cases such accounts will not be checked until goods are fixed in position and are in working order.

The Contractor shall provide receipted accounts for the C.A.'s inspection as, where and when required by them with reference to all P.C items for the purpose of checking the amounts due to the Contractor.

#### **1.12.8 Provision of Materials & Fittings**

The provision of all necessary materials and fittings is implied in each item unless re-use of the existing is specially mentioned. It is essential, before the work is commenced, that the Contractor shall contact the C.A. to make an inspection with him in regard to any alterations which may have occurred at the premises through looting or otherwise since the Tender was submitted. No claims for any extra costs will be entertained unless the premises have been so inspected within 7 days of the date of the order to commence the work or by arrangements made immediately prior to the acceptance of the Tender.

**1.12.9 Watching, Lighting, Welfare, etc.**

The Contractor shall allow in his Tender for all necessary watching and lighting and the care of the whole of the works, including protection from weather and other damage. He shall provide facilities for specialist contractors and all expenses in connection with the provision of safety and welfare of workmen in accordance with the local Working Rule Agreement (WRA) and The Building (Safety, Health & Welfare) Regulations.

**1.12.10 Holidays with Pay, Insurance, Working Rule Agreement, etc.**

The Contractor shall be responsible for and shall include in his Tender for all costs and expenses due from the Employer in connection with the works, particularly in connection with:

- (a) Building and Civil Engineering Industries Holiday Pay Scheme.
- (b) The London Working Rule Agreement.
- (c) The National Insurance Act and the National Insurance (Industrial) Injuries Act.
- (d) Holidays with pay and any other outgoing caused by National or Local Trade Agreement.

**1.12.11 Materials & Workmanship Generally**

Any materials or composition of materials described under one trade or in one instance and only referred to under another trade or item shall be similar in quality or composition.

Suitable existing material, if sound, may be re-used in the works providing the prior consent of the C.A. is obtained prior to the fixing. All new materials shall be, so far as practical, in accordance with the appropriate current British Standards Institution (BSI) specification. All materials shall be applied or fixed in a thorough and workmanlike manner. Where applicable, all methods of work and workmanship shall be in accordance with the latest Code of Practice.

**1.12.12 Latrines**

Maintain and keep in good order latrines or sanitary accommodation for workmen, as required.

**1.12.13 Convenience & Protection of Tenants**

The convenience and protection of any tenants or licensees remaining in occupation are to be carefully considered and the works carried out with a minimum of inconvenience to them consistent with the nature and extent of the works.

**1.12.14 Covering Up**

The Contractor will be required to provide all requisite tarpaulins, etc., to cover up exterior works, if necessary, while in progress. In cases where it is stated in the Invitation to Tender or the Specification or if it is afterwards arranged, that any tenants or licensees will remain in occupation of the premises (or any part thereof) comprising the site of the works, the Contractor shall also:

- (a) Provide such coverings as may be reasonably necessary to protect the occupant's furniture and floor coverings from damage of any kind.
- (b) Ensure that gas, water, electricity, sanitary and other essential services are fully maintained during the progress of the works.
- (c) Ensure that before leaving the work daily all plant, ladders, materials, etc., are left so that nothing can be made use of by children or other persons or in any unlawful manner.

**1.12.15 Rubbish**

The Contractor shall remove from the site all debris and rubbish arising out of these works as it arises, including that arising from Sub-Contractors and other work.

**1.12.16 Dry Rot**

Any dry rot or suspected dry rot discovered during the progress of the work, however slight, is to be reported at once to the C.A. who will issue instructions. On completion of such work, no plastering or other finishing is to be carried out until the C.A. has given his approval. The Contractor shall take every precaution to keep timber free from infection.

**1.12.17 Asbestos**

Any asbestos found on site is to be brought to the attention of the C.A. All asbestos which is to be removed shall be removed by an approved specialist.

**1.12.18 Extra Works**

The Contractor shall not, without written sanction from the C.A., carry out any work which he considers is not included in his Tender or Contract.

Any additional work likely to involve extra cost shall be pointed out to the C.A. at the time of the discovery and a written order shall be obtained before proceeding.

In cases of urgency (e.g. blocked drains, dangerous walls, etc.) notice in writing shall be given by the Contractor to the C.A. immediately setting out the full circumstances relating to such urgent additional work.

The extent of which old plaster to walls, ceilings and partitions is removed shall be agreed beforehand if this work involves extra cost, and the manner in which old and defective work is removed shall be such as to minimise the extent of such works.

Where extra work has been caused by improper methods, carelessness or lack of supervision by the Contractor, no additional payment will be made.

**1.12.19 Cleaning on Completion**

Allow for scrubbing and washing all floors, staircases, etc. Wash and clean all glass both inside and out and leave premises clean and tidy, all to the C.A.'s approval.

Touch up paintwork, as required, and leave premises entirely fit for occupation.

**1.12.20 Control of Fly Tipping in Building Contracts**

The Contractor shall be responsible for preventing excavated material, rubbish, rubble, surplus materials, etc., arising from the works being dumped anywhere other than on a recognised tip lawfully so used. Without prejudice to the generality of the foregoing he shall:

- (a) Sub-let carting away only to bona-fide carriers.
- (b) Obtain from such carriers the location of the tip or tips proposed to be used by them.
- (c) If and when required by the C.A. obtain and submit to the C.A. written evidence that all loads of excavated material, rubbish, rubble, surplus material, etc., have been deposited at a recognised tip lawfully so used.

Should it be shown to the satisfaction of the C.A. that any excavated material, rubbish, rubble, surplus materials, etc., have been deposited anywhere other than a recognised tip lawfully so used, the Contractor will be held responsible for clearing away such deposits at his own cost and ensuring that they are placed in a recognised tip lawfully so used and for securing the dismissal from the site of the driver of the vehicle concerned and, where the work is sub-let, the firm of carriers by whom he is employed.

**1.13 TERMS USED IN REFURBISHMENT/ALTERATION**

**1.13.1 Remove** means isolate, disconnect, dismantle as necessary and remove the stated element, work or component and all associated accessories, fastenings, supports, linings and bedding materials and dispose of unwanted materials. It includes removing associated pipework, wiring, ductwork or other services unless specifically stated otherwise or unless the item referred to is required to be re-used or replaced with a similar item.

**1.13.2 Replace** means:

- (a) Remove the stated existing components, features and finishes.
- (b) Provide and fit components, features or finishes which, unless specified otherwise, must match those which have been removed.
- (c) Make good, as necessary.

**1.13.3 Repair** means carry out local remedial work to components, features and finishes as found in the existing building, re-secure or re-fix, as necessary, and leave in a sound and neat condition. It does not include replacement of components or parts of components or redecoration.

**1.13.4 Make Good** means carry out local remedial work to components, features and finishes which have been disturbed by other previous work under this Contract and leave in a sound and neat condition. It does not include replacement components or parts of components. The meaning of the term shall not be limited by this definition where used in connection with the defects liability provisions of the Contract.

**1.13.5 Ease** means make minor adjustments to moving parts of the stated component to achieve good fit in both open and closed positions and ensure free movement in relation to fixed surrounds. Make good, as necessary.

- 1.13.6 **To Match Existing** means use products, materials and methods to match closely all visual characteristics and features of the existing work with joints between existing and new work as inconspicuous as possible.
- 1.13.7 **Overhaul in Conjunction with Doors & Casement Windows** means adjust the opening part to open and close readily within the existing lining or frame, including allowances for decorations (3No coats of paint). Remove paint from the hinges, door closers, locks or latches and oil to leave in working order. Adjust door closers to close properly and readily. Carefully remove and re-fix stops to a close fit with the adjusted position.
- 1.13.8 **Overhaul in Conjunction with Timber Double Hung Sliding Sash Windows with Box Frames** means removing paint and operative closing devices, removing the staff and parting beads and renewing with new approved beads, adjusting the sliding sashes by either planning or planting new matching sections to ensure a smooth regular action within the box frame, removing the sash cords and renewing with new waxed sash cords, adjusting the balances with new or additional weights, replacing the sashes and leaving in full working order. Allowances are to be made for decorations where these are specified.
- 1.14 MANAGEMENT OF THE WORKS**
- 1.14.1 **Insurances**
- Before starting work on site submit documentary evidence and/or policies and receipts for the insurances required by the Conditions of Contract.
- 1.14.2 **Insurance Claims**
- If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, forthwith give notice in writing to the Employer, the C.A. and the Insurers. Indemnify the Employer against any loss which may be caused by failure to give such notice.
- 1.14.3 **Programme**
- As soon as possible, and before starting work on site, prepare in an approved form a Programme for the Works which must make allowance for all:
- (a) Sub-Contractors' work.
  - (c) Running in, adjustment and testing of engineering services.
  - (d) Work resulting from instructions issued in regard to the expenditure of Provisional Sums.
  - (d) Work by others concurrent with the Contract.
- 1.14.4 **Site Meetings**
- (a) The C.A. will hold site meetings to review progress and other matters.
  - (b) Ensure the availability of accommodation and attend all such meetings.
- 1.14.5 **Notice of Completion**
- Give C.A. at least 2 weeks' notice of the anticipated dates of Practical Completion of the whole or parts of the Works.
- 1.14.6 **Security & Safety**
- Adequately safeguard the site, the works, materials, plant, etc. from damage or theft. Comply with all statutory requirements to protect all persons from any hazards. Provide the C.A. with copies of all Method Statements, Safety Plans and Risk Assessments, etc. Use products, methods of work and protective measures to minimise health and safety hazards.
- 1.14.7 **Estimated Cost of Variations**
- If the C.A. issues details of a proposed instruction with a request for an estimate of cost, submit such an estimate without delay and in any case within 7 days.
- 1.14.8 **Measurements**
- Give reasonable notice to the C.A. before covering up work which the C.A. requires to be measured.
- 1.14.9 **Interim Valuations**
- At least 7 days before the established dates for interim valuations, submit to the C.A. details of amounts due under the Contract together with all necessary supporting information.



**1.15 SAMPLES/APPROVALS**

**1.15.1 Samples**

Where approval of products is specified, submit samples or other evidence of suitability. Do not confirm orders or use products until approval of samples has been obtained. Retain approved samples in good clean condition on site for comparison with products used in the Works. Remove when no longer required. Samples of new mouldings, etc. will be required of each particular type prior to commencement of repair or renewal works.

**1.15.2 Approvals**

Where products or work are specified to be approved or the C.A. instructs or requires that they are to be approved, the same must be supplied and executed to comply with all other requirements and in respect of the stated or implied characteristics either to the express approval of the C.A. or to match a sample expressly approved by the C.A. as a standard for the purpose.

**1.16 PROTECT AGAINST THE FOLLOWING:**

**1.16.1 Noise**

- (a) Comply generally with BS 5228.
- (b) Fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.
- (c) Do not use pneumatic drills and other noisy appliances before 8.30am and after 5.00pm weekdays or at any time at weekends without consent of the C.A.
- (d) Do not use or permit employees or Sub-Contractors to use radios or other audio equipment.

**1.16.2 Pollution**

Take all reasonable precautions to prevent pollution of the site, the works and the general environment including streams and waterways.

**1.16.3 Nuisance**

Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin and other causes.

**1.16.4 Fire**

Take all necessary precautions to prevent personal injury, death and damage to the works or other property from fire. Comply with Joint Code of Practice "Fire Prevention on Construction Sites" 1992 (Tenth Edition) published by the Fire Protection Association with the support of the Association of British Insurers, National Fire Chiefs Council, London Fire Brigade, Contractors Legal Group and the Construction Industry Publications Ltd. Burning off using a naked flame or hot air gun will not be permitted without prior written consent from the C.A. A 'no smoking' policy must be established through the site with the exception of designated area(s) when smoking will be allowed.

**1.17 EXISTING SERVICES**

Notify all service authorities and adjacent owners of the proposed works not less than one week before commencing site operations. Before starting work check positions of existing services. Observe service authorities' recommendations for work adjacent to existing services. Do not interfere with their operation without consent of the service authorities or other owners. If any damage to services results from the works, notify the C.A. and appropriate service authority without delay. Make arrangements for making good without delay to the satisfaction of the service authority or other owner, as appropriate.

**PRELIMINARIES & GENERAL CONDITIONS**

**COLLECTION PAGE**

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**TOTAL TO FINAL COLLECTION**

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## **2.0 MATERIALS AND WORKMANSHIP**

### **2.1 DEMOLITION & ALTERATIONS**

- 2.1.1 The Contractor is to provide all scaffolding and protection to the property and adjacent properties necessary in order to carry out all the demolition works safely and without risk of damage to persons or property. The Contractor will be held directly responsible for any claims arising out of any such damage.
- 2.1.2 All demolition work described is to be carried out so as to cause minimal inconvenience to tenants, the public or the occupants of any adjacent properties.
- 2.1.3 The materials arising from excavations, demolitions, pulling down, etc. shall, unless otherwise described, become the property of the Contractor and he is to allow credit for them in his prices.
- 2.1.4 All surplus material and rubbish is to be carted away. The term "carry away" shall include getting out, filling into barrows, wheeling, loading and carrying to a licensed tip.
- 2.1.5 Materials described as "set aside for re-use" shall be cleaned, prepared for re-fixing and stored and protected until required.
- 2.1.6 The Contractor is to provide where necessary temporary support to adjacent properties and the sections of the property to be retained during the course of the demolition works where the existing support has been temporarily removed. The Contractor is required to protect any party wall exposed as a result of the works. All temporary support works are to be to the satisfaction of the C.A. and the District Surveyor/Building Inspector. All such prices in connection with temporary support are deemed to be included in the Contract Sum.
- 2.1.7 All demolition works are to be carried out during normal working hours and in strict compliance with any Local Authority bye-laws.
- 2.1.8 The prices of demolition, concrete, brickwork, masonry, etc. shall include for cutting out, cutting back and plugging off as appropriate of any redundant piping, tubing, conduit, wire bars, etc. that may be encountered.

### **2.2 EXCAVATIONS & EARTHWORK**

- 2.2.1 Trenches shall be excavated, as required, to construct foundations for structures as shown on the drawings and described in the Specification hereinafter. Any other excavation beyond that required shall be made up in concrete as described for foundations, at the Contractor's own expense.
- 2.2.2 The bottom of the excavation is to be levelled, rammed and approved by the C.A. and, where appropriate, the District Surveyor/Building Inspector before any concreting or backfilling.
- 2.2.3 Should the Contractor notice any change in the soil type during the course of excavation he should notify the C.A. immediately.
- 2.2.4 All good quality top soil which has been excavated is to be stored on site and distributed over the site on completion of the works. Any surplus soil is to be removed from site.
- 2.2.5 All turf affected by the works is to be carefully lifted in sections and stored on site in a suitable position. During dry weather the Contractor is required to keep all rolled turf moist.
- 2.2.6 All trenches and excavations are to be fully protected from the weather during the course of the works by tarpaulins, boardings and counter trenches dug to stop rainwater entering the trenches.
- 2.2.7 Any excavations near roads, rights of way, footpaths, etc. are to be adequately protected at all times during the works by suitable sturdy boarding/guardrails illuminated where necessary.
- 2.2.8 The price for excavation should include for planking and strutting, cutting off and grubbing up roots, breaking up old drains or other obstructions, double handling, supporting by timbers or other adequate means. Planking and strutting should include everything necessary to uphold the face of the trench including heavy timbering to prevent settlement or damage to adjacent buildings, roads, footpaths, etc.
- 2.2.9 Excavations for underpinning are to be carried out in a maximum of 1m sections or as otherwise specified by the C.A. All brickwork being underpinned is to be carefully needled across the trench.
- 2.2.10 Hardcore shall be approved hard brick or stone rubble free from any foreign material, e.g. timber, plaster or soil, etc. and broken to pass a 75mm ring spread, levelled, well rammed and consolidated to the thickness described. The price shall include for blinding surface of hardcore with fine ballast, ash or sharp sand.
- 2.2.11 Returning, filling and ramming shall be carried out with the best of the excavated material, filled in up to the levels required in layers not exceeding 225mm thick, each layer well consolidated with the addition of water, if required or directed, before the next layer is added.

- 2.2.12 The Contractor shall not undertake any excavation which may be considered hazardous and in breach of Health & Safety legislation or regulations. In the event of any risk whatsoever the Contractor is to immediately cease all work and seek the C.A.'s instructions.

### **2.3 CONCRETE WORK**

- 2.3.1 Water shall be clean drinking tap water.
- 2.3.2 Cement for use above ground level shall be ordinary quality Portland cement to BS EN 197-1:2021.
- 2.3.3 Cement for use in foundations, for floor slabs, pavings, drainage work and any work in contact with the ground shall be sulphate resisting cement to BS EN 197-1.
- 2.3.4 All cement shall be delivered in the manufacturer's sealed bags and stored in a clean dry place on a boarded platform.
- 2.3.5 Use of high alumina cement is not permitted.
- 2.3.6 Cement which has commenced to set shall not be used or re-gauged.
- 2.3.7 Sand shall be clean riverbed sand free from all salts.
- 2.3.8 Fine and coarse aggregate shall comply with BS EN 882:2004 and be stored on a clean drained base.
- 2.3.9 Fine aggregate should be graded from 5mm downwards. Coarse aggregate should be graded from 20mm to 5mm.
- 2.3.10 Concrete shall be composed of cement, fine and coarse aggregate with the correct water/cement ratio for the prescribed mix and shall be mixed to a uniform colour and consistency in the following proportions, where specified:
- (a) Nominal 1:12 50kg cement/4.2m<sup>3</sup> "all in" aggregate.
  - (b) Nominal 1:3:6 50kg cement/0.1m<sup>3</sup> aggregate/0.3m<sup>3</sup> coarse aggregate (foundations, ground floor slabs, manhole bases and benching, beds and surrounds to drains).
  - (c) Nominal 1:2:4 50kg/.07m<sup>3</sup> fine aggregate/.14m<sup>3</sup> coarse aggregate (steps, casings to steel beams, all precast concrete and all reinforced concrete).
- 2.3.11 Ready mixed concrete shall comply with BS EN 206-1:2013 and may only be used with the prior approval of the C.A. Delivery tickets must be retained by the Contractor for inspection.
- 2.3.12 When mixing is done by hand or in a batch mixer on site, materials are to be measured in gauge boxes on a platform.
- 2.3.13 The platform, boxes, mixer and tools must be kept clean and free from partially set cement.
- 2.3.14 All concrete is to be mixed evenly and uniformly in either a clean mixing machine or on a clean surface free from any deleterious matter.
- 2.3.15 No additives shall be used to assist setting or for any other reason.
- 2.3.16 No concrete is to be mixed or placed when the temperature is below 4°C (38°F) and the Contractor shall prevent any damage by frost and shall make good any frost damage entirely at his own expense to the approval of the C.A.
- 2.3.17 The Contractor is to ensure that during the first 5 days of curing all concrete is prevented from rapid drying out. During warm weather the concrete is to be covered with soaked tarpaulins which are to be kept damp at all times. The concrete must not be loaded until the curing period is complete.
- 2.3.18 The concrete, once mixed, is to be placed immediately on mixing and to be well tamped and consolidated into trenches. All planking and strutting to trenches are to be removed immediately after the concrete has been placed and the concrete well packed in against the trench walls. Mechanical vibration is to be employed, where necessary, and all costs arising there from are deemed to be included.
- 2.3.19 The Contractor is to provide suitable test cubes 150mm<sup>3</sup> when requested by the C.A. for testing purposes.
- 2.3.20 No concrete shall be placed after it has developed its initial set. It shall not be dropped from a height greater than 1m and where concrete has to be stopped and re-started at a later date the sections of existing concrete which are to abut the new are to be well hacked, brushed down and painted with cement: sand slurry 1:1 mix immediately prior to placing the new concrete.

- 2.3.21 The concrete shall be well tamped into moulds of formwork around reinforcement and exposed surfaces and shall be protected from premature drying and rain.
- 2.3.22 Precast concrete components are to be free from cracks, chips or any other imperfections. On request from the C.A. the Contractor is to provide invoices from the suppliers of precast concrete products as evidence that they have been obtained from the agreed source. Prices for precast concrete shall include for moulds, reinforcement hoisting and setting. Fair finish shall be that produced by wrot formwork.
- 2.3.23 Precast copings are to comply with BS 5642 Part2:1983 to dimensions as specified later or shown on drawings.
- 2.3.24 Precast paving slabs are to be 50mm thick type A complying with BS EN ISO 7263 :2019 and to be laid on a 25mm dry mix bed of sand/lime on a well consolidated base. Joints are to be filled with sand/lime mortar after tamping into position.
- 2.3.25 Lintels are to be cast using mix "C" concrete. When precast lintels are used the top shall be clearly marked. Lintels are to be reinforced with 1No 12.5mm bars per 115mm width. The bars are to have standard hooked ends. All lintels are to be minimum 230mm longer than their clear span. Their depth to be calculated as follows:
- (a) Up to 915mm: 150mm.
  - (b) 914 - 1525mm: 230mm.
  - (c) 1525mm - 2135mm: 305mm.
- Lintels over openings in plasterboard shall be keyed for plaster. Where particularly specified, brick arches shall be provided to lintels in external walls tied with non-ferrous ties at 225mm centres into in-situ lintels.
- 2.3.26 Unless specified otherwise, no steel or pre-stressed concrete lintels shall be used unless prior approval is obtained from the C.A. in writing.
- 2.3.27 Screeding to concrete floors is to be 75mm thickness or as otherwise specified in cement sand mix 1:4 to a level plain surface with a wood float, free from cracks and hollows. The Contractor is deemed to include for providing and fixing 150mm wide strips of galvanised EML over pipework which has been insulated and hidden within the screed. Expansion joints consisting of 12mm thick flexcell or other similar approved material are to be provided at 5m intervals. The position of all expansion joints is to be agreed with the C.A. on site. In all circumstances, the substrate is to be fully swept and prepared to ensure satisfactory screed adhesion. If the substrate is in an unsatisfactory state, which may prejudice adhesion, the Contractor shall be required to provide suitable bonding agents having obtained the C.A.'s prior approval. The provision and application of any necessary bonding agents together with any other work necessary to achieve satisfactory adhesion is deemed included within the Contract price.
- 2.4 DPC's & DPM's**
- 2.4.1 Damp-proof membranes are to be either:
- (a) 1200-gauge Visqueen, lapped 225mm and tape sealed with PVC self-adhesive tape 50mm wide, at all joints, turned up perimeter walls and partitions, etc. by 300mm.
  - (b) a single layer of Bituthene self-adhesive DPM material laid in strict accordance with manufacturer's instructions. Extend up all abutments by 300mm. Use recommended primer to achieve requisite adhesion.
  - (c) 3No full brush applied coats of Synthaprufe used in strict accordance with the manufacturer's instructions. Final coat to be blinded with sand whilst still tacky. Extend coats up all abutments, etc. by 300mm.
- 2.4.2 Slate and bitumen damp-proof courses shall comply with BS 743:1970 (with AMD's). DPC's shall be a minimum height of 150mm above external ground level and where fixed vertically they shall be of one continuous length.
- 2.4.3 Bitumen damp-proof courses shall be asbestos based lead cored type 5F laid and bedded for the full wall thickness. Joints shall be applied minimum 150 mm full width at corners, and neatly pointed where exposed.
- 2.4.4 Where slates are specified, they shall be first quality Westmorland slates. Use of second hand slates is not permitted unless expressly stated hereinafter.
- 2.4.5 Unless otherwise specified, DPC's shall be reinforced plastic hyloads or similar approved by the C.A., equal to wall width. Where possible, joints are to be formed at quoins and are to be full width lap joints. Where a joint occurs along a straight section of wall, the minimum joint lap is to be 255mm or the DPC width, whichever is the greater.

- 2.4.6 The positioning of DPC's is as follows:
- (a) Horizontally beneath concrete or stone subsill or threshold turned upwards or back and tucked between the underside of the window frame and sill/threshold and wall beneath.
  - (b) 150mm above ground level in any new walls or partitions or in any other position suitable to arrest the ingress of rising damp.
  - (c) On chimney stacks 150mm above the lowest point where the stack emerges through the roof covering.
  - (d) Below brick on edge and precast concrete copings.
  - (e) On parapet walls, 150mm above an abutting roof slope.
  - (f) Between external walls and garden walls where they abut.
  - (g) Where it is necessary to form a cavity tray over a lintel (extending 150mm beyond jambs of opening and sloping towards the outer face) or in a parapet cavity wall (sloping towards the inner face).
  - (h) In a suitable position in sleeper walls for suspended ground floor construction.
  - (i) At the interface between inner and outer leaves of construction in a cavity wall.
  - (j) Any other location within the construction deemed necessary in order to prevent damp ingress into the interior of the premises or the structure itself. Where in doubt contact the C.A. for instructions.

## **2.5 BRICKWORK & BLOCKWORK**

- 2.5.1 All bricks shall be hard, sound, square, even in size, clean and equal to samples approved by the C.A., Clay Bricks shall comply in all respects to with BS EN 771-1:2015.
- 2.5.2 All brickwork and blockwork shall comply with BS 8000-3.
- 2.5.3 Common bricks shall be flettons, as supplied by London Brick Company, or similar approved by the C.A. They shall be laid frog up in accordance with BS EN 1996-1-2:2024 and shall have a minimum compressive crushing strength of 20.7N/mm<sup>2</sup>.
- 2.5.4 London stock bricks shall be frogged and have a minimum compressive strength of 16N/mm<sup>2</sup>.
- 2.5.5 Semi-engineering bricks (Class B) shall be frogged and have a minimum compressive strength of 48.5N/mm<sup>2</sup>.
- 2.5.6 Engineering bricks (Class A) shall be frogged and have a minimum compressive strength of 68.9N/mm<sup>2</sup>.
- 2.5.7 Sand/lime bricks shall comply in all respects with BS EN 771-2:2015 and must be stored in a dry place. Minimum compressive strength to be 20.5N/mm<sup>2</sup>.
- 2.5.8 "Bricks to match existing" where specified shall be deemed to mean bricks which are of a similar appearance, design and crushing strength to the existing. The Contractor is required to provide the C.A. with sample bricks for approval prior to ordering and construction.
- 2.5.9 Brick rubbers shall be soft clay bricks suitable for accurate grinding to form arches and special features, the colour of which is to match existing brick rubbers. Each rubber is to be joggled and slightly frogged on each abutting face.
- 2.5.10 Blocks shall comply with BS 6073 Part 2: 2008 and be Thermalite, Celcon or similar approved by the C.A. They shall comply in every respect with the manufacturer's specifications and with Building Regulations applicable for the construction specified.
- 2.5.11 External airbricks shall be yellow clay airbricks or red terracotta airbricks to BS 493:1995+A1:2010 and be free from cracks, chips or any imperfections.
- 2.5.12 All ties shall be stainless steel straight or twisted strip as specified, with fishtail ends to BS EN 1243:2011 extending a minimum of two thirds into each brick or blockwork joint.
- 2.5.13 Water cement and sand for use in mortar shall be as specified in Section 2.3 above. Lime shall be hydrated lime complying with BS EN 4559-1:2010: delivered and stored as for cement.
- 2.5.14 Cement mortar shall be composed of 1:3 sulphate resistant cement/sand by volume for all work below DPC level. Cement/lime mortar shall be composed of 1:1:6 ordinary cement/lime/sand by volume for all other brickwork and blockwork except where specifically directed.

- 2.5.15 No additives or plastering agents shall be used. No mortar is to be re-worked or re-tempered once it has commenced to set.
- 2.5.16 Walls should be carried up uniformly, no one portion being raised more than 900mm above another at one time and they should be laid with courses level and perpendics plumb throughout.
- 2.5.17 All bricks and blocks shall be well butted with mortar before being laid. Mortar is to be mixed in either a clean mixing machine or on a clean surface free from all deleterious matter.
- 2.5.18 Joints of all new fair faced brickwork are to be raked out a minimum of 12.5mm deep as the work proceeds. Bonding of the brickwork is to match existing and jointing and pointing is to be weather struck unless described otherwise. Areas of existing brickwork, where specified, are to be raked out to a minimum of 19mm, the brickwork well wetted and pointed with cement/lime mortar to match existing. All pointed brickwork shall be cleaned down on completion.
- 2.5.19 The bonding of brickwork/blockwork is to match existing, and jointing and pointing is to be weather struck unless described otherwise. Where blockwork/brickwork abutments are not to be bonded together, the joint must be reinforced with straight line wall ties 150mm long at 225mm vertical intervals. Garden wall abutments with external walls are to be straight jointed with a vertical DPC inserted between the two walls. Where brickwork/blockwork are to be bonded into existing brickwork/blockwork, these are to be bonded in English or Flemish bonds to the adjoining walls and pointed externally on completion with a neat weather struck joint in cement/lime mortar to match existing adjoining pointing.
- 2.5.20 Care should be taken to ensure that all facework is kept free from mortar droppings and that adjacent scaffold boards are turned back during heavy rain and at night.
- 2.5.21 Frame lugs or cramps are to have fishtailed ends and be of hot dipped galvanised steel built into the brickwork/blockwork with a minimum depth of 75mm at 750mm centres.
- 2.5.22 No brickwork/blockwork shall be built after the ambient outside temperature reaches +4°C on a falling thermometer or before +2°C on a rising thermometer. In seasons liable to frost all brickwork/blockwork laid during the day shall be properly covered and protected against frost at night. Any brickwork/blockwork damaged by frost shall be pulled down and re-built as directed by the C.A. at the Contractor's expense. The Contractor shall provide and maintain a foreman on site at all times during the winter season.
- 2.5.23 Wall restraint ties shall be 6mm x 25mm x 305mm MS twisted, if necessary, with fish tailed ends and fixed to the sides of joists where the joists are at right angles to the walls or fixed across the top of 3No joists where the wall is parallel to the joists.
- 2.5.24 Chimney pots are to be of terracotta type of a suitable size and design to match existing. Where specified hereinafter, the pots are to be protected by means of hog backed spigot terracotta terminals properly bedded and fixed into position.
- 2.5.25 Joist hangers are to be built into a corresponding horizontal brick joint allowing for all raking out and repointing.
- 2.5.26 All vent grilles are to be hot dipped galvanised steel perforated grilles 225mm x 225mm minimum size properly decorated in accordance with this specification prior to fixing.
- 2.5.27 Wall straps are to be 25mm x 6mm galvanised steel bar with a twisted and bent down end (100mm minimum) built into the brickwork of the external wall to be re-strained. The other end of the strap is to be fixed across the top surface of 2No joists (flush with the surface in small rebates) where the floor joists are parallel to the external wall. Where floor joists are at right angles to the external wall the straps are to be fixed to the side of alternate joists of 100mm centres with gauge 14MS countersunk screws. In this instance, the total length of strap abutting and fixed to the joists must not be less than 550mm. Noggins to be provided below spiked in position.

## **2.6 ROOFING**

- 2.6.1 Slates for overhauling or re-slating existing roofs shall be sound, second hand and equal to samples approved by the C.A. or new complying with BS EN 12326-1:2014 and laid in accordance with BS 5534 Part1:2014 & Part 2:2018, fixed with 2No 38mm aluminium slate nails per slate for head nail slates, or 2No 50mm aluminium ditto for centre nail slates. Lap to be minimum 75mm.
- 2.6.2 Roofing felt under re-slatted or re-tiled roofs should comply with BS 747:2000 Class 1F hessian reinforced untearable bituminous felt laid over rafters turned up a minimum of 100mm at abutments and lapped minimum 150mm at joints. No joints will be permitted in the length.
- 2.6.3 Commercial zinc for roofing shall be a minimum of 14-gauge (0.8mm) and laid in accordance with BS CP 143 Part 5:1964.

- 2.6.4 Lead is to be British lead complying with BS EN 12588. Unless specified otherwise, thicknesses are to be as follows:
- Aprons and flashings Code 4  
Soakers Code 4  
Cill coverings Code 4  
Back gutters to stacks Code 5  
Hip and ridge flashings Code 5  
Flat roofs Code 6  
Flashing clips Code 6
- 2.6.5 Sheetting felt laid under new valley or parapet metal gutter linings, asphalt roofing or zinc flat roofing, shall be brown sheetting felt to BS 747:2000, class SA (2 Inodorous), laid continuously in gutter linings and with minimum 150 laps at joints elsewhere.
- 2.6.6 Batons and counter batons shall be 38mm x 19mm treated SW firmly secured with aluminium nails to each rafter.
- 2.6.7 Mastic asphalt shall comply with BS 8218:1998.
- 2.6.8 Reflective paint shall be applied to the top surface of asphalt roofs, where specified, to substitute the mineral chippings top layer and shall be Blue Circle reflective roof paint for asphalt applied in strict accordance with the manufacturer's instructions. Where mineral chippings are specified, these shall be 6mm white spar.
- 2.6.9 The price for each type of roofing material shall include, where relevant, roofing felt, batons, angle or tilting fillets, gutter boards, soakers, cover and stepped flashings, cutting and dressing at the abutments, verges and eaves.
- 2.6.10 Insulation is to be approved by the C.A.

## **2.7 CARPENTRY AND JOINERY**

- 2.7.1 Timber for carpentry and joinery shall be best quality properly seasoned, sound, square edged and free from large, loose and dead knots and other defects which would render it unsuitable for the particular purpose for which it is to be used.
- 2.7.2 Timber should have a moisture content between 15% & 20% at the time of fixing and shall for structural and carcassing use comply with BS 4978:2007 and be used in accordance with BS EN 338:2016 (AMD 8597:1995) & Part 3 (AMD 5391:1988 & AMD 8101:1994).
- 2.7.3 For joinery/wrot timber it shall have a moisture content between 12% & 15% and shall comply with BS 1186 -3:20220 and be used in accordance with Part 2:2002.
- 2.7.4 Unless specified otherwise joinery timber is to be "European Redwood".
- 2.7.5 Cills to door frames shall be well seasoned oak, teak, or utile and laid on a bituminous damp proof course.
- 2.7.6 Plywood shall comply with BS EN 636:2012 Grade 2 bonded with WBP adhesive and faced with birch veneer unless otherwise specified.
- 2.7.8 Blockboard and laminboard shall be bonded with Urea Resin moisture resistant adhesive.
- 2.7.9 Chipboard shall be tongue and grooved pre-treated (if necessary) resin bonded chipboard complying with BS EN 312:2010 shall be stored flat in a dry store area.
- 2.7.10 Fibreboard shall be low density acoustic quality bitumen impregnated fibreboard complying with BS EN 316:2009 stored flat in a cool dry store area.
- 2.7.11 Hardboard shall be high density tempered high hardboard stored flat in a dry store area.
- 2.7.12 Glue for joinery shall be "Cascamite" or equivalent, or synthetic resin adhesive complying with BS 1203:2005 for plywood and BS 1204 1993 for wood.
- 2.7.13 Joist hangers, timber connectors, frame ties and straps shall be galvanised of proprietary manufacturer and suitable for the load being carried as recommended by the manufacturer.
- 2.7.14 All items of joinery and carpentry are to be firmly and securely fixed in position so to be able to withstand reasonable twisting, loadings etc. All exposed nail heads are to be punched below the surface of the wood in preparation for stopping/filling.
- 2.7.15 External window and door frames in preformed openings are to be secured by counter sunk MS gauge 12 wood screws 75mm long and staggered at 225mm centres along the vertical stops.



- 2.7.16 External window and door frames in new brickwork/blockwork are to be secured with 3No equally spaced hot dipped galvanised steel lugs/cramps built into each stop and screwed into the frame using counter MS gauge 8 wood screws 32mm long.
- 2.7.17 Internal door and hatch linings in preformed openings in brickwork/blockwork are to be secured with counter sunk MS gauge 10 wood screws 50mm long at 225mm centres staggered along stops.
- 2.7.18 Internal door linings in preformed openings to new or existing stub works are to be secured with wire nails 63mm long at 150mm centres.
- 2.7.19 Fire door stops to plain faced linings and stops to roof space access hatches are to be secured with glue and counter sunk MS gauge 10 wood screws 15mm long and 150mm centres.
- 2.7.20 Stops to fire doors are to be secured with 32mm MS panel pins at 150mm centres.
- 2.7.21 Skirting applied to walls which are not to be damp proofed are to be fixed using "obo" or similar tempered blue steel masonry nails 63mm long staggered at 150mm centres using appropriate timber ground spacers. Where timber grounds have been fixed to the wall or a splayed ground used as a stop bead for plaster, skirtings shall be fixed to the said ground using 32mm MS panel pins at 150mm centres.
- 2.7.22 Skirting which are to be applied to walls which are damp proofed are to be secured using counter sunk MS gauge 10 wood screws 50mm long staggered at 225mm centres using all necessary timber ground spacers in plugs liberally dipped in araldite or epoxy other similar approved adhesive in strict accordance with the manufacturer's instructions.
- 2.7.23 Fixings to stud partitions built of a suspended timber floor are to be as follows:
- (a) Solid plate spiked to floor using 100mm wire nails at 225mm centres.
  - (b) Head spiked to ceiling using 100mm wire nails at 225mm centres.
  - (c) Vertical studs spiked in position screw nails using 100mm wire nails.
  - (d) Noggins where necessary spiked in position using 100mm wire nails.
  - (e) End studs abutting a brick/block wall (not damp proofed) secured in position using blue steel masonry nails at 100mm long at 225mm centres.
  - (f) End studs abutting a brick wall which has been damp proofed screwed in position using counter sunk MS gauge 12 wood screws 87mm long with plugs liberally dipped in araldite, epoxy adhesive or similar approved, in strict accordance with the manufacturer's instructions at 225mm centres.
  - (g) Sole plates fixed directly to a sub-floor using counter sunk stainless steel screws gauge 10 87mm long at 225mm centres.
- 2.7.24 Architraves, cover plates, copings, etc. are to be secured using 32mm MS panel pins at 150mm centres.
- 2.7.25 Ducts are to be securely fixed using MS panel pins at 150mm centres of suitable depth.
- 2.7.26 Kitchen fittings, unless otherwise specified by the manufacturer, are to be secured at suitable points on the carcassing using counter sunk MS screws at 225mm centres, 50mm long into noggins and studs or brickwork, including plugs dipped in araldite epoxy adhesive or similar in strict accordance with the manufacturer's instructions if into a damp proof wall or screeded solid concrete floor.
- 2.7.26 Lippings to door, hatches, shelves, worktops, etc. shall be secured using 32mm MS panel pins at 100mm centres.
- 2.7.27 Worktops are to be secured in strict accordance with the kitchen fitting manufacturer's recommendations.
- 2.7.28 Roof decking is to be secured using hot dipped galvanised or copper nails of suitable length well driven home.
- 2.7.29 Roof structure and other structural carpentry work is to be fixed into position using wire nails of suitable length well driven home.
- 2.7.30 Floorboards are to be securely fixed using MS brads 75mm long at 50mm centres across the width of each floorboard to each joist.
- 2.7.31 Where joists are doubled up the abutting faces are to be secured together using 15mm diameter MS double sided toothed plate timber connectors to BS EN 912:2011 between the faces which are to be bolted together, together with 12mm diameter 4.6 grade black bolts and washers at 300mm centres.
- 2.7.32 Access panels are to be secured using brass cups and gauge 8 raised head brass screws 25mm long at 150mm centre.

- 2.7.33 Hardboard (where not part of a sound resistance floor covering detail) is to be fixed using copper hardboard pins 19mm long at 150mm centres.
- 2.7.34 Supalux is to be fixed using MS cups and counter sunk wood screws 32mm long at 225mm centres.
- 2.7.35 Other items of joinery or carpentry not specifically mentioned are to be fixed in accordance with the standard practice in a good workman like manner to the satisfaction of the C.A.
- 2.7.36 Structural timber and softwood carcassing should be "tanalised" or equal and approved by the C.A. The Contractor shall for each delivery produce a certificate of impregnation for verification. Cut ends shall be treated with coloured "Ensele" in accordance with the manufacturer's recommendations.
- 2.7.37 Timber should be ordered and prepared as soon as practicable after the order to start and shall be carefully stacked under cover so that air may circulate around it.
- 2.7.38 Exposed faces of joinery shall be wrot. Except in the case of doors for which finished sizes are given, 3mm will be allowed of the nominal size of timber specified for each wrot face.
- 2.7.39 Joinery shall be constructed as BS 1186 Part 2:1988 and the term "framed" shall imply cutting, morticing, tenoning, wedging, notching, halving, etc., as required.
- 2.7.40 All prices shall include for rebating, rounding, moulding, grooving, beading, etc. as required for mitres, short length ends, notching, etc. and for glue, nails, screws, dowels, grounds, plugs and fixings, as required.
- 2.7.41 Joinery that is to be painted shall be knotted and primed before leaving the joiners shop and should be stored and protected from the weather immediately after delivery to the site. Back faces of linings, frames, skirtings, architraves, stair strings and bottoms of doors shall be primed before fixing. Paint for priming shall be obtained from the same manufacturers as that selected by the C.A. from a list of approved manufacturers. In cases where joinery items are supplied ready primed, they shall be re-primed with aluminium primer.
- 2.7.42 Ironmongery shall be fixed with screws to match and locks, latches, hinges, fastenings, etc. and shall be oiled, adjusted and left in perfect working order on completion.
- 2.7.43 No new notching of joists will be permitted. Unauthorised notching must be made good by nailing in 2No 5mm plywood fishplates, 450mm x remaining depth of joist under the notch.
- 2.7.44 Drilling of joist for services must be through the neutral axis.
- 2.7.45 Rafters to pitch and roofs are to be birds mouthed over wall plate. Birds' mouthing is not to extend more than one third of the depth of the rafter.
- 2.7.46 Architraves shall be ex 75mm x 25mm SW ogee architraves, unless otherwise specified and neatly mitred at corners. Any gaps between architraves and the face of plaster is to be infilled with a scribed fillet piece.
- 2.7.47 Skirtings shall be ex 150mm x 25mm plain edged SW skirtings unless otherwise specified with mitred external corners and butted internal corners. Where the floor surface is irregular, the Contractor is to plane the bottom edge of the skirting boards to suit the profile of the floor. Skirtings are to be capped with staff bead, mitred at internal and external corners.
- 2.7.48 External panelled and glazed doors shall comply with BS 459:1988. Frame doors shall have 75mm x 25mm splayed and hollowed weather fillet housed to bottom rails and bottom rails should be rebated for water bar.
- 2.7.49 Internal doors shall be hollow cored and external doors shall be fully cored.
- 2.7.50 Flush doors shall be ply faced external quality, where applicable, or hardboard faced for internal doors and supplied lipped on long ledges.
- 2.7.51 Fire resisting doors whether 1-hour or 30-minutes resistance.
- 2.7.52 New softwood casement windows shall comply with BS 644:2012. New softwood double hung sash windows shall comply with BS 644:2012.
- 2.7.53 Door and hatch linings shall be ex 32mm stored SW lining x opening depth properly house together and stored in a cool dry store.
- 2.7.54 Planted stops shall be 25mm softwood for fire doors and 12mm softwood for non-fire doors.
- 2.7.55 Should any joinery or carpentry warp, cup, twist, crack or wind more than the C.A. considers is reasonable during the Defects Liability Period, the Contractor will be liable to replace the component(s) and make good all decorations disturbed.

**2.8 GLAZING**

- 2.8.1 Glass shall comply with BS 952:1995 & Part 2:1980 and be of British manufacture and free from defects. Generally, glass shall be ordinary quality (OQ) and clear except for bathrooms and WC's where it should be obscured with powers of obscuration and diffusion not less than 8:6 respectively e.g. "Readlyte".
- 2.8.2 Glazing in fire doors, fire screens, external doors and the lower panel of fully glazed internal doors shall be 5mm georgian wired cast and polished plate glass, as specified.
- 2.8.3 Thickness of glass shall be as specified.
- 2.8.4 The putty for glazing to wooden rebates shall comply with BS 544:1969 (1994) (with AMD's) and metal rebates shall be an approved proprietary glazing compound.
- 2.8.5 Rebates shall be thoroughly cleaned and primed before glazing.
- 2.8.6 The glass shall be cut to size with a small clearance and fixed with putty or compound, well bedded, back puttied, sprigged or clipped and front puttied to the full depth of the rebate and site lines of the glazing bars, neatly trimmed and cleaned off.
- 2.8.7 Where beads are specified for fixing the glass, these shall be bedded in wash leather or proprietary glazing tape.
- 2.8.8 All stained-glass repairs and works are to be carried out by specialists in accordance with traditional specialist techniques.

**2.9 PAINTING & DECORATING**

- 2.9.1 Paint should be obtained from an approved supplier. It should be delivered in the manufacturer's sealed tins and used in strict accordance with the manufacturer's instructions. The name of the selected supplier shall be agreed with the C.A. at the commencement of the Contract and any change of supplier should be similarly agreed before materials are delivered to site.
- 2.9.2 On any one surface the priming and subsequent coats of paint shall be of one manufacture and in cases where joinery and other items are supplied already primed in a non-compatible primer, they shall be re-primed with an aluminium primer. The backs of all items of joinery are to be primed before fixing.
- 2.9.3 No paint should be thinned, applied by spray or roller unless specifically agreed.
- 2.9.4 No painting or external preparation work shall be carried out in wet or foggy weather or upon surfaces that are not thoroughly dry, clean and free from dust.
- 2.9.5 Door and window furniture, electrical accessories and radiators shall be removed prior to decorating and properly re-fixed thereafter.
- 2.9.6 Surfaces usually decorated shall be deemed to be included in the price for decoration.
- 2.9.7 External stopping shall be "External Polyfilla" or similar as approved by the C.A.
- 2.9.8 **To existing woodwork** remove unwanted nails and screws, stop in holes and cracks, and rub down with glass paper to smooth finish, wash down with sugar soap and clean water. Paint bare timber with 1No coat of pink primer, stop and knot and bring forward with 1No coat of undercoat.
- 2.9.9 **To new woodwork** sand down to smooth surface, knot, prime with pink primer and stop in imperfections ready to receive following coats of paint.
- 2.9.10 **To metalwork** wire brush, scrape and clean of loose and defective paint and rust; apply 1No coat of calcium plumbate primer to new metal work and to bare patches on existing metalwork ready to receive oil paint. Prepare existing metal gutters and paint internally with 1No coat of bituminous paint.
- 2.9.11 **Galvanised surfaces** shall be thoroughly de-greased and treated with a mordant solution washed off after it has dried before priming.
- 2.9.12 **To stucco, rendering and stonework** scrape down, brush and pumice to remove unsound paint and wash with sugar soap and water. Stop in small holes and cracks with external filler, cut out larger cracks and make good with 1:1:6 cement; lime; sand filler incorporating mortar bonding agent. Prime new work and, where necessary, make good with alkali resistant primer and bring forward making good with patch repairs with 1No undercoat oil paint.
- 2.9.13 Unless otherwise specified, the following finishing coats shall be included in the price for decorations:
- (a) **Woodwork and metal work externally** 2No undercoats and 1No coat finish gloss.
- (b) **Stonework, stucco and rendering externally** 2No coats of stone paint, as specified.

**2.10 PLASTERING, RENDERING & TILING**

- 2.10.1 Water and cement are described under 2.3 above.
- 2.10.2 Lime shall be hydrated lime complying with BS EN 459-1:2015 delivered and stored as cement.
- 2.10.3 Sand for external rendering, internal plastering with lime and Portland cement and floor screeds shall comply with BS 1199 and 1200:1976 table 1 (sharp washed) and be obtained from an approved source.
- 2.10.4 Plaster shall comply with BS EN 13279-1:2008, class "B" - thistle multi-finish or board finish. In no circumstance will the use of carlite plaster be permitted.
- 2.10.5 Plasterboard shall be 9.5mm Gypsum plasterboard complying with BS EN 520:2004+A1:2009 backed with aluminium foil where so described and shall be fixed with 32mm plasterboard nails at 150mm centres along edges and bearings with joints scrimmed with good quality hessian scrim tape 75mm wide. The prices for plasterboarding shall include for extra noggins between joints or studs to provide a solid bearing at edges and for firings or for packing out on existing studs or joists. Where two layers of plasters are specified, they should be fixed broken and staggered joints and with plasterboard nails 50mm long.
- 2.10.6 EML shall comply with BS EN 13658-2:2005 and weigh not less than 1.6kg per m<sup>3</sup>. They shall be fixed with galvanised staples and coated with black bituminous paint and shall be sealed at cut edges and any breaks in the coating.
- 2.10.7 Galvanised corner/angle beams shall be used in arises situations.
- 2.10.8 Mixing and application of internal plastering and external renderings shall be carried out strictly in accordance with the recommendations in BS 13914 Part 1 & 2:2016.
- 2.10.9 No additives or plastering agents shall be used other than those specified.
- 2.10.10 Surfaces of brickwork, blockwork, concrete, etc. that are to be plastered or rendered shall be thoroughly brushed, cleaned down and well wetted before plastering and undercoat should be properly scratched to afford a key for the next coat. Concrete surfaces should be thoroughly hacked and existing brickwork should have the joints well raked out before plastering.
- 2.10.11 Plastering on brickwork, blockwork and concrete shall be 2No coat work comprising a 12mm render coat 1:1:6 cement; lime; sand and a finishing coat of thistle multi-finish to a minimum of 3mm thick.
- 2.10.12 Plastering on EML shall be as for brickwork but with an additional pre-coat of cement; lime; sand (prickings up) render well trowelled into the lathing to provide adequate mechanical key.
- 2.10.13 Plastering on plasterboard shall be in 1No coat of Sirapite finish to a minimum of 3mm thick.
- 2.10.14 All wall plastering shall be terminated 50mm from finished floor level.
- 2.10.15 The prices for plastering on existing surfaces or in making good shall include for dubbing out and for finishing flush with adjacent retained surfaces.
- 2.10.16 The face of plastering shall be trowelled smooth ready to receive decoration and fully made good up to and around electrical conduit boxes, skirtings and frames.
- 2.10.17 Renewed plaster or plaster which is partially set must not be mixed or used with fresh plaster.
- 2.10.18 External render shall be 2No coat work comprising a scratch coat of cement/lime/sand 1:1:6 followed by a minimum 9.5mm render smooth 1:1:6 finishing coat which is to be wood floated with a minimum working and shall not be steel trowelled. Where monolithic surfaces are to have rendering applied, the Contractor is to hack the monolithic surface, as necessary, apply a splatter dash coating or include a PVA based bonding agent. Apply in strict accordance with the manufacturer's instructions in order to obtain a good key.
- 2.10.19 At the base of external rendering, the rendering shall be stopped at DPC level and finished with a bell mould. Similarly, the rendered plinth shall not be continued above the DPC level and shall be finished with a neat weather struck top edge.
- 2.10.20 Floor screeds shall be composed of a semi-dry mix of cement and sand 1:3 laid true and level with a minimum 50mm depth and ready to receive tile floor finish.
- 2.10.21 Where specialist damp course insertion is specified as a sub-contract item, all cutting away, removal of existing plaster, opening up fireplaces and making good defective brickwork internally and repointing externally or other masonry works shall be completed to walls to be treated before the commencement of sub-contracts works, in accordance with the specification of the sub-contractor and the C.A. Timber grounds and fixings shall be removed before treatment and existing air bricks solidly bricked in. Plastering shall be applied subsequent to damp coursing by the damp course sub-contractor.

- 2.10.22 Where fibrous plaster cornices are to be re-run or repaired, the Contractor is required to clean up and rake out crevices of any sound section of the existing cornice and take a wax mould of that section. The new cornice shall be fixed in position using an approved adhesive together with plugs and screws at 500mm centres. The abutment joints between the new and existing sections of cornice are to be made good using a suitable stopper, worked and sculptured to the profile of the cornice.
- 2.10.23 Ceramic wall tiles are to be good quality 150mm x 150mm white ceramic glazed unless otherwise specified. Revealed edges and corners are to be glazed or bull nosed and glazed.
- 2.10.24 Tile adhesive is to be "Nicobond" or similarly approved used in strict accordance with the manufacturer's instructions. Tile grout is to be "Nicogrout" or similar approved and white used in strict accordance with the manufacturer's instructions. On completion, all tiling is to be buffed so that all surplus grout is removed.
- 2.10.25 Sealing mastic is to be "Dow Corning" silicon white mastic applied and wiped smooth using a white spirit soaked rag in strict accordance with the manufacturer's instructions. It is to be applied to all abutments between wall and fittings. The seal is to be in the form of a neat fillet not exceeding 6mm wide.
- 2.10.26 External quality ornamental ceramic tiles shall be frost resistant tiles, as specified. Where existing sections of path or floor are to be demolished, the Contractor is to set aside sound tiles for re-use.
- 2.10.27 Terrazzo and the repairing of Terrazzo shall comply strictly with the requirements of BS 5385-5:2009 and consists of marble or spar to match existing or as approved by the C.A. laid level, packed to a density and designed to match existing in a 1:3 cement: sand bed.

## **2.11 DRAINAGE**

- 2.11.1 The proposed drainage works shall be agreed on site with the Borough Engineer and Surveyor's Drainage Inspector prior to carrying out any drainage works other than established and existing drain runs. The Contractor is required to make all necessary arrangements with the Local Authority when making connections to the sewer.
- 2.11.2 Open ends of existing and new drains must be temporarily fitted with a drain stopper and manholes kept covered until the drainage installation is complete, in order to prevent debris falling into the system.
- 2.11.3 Excavations of drainage trenches shall be not less than 300mm wider than the external diameter of the pipes and should be laid to proper falls. Include for grading and ramming bottoms, returning, filling and clearing away surplus material, planking and strutting and inclusions as previously described in the "Excavations & Earthwork" in section 2.2 above.
- 2.11.4 Concrete work shall be as described in section 2.3 above and brickwork and blockwork shall be as described in section 2.5 above. Cement is to be sulphate resistant.
- 2.11.5 Concrete beds under pipes shall be a minimum 100mm thick and 300mm wider than the external diameter of the pipe. Haunching shall be packed in under and carried up from the extreme edge of the bed to the top of the pipes on both sides. Pipes under buildings shall be completely surrounded in concrete 150mm thick. Where new drains pass under walls there shall be a lintel or relieving arch of sufficient strength and with sufficient bearing installed to support the brickwork above.
- 2.11.6 Pipes and fittings for foul drains shall be British Standard quality complying with BS 65:1991. Pipes for rainwater only shall be BS EN 12056-3:2000.
- 2.11.7 Pipes and fittings shall comply with BS 437:2008. Only cast iron fittings and pipes shall be used where a drain passes under or through an existing wall.
- 2.11.8 Pipes shall be laid in straight lines and regular gradients from point to point. 75mm pipes shall be laid to a minimum fall of 1:30, 100mm pipes shall be laid to a minimum fall of 1:40 and 150mm pipes to a minimum of 1:60. Prices shall include for all cutting, waste and extra joints at fittings.
- 2.11.9 Flexible jointed pipes shall be jointed in accordance with manufacturer's instructions. Other clayware pipes and fittings shall be jointed with plain yarn dipped in cement grout, well caulked into position and finished with a bold fillet of cement: sand 1:1. The inside of each joint shall be wiped clean with a damp cloth and a close fitting cork pad shall be drawn through each pipe as it is laid. Cast iron pipe fittings shall be jointed with tarred yarn and molten lead well caulked.
- 2.11.10 Gulleys shall be the necessary side or back inlets for the pipes discharging into same and shall be bedded on and surrounded with 150mm concrete and connected to the drain. They shall be provided with raising pieces and access plates, as necessary to suit.
- 2.11.11 Welding eyes shall be formed by extending the drain with an easy bend terminating at ground level fitted with a galvanised sealing plate and frame. Bends shall be surrounded in 150mm of concrete.
- 2.11.12 Manhole covers and frames, unless otherwise specified, shall be cast iron complying with BS EN 124:2015 grade 0 single seal. Covers shall be set in manhole grease and sand. Covers and frames shall be painted with 2No coats of bituminous paint, including the underside of the cover.

- 2.11.13 Drainage works shall be fully tested as the work proceeds to the satisfaction of the Drainage Inspector before any back filling is carried out. The whole drainage system shall be further tested and rodded through on completion of the works and immediately prior to handover. It is the Contractor's responsibility to obtain a "drain test certificate" from the Drainage Inspector for verification prior to Practical Completion.

## **2.12 SOIL AND SURFACE WATER PLUMBING**

- 2.12.1 Cast iron rainwater gutters and downpipes, together with fittings and accessories, shall comply with BS EN 460, be medium weight and have joints left open and fixed to walls with galvanised pipe nails in hardwood plugs.
- 2.12.2 uPVC rainwater goods and downpipes shall comply with BS EN 1462:2004 and be unpainted goods, as manufactured by Key Terrain, and be series 2100 or similar approved by the C.A. Installation shall be in strict accordance with the manufacturer's instructions. Screws for fixing shall be "bright zinc".
- 2.12.3 Cast iron soil and vent pipes and fittings shall comply with BS 416:1990 "medium grade" and shall be jointed with tarred yarn and corked with molten lead. Pipes shall be fixed through ears and distance pieces with galvanised pipe nails and hardwood plugs in brickwork.
- 2.12.4 The Contractor is to ensure that all flashings, aprons and rainwater outlet linings are well dressed down into the rainwater disposal units in accordance with Good Building Practice.
- 2.12.5 uPVC soil pipes and wastes and fittings shall comply with BS 4514:2001 and shall be unpainted goods, as manufactured by Key Terrain, series 100 soil systems and series 200 for high temperature PVC waste systems or similar as approved by the C.A. Pipes and fittings shall be installed strictly in accordance with the manufacturer's instructions with special attention given and allowance made for thermal movement. Screws for fixing shall be "bright zinc".
- 2.12.6 The whole of the sanitary system shall be installed to "Single Stack" principals to BS EN 12056-2:2000 unless otherwise specified. The system shall be tested to the satisfaction of the C.A. and by the Engineer and Surveyor's Drainage Inspector.
- 2.12.7 Where soil or rainwater pipes are situated in positions externally where damage can occur, the bottom 2m to be in cast iron with appropriate adapters to connect to uPVC, as necessary.
- 2.12.8 Access points must be provided at the base of stacks at branches on the main stack and at such other points that are necessary to enable testing and rodding of all pipework.

## **2.13 WATER SERVICES PLUMBING**

- 2.13.1 The whole of the water services installation shall be carried out in accordance with BS 6700 and the regulations and bye-laws of the local Water Authority.
- 2.13.2 Copper pipes shall be "Kite" marked and comply with BS EN 1057:2006+A1:2010 Table X and shall be jointed with capillary fittings complying with BS 864 Part 2:1983.
- 2.13.3 Flux shall be as supplied or recommended by the fittings manufacturer, but no self-cleaning fluxes will be permitted. Excess flux and solder shall be cleaned off pipework.
- 2.13.4 Copper pipework shall be run neatly in ducts where provided for or within floor voids. No new notching of joists will be permitted but existing notches may be re-used.
- 2.13.5 Pipes shall be adequately supported by SCH nylon saddles as manufactured by Fischer Fixings UK Ltd or equal and approved. Pipework laid within floor screeds shall be without joints.
- 2.13.6 Underground supply pipes shall be fully annealed copper complying with BS EN 1057:2006+A1:2010 Table Y. Pipes passing through solid walls shall be properly sleeved.
- 2.13.7 Storage cisterns shall be plastic complete with manufacturer's lids and comply with BS 4213:2004 (AMD 6797:1991). They shall be fully supported on a solid base and be fitted with 15mm clearance over to facilitate adjustment and renewal of ball valve.
- 2.13.8 Ball valves shall be "Diaphragm" type in plastic and comply with BS 1212 Part 3 1990.
- 2.13.9 Hot water cylinders shall be pre-lagged copper cylinders complying with BS 1566-1:2022 for direct and indirect cylinders. The use of "Primatic" self-compensating indirect cylinders is not permitted.
- 2.13.10 Stop valves shall comply with BS 1010 (with AMD's) and be provided on rising mains and before storage cisterns.
- 2.13.11 Gate valves shall comply with BS 5154:1991 and shall be provided immediately after storage cisterns on down services in readily accessible positions.

- 2.13.12 Stop valves shall be labelled to indicate their use. Labels shall be plastic cards with embossed or engraved lettering and wired on to the valve head.
- 2.13.13 Pipework in unheated areas shall be lagged with "Armaflex" performed sections with adhesive as per the manufacturer's instructions. Storage cisterns in roof spaces shall be insulated with a plastic covered fibreglass quilted sectional jacket to the latest Building Regulations standards.
- 2.13.14 Overflow pipes are to be uPVC and should fall evenly either to an external wall or overflow manifold. Overflow pipes are to be terminated 150mm from the face of the external wall. Where possible, overflow pipes should be positioned vertically above gulleys and, in any case, must not be discharged onto any roof or past any door or window opening.
- 2.13.15 Pipework shall be pressure tested by the Contractor before being covered up by lagging, dust covers, screeds, floorboards, etc.
- 2.13.16 Immediately prior to the handing over of the premises, unless otherwise instructed in writing by the C.A., the Contractor shall turn off the main water supply and drain down hot and cold water supply pipes and cisterns, including WWP's and central heating systems complete. Failure to comply will render the Contractor liable for damage resulting from burst pipes or fittings or overflowing cisterns.

### **3.0 SCHEDULE OF WORKS**

#### **3.1 DAYWORKS AND CONTINGENCIES**

- 3.1.1 The following sums and amounts to be deducted in whole or in part if not required.
- 3.1.2 No daywork will be allowed that can be measured and valued. Weekly day sheets giving details of labour and materials for all daywork must be submitted in triplicate to the C.A. by the end of the week following that in which the work was executed and shall be signed by the foreman in charge of the work and the C.A. as a record of the time actually worked on site (exclusive of travelling time) and materials and shall be subject to the approval of the C.A. DAYWORK SHEETS NOT SUBMITTED WITHIN SEVEN DAYS TO THE C.A. SHALL BE REJECTED.
- 3.1.3 All accepted dayworks will be priced at the rates of labour quoted below by the Contractor and such rates shall include for all supervisions, overheads, travelling time and expenses, time lost through inclement weather, guaranteed weekly minimum subsistence, bonuses, tool money, holidays with pay and public holidays, National Insurance contributions, graduated pension, industrial training scheme, third party and Employers' insurance, absence due to sickness or injury and all other charges whatsoever which the Contractor may require, as no other adjustment to the rates below will be allowed.
- 3.1.4 The time of gangers or charge hands (i.e. men actually working with their hands) will be paid at the plain time rates quoted hereunder but the time of foreman and working gangers will be deemed to be included in the site supervision.
- 3.1.5 Apprentices and labourer's rates of labour will be allowed in the proportion of the craftsmen of labourer's rates as shown in the Federation of Building Trades Employers' wages rates current at the date of the dayworks.
- 3.1.6 Materials will be priced at cost delivered to site excluding all trade discounts and invoices shall be submitted to substantiate any claim.
- 3.1.7 Profit will be allowed on material costs at the rate quoted by the Contractor, which is to include for Establishment charges, etc.
- 3.1.8 The plant hire charges shall be those contained in the current schedule of charges published by the Royal Institution of Chartered Surveyors and profit will be allowed at the rates quoted below.
- 3.1.9 The Contractor shall show below his daywork rates and shall extend into the money column the cost of his dayworks at the provision number of hours shown. The Contractor should carefully note that the all-in rates or percentage additions stated below will apply to all work executed by himself and his Sub-Contractors irrespective of any special arrangements which he may have with his Sub-Contractors. The Contractor must make due allowance for this in his all-in rate over percentage.



		Unit Rate	£
3.1.10	<b>Dayworks Before Practical Completion</b>		
(a)	Craftsmen hours: 8h		
(b)	Labourer's hours: 8h		
(c)	Include a provisional sum for materials to be used in daywork.	PS	£1,000.00
(d)	Add for profit and overheads to be allowed on the net cost of materials used in dayworks.		
(e)	Include a Provisional sum for plant, etc., to be used in dayworks.		
(f)	Add profit and overheads.		
3.1.11	<b>Dayworks During Defects Liability Period</b>		
(a)	Craftsmen hours: 8h		
(b)	Labourer's hours: 8h		
3.1.12	<b>Contingencies</b>		
	Include a Provisional sum for contingencies	PS	£5,000.00
<b>DAYWORKS &amp; CONTINGENCIES TO COLLECTION</b>			£

Item		Unit	Rate	Cost (£)
<b>3.2</b>	<b>GENERAL ITEMS</b>			
3.2.1	<u>Hours of Working</u> Works to be undertaken only during normal working hours, unless otherwise agreed by C.A. (Monday – Saturday 8:00am – 5:30pm)	Item		
3.2.2	<u>Programme of Works</u> The Contractor will be <b>required</b> to provide a PROGRAMME OF WORKS before works commence to ensure minimal disruption to the Client.	Item		
3.2.3	<u>Site Protection and Tidiness</u> Contractor to allow for keeping the site clean tidy <b>at all times</b> , and for the disposal of all waste material both during and on completion of the works.	Item		
3.2.4	<u>Waste Disposal</u> Allow for all skips, licences and rubbish disposal throughout the duration of the works. Skips to be located in positions agreed before the commencement of the works.	Item		
3.2.5	<u>Temporary Works</u> The Contractor is to allow for all necessary shoring, formworks and their temporary works as required	Item		
3.2.6	<u>Access Equipment</u> Include for all scaffolding, access towers and safety netting, etc. required to safely undertake the works.  All standards and poles lower than 3m are to be provided with alternative red and white coloured tape.  All ladders to lower lifts are to be removed and secured overnight.  Full toe boards and safety netting to all lifts.	Item		

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.2.7	<u>Noise and Disturbance</u> The use of noisy plant or machinery is to be kept to a minimum and site radios will not be allowed. Please note the site will continue to be in use by the client and it may be necessary for the contractor to stop work on occasions when activities are taking place. Where possible the client will provide a schedule of bookings when the date for the proposed works is agreed.	Item		
3.2.8	<u>Site Safety</u> Include for all protective and other safety equipment such as barriers, safety signage, and a designated safe place to leave ladders and materials while the site is unattended.	Item		
3.2.9	<u>Site Enclosure</u> The Contractor is to allow for providing a full enclosure to the site in herras fencing, and to agree a compound position with the C.A.	Item		
3.2.10	<u>Welfare Facilities</u> Provide temporary latrines and welfare facilities for site staff if required.	Item		
3.2.11	All works to be adequately weather protected at all times.	Item		
3.2.12	<u>Personal Protective Equipment</u> All operatives should be properly trained for their duties, and provided with all necessary PPE.	Item		
3.2.13	<u>Leadwork</u> All leadwork to be in accordance with LDA guidelines – which can be supplied on request.	Item		
3.2.14	<u>CDM Regulations</u> The full extent of the CDM Regulations 2015 will apply. The Contractor shall be required to submit the usual construction plan and maintain site visitors' procedures and records, and accident books, etc. ALL accidents are to be reported to the C.A. and Principal Designer immediately.	Item		

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.2.15	<p><u>Health and Safety File</u> The Contractor is to provide a list of all products and materials used on site, retain all manufacturer's literature and contact details, to be handed over to the Principal Designer throughout the project, including commissioning certificates for services, etc.</p> <p><b>The C.A. reserves the right to delay final payment or agreement of the final account until this is completed.</b></p>	Item		
3.2.16	<p><u>Refurbishment &amp; Demolition Survey</u> A type II pre-refurbishment Asbestos survey of the property has not been provided. Allow to undertake a full asbestos refurbishment and demolition survey prior to undertaking any works. A copy of the report is to be provided to the C.A. prior to any works.</p>	Item		
3.2.17	<p>The Contractor is to notify the C.A. or Principal Designer immediately if any suspected asbestos containing materials are identified.</p>	Item		
3.2.18	<p>Contractor to allow for providing all temporary lighting and power as required to safely complete works.</p>	Item		
3.2.19	<p><u>BWIC</u> Allow for builders' work in connection with Mechanical &amp; Electrical Services installation. Include for forming and finishing all necessary ducts, chases. The provision of all access towers, access equipment, etc.</p>	Item		
3.2.20	<p><u>Tenant Fixtures &amp; Fittings</u> Assume that the tenants will be responsible for moving any internal belongings, furniture and equipment.</p> <p>All moved items to be stored on site.</p> <p>Any damaged areas on moving of the items is to be made good.</p>	Item		

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
<b>3.3</b>	<b>DEMOLITION &amp; STRIPPING OUT</b>			
3.3.1	<u>Dual Pitched Roof</u> Any sheared, missing or defective fixings to the profiled metal roof sheets are to be removed and disposed of.	Item		
3.3.2	<u>Rainwater Goods</u> Carefully remove and dispose of the existing uPVC and cast iron downpipes, gutters and associated fixings and brackets.	Item		
3.3.3	<u>Soffits, eaves and bargeboards</u> Carefully remove and dispose of timber soffits, eaves and bargeboards, leaving backing timbers in place.	Item		
3.3.4	Temporarily remove tenants CCTV cameras and wiring without causing any damage to the supply cables and set aside, ready for re-fixing upon completion.	Item		
<b>3.4</b>	<b>DUAL PITCHED ROOF</b>			
3.4.1	<u>Fixings</u> On removal of the defective fixings, supply and install matching galvanised or stainless steel fixings and ensure they are securely fitted to the existing profiled metal roof sheets.	Item		
3.4.2	<u>Cut Edge Corrosion</u> There is cut edge corrosion to a number of the profiled roof sheets.  Carefully, using an abrasive brush, prepare the surfaces by removing all loose and flaking metal and feather in any lifting edges to the roof sheets.  Apply a surface and wet tolerant corrosion epoxy primer to the corroded areas and allow the primer to cure sufficiently before applying the silicone coating.	Item		
3.4.3	Once the existing roof sheets have been primed, supply and install Liquasil Ltd Flexlap self-levelling silicone coating cut edge corrosion treatment, in a RAL colour to match the existing profiled metal roof sheet.			

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.4.3 Cont'd	<p>As supplied by: <b>Liquasil Ltd</b> Unit 3 Radway Industrial Estate Radway Road Solihull West Midlands B90 4NR Phone – 0121 709 5352 Email – <a href="mailto:info@liquasil.com">info@liquasil.com</a></p> <p><a href="https://liquasil.com/cut-edge-corrosion-treatment/">https://liquasil.com/cut-edge-corrosion-treatment/</a></p> <p>It is required that the application of the silicone coating is undertaken as specified by Liquasil Ltd.</p> <p>15 year product warranty and a service life (BBA Certification) backed warranty of 25 years is required.</p>	Item		
3.4.4	<p>Any areas where the cut edge corrosion is particularly severe, it may be required that gaps are to be sealed to the overlapping sheets. If required, supply and install Liquasil HP Butyl Waterproofing Tape.</p> <p>Prior to its application, ensure all surfaces are dry and free from grease and the mid-laps have been primed and cured with surface and wet tolerant primer. Using a penny roller carefully apply the tape to the profiled metal roof sheets and ensure there are no gaps where water can ingress.</p> <p>As supplied by: <b>Liquasil Ltd</b> Unit 3 Radway Industrial Estate Radway Road Solihull West Midlands B90 4NR Phone – 0121 709 5352 Email – <a href="mailto:info@liquasil.com">info@liquasil.com</a></p> <p><a href="https://liquasil.cdn.prismic.io/liquasil/e39f7ae0-bd9c-4d93-9566-8bf612d74513_Liquasil+HP+Butyl+Tape+.pdf">https://liquasil.cdn.prismic.io/liquasil/e39f7ae0-bd9c-4d93-9566-8bf612d74513_Liquasil+HP+Butyl+Tape+.pdf</a></p> <p>It is required that the application of the waterproofing tape is undertaken as specified by Liquasil Ltd.</p>			

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.4.5	<p><u>Liquid Applied Metal Roof Coating System</u> Carefully clean and prepare the existing profiled metal roof sheets, removing any debris and stabilise all existing finishes.</p> <p>Apply a surface and wet tolerant corrosion epoxy primer to the corroded areas and allow the primer to cure sufficiently before applying the silicone coating.</p>	Item		
3.4.6	<p>Supply and install Liquasil Ltd Metalseal metal roof coating system to the entire pitched roof as highlighted on the floor plan.</p> <p>Ensure two coats are provided and a smooth, even surface is provided, in a RAL colour that matches the existing profiled metal roof sheets and Liquasil Ltd Flexlap coating.</p> <p>As supplied by: <b>Liquasil Ltd</b> Unit 3 Radway Industrial Estate Radway Road Solihull West Midlands B90 4NR Phone – 0121 709 5352 Email – <a href="mailto:info@liquasil.com">info@liquasil.com</a></p> <p><a href="https://liquasil.com/metal-roof-coating/">https://liquasil.com/metal-roof-coating/</a></p> <p>It is required that the application of the metal roof coating system is undertaken as specified by Liquasil Ltd.</p>	Item		
3.4.7	Include for new flashing and upstands at the junction of the new valley gutter formations with the previously repaired valley details at the junction of the earlier repaired roof.	Item		
3.4.8	Allow for water testing of junctions to ensure watertightness.	Item		
<b>3.5</b>	<b>uPVC WINDOWS</b>			
3.5.1	The existing uPVC windows are to be retained but may have to be temporarily removed and store before re-fitting.	Item		

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.5.2	Temporarily unbolt and remove metal security grilles retaining and set aside grilles for re-use.	Item		
3.5.3	Allow to carefully remove window glazing and uPVC window frames to allow removal of damaged uPVC window cills.	Item		
3.5.4	Provide and fit new metal window cills in powder coated aluminium (Colour: white) with adequate overhanging drip detail sized to replace damaged uPVC cills.	Item		
3.5.5	Re-fit existing uPVC window frames into original openings.	Item		
3.5.6	Allow for re-fitting any double glazed panes set aside using new rubber glazing seals.	Item		
3.5.7	Allow for 50% glass replacement due to breakages during removal or storage.	Item		
3.5.8	Allow for new external mastic sealant around window heads, reveals and cills.	Item		
3.5.9	Allow for making good internal wall surfaces, window boards and decorative repairs around internal areas of window frames and openings.	Item		
3.5.10	<u>Window Metal Security Grilles</u> Following completion of window repairs, re-fit existing window metal grilles using new fixing bolts, set into resin, using original fixing positions in brickwork. Allow for new fixing plugs, if required.	Item		
<b>3.6</b>	<b>RAINWATER GOODS</b>			
3.6.1	<u>Replace Rainwater Goods</u> Carefully remove the existing rainwater goods; following completion of the replacement fascia and soffit details.	Item		
3.6.2	Supply and install new 6inch Half Round Profile seamless gutter system and downpipes in the same locations, please refer to the Roof Plan drawing. The colour is to match the existing rainwater goods finish.  All rainwater goods are to be fixed with stainless or galvanised steel fixings and brackets.			

**TOTAL TO COLLECTION    £**



Item		Unit	Rate	Cost (£)
3.6.2 Cont'd ...	<p>As supplied by (or similar to):  <b>Seamless Aluminium UK</b>  Unit 6b  Solihull Building Trade Centre  Richmond Road  Solihull  B92 7RN  Call: +44 (0)121 765 4355  Email: <a href="mailto:info@seamlessaluminium.co.uk">info@seamlessaluminium.co.uk</a></p> <p><a href="https://seamlessaluminium.co.uk/product/half-round-seamless-gutter/">https://seamlessaluminium.co.uk/product/half-round-seamless-gutter/</a></p> <p>Ensure all gutters have uniform fall to ensure run-off to the downpipes.</p> <p>Ensure all existing profiled roof sheets fall into the new gutter system preventing any ware running down the external elevations or over spilling the gutter system.</p>			
3.6.3	Flush through all newly installed rainwater goods and ensure there are no blockages or leaks.	Item		
3.6.3	<p>Supply and install polypropylene downpipe filters to all downpipe, 6No in total.</p> <p>As supplied by (or similar to):  <b>Drainage Superstore</b>  Burrington Business Park  Burrington Way  Plymouth  Devon  PL5 3LX</p> <p><a href="https://www.drainagesuperstore.co.uk/search?keywords=polypropylene">https://www.drainagesuperstore.co.uk/search?keywords=polypropylene</a></p> <p>Product Code: RO-LEAFGUARD-210-020-080-125-Z - Wallbarn</p>	6No		
<b>3.7</b>	<b>FASCIAS &amp; SOFFITS</b>			
3.7.1	On removal of the existing rainwater goods, remove the timber fascia, soffit and bargeboard details.	Item		

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.7.2	Provide and fit new 12mm WBP plywood fascias, soffits, bargeboard and end caps to match the original section sized of the removed items; to be fixed to existing timber backing bearers, rafter feet and battens.	Item		
3.7.3	Allow for a Provisional sum of £2,000 for labour and materials to repair any unseen damage behind original fascia and soffit construction.	PS		£2,000.00
3.7.4	Decorate the timber soffits and fascia with external quality timber solid wood stain, such as Ronseal Trade Woodstain.  Decoration to be in accordance with BS EN 234:2019. To include following sequence as a minimum: <ul style="list-style-type: none"> <li>• Cleaning and de-greasing in preparation.</li> <li>• Rub down surfaces to remove blemishes and provide key.</li> <li>• One base coat.</li> <li>• Rub down.</li> <li>• One top / finish coat.</li> </ul>	Item		
3.7.5	Include for re-fixing tenants CCTV cameras and wiring in original positions, including drilling the cable through the soffit and testing to ensure the CCTV is in working condition upon completion.	Item		
<b>3.8</b>	<b>MISCELLANEOUS ITEMS</b>			
3.8.1	Prepare and paint metal louvre grilles at high level on west gable in matching colours	Item		
3.8.1	<u>Metal Box Gutter above Main Entrance</u> Clean out al silt and debris.	Item		
3.8.2	Re-seal joints.	Item		
3.8.3	Prepare and paint metal louvre grilles at high level on west gable in matching colours.	Item		
3.8.4	<u>Fire Escape Door</u> Remove existing fire escape door and frame.	Item		

**TOTAL TO COLLECTION    £**

Item		Unit	Rate	Cost (£)
3.8.5	Provide and fit new metal fire escape door and frame complete with new panic escape fire door ironmongery on the interior:  As supplied by: Latham's Steel Security <a href="http://www.lathamssteeldoors.co.uk">www.lathamssteeldoors.co.uk</a> 01384 220050  Ref: Security Fire Exit Door with Exidor 294 adjustable 2-point security exit push bar.	Item		
3.8.6	<u>Security Grilles around External Bulkhead Light Fittings</u> Remove and dispose of existing security grilles around light fittings.	Item		
3.8.7	Check that the light fittings work.	Item		
3.8.8	Allow for the provisional sum of £2,500 for labour and materials to:  <ul style="list-style-type: none"> <li>Re-lamp existing light fittings.</li> <li>Provide replacement diffusers to existing fittings.</li> <li>Provide and install new vandal resistant light fittings with opaque diffusers.</li> </ul>	PS		£2,500.00
3.8.9	Provide and install new bespoke anti-vandal grilles around repaired light fittings.	Item		
<b>3.9</b>	<b>CLEANING &amp; HANDOVER</b>			
3.9.1	Upon completion of the works fully clean all areas, removing all contractors' debris and litter, etc.	Item		
<b>3.10</b>	<b>DOCUMENTATION</b>			
3.10.1	Provide 2No O&M Manuals in hard copy printed format and 1No USB Stick.	Item		
3.10.2	Provide the insurance backed guarantee for the re-roofing.	Item		

**TOTAL TO COLLECTION    £**

**3.11 CONTRACTOR'S OWN ADDITIONS**

<b>Item</b>		<b>£</b>
	Items that the Contractor feels have been omitted from this Specification of Works but in his opinion are deemed necessary for inclusion to adequately and satisfactorily complete the works. Please specify and price below. Use an additional sheet if necessary.	
3.11.1		
3.11.2		
3.11.3		
3.11.4		
3.11.5		
<b>TOTAL TO COLLECTION</b>		<b>£</b>



## 5.0 FORM OF TENDER

Downside Community Centre  
Suffolk Road  
Dunstable  
LU5 4ES

I/We.....  
..... having visited the  
site and examined the scope of works, hereby Tender and undertake to execute and complete  
all the works required in accordance with the various Conditions of Contract and the  
Specification of Works, for the sum of:  
in words.....  
in figures.....  
exclusive of VAT.

I/We can commence the works on ..... and require  
..... weeks to complete the works.

This Tender remains open for consideration for 12 weeks from the date fixed for submission.

I/We understand that the Employer is not bound to accept the lowest or any Tender.

Dated this.....day of..... 20

Name.....

Signature.....

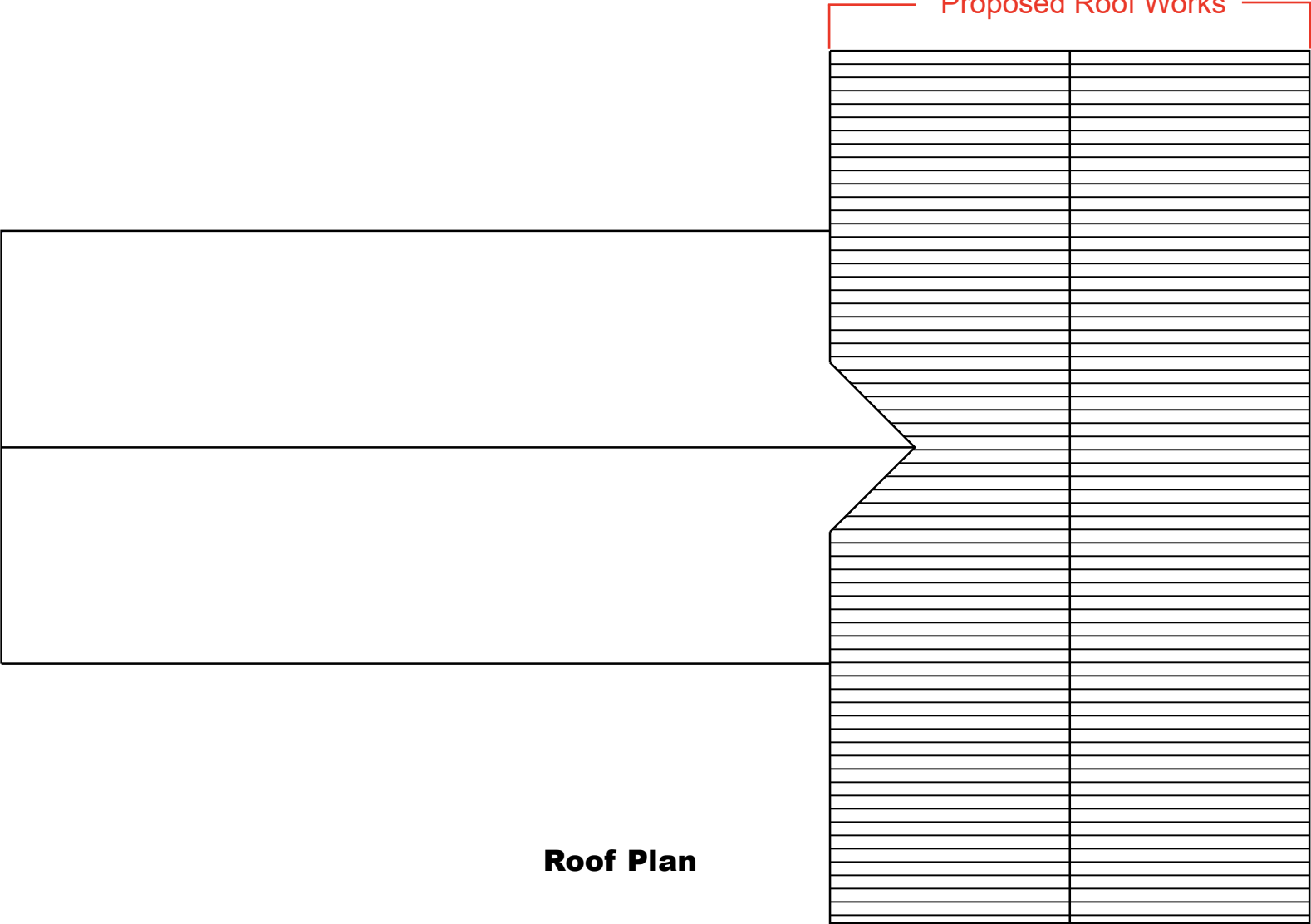
This completed 'Form of Tender' and priced Specification of Works are to be returned to  
Brasier Freeth, Welwyn Garden City office, no later than **12 (noon)** on **Monday 5<sup>th</sup> January**  
**2026.**

## **APPENDIX I – Roof Plan**

# Downside Community Centre

Notes:  
These drawings are indicative and intended for illustration purposes only. Do not scale from these drawings.

Proposed Roof Works



Roof Plan

Client:  
Dunstable Town Council

Address:  
Downside Community Centre  
Suffolk Road  
Dunstable  
Bedfordshire  
LU5 2ES

Drawing Title:  
Roof Plan

Scale:  
NTS

Date: 16/03/2022 Drawn:  
NAC

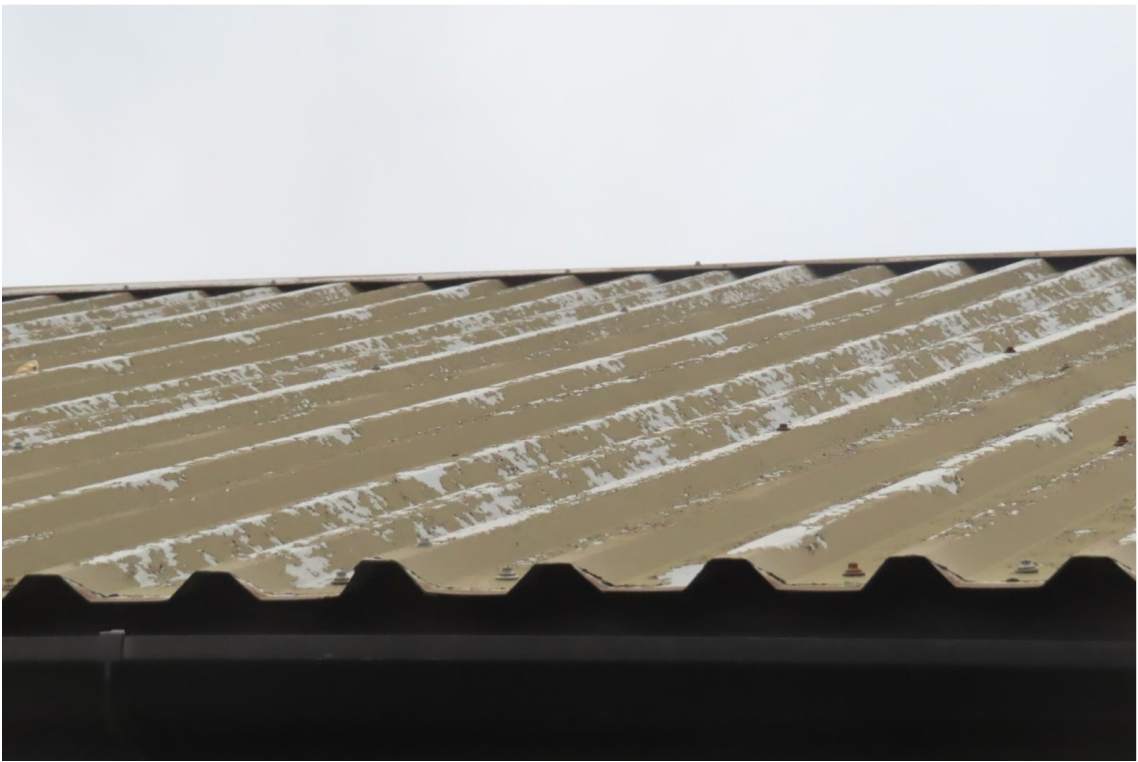
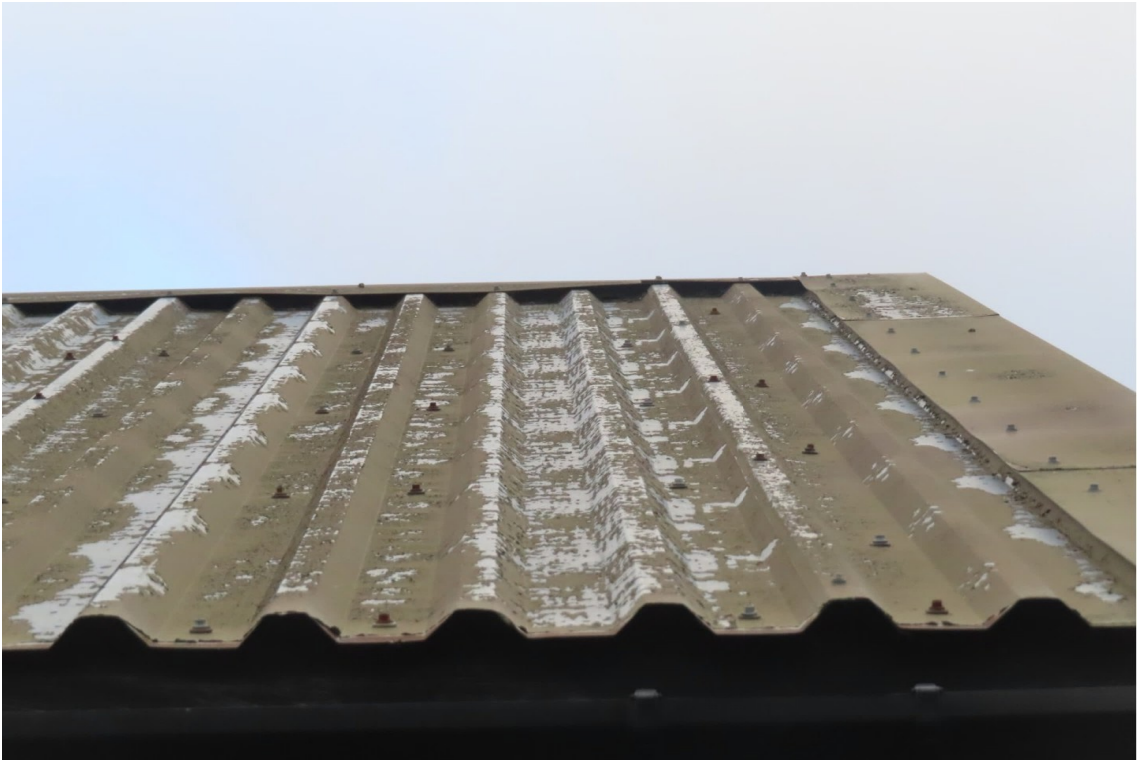
Dwg No: Rev:  
22-WGC003529/01 -

EXISTING



## **APPENDIX II – Photographs**









































London. Kings Langley. Welwyn Garden City.

