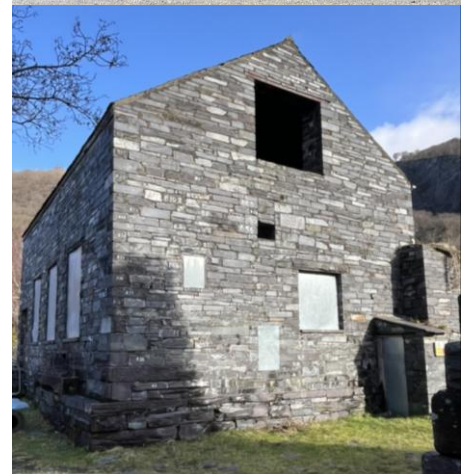




CAVENDISH
BLOOR



**Works to the Fire Queen Shed
and
Hafod Owen**

Parc Padarn

Tender Document

Contact

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Project Details

Client: Cyngor Gwynedd

Project: Works to the Fire Queen Shed and Hafod Owen, Parc Padarn

Document Type: Tender Documentation

Document Reference: P0651/TndMgmt/TndDocs

Document Status

Rev	Status	Prepared	Checked
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Contents

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1. Instructions to Tender

1 Generally

- 1.1 The tender shall be submitted in accordance with the instructions given on the Sell2Wales portal, addition to these instructions. In addition to formal submission, and at the same time as the tender submission, tenderers must provide a priced copy of the Pricing Schedule in excel format to enable the tender review process to be concluded quickly.
- 1.2 Should the tenderer wish to raise any questions concerning the tender they shall raise them through the tender portal. All tender queries will be included as part of the contract documentation, where appropriate so to do.
- 1.3 The tenderer is advised to check the number of each page of each document, and if any are missing or duplicated or if any writing or figures are indistinct, he should raise this through the tender portal. No subsequent claim for loss in consequence of the tenderer's failure to comply with this instruction shall be admitted.

2 Site Visits

- 2.1 The tenderer shall be deemed to have visited the Site to satisfy himself as to the full extent, scope and character of the Works, the supply and conditions affecting labour, the conditions affecting the supply of materials and all local conditions and restrictions affecting the work. No claim resulting from failure to do any of the foregoing shall be admitted. The tenderer should arrange site visits with Carwyn Williams (carwynwilliams@gwynedd.llyw.cymru).

3 Tender

- 3.1 The tenderer shall be required to keep his tender open and valid for a period of 16 weeks after the date of submission of the tender.
- 3.2 The tenderer is required to price all works within the Pricing Schedule giving full cognisance to all information contained within the tender documentation including tender addenda, query responses and ascertained from the site visit.
- 3.3 Should any additions, alterations or amendments be deemed necessary during the tender period these will be issued as addenda to the tender documentation and will be deemed to be incorporated within the tender submissions, and subsequent Contract. The tenderers are to confirm full account has been taken of any such addenda in their tender submission.

- 3.4 Any items of information which are conflicting or ambiguous, or any errors or omissions within the tender documentation shall be raised through the tender portal, prior to the submission of the tender.
- 3.5 Tenders will not be considered unless the Tender Document is completed in full and returned within the specified time.
- 3.6 The Employer and his/her representatives are not bound to accept the lowest or any tender.
- 3.7 The tenderer must bear the full cost in connection with the submission of their tender.
- 3.8 All quantities, units and dimensions in this document and the Tender Drawings are given in metric values unless noted otherwise.
- 3.9 Any alterations, deletion or addition made to the text of this document will invalidate the tender. Any qualifications to the tender documentation should be identified separately as part of the tender submission.
- 3.10 The tenderer should include for all design work necessary as identified within the tender documentation.
- 3.11 Tenders should be returned electronically in accordance with instructions on the tender portal, and must include a completed Qualitative Assessment and the priced bills of quantities in excel format.

4 Contract

- 4.1 The Contract will be awarded on the basis of a single stage fixed price lump sum.
- 4.2 The contract will be executed as a Deed.
- 4.3 It is the intention of the Employer to appoint a contractor, and that the Works shall be carried out and completed, under the **JCT Minor Works Building Contract with contractor's design 2024**.
- 4.3 The contractor must appoint appropriately qualified sub-contractors to undertake the design and installation of the specialist works as identified within the tender documentation.
- 4.4 The contractor must provide copies of all current insurance certificates.

2. Project Team

ARCHITECT / CONTRACT ADMINISTRATOR

Company Name:	Chambers Conservation	Address
Contact:	Jennifer Chambers	Mercury House High Street Tattenhall CH3 9PX
Tel:	07484 133270	
Email:	jennifer@chambersconservation.com	
Web:	www.chambersconservation.com	

PRINCIPAL DESIGNER: CDM REGULATIONS

Company Name:	Chambers Conservation	Address
Contact:	Jennifer Chambers	Mercury House High Street Tattenhall
Tel:	07484 133270	
Email:	jennifer@chambersconservation.com	
Web:	www.chambersconservation.com	

PRINCIPAL DESIGNER: BUILDING REGULATIONS

Company Name:	Chambers Conservation	Address
Contact:	Jennifer Chambers	Mercury House High Street Tattenhall
Tel:	07484 133270	
Email:	jennifer@chambersconservation.com	
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QUANTITY SURVEYOR

Company Name:	Cavendish Bloor Ltd	Address
Contact:	Harvey Bloor	Rosehill Cottage 179 Lower Road Hookgate Market Drayton TF9 4QJ
Tel:	07971 628543	
Email:	harvey.bloor@cavendishbloor.co.uk	
Web:	www.cavendishbloor.co.uk	

STRUCTURAL ENGINEER

Company Name:	TRP Consulting Engineers	Address
Contact:	Terry Parry	
Tel:		
Email:	terry@trpce.com	
Web:		

SERVICES ENGINEER

Company Name:	Sabin Consulting Engineers	Address
Contact:	Kevin Sabin	Bowden House 36 Northampton Road Market Harborough Leicestershire LE16 9HE
Tel:	01572 729509	
Email:	admin@sabince.co.uk	
Web:	www.sabince.co.uk	

3. Schedule of Tender Information

Document Ref	Rev	Issuer	Title
Fire Queen Shed			
	Issue 1	Chambers Conservation	Schedule of Works
LPCP.03 01	E	Chambers Conservation	Plan as Existing
LPCP.03 02	B	Chambers Conservation	Elevations as Existing
LPCP.03 03	C	Chambers Conservation	Sections as Existing
LPCP.03 04	-	Chambers Conservation	Location Plan
LPCP.03 13	D	Chambers Conservation	Plan as Proposed
LPCP.03 14	E	Chambers Conservation	Elevations as Proposed
LPCP.03 16	D	Chambers Conservation	Elevations as Proposed
LPCP.03 17	F	Chambers Conservation	Section AA as Proposed
LPCP.03 18	E	Chambers Conservation	Sections as Proposed
LPCP.03 19	-	Chambers Conservation	New Extension Construction Details
LPCP.03 20	-	Chambers Conservation	Floor Pit Details
LPCP.03 21	-	Chambers Conservation	Viewing Platform Details
LPCP.03 22	-	Chambers Conservation	New Glazed Front Door Details
LPCP.03 23	-	Chambers Conservation	Alterations and Repairs to Existing Front Doors
LPCP.03 24	-	Chambers Conservation	Detail of Treatment of New Internal Openings
	Issue 01	Chambers Conservation	Hazard Identification and Risk Assessment
	Issue 01	Chambers Conservation	Methodology for Works
23035-FQ-01	-	TRP Consulting Engineers	Steelwork Support Frame to Rails
23035-FQ-02	-	TRP Consulting Engineers	Entrance Extension – Foundation Details
23035-FQ-03	-	TRP Consulting Engineers	Entrance Extension – Steelwork Details
23-026-E-120	-	Sabin Consulting Engineers	Indicative Electrical Services Layout
23-026-E-S-100	-	Sabin Consulting Engineers	Electrical Services Indicative Site Infrastructure Alterations
23-026-M-120	-	Sabin Consulting Engineers	Indicative Mechanical Services Layout
23-026-M-S-100	-	Sabin Consulting Engineers	Mechanical Services Indicative Site Infrastructure Alterations
Hafod Owen			
	Issue 1	Chambers Conservation	Schedule of Works
LPCP.02 01	B	Chambers Conservation	Floor Plan as Existing
LPCP.02 02	A	Chambers Conservation	Elevations as Existing
LPCP.02 03	A	Chambers Conservation	Sections as Existing
LPCP.03 04	-	Chambers Conservation	Location Plan
LPCP.02 10	H	Chambers Conservation	Floor Plans as Proposed
LPCP.02 11	H	Chambers Conservation	Elevations as Proposed

Document Ref	Rev	Issuer	Title
LPCP.02 12	E	Chambers Conservation	Section A-A as Proposed
LPCP.02 13	D	Chambers Conservation	Section B-B as Proposed
LPCP.02 14	B	Chambers Conservation	Site Plan as Proposed
LPCP.02 15	A	Chambers Conservation	Roof Void Plan as Proposed
LPCP.02 30	-	Chambers Conservation	New Rear Door Details
LPCP.02 31	-	Chambers Conservation	New Annexe Door Details
	Issue 01	Chambers Conservation	Hazard Identification and Risk Assessment
	Issue 01	Chambers Conservation	Methodology for Works
23035-HO-01		TRP Consulting Engineers	North Elevation
23035-HO-02		TRP Consulting Engineers	West Elevation
23035-HO-04		TRP Consulting Engineers	East Elevation
23035-HO-06		TRP Consulting Engineers	Part Plan Proposed
23-026-E-120	-	Sabin Consulting Engineers	Indicative Electrical Services Layout
23-026-E-S-100	-	Sabin Consulting Engineers	Electrical Services Indicative Site Infrastructure Alterations
23-026-M-120	-	Sabin Consulting Engineers	Indicative Mechanical Services Layout
23-026-M-S-100	-	Sabin Consulting Engineers	Mechanical Services Indicative Site Infrastructure Alterations

4. Preliminaries

1. Project Details

1.1 Project Particulars

1.1.1 The Project:

Name:	Works to the Fire Queen Shed and Hafod Owen, Parc Padarn
Nature:	Repair, extension and alterations to the historic Fire Queen Shed and repairs to Hafod Owen including rebuilding the collapsing annexe roof.
Location:	Parc Padarn Country Park, Llanberis, Caernarfon LL55 4TY
Timescale for Completion of The Construction Works:	Tenderers to advise

1.2 Tender and Contract Documents

1.2.1 The Tender Drawings Are

As detailed in section 3 of the tender documentation.

1.2.2 The Contract Drawings

The contract drawings will remain the same as the tender drawings, supplemented by the Contractor's proposals for the Contractor Designed Portion of the works.

1.2.3 The Quantities Drawings

The drawings from which the Pricing Schedules were prepared are the tender drawings.

1.2.4 Pre-Construction Information

The preconstruction information is described in these preliminaries. It refers to information given elsewhere in the preliminaries and other tender documents.

1.2.5 Employer's Requirements

As detailed in section 3 of the tender documentation.

1.3 The Site/Existing Buildings

1.3.1 The Site

The site is located at Parc Padarn Country Park, Llanberis, Caernarfon LL55 4TY.

1.3.2 The Existing Building(s)

The existing buildings comprise the historic Fire Queen Shed and the Hafod Owen building.

1.3.3 Existing Buildings On /Adjacent to the Site

The site is located within a county park.

1.3.4 Existing Utilities and Services

The contractor must include for surveying the immediate vicinity of site to make themselves aware of the existing services. All services encountered must be recorded on a drawing and passed to the CA in the health & safety file. Use all practicable means necessary to locate and mark the position of the services prior to the commencement of any excavation.

1.3.5 Soils and Ground Water Information

Any available information regarding the existing site will be contained within the tender information.

1.3.6 Site Investigation

Any available information regarding the existing site will be contained within the tender information.

1.3.7 Access to the Site

Access to the site is to be gained off the A4086.

1.3.8 Parking

Parking is available within the country park.

1.3.9 Use of the Site

Do not use the site for any purpose other than carrying out the works.

1.3.10 Surrounding Land /Building Uses

The site is located in a mainly rural location, with a number of nearby tourist attractions.

1.3.11 Health and Safety Hazards

Any significant known risks are given within the Pre-Construction Information document, issued as part of the tender information. The accuracy and sufficiency of this information is not guaranteed by the Employer or Employer's representative and the Contractor must ascertain for himself any information he may require to ensure the safety of all persons and the Works.

1.3.12 Site Visit

Before tendering, ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the works. Site visits are to be arranged in accordance with the Instructions to Tenderers.

1.4 Description of the Work

1.4.1 Preparatory Work by Others

There are no preparatory works by Others.

1.4.2 *The Work*

The project comprises the repair, extension and alterations to the historic Fire Queen Shed and repairs to Hafod Owen including rebuilding the collapsing annexe roof.

1.4.3 *Concurrent Works*

The following items of work will be undertaken as direct contracts by the Employer. The contractor is to liaise with these installers to programme the works during the currency of the contract, provide all necessary attendances, and allow unobstructed access to facilitate installation of the works.

- There are no concurrent works on the buildings forming part of this contract however, there will potentially be a number of construction projects ongoing to other structures and buildings within the Country Park.

1.4.4 *Contractor Designed Elements*

The works to be designed by the Contractor, for which the Contractor carries design liability, are as detailed within the architectural drawings and specifications, and include:

- Mechanical and electrical installations
- Windows
- Other items specifically identified within the design information.

2. The Contract

2.1 The Contract

The form of contract will be the **JCT Minor Works Building Contract with contractor's design 2024 Edition**.

2.2 The Contract Particulars

Refer to section 5 of the tender document.

2.3 Amendments to the Standard Form Contract

Refer to section 6 of the tender document.

3. Tendering / Subletting & Supply

3.1 Generally

3.1.1 Scope

These conditions are supplementary to those stated in the invitation to tender and on the Form of Tender.

3.1.2 Tendering Procedure

Comply with the provisions of JCT Practice Note 'Tendering 2017'.

3.1.3 Exclusions

If the Contractor cannot tender for any part(s) of the work as defined in the tender documents the Architect must be informed as soon as possible, defining the relevant part(s) and stating the reasons for the inability to tender.

3.1.4 Acceptance of Tender

The Employer and the Employer's Persons offer no guarantee that any tender will be recommended for acceptance or accepted and will not be responsible for any cost incurred in the preparation of any tender.

3.1.5 Tender Review / Contract Award

Tenders are to be reviewed in relation to Price and Quality.

3.1.6 Period of Validity

Tenders must remain open for consideration (unless previously withdrawn) for not less than 16 weeks from the date fixed for the submission or lodgement of tenders. Information on the date for possession/commencement is given in the contract particulars.

3.2 Pricing/Submission of Documents

3.2.1 Preliminaries in the Specification

The Preliminaries/General conditions sections must not be relied on as complying with NRM2.

3.2.2 Pricing of Preliminaries

The contractor should ensure that all the preliminaries have been included within the tendered price. No allowance will be accepted for non-conformance with the preliminaries, instructions to tenderers, contract particulars or amendments to the standard form contract.

3.2.3 Errors in Priced Documents

Errors: In accordance with the provisions of JCT Practice Note 'Tendering 2017', Alternative 2.

3.2.4 Quantities in the Priced Document

Where included in the priced document, these have generally been prepared in accordance with NRM2.

3.2.5 *Priced Documents*

Alterations and qualifications to the priced document must not be made without the written consent of the CA. Tenders containing unauthorised alterations or qualifications may be rejected. Costs relating to items which are not priced will be deemed to have been included elsewhere in the tender.

Generally, tenders must include for all work shown or described in the tender documents as a whole or clearly apparent as being necessary for the complete and proper execution of the Works.

3.2.6 *Programme*

The Contractor's proposed programme as specified in Section 4.2 or a summary thereof showing the sequence and timing of the principal parts of the Works, periods for planning and design and itemising any work which is excluded must be submitted with the completed tender information.

3.2.7 *Tender Stage Method Statements*

Must be submitted two weeks prior to the commencement of construction activities describing how and when the Contractor proposes and undertakes to carry out all works. At the same time and at the Contractor's discretion method statements may be submitted for other parts of the Works.

3.2.8 *Alternative Time Tenders*

In addition to and at the same time as tendering based upon the date or period specified in the tender documents, and at the Contractor's discretion an alternative tender based upon a different date for completion or period may be submitted.

If any such tender is accepted the date for completion inserted within the particulars to the Contract will be the date stated in the alternative tender or determined from the period stated in the alternative tender.

3.2.9 *Design Documents*

Include in the tender submission all design drawings and associated technical information in the Contractor's Proposals:

3.2.10 *Substitute Products*

Any materials specified within the specifications may be substituted by similar and approved materials.

If the Contractor wishes to substitute products of different manufacture to those specified, details must be submitted with the tenderer giving reasons for each proposed substitution. Substitutions which have not been notified at tender stage may not be considered. Substitutions sanctioned by the CA will be subject to the verification requirements of the NBS.

3.2.11 *Quality Control Resources*

A statement must be submitted on the tender return date describing the organisation and resources which the Contractor proposes and undertakes to provide to control the quality of the Works, including the work of sub-contractors. The statement must include the number and type of staff responsible for quality control, with details of their qualifications and duties.

3.3 Health and Safety Information

3.3.1 SSIP Membership Schemes

Where applicable, confirm membership of any SSIP Schemes and provide copies of all latest / current accreditation certification as part of the tender submission.

In the absence of any such membership / accreditation, a statement must be submitted with the tender describing the organisation and resources which the contractor proposes and undertakes to provide to safeguard the health and safety of operatives, including those of subcontractors and of any person who may be affected by the works, including:

A copy of the contractor's health and safety policy document, including risk assessment procedures must be submitted and should also include the following.

- Accident and illness records for the past five years.
- Records of previous Health and Safety Executive enforcement action.
- Records of training and training policy.
- The number and type of staff responsible for health and safety on this project with details of their qualifications and duties.

3.3.2 An Outline Construction Phase Health and Safety Plan

Must be submitted prior to contract award and is to include the following:

- Method statements related to the construction hazards identified in the pre-tender health and safety plan and/or statements on how the hazards will be addressed and other significant hazards identified by the contractor.
- Details of the management structure and responsibilities.
- Arrangements for issuing health and safety directions.
- Procedures for informing other contractors and employees of health and safety hazards.
- Selection procedures for ensuring competency of other contractors, the self-employed and designers.
- Procedures for communications between the project team, other contractors and site operatives.
- Arrangements for co-operation and co-ordination between contractors.
- Procedures for carrying out risk assessment and for managing and controlling the risk.
- Emergency procedures including those for fire prevention and escape.
- Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded.
- Arrangements for welfare facilities.
- Procedures for ensuring that all persons on site have received relevant health and safety information and any training.
- Arrangements for consulting with and taking the views of people on site.
- Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance.
- Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements.
- Review procedures to obtain feedback.

3.3.3 Freedom of Information

Retain, make available for inspection and supply on request information reasonably required to allow response to requests made under the provisions of the Freedom of Information Act.

Submit requests received. Do not supply information outside the project participants without express written permission.

Maintain confidentiality at all times.

3.4 Sub-Letting / Supply

There are no named sub-contractors, however the Employer encourages the use of local contractors.

3.5 Definitions and Interpretations

3.5.1 Contract Administrator / CA

Means the person nominated in the Contract as Architect or Contract Administrator or their authorised representative.

3.5.2 in Writing:

When required to advise, notify, inform, instruct, agree, confirm, obtain information, obtain approval or obtain instructions do so in writing.

3.5.3 Approval

(And words derived there from) means the approval in writing of the CA unless specified otherwise.

3.5.4 Submit

(And words derived there from) means to the CA unless otherwise instructed.

3.5.5 Products

Means materials (including naturally occurring materials) and goods (including components, equipment and accessories) intended for permanent incorporation in the Works.

3.5.6 Cross-References to The Specification

- Where a numerical cross-reference to a specification section or clause is given on drawings or in any other document the Contractor must verify its accuracy by checking the remainder of the annotation or item description against the terminology used in the referred to section or clause.
- Where a numerical cross-reference is not given the relevant section(s) and clause(s) of the specification will apply, cross-reference thereto being by means of related terminology.
- Where a cross-reference for a particular type of work, feature, material or product is given, relevant clause(s) elsewhere in the referred to specification section dealing with general matters, ancillary products and workmanship also apply.
- The Contractor must, before proceeding, obtain clarification or instructions in relation to any discrepancy or ambiguity which may be discovered.

3.5.7 Referenced Documents

Where and to the extent that this specification conflicts with referenced documents, this specification prevails.

3.5.8 Substitution of Products

Where the substitution of a product different to that specified is permitted before ordering the product inform the CA of the reasons for the substitution. When requested, submit for verification documentary evidence that the alternative product is equivalent in respect of material, safety, reliability, function, compatibility with adjacent construction, availability of compatible accessories and appearance. Submit certified English translations of any foreign language documents.

Any proposal for use of an alternative product must also include proposals for substitution of compatible accessory products and variation of details as necessary, with evidence of equivalent durability, function and appearance of the construction as a whole.

If substitution is approved, and before ordering products, provide revised drawings, specification and manufacturer's guarantees.

3.5.9 Equivalent Products

Wherever products are specified by proprietary name and the phrase 'or equivalent' is not included, it is to be deemed included.

3.5.10 Substitution of Standards

Where any product is specified to comply with a British Standard for which there is no equivalent European Standard it may be substituted by a product complying with a grade or category within a national standard of another Member State of the European Community or an international standard recognised in the UK specifying equivalent requirements and assurances in respect of material, safety, reliability, function, compatibility with adjacent construction, availability of compatible accessories and, where relevant, appearance. In advance of ordering submit notification of all such substitutions and, when requested, submit for verification documentary evidence confirming that the products comply with the specified requirements. Any submitted foreign language documents must be accompanied by certified translations into English.

3.5.11 Currency of Documents

References to standards, type approval certificates, catalogues, codes of practice and the like are to the editions, revisions, versions and amendments current at the time of tender issue.

References to BSI documents are to the versions and amendments listed in the BSI Standards Catalogue, including updates, current at the time of tender issue

3.5.12 Sizes

Unless otherwise stated

- Products are specified by their co-ordinating sizes.
- Cross section dimensions of timber shown on drawings are nominal sizes before any required planning.

3.5.13 Fix Only

Means all labours in unloading, handling, storing and fixing in position, including use of all plant.

3.5.14 Supply and Fix

Unless stated otherwise all items given in the schedule of work and/or on the drawings are to be supplied and fixed complete.

3.6 Terms Used in Refurbishment/Alteration

3.6.1 Remove

Means 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 does not include removing associated pipe work, wiring, ductwork or other services.

3.6.2 Keep for Reuse

Means during removal prevent damage to the stated components or materials, and clean off bedding and jointing materials and stack neatly, adequately protect and store until required by the Employer or for use in the Works as instructed.

3.6.3 Replace

Means remove the stated existing components, features and finishes. Provide and fit in-lieu new components, features or finishes which, unless specified otherwise, must match those which have been removed and make good as necessary.

3.6.4 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.
- Redecoration.

3.6.5 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 of components or parts of components.
- Redecoration.

The meaning of the term shall not be limited by this definition where used in connection with the defects liability provisions of the Contract.

3.6.6 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.

3.6.7 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, all to approval of appearance.

3.7 Documents Provided on Behalf of Employer

3.7.1 Additional Copies of Drawings

All drawings will be issued electronically. The contractor is responsible for providing all necessary hard copies of the drawings and any costs arising therefrom.

3.7.2 Additional Copies of Specification

All specification documentation will be issued electronically. The contractor is responsible for providing all necessary hard copies and any costs arising therefrom.

3.7.3 Dimensions

The accuracy of dimensions scaled from the drawings is not guaranteed. Obtain from the CA any dimensions required but not given in figures on the drawings nor calculable from figures on the drawings.

3.7.4 The Measured Quantities

For purposes of ordering products and constructing the Works:

- The accuracy and sufficiency of any measured quantities is not guaranteed.
- The specification and drawings shall take precedence over any measured quantities.

3.7.5 The Specification

All sections of the specification must be read in conjunction with the Main Contract Preliminaries/General conditions.

3.8 Documents Provided by Contractor/Sub-Contractors/Suppliers

3.8.1 Design and Production Information

Must be provided by the Contractor/Domestic Sub-contractor(s) as requested.

3.8.2 As Built Drawings and Information

Must be provided to the CA no later than 14 days prior to the date for Completion.

3.8.3 Technical Literature

The Contractor is to have all technical literature readily accessible for reference by all supervisory personnel including manufacturers' current literature relating to all products to be used in the works.

3.8.4 Maintenance Instructions and Guarantees

- Retain copies delivered with components and equipment (failing which, obtain), register with manufacturer as necessary and hand over to CA on or before Practical Completion.
- Notify CA of telephone numbers for emergency services by Sub-contractors after Completion.

4. Management of the Works

4.1 Generally

4.1.1 Supervision

Accept responsibility for co-ordination, supervision and administration of the Works, including all sub-contracts, Local Authority, and Statutory Undertakers. Arrange and monitor a programme with each sub-contractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for co-ordination of the work.

4.1.2 Considerate Constructors Scheme

Registration: Before starting work, register the site and pay the appropriate fee:

Address: Considerate Constructors Scheme Office, PO Box 75, Great Amwell, Ware,
Hertfordshire, SG12 0YX. Tel. 01920 485959 / Free phone 0800 7831423

Web. www.ccscheme.org.uk

E mail. enquiries@ccscheme.org.uk

Standard: Comply with the Scheme's Code of Considerate Practice.

Minimum compliance level: Very Good.

4.1.3 Insurances

Before starting work on site submit documentary evidence and/or policies and receipts for the insurances required by the Conditions of Contract.

4.1.4 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 CA and the Insurers. Indemnify the Employer against any loss which may be caused by failure to give such notice.

4.1.5 Climatic Conditions

Keep an accurate record of:

- Daily maximum and minimum air temperatures (including overnight).
- Delays due to adverse weather, including description of the weather, type(s) of work affected and number of hours lost.

4.1.6 Ownership

Materials arising from the alteration work are to become the property of the Contractor except where otherwise stated. Remove from site as work proceeds.

4.2 Programme/Progress

4.2.1 Programme

As soon as possible and before starting work on site prepare in an approved form a master programme for the Works, which must make allowance for:

- Design and production information provided by the Contractor/Sub-contractors/Suppliers, including inspection and checking

- Planning and mobilisation by the Contractor
- Running in, adjustment, commissioning and testing of all engineering services and installations.
- Work resulting from instructions issued in regard to the expenditure of provisional sums
- Work by or on behalf of the Employer the nature and scope of which, the relationship with preceding and following work and any relevant limitations are suitably defined in the Contract Documents.
- Where and to the extent that the programme implications for work which is not so defined are impossible to assess the Contractor should exclude it from his programme and confirm this when submitting the programme.
- Submit two copies to CA.

4.2.2 *Submission*

Submission of programmes will not relieve the Contractor of responsibility to advise the CA of the need for further drawings or details or instructions in accordance with the Conditions of Contract.

4.2.3 *Commencement of Work*

Inform the CA at least five working days before the proposed date for commencement of work on site.

4.2.4 *Monitoring*

Record progress on a copy of the programme kept on site. If any circumstances arise which may affect the progress of the Works, put forward proposals or take other action as appropriate to minimise any delay and to recover any lost time.

4.2.5 *CA's Site Meetings*

- The CA will hold regular site meetings to review progress and other matters arising from the administration of the Contract.
- Attend all meetings and inform subcontractors and suppliers when their presence is required.
- The CA will chair the meetings and take and distribute minutes.

4.2.6 *Contractor's Progress Report*

Submit a progress report to the CA the day prior to each CA's site meeting. Notwithstanding the Contractor's obligations under the Contract, the report must include:

- A progress statement by reference to the master programme for the Works.
- Details of any matters materially affecting the regular progress of the Works.
- Any requirements for further drawings or details or instructions to enable the CA to fulfil their obligations under the Conditions of Contract.

4.2.7 *Contractor's Site Meetings*

Hold meetings with appropriate subcontractors and suppliers shortly before main site meetings to facilitate accurate reporting of progress.

4.2.8 Photographs

Take regular photographs from around the site to adequately record progress of the works. Submit copies to the CA each month.

4.2.9 Partial Possession

The Client may wish to take partial possession of sections of the works. Ensure all necessary access, services and other associated facilities are also complete.

4.2.10 Notice of Completion

Give CA no less than 10 working days' notice of the anticipated dates of Practical Completion of the whole or parts of the Works.

4.2.11 Adverse Weather

Contractors should make recognition of the local climactic conditions within their tender. Contractors are to make arrangements to check weather forecasts and forward plan to ensure timely delivery of the project.

4.2.12 Extensions of Time

When a notice of the cause of any delay or likely delay in the progress of the Works is given under the terms of the Contract, written notice must also be given of all other causes which apply concurrently. The Contractor shall, as soon as possible, submit to the CA:

- Relevant particulars of the expected effects, if appropriate, related to the concurrent causes,
- An estimate of the extent, if any, of the expected delay in the completion of the Works beyond the Date for Completion, and
- All other relevant information required by the CA.

4.2.13 Disturbance of Regular Progress

Any application under Contract in respect of direct loss and/or expense must be made as soon as practicable and with (or to be followed by) the requisite supporting information so as to afford the CA the opportunity to issue instructions designed (according to the circumstances) to minimise or avoid that loss and/or expense.

5. Control of Cost

5.1 Cash Flow Forecast

As part of the tender submission the contractor should submit an outline cash flow forecast.

As soon as possible and before starting work on site submit to the CA a detailed forecast showing the gross valuation of the Works at the date of each Interim Certificate throughout the Contract period and based upon the programme for the Works.

Update the cashflow forecast on a month basis subsequent to the issue of the Interim Certificate and submit to the CA.

5.2 Existing Work

The extent and location of renewal of existing work must be agreed, at least on a provisional basis, with the CA before the work is started. Remove existing work, in ways which will reasonably minimise the amount of removal and renewal.

5.3 Proposed Instructions

If the CA 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 2 days. The estimate must include:

- A detailed breakdown of the cost including any allowance for direct loss and expense.
- Details of any additional resources which may be required.
- Details of any adjustments which may have to be made to the programme for the Works.
- Any other information as is reasonably necessary for the CA to fully assess the implications of issuing such an instruction.
- Inform the CA immediately if it is not possible to comply with any of the above requirements.

5.4 Measurements

Give reasonable notice to the Quantity Surveyor before covering up work which the Quantity Surveyor requires to be measured.

5.5 Day-work Vouchers

Give reasonable notice to the quantity surveyor of the commencement of any work for which day-work vouchers are to be submitted. Before being delivered each voucher must be:

- Referenced to the instruction under which the work is authorised, and
- Signed by the person in charge as evidence that the workmen's names, the time spent by each, the plant and materials shown are correct.

5.6 Interim Valuations

At least one day before the end of each established period for interim valuations submit to the quantity surveyor details of amounts due under the Contract together with all necessary supporting information.

5.7 *Unfixed Materials*

At the time of each valuation disclose to the quantity surveyor which of the unfixed materials and goods on site are free from, and which are subject to, any reservation of title inconsistent with passing of property, together with their respective values. When requested provide evidence of freedom from reservation of title.

5.8 *Listed Off-Site Materials or Goods*

Off-site materials may be considered within interim valuations, at the discretion of the Employer, and subject to the provision of appropriate Vesting Certificates or the like.

5.9 *Labour and Plant Returns*

At the beginning of each week provide for verification by the CA records showing, for each day of the previous week:

The number and description of craftsmen, labourers and other persons employed on or in connection with the Works, including those employed by sub-contractors.

The number, type and capacity of all mechanical and power-operated plant employed on the Works.

6. Quality Standards / Control

6.1 Materials and Work Generally

6.1.1 Good Practice

Where and to the extent that materials, products and workmanship are not fully detailed or specified they are to be:

- Of a standard appropriate to the Works and suitable for the functions stated in or reasonably to be inferred from the project documents, and
- In accordance with relevant good building practice.

6.1.2 Workmanship Skills

Ensure operatives are appropriately skilled and experienced for the type and quality of work. Register with the Construction Skills Certificate Scheme and produce evidence of skills / qualifications when requested.

6.1.3 General Quality of Products

- Products to be new unless otherwise specified.
- For products specified to a British or European Standard obtain certificates of compliance from manufacturers when requested by CA.
- Where a choice of manufacturer or source of supply is allowed for any particular product, the whole quantity required to complete the work must be of the same type, manufacture and/or source unless otherwise approved. Produce written evidence of sources of supply when requested by CA.
- Ensure that the whole quantity of each product required to complete the work is of consistent kind, size, quality and overall appearance.
- Where consistency of appearance is desirable ensure consistency of supply from the same source. Unless otherwise approved do not use different colour batches where they can be seen together.
- If products are prone to deterioration or have a limited shelf life, order in suitable quantities to a programme and use in appropriate sequence. Do not use if there are any signs of deterioration, setting or other unsatisfactory condition.

6.1.4 Quality of Execution

- Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment.
- Do not use different colour batches where they can be seen together.
- Check on-site dimensions.
- Ensure finished work is not defective, not damaged, disfigured, dirty, fault, or out of tolerance.
- Adjust joints open to view so they are even and regular.

6.1.5 Proprietary Products

- Handle, store, prepare and use or fix each product in accordance with its manufacturer's current printed or written recommendations/instructions. Inform CA if these conflicts with any other specified requirement. Submit copies to CA when requested.
- Ancillary products and accessories to be of a type recommended by the main product manufacturer, unless otherwise specified.

- The tender will be deemed to be based on the products specified and recommendations on their use as described in the manufacturers' literature current at tender return.
- Obtain confirmation from manufacturers that the products specified and recommendations on their use have not been changed since that time. Where such change has occurred, inform CA and do not place orders for or use the affected products without further instructions.
- Where British Board of Agreement certified products are used, comply with the limitations, recommendations and requirements of the relevant valid certificates.

6.1.6 *Checking Compliance of Products*

Check all delivery tickets, labels, identification marks and, where appropriate, the products themselves to ensure that all products comply with the project documents. Where different types of any product are specified, check to ensure that the correct type is being used in each location. In particular, check that:

- The sources, types, qualities, finishes and colours are correct, and match any approved samples.
- All accessories and fixings which should be supplied with the goods have been supplied.
- Sizes and dimensions are correct. Where tolerances of components are critical, measure a sufficient quantity to ensure compliance.
- The delivered quantities are correct, to ensure that shortages do not cause delays in the work.
- The products are clean, undamaged and otherwise in good condition.
- Any products which have a limited shelf life are not out of date.

6.1.7 *Protection of Products*

- Prevent over-stressing, distortion and any other type of physical damage.
- Keep clean and free from contamination. Prevent staining, chipping, scratching or other disfigurement, particularly of products exposed to view in the finished work.
- Keep dry and in a suitably low humidity atmosphere to prevent premature setting, moisture movement and similar defects. Where appropriate store off the ground and allow free air movement around and between stored products.
- Prevent excessively high or low temperatures and rapid changes of temperature in the products.
- Protect adequately from rain, damp, frost, sun and other elements as appropriate. Ensure that products are at a suitable temperature and moisture content at time of use.
- Ensure that sheds and covers are of ample size, in good weatherproof condition and well secured.
- Keep different types and grades of products separately and adequately identified.
- So far as possible keep products in their original wrappings, packings or containers, until immediately before they are used.
- Wherever possible retain protective wrappings after fixing and until shortly before Practical Completion.
- Ensure that protective measures are fully compatible with and not prejudicial to the products/materials.

6.1.8 *Suitability of Related Work and Conditions*

Ensure that all trades are provided with necessary details of related types of work. Before starting each new type or section of work, ensure that:

- Previous, related work is appropriately complete, in accordance with the project documents, to a suitable standard and in a suitable condition to receive the new work.
- All necessary preparatory work has been carried out, including provision for services, openings, supports, fixings, damp proofing, priming and sealing.
- The environmental conditions are suitable, particularly that the building is suitably weather tight when internal components, services and finishes are installed.

6.1.9 *General Quality of Workmanship*

- Operatives must be appropriately skilled and experienced for the type and quality of work.
- Take all necessary precautions to prevent damage to the work from frost, rain and other hazards.
- Inspect components and products carefully before fixing or using and reject any which are defective.
- Fix or lay securely, accurately and in alignment.
- Where not specified otherwise, select fixing and jointing methods and types, sizes and spacing's of fastenings in compliance with section Z20. Fastenings to comply with relevant British Standards.
- Provide suitable, tight packings at screwed and bolted fixing points to take up tolerances and prevent distortion. Do not over tighten fixings.
- Adjust location and fixing of components and products so that joints which are to be finished with mortar or sealant or otherwise left open to view are even and regular.
- Ensure that all moving parts operate properly and freely. Do not cut, grind or plane pre-finished components and products to remedy binding or poor fit without approval.

6.1.10 *Water for the Works*

A mains water supply is available on site. Water for the works must be clean and uncontaminated. Where other than mains supply is proposed provide evidence of suitability. Test to BS 3148 if instructed. The

6.2 **Samples / Approvals**

6.2.1 *Approval of Products*

Where approval of a product is specified the requirement for approval relates to a sample of the product and not to the product as used in the Works. Submit a sample or other evidence of suitability. Do not confirm orders or use the product until approval of the sample has been obtained. Retain approved sample in good, clean condition on site. Ensure that the product used in the Works matches the approved sample.

6.2.2 *Samples of Finished Work*

Where a sample of finished work is specified for approval, the requirement for approval relates to the sample itself (if approval of the finished work as a whole is required this is specified separately). Obtain approval of the stated characteristic(s) of the sample before proceeding with the Works. Retain approved sample in good, clean condition on site. Ensure that the relevant characteristic(s) of the Works match the approved characteristic(s) of the sample. Remove samples which are not part of the finished Works when no longer required.

6.2.3 Approvals

Where and to the extent that products or work are specified to be approved or the CA 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 CA or

To match a sample expressly approved by the CA as a standard for the purpose.

Inspection or any other action by the CA must not be taken as approval of products or work unless the CA so confirms in writing in express terms referring to:

- Date of inspection.
- Part of the work inspected.
- Respects or characteristics which are approved.
- Extent and purpose of the approval.
- Any associated conditions.

6.3 Accuracy / Setting Out Generally

6.3.1 Setting Out

Check the levels and dimensions of the site against those shown on the drawings, and record the results on a copy of the drawings. Notify CA in writing of any discrepancies and obtain instructions before proceeding.

Inform CA when overall setting out is complete and before commencing construction.

6.3.2 Appearance and Fit

Arrange the setting out, erection, juxtaposition of components and application of finishes (working within the practical limits of the design and the specification) to ensure that there is satisfactory fit at junctions, that there are no practically or visually unacceptable changes in plane, line or level and that the finished work has a true and regular appearance.

Wherever satisfactory accuracy, fit and/or appearance of the work are likely to be critical or difficult to achieve, obtain approval of proposals or of the appearance of the relevant aspects of the partially finished work as early as possible.

Without prejudice to the above and unless specified otherwise, tolerances will (where applicable) be not greater than those given in BS 5606, Tables 1 and 2.

6.3.3 Levels of Structural Floors

Maximum tolerances for designed levels to be as follows:

- Floors which are to be self-finished, and floors to receive sheet or tile finishes directly bedded in adhesive: ± 10 mm.
- Floors to receive dry board/panel construction with little or no tolerance on thickness: ± 10 mm.
- Floors to receive mastic asphalt flooring/underlays directly: ± 10 mm.
- Floors to receive mastic asphalt flooring/underlays laid on mastic asphalt levelling coat(s): ± 15 mm.
- Floors to receive fully bonded screeds/toppings/beds: ± 15 mm.

- Floors to receive un-bonded or floating screeds/beds: +/-20 mm.

6.3.4 *Record Drawings*

Record details of all grid lines, setting-out stations, bench marks and profiles on the site setting-out drawing. Retain on site throughout the contract and hand to CA on Completion.

7. Services

7.1 Generally

Any work carried out to or which affects new or existing services must be in accordance with the Bye Laws or Regulations of the relevant Statutory Authority.

7.1.1 *Water Regulations/Byelaws Notification*

Requirements: Notify Water Undertaker of any work carried out to or which affects new or existing services and submit any required plans, diagrams and details.

Consent: Allow adequate time to receive Undertaker's consent before starting work. Inform immediately if consent is withheld or is granted subject to significant conditions.

7.1.2 *Water Regulations/Byelaws Contractor's Certificate*

On completion of the work, submit to the CA (and where required also to the Water Undertaker) a certificate including:

The address of the premises.

- A brief description of the new installation and/or work carried out to an existing installation.
- The Contractor's name and address.
- A statement that the installation complies with the relevant Water Regulations or Byelaws.
- The name and signature of the individual responsible for checking compliance.
- The date on which the installation was checked.

7.1.3 *Gas Installation Certification*

Hand over to the CA before Practical Completion a certificate stating:

- The address of the premises.
- A brief description of the new installation and/or work carried out to an existing installation.
- Any special recommendations or instructions for the safe use and operation of gas appliances and flues.
- The Contractor's name and address.
- A statement that the installation complies with the Gas Safety (Installation and Use) Regulations.
- The name and signature of the Gas Safe registered individual responsible for checking compliance.
- The date on which the installation was checked.

7.1.4 *Electrical Installation Certificate*

Hand over to the EA before Practical Completion.

7.1.5 *Service Runs*

Make adequate provision for services, including unobstructed routes and fixings. Wherever possible ducts, chases and holes are to be formed during construction rather than cut.

7.1.6 *Mechanical and Electrical Services*

Must have final tests and commissioning carried out so that they are in full working order at Practical Completion.

7.2 **Supervision / Inspection / Defective Work**

7.2.1 *Supervision*

In addition to the constant management and supervision of the works provided by the Contractor's person in charge, all significant types of work must be under the close control of competent trade supervisors to ensure maintenance of satisfactory quality and progress.

7.2.2 *Co-Ordination of Engineering Services*

The site organisation staff must include one or more persons with appropriate knowledge and experience of mechanical and electrical engineering services to ensure compatibility between engineering services, one with another and each in relation to the Works generally. Submit to the CA, when requested, CV's or other documentary evidence relating to the staff concerned.

7.2.3 *Person-In-Charge*

Give maximum possible notice to CA before changing the person-in-charge or site agent.

7.2.4 *Access for CA*

Provide at all reasonable times access to the Works and to other places of the Contractor or Subcontractors where work is being prepared for the Contract.

7.2.5 *Overtime Working*

Whenever overtime is to be worked, give CA notice as early as possible, specifying times, types and locations of work to be done. Concealed work executed during overtime for which notice has not been given may be required to be opened up for inspection and reinstated at the Contractor's expense.

7.2.6 *Defects in Existing Construction*

To be reported to CA without delay. Obtain instructions before proceeding with work which may:

- Cover up or otherwise hinder access to the defective construction, or
- Be rendered abortive by the carrying out of remedial work.

7.2.7 *Access for Inspection*

Give CA not less than 2 days' notice before removing scaffolding or other facilities for access.

7.2.8 *Timing of Tests and Inspections*

Agree dates and times of tests and inspections with CA several days in advance, to enable the CA and other affected parties to be present. On the previous working day to each such test or inspection confirm that the work or sample in question will be ready or, if not ready, agree a new date and time.

7.2.9 *Test Certificates*

Submit a copy of each certificate to CA as soon as practicable and keep copies of all certificates on site.

7.2.10 Proposals for Rectification of Defective Work/Products

As soon as possible after any part(s) of the work or any products are known to be not in accordance with the Contract, or appear that they may not be in accordance, submit proposals to CA for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution.

Such proposals may be unacceptable to the CA, and contrary instructions may be issued.

7.2.11 Air Permeability

The contractor must allow within his tender for undertaking any necessary air permeability tests as required to satisfy Building Regulations and Planning Permission conditions, and paying all associated fees.

7.2.12 Acoustic tests

The contractor must allow within his tender for undertaking any necessary acoustic tests as required to satisfy Building Regulations and Planning Permission conditions, and paying any associated fees.

7.2.13 Continuity of Thermal Insulation

Method: Infra-red thermography inspection to BRE Report 176.

Compliance: Submit inspection report.

7.2.14 Energy Performance Certificate

Assessment to be undertaken by a member of an approved accreditation scheme. Submit details of scheme name and evidence of qualifications when requested.

7.2.15 Measures to Establish Acceptability

Wherever inspection or testing shows that the work, materials or goods are not in accordance with the Contract and measures (e.g. Testing, opening up, experimental making good) are taken to help in establishing whether or not the work is acceptable, such measures:

will be at the expense of the Contractor, and

will not be considered as grounds for extension of time.

7.2.16 Quality Control

Establish and maintain procedures to ensure that the Works, including the work of all subcontractors, comply with specified requirements. Maintain full records, keep copies on site for inspection by the CA, and submit copies of particular parts of the records on request. The records must include:

- Identification of the element, item, batch or lot including location in the Works.
- The nature and dates of inspections by the Contractor or CA, tests and approvals.
- The nature and extent of any nonconforming work found.
- Details of any corrective action.

8. Works After Completion

8.1 Generally

- Make good all damage consequent upon the work.
- Remove all temporary markings, coverings and protective wrappings unless otherwise instructed.
- Clean the works thoroughly inside and out including all accessible ducts and voids, remove all splashes, deposits, efflorescence, rubbish and surplus materials consequent upon the execution of the work.
- Cleaning materials and methods to be as recommended by manufacturers of products being cleaned, and to be such that there is no damage or disfigurement to other materials or construction.
- Obtain COSHH dated data sheets for all materials used for cleaning and ensure they are used only as recommended by their manufactures.
- Touch up minor faults in newly painted/repainted work, carefully matching colour, and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions.
- Adjust, ease and lubricate moving parts of new work as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.

8.2 Security at Completion

Leave the Works secure with all accesses locked. Account for and adequately label all keys and hand over to Employer with itemised schedule, retaining duplicate schedule signed by Employer as a receipt.

8.3 Making Good Defects

Make arrangements with the CA and give reasonable notice of the precise dates for access to the various parts of the Works for purposes of making good defects. Inform CA when remedial works to the various parts of the Works are completed.

8.4 Highway/Sewer Adoption

Any works identified on the drawings or within the specification which are to be adopted by the Highway/Sewer Authorities under Section 38 of the Highways Act, or Sections 16 to 18 of the Roads (Scotland) Act or Section 104 of the Water Industry Act, must be;

- Completed by the Contractor to the satisfaction of the Highway/Sewer Authorities before the certificate of Practical Completion is issued.
- Subject to a Defects Liability Period of 12 months (see Appendix to the Contract).
- Maintained by the Contractor during the Defects Liability Period including making good of damage due to reasonable wear and tear occurring during the Period and cleaning at the end of the Period, all to the satisfaction of the Highway/Sewer Authorities.

9. Project Control

9.1 Generally

9.1.1 Pre-Construction Information

Location: Integral with the project Preliminaries / Contained within the Tender Information.

9.1.2 Execution Hazards

Common hazards: Not listed. Control by good management and site practice.

Significant hazards: Refer to the Pre-Construction Information

9.1.3 Product Hazards

Hazardous substances: Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document EH40: Occupational Exposure Limits.

Common hazards: Not listed. Control by good management and site practice.

Significant hazards: refer to the designers risk assessment .

9.1.4 Construction Phase Health and Safety Plan

Submission: Present to the Employer (Client) not less than one week prior to commencement of site works.

Confirmation: Do not start construction work until the Employer has confirmed in writing that the Construction Phase Health and Safety Plan includes the procedures and arrangements required by CDM Regulation 12.

Content: Develop the plan from and draw on the Outline Construction Phase Health and Safety Plan and the Pre-construction Information Document.

All as required by the CDM regulations 2015.

9.1.5 Security

Protection: Adequately safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft.

Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.

9.1.6 Stability

Responsibility: Maintain the stability and structural integrity of the Works during the Contract.

Design loads: Obtain details, support as necessary and prevent overloading.

9.1.7 Employer's /Employer's Persons' Site Visits

Client organized tours: provide access for client organized tours for which reasonable notice will be provided.

Safety: Submit details in advance, of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site.

9.1.8 *Work in Hazardous Areas*

Hazardous areas: refer to Health & Safety Plan.

9.1.9 *Permit to Work*

Location: refer to Health & Safety Plan.

9.2 **Protect Against the Following**

9.2.1 *Noise Control*

Standard: Comply generally with the recommendations of BS 5228-1, clause 9.3 to minimize noise levels during the execution of the Works.

Noise levels from the works: Take all reasonable steps to reduce noise created through undertaking the Works to a minimum.

Equipment: Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.

Restrictions. Do not use:

- Pneumatic drills and other noisy appliances without consent between the hours of 5pm and 9am.
- Radios or other audio equipment or permit employees to use in ways or at times that may cause nuisance.

9.2.2 *Pollution*

Prevention: Protect the site, the Works and the general environment including streams and waterways against pollution.

Contamination: If pollution occurs inform immediately, including the appropriate Authorities and provide relevant information.

9.2.3 *Pesticides*

Use: Only where specified or approved, and then only suitable products listed in the UK Pesticide Guide.

Restrictions: Work near water, drainage ditches or land drains must comply with the 'Guidelines for the use of herbicides on weeds in or near watercourses and lakes'.

Containers: Comply with manufacturer's disposal recommendations. Remove from site immediately empty or no longer required.

Competence: Operatives must hold a BASIS Certificate of Competence, or work under supervision of a Certificate holder.

9.2.4 Nuisance

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

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

9.2.5 Asbestos Based Materials

Report immediately any suspected materials discovered during execution of the Works.

Do not disturb.

Agree methods for safe removal or encapsulation.

9.2.6 Dangerous or Hazardous Substances

Report immediately any suspected materials discovered during execution of the Works.

Do not disturb.

Agree methods for safe removal or encapsulation.

9.2.7 Fire Prevention – Clause not applicable

Duty: Prevent personal injury, death, and damage to the Works or other property from fire.

Standard: Where applicable, comply with Joint Code of Practice 'Fire Prevention on Construction Sites' published by the Construction Confederation and The Fire Protection Association (The 'Joint Fire Code').

9.2.8 Smoking or vaping on Site

Duty: Prevent except in designated areas, carefully controlled, equipped with fire fighting equipment and receptacles for the safe disposal of smokers' / vaper's materials and inspected to guard against risk of fire.

9.2.9 Burning on Site

Burning on site is not permitted.

9.2.10 Moisture

Wetness or dampness: Prevent where this may cause damage to the Works.

Drying out. Control humidity and application of heat to prevent:

- Blistering and failure of adhesion.
- Damage due to trapped moisture.
- Excessive movement.

9.2.11 Infected Timber

Removal: Where instructed to remove timber affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building.

9.2.12 Waste

Includes: Rubbish, debris, spoil, containers and surplus material.

Minimize: Keep the site and Works clean and tidy.

Remove. Frequently and dispose off site in a safe and competent manner:

- Non-hazardous material: In a manner approved by a Waste Regulation Authority.
- Hazardous material: As directed by the Waste Regulation Authority and in accordance with relevant regulations.

Documentation: Retain on site.

Voids and cavities in the construction: Remove rubbish, dirt and residues before closing in.

9.2.13 Electromagnetic Interference

Prevent excessive electromagnetic disturbance to apparatus outside the site.

9.2.14 Laser Equipment

Construction laser equipment: Install, use and store in accordance with BS EN 60825-1 and the manufacturer's instructions.

Class 1 or Class 2 laser equipment: Ensure laser beam is not set at eye level and is terminated at the end of its useful path.

Class 3A and Class 3B laser equipment: Do not use without approval and subject to submission of a method statement on its safe use.

9.2.15 Invasive Species

Prevent the spread of species (eg. plants or animals) that may adversely affect the site of Works economically, environmentally or ecologically.

Report immediately any suspected invasive species discovered during execution of the Works. Do not disturb and agree methods for safe eradication or removal.

9.3 Protect the Following

9.3.1 Existing Services

Notice: Notify all service authorities, statutory undertakers and/or adjacent owners of proposed works not less than one week before commencing site operations.

Before starting work: Check and mark positions of mains/services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners.

Work adjacent to services: Comply with service authorities'/statutory undertakers' recommendations.

Adequately protect, and prevent damage to services: Do not interfere with their operation without consent of service authorities/statutory undertakers or other owners.

Identifying services: Below ground use signboards, giving type and depth; overhead use headroom markers.

If disturbed during site operations replace marker tapes or protective covers to service authority's/statutory undertaker's recommendations.

Damage to services. If any results from execution of the Works:

- Immediately give notice and notify appropriate service authority/statutory undertaker.
- Make arrangements for the work to be made good without delay to the satisfaction of service authority/statutory undertaker or other owner as appropriate.
- Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability.

9.3.2 Roads and Footpaths

Duty: Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris. Ensure all public footpaths are maintained and not obstructed.

Damage caused by site traffic or otherwise consequent upon the Works: Make good to the satisfaction of the Employer, Local Authority or other owner.

9.3.3 Existing Topsoil/Subsoil

Duty: Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works.

Protection: Before starting work submit proposals for protective measures.

9.3.4 Retained Trees/Shrubs/Grassed Areas

Protection: Prevent damage and preserve, except those not required.

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

9.3.5 Retained Trees

Protected area. Unless agreed otherwise do not:

Dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within an area which is the larger of the branch spread of the tree or an area with a radius of half the tree's height, measured from the trunk.

Sever roots exceeding 25 mm in diameter. If unintentionally severed, give notice and seek advice.

Change level of ground within an area 3 m beyond branch spread.

9.3.6 *Wildlife Species and Habitats*

Generally, safeguard wildlife species and habitats.

Upon discovery of protected habitats or species immediately advise the CA. Ensure employees and visitors to the site receive suitable instruction and awareness training.

9.3.7 *Existing Features*

Protection: Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features, which are to remain in position during execution of the Works.

9.3.8 *Building Interiors*

Protection: Prevent exposure to weather during course of alteration work permitting execution to proceed.

9.3.9 *Existing Furniture, Fittings and Equipment*

Protection: Prevent damage or move as necessary to enable the Works to be executed. Reinstate in the original position.

9.3.10 *Especially Valuable / Vulnerable Items*

Protection: Ensure provision and maintenance of special protective measures to prevent damage.

9.3.11 *Adjoining Property*

Precautions: Prevent trespass of workpeople and damage to adjoining property and land generally.

Permission: Obtain as necessary from owners if requiring to erect scaffolding on or otherwise use adjoining property. Pay all charges.

Remove and make good on completion or when directed.

Damage: Bear cost of repairing damage arising from execution of the Works.

In conjunction with the CA inspect and photograph the adjoining properties and paving prior to works commence on site as a record of their condition.

9.3.12 *Existing Structures*

Duty: Check proposed methods of work for effects on adjacent structures inside and outside the site boundary.

Supports. During execution of the Works:

- Provide and maintain all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining that may be endangered or affected by the Works.
- Do not remove until new work is strong enough to support existing structure.
- Prevent overstressing of completed work when removing supports.

Adjacent structures: Monitor and immediately report excessive movement.

Standard: Comply with BS 5975.

9.3.13 Existing Structures

Duty: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.

Storage: Stack neatly and protect until required by the Employer or for use in the Works as instructed.

9.3.14 Recycled Materials

Duty: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.

Storage: Stack neatly and protect until re-used within the proposed works.

Disposal: Remove all surplus materials and arisings from site.

10. Operation & Maintenance of the Finished Project

10.1 The Building Manual

Purpose: The Building Manual (incorporating the Health and Safety File) is to be a comprehensive information source and guide for the Employer and end users providing a complete understanding of the building and its systems to enable efficient and safe operation and maintenance.

Draft: To be issued to the Principal Designer a minimum of two weeks prior to Practical Completion. Submission of the Building Manual, to the satisfaction of the Principal Designer, will be a condition of the Certificate of Practical Completion.

10.1.1 Compilation:

The Building Manual (incorporating the Health and Safety File and subtitled accordingly) will be in accordance with the Pre-Construction Information document.

10.2 Information for Commissioning of Services

Provide the CA with relevant drawings and preliminary performance data at the commencement of commissioning to enable the Employer's staff to familiarise themselves with the installation(s).

10.3 Training of Employer's Staff

Before Practical Completion explain and demonstrate to the Employer's maintenance staff the purpose, function and operation of the installations including all items and procedures listed in the Building Manual.

10.4 Spare Parts

Before completion submit a priced schedule of spare parts that the contractor recommends should be obtained and kept in stock by the employer for maintenance of the service installation

10.5 Tools

Provide two complete sets of tools and portable indicating instruments at completion of the project for the operation and maintenance of all services plant and equipment together with suitable means of identifying, storing and securing same.

10.6 The Building Log Book

In addition to the provision of comprehensive Operating & Maintenance Manuals, the Contractor is to provide a Log Book. The aforementioned will be in accordance with that detailed within the Pre-Construction Information document.

11. Specific Limitations on Method / Sequence / Timing

11.1 Scope

The limitations described in this section are supplementary to limitations described or implicit in information given in other sections or on the drawings. Any restrictions imposed by the Planning Approval Conditions are to be taken into consideration when planning and undertaking the works.

11.2 Working Hour

Hours of construction to be within the hours of 07:30 and 18:00, Monday to Friday inclusive and 08:00 and 13:00 Saturday. Working outside of these hours must be with prior written agreement of the Contract Administrator.

11.3 Scaffolding

Ensure that scaffolding is erected in conjunction with the requirements of the programme.

All scaffolding is to be fully sheeted to provide adequate weather protection during construction of the works.

Scaffolding to the existing buildings must be self-supporting and not be built into, or cause damage to the existing historic structures.

11.4 Completion in Sections or Parts

Where the Client is to take possession of any section or part of the works and such section or part will, after its practical completion, depend for its adequate functioning on work located elsewhere on the site, complete such other work in time to permit such possession to take place.

During execution of the remainder of the Works ensure that completed sections or parts of the works have continuous and adequate provision of services, fire precautions, means of escape and safe access.

12. Facilities / Temporary Work / Services

12.1 Locations

Inform the CA of the intended siting of all spoil heaps, temporary works and services.

12.2 Maintain

The contractor can alter, adapt and move temporary works and services as necessary. All temporary works must be removed when no longer required.

12.3 Room for meetings

Provide suitable temporary accommodation for site meetings adequately heated and lit with table and chairs.

12.4 Sanitary Accommodation

Provide and maintain in a clean condition for the Employer's Persons, either separate or shared with the contractor's supervisor staff.

12.5 Temporary Fencing

Provide temporary fencing to secure the construction works and prevent trespass.

12.6 Site Sign Board

Obtain approval from the CA and provide a suitable temporary project name board to receive project signage. The name board shall be constructed of timber supports of suitable size and exterior plywood panelling of a suitable thickness, for overall size 2.40 x 1.20m (either portrait or landscape orientation).

The contractor is to provide a proposed layout of the signage to the CA for approval. The sign is to contain the names of the Employer, project team and funding bodies.

12.7 Name boards & Advertisements

No advertisements other than those on the sign board will be permitted.

12.8 Lighting for inspections

During finishing work and inspection provide temporary lighting, the intensity and direction of which resembles that provided by the permanent installation.

12.9 Lighting & Power

Power is available to the Fire Queen Shed. The Contractor must provide a power requirement for Hafod Owen. Where available, the contractor may use the existing electrical supply but must first install a temporary meter to record consumption associated with delivering the project. The Employer will not be held responsible for the effect of any failure or restrictions in the existing power supply. The contractor is to bear the cost associated with providing temporary connections and making good thereafter, and all consumption charges.

12.10 Water

Water is available on site, in nearby areas by arrangement, but not at the buildings themselves. The contractor may use the existing water supply, with prior agreement with the Employer, but must first install a temporary water meter to record consumption associated with delivering the project. The Employer will not be held responsible for the effect of any failure or restrictions in this supply. The contractor is to bear the cost associated with providing temporary connections and making good thereafter, and all consumption charges.

12.11 Telephones & Email

Provide as soon as practicable after the date of possession a temporary on site telephone and email facility and pay all charges.

12.12 Meter Readings

Ensure that meter readings are taken by the relevant authorities at possession and completion as appropriate. Ensure that copies of readings are supplied to interested parties, including the CA.

13. Work / Products By / On Behalf of Employer

13.1 Products Provided By / On Behalf of Employer

Details of such products are noted below and identified in the pricing schedule, for fixing as part of the contract. Use for no other purpose than the Works.

Accept delivery, check against receipts and take into appropriate storage. Keep surplus products safe and obtain instructions.

- None specified.

5. Contract Particulars

Part 1: General

Fifth Recital & clause Fluctuation Options	Base date	Tender return date
Fifth Recital & clause 4.2	Construction Industry Scheme (CIS)	Employer is not a 'contractor' for the purpose of the CIS
Sixth Recital	CDM Regulations	The project is notifiable
Seventh Recital	Framework Agreement	Not applicable
Eighth Recital & Schedule 2	Supplementary Provisions	
	1. Health & Safety	Applies
	2. Cost Savings & Value Improvements	Applies
	3. Performance Indicators & Monitoring	Does not apply
Article 8	Arbitration	Article 8 applies
2.3	Works commencement date	Contractor to advise.
	Date for Completion	Contractor to advise
2.9	Liquidated damages	£1,000 per week or part thereof
2.11	Rectification Period	12 months

4.3	Interim payments – Interim Valuation Dates	Within one month after the date of possession and thereafter the same date in each month or nearest Business Day in that month, to coincide with the monthly site meeting. Date to be advised.
4.4	Payments due prior to Practical Completion – percentage of value	95%
	Payments becoming due on or after Practical completion – percentage of value	97.5%
4.3 and 4.9	Fluctuations Provision	Do not apply
4.9.1	Supply of documentation for computation of final account	3 months
5.3	Contractor's Public Liability Insurance: Injury to persons or property	£5,000,000.00
5.5	Insurance of the Works	Option 5.5 applies (Employer to insure works and existing structures in joint names)
	Percentage to cover professional fees	15%
6.2.3.2	Service of notices by email	Applies
7.1	Notification and negotiation of disputes	
	Employer's nominee	To be advised
	Contractor's nominee	To be advised
7.3	Adjudication, nomination of Adjudicator	RICS
Schedule 1	The appointor of an arbitrator is	President or Vice President of the RICS

Attestation

Execution of the Contract

As a Deed

6. Amendments to the Standard Form of Contract

There are no amendments to the standard form contract.

7. Form of Tender

FORM OF TENDER

PROJECT: Fire Queen Shed and Hafod Owen, Parc Padarn, Llanberis

CLIENT: Cygnor Gwynedd

TO: Cygnor Gwynedd Council Offices
Caernarfon
Gwynedd
LL55 1SH

I/We, having read the Conditions of Contract, Tender Documents, Specifications, Pre-Construction Information and Form of Tender delivered to me/us and having examined the Drawings and Documents referred to therein, do hereby offer to execute and complete in accordance with the Conditions of Contract the whole of the Works described for the sum of:

_____ £ _____

and within calendar weeks from the date of possession (contractor to insert).

I/We agree that should obvious errors in pricing or errors in arithmetic be discovered before acceptance of this offer in the completed Contract Sum Analysis or Priced schedule of Quantities submitted by me/us, these errors will be corrected in accordance with JCT Practice 'Tendering 2017', Alternative 2.

This tender remains open for consideration for 16 weeks from the date fixed for the submission of tenders.

Signed: _____ **Date:** _____

Name: _____

Position: _____

On Behalf of: _____

Address: _____

8. Pricing Schedule

Ref.	Element	Cost £
1	Preliminaries	-
2	Fire Queen	-
3	Hafod Owen	-
4	Provisional Sums	-
5	Dayworks	-
Total Carried to Form of Tender £		-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
1.1	Preliminaries; general matters					
1	The contractor shall allow in his pricing for everything necessary to execute the whole of the works, temporary or permanent in accordance with the details and overall conception of the drawings and descriptions in the specification.		item			
2	All costs arising from compliance with information and requirements noted within the contract preliminaries not specifically identified elsewhere within this document		item			
3	No claim for additional payment will be considered for work shown on the tender drawings but not specifically itemised in the Schedules of Work. If it is apparent that an item of work which appears in the Specification or on the Drawings is not listed as a separate or individual item, then the Contractor must raise this query at tender stage, when guidance can be given on whether or where such item should be priced.		item			
4	All items in the Schedule of work are deemed to include making good to retained structures and finishes and for disposal of materials off site.		item			
5	The building is currently empty, having been used as a workshop for the past 30 or so years. All remaining stored items will be removed by the Parc Padarn Rangers prior to commencement.		item			
6	Prior to commencement, an area around the building will be agreed with the client as a working / compound area.		item			
7	The contractor must be aware that there are ongoing works in the immediate area to renew underground electric cabling – this affects the area outside the building, in particular around the tunnel entrance. More information will be made available on this, but some limitations to contractor parking etc may be inevitable (e.g. contractor cars may need to be parked slightly further away).		item			
8	It should be expected that the rest of the land surrounding the site will remain accessible by the public – during fine weather, weekends and school holidays the area becomes very busy.		item			
9	Prior to commencement on site, the contractor must produce a programme for the works which should be updated and distributed to the Employer and architect on a weekly basis.		item			
10	Noise, dirt and debris will need to be strictly minimised – the contractor is responsible for ensuring that dirt or debris will not unduly be spread into the surrounding area.		item			
11	Site radios etc are not to be used externally.		item			
12	Immediately before starting work, the contractor should take a photographic record of the condition of the exterior and interior of the building and the immediate surrounding area that might be affected.		item			
Carried Forward £					-	-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
Brought Forward £					-	-
1.1	Preliminaries; generally (contd)					
13	The contractor is to agree with the client and architect the nature of any hoarding and temporary security measures. The building's openings must be kept secure or attended at all times.		item			
14	This schedule does not include reference to access, temporary works or other such general items other than in overall principles. The contractor will be deemed to have included for all access and temporary works necessary to undertake the works described (or implied) below.					
15	This schedule does not constitute a specification. Where products are referenced they are to be installed in accordance with manufacturer's recommendations, instructions and relevant standards. Leadwork, Slating and other works to be undertaken and completed in accordance with British and European standards unless specifically stated otherwise.		item			
16	The contractor shall be responsible for securing the buildings.		item			
17	Allow to protect all adjacent surfaces, from damage during works		item			
18	This Schedule of Work must be read in conjunction with the specification, preliminaries and drawings. Anything included herein, whilst not included in the specification and drawings, or anything included in the specification and drawings whilst not included herein, shall be deemed to be included as part of the contract/tender sum. The contractor is to include here for all costs in connection therewith (i.e. all works shown or implied on any of the tender documents).		item			
19	Reference should be made to the attached drawings whilst reading the specification and Schedule of Work.		item			
20	Adequate protection shall be provided to all surfaces and structures in the vicinity of the work's, and the site generally, the works shall keep clear of the other adjacent structures unless directed otherwise by the CA. Hard landscaping features shall be removed, as necessary to execute the works and stored safely and replaced/made good on completion of the works. Provide suitable protection to surfaces before locating skips.		item			
21	The contractor is to allow for producing a schedule of condition prior to starting works and a copy is to be handed to the CA within 14 days of commencement date to be kept on file in case of damage repair disputes.		item			
22	Any damage will be made good to the satisfaction of the CA at any time it occurs due to non-protection.		item			
23	Contractor to check all setting out, including levels, and dimensions prior to commencement of work.		item			
24	Contractor to bring to the attention of the CA any discrepancies between the Works and/or Specification immediately.		item			
Carried Forward £					-	-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
Brought Forward £					-	-
1.1	Preliminaries; generally (contd)					
25	All materials, components and systems are to be installed in strict accordance to the manufacturers written recommendations and specifications.		item			
26	It is essential that the Contractor visits the site during the tender period; failure to do so will not be a reason to claim lack of knowledge and cause to request the adjustment of rates.		item			
27	The contractor will be responsible for Health and Safety and security during the works. Such as ensuring all excavations, demolitions etc are safe and clearly marked and the area is secure at the end of each day, and the like; ensuring nobody in or around the site can fall down any holes etc. Method statement will be required detailing the Health And Safety procedures. Contractor will act as the Main Contractor under the CDM regulations (2015). Read in conjunction with accompanying H&S information.		item			
28	Contractor to provide all necessary access and allow time to engage with the archaeologists		item			
1.2	Management and staff					
1	Project specific management and staff		item			
2	Visiting management and staff		item			
3	Staff travel and accommodation		item			
1.3	Site establishment					
1	Site accommodation		item			
8	The contractor may use the toilets within the public car park or provide their own portaloos.		item			
2	Temporary works in connection with site establishment		item			
3	Furniture and equipment		item			
4	IT systems		item			
5	Consumables and services		item			
6	Brought-in services		item			
7	Sundries		item			
8	Site project sign board		item			
Carried Forward £					-	-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
Brought Forward £					-	-
1.4	Temporary services					
1	Temporary water supply		item			
2	Temporary gas supply		item			
3	Temporary electricity supply, including sub-meter		item			
4	Temporary telecommunication systems		item			
5	Temporary drainage		item			
6	Standing / consumption charges		item			
1.5	Security					
1	Security staff		item			
2	Security equipment		item			
3	Hoardings, fences and gates		item			
1.6	Safety and environmental protection					
1	Safety programme		item			
2	Barriers and safety scaffolding		item			
3	Environmental protection measures		item			
4	Protect all trees to be retained		item			
1.7	Control and protection					
1	Survey, inspections and monitoring		item			
2	Setting out		item			
3	Protection of works		item			
4	Provide samples and sample panels as directed on the drawings or within the specifications		item			
5	Prior to the contract starting on site, the contractor should obtain Welsh slate samples for the roofing, walls and floor of the new extension to closely match the colours and textures of the existing materials.		item			
6	Prior to the contract starting on site, the contractor should propose the timber type(s) to be used in repairs.		item			
7	Environmental control of building		item			
Carried Forward £					-	-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
Brought Forward £					-	-
1.8	Mechanical plant					
1	Generally		item			
2	Tower cranes		item			
3	Mobile cranes		item			
4	Hoists		item			
5	Access plant		item			
6	Other plant		item			
1.9	Temporary works					
1	The contractor is to be responsible for the design, supply and maintenance of scaffolding and high-level access. Scaffold to be in accordance with methodology 1.					
2	Allow for all propping and temporary support as indicated on the drawings or required by the proposed extent of works and as indicated or implied by the drawings. Clear and considered method statements are to be provided for comment prior to commencement of the propping and scaffold.		item			
3	Obtain and pay for, all necessary scaffold permits		item			
4	Scaffold alarm		item			
5	Scaffold alarm activation - call out attendance and charges (Provisional)	10	nr			
6	Temporary works; generally		item			
1.10	Site records					
1	Site records; generally		item			
2	Record items prior to removal or relocation		item			
1.11	Completion and post-completion requirements					
1	As-built drawings		item			
2	Testing and commissioning plan		item			
3	Handover		item			
4	Post completion services		item			
Carried Forward £					-	-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
Brought Forward £					-	-
1.12	Cleaning					
1	Site tidy		item			
2	Maintenance of roads, paths and pavings		item			
3	Contractor to be responsible for obtaining all necessary permits and licenses for skips, and disposal of wastes (as necessary to position skips on highways / roads)		item			
4	All waste must be removed on a daily basis unless placed in a locked skip in an agreed location.		item			
5	Remove all surplus material/debris from site as work proceeds and keep the site clean, tidy and free from obstructions (refer any uncertainty regarding storage of salvaged/removed materials to CA for confirmation).		item			
6	Thoroughly clean the site and the works upon completion. Make good all damage consequent upon the work. Remove all temporary markings and protective coverings. Clean the works thoroughly inside and out, remove all splashes, deposits, efflorescence, rubbish and surplus materials..		item			
1.13	Fees and charges					
1	Fees		item			
2	Charges		item			
3	Considerate Constructors Scheme		item			
1.14	Site services					
1	Temporary works		item			
2	Multi-service gang		item			
1.15	Insurance, bonds, guarantees and warranties					
1	Works insurance		item			
2	Public liability insurance		item			
3	Employer's (main contractor's) liability insurance		item			
4	Other insurances		item			
5	Bonds		item			
6	Guarantees		item			
7	Warranties		item			
Carried Forward £					-	-

Ref	1: Preliminaries	Qty	Unit	Rate	Fixed Costs £	Time Related Cost £
Brought Forward £					-	-
1.16	Others					
1	<p>The contractor is to include below for any further items of work to enable the complete and proper execution of the works, which is not specifically identified within the tender documentation but which can reasonably be inferred or implied as being required from the tender information:</p>					
Total Fixed / Time Related Preliminaries £					-	-
Total Fixed Price Preliminaries £						-
Total Carried to Summary £						-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
1.0	Demolitions / Removal Work				
1	The contractor is to have necessary measures to protect the remaining historic features from damage – these include the workbench, fireplace, doors and windows.		item		
2	The council will arrange for the disconnection of the existing gas metre and main at the start of the works.		item		
3	The contractor should allow for removing and disposing of the existing floor boarding and timber posts used to support it within the inspection pits.		item		
4	The contractor should allow for an electrician to safely strip out the existing electrical systems – note, temporary connections can be left for their own needs.		item		
5	Following the disconnection of the gas meter, the contractor is to strip out the existing heating equipment.		item		
6	The contractor is to remove all other modern fixtures and fittings – please note that older items such as the shelf / bench is to be left in place, together with the fireplace.		item		
7	The contractor is to carefully dismantle the existing annexe. It is expected that the existing slate to the walling and roof are to be set aside for later reuse where sound. Existing mortar is to be cleaned off and an estimate made of the quantity available. Other materials are to be disposed of unless otherwise requested.		item		
8	The contractor must make arrangements for the safe storage of the existing walling and roofing slate prior to re-use.		item		
2.0	Roof Repairs				
1	The contractor is to provide full scaffold access to the roof and should allow for the following repairs		item		
2	Replacement of 20 individual damaged slates (fixed with lead tabs)		item		
3	Basic surface repair to 10 small areas of the eaves and verge timberwork – assume using hardwood timber to piece in or an agreed propriety repair system (e.g. RepairCare). Repairs larger than 5cm are to be agreed in advance with the architect. Timber repairs in accordance with methodology 3.		item		
4	Redecoration of the barge boards, fascias and other eaves timberwork using Dulux Weathershield or agreed similar system in an eggshell / satin finish and applied in accordance with manufacturer's instructions.		item		
5	Remove damaged chimney pot. Allow to re-flaunch top to aid shedding of water.		item		
6	Allow to mechanically fix a large slate over the flue hole at the top of the chimney using stainless steel screws. The slate is to be raised up approximately 25mm (on rainwater downpipe bobbins or similar, with insect mesh fixed back from the face so it is not visible.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
2.0	Roof Repairs (contd)				
7	Allow to repoint the chimney in lime mortar in accordance with methodology 4		item		
8	Allow to renew the lead flashings to the chimney. Work must be undertaken in accordance with Lead Sheet Training Academy details / recommendations. For pricing purposes assume code 4 lead soakers, code 5 stepped flashing and a code 5 front apron.		item		
9	Once high-level access is available, allow to inspect the raised roof vent with the architect. For pricing purposes allow to replace 50% of uprights posts and 25% of louvres. Work to be undertaken by an experienced joiner and must be carried out using sustainable (FSC) hardwood to an agreed sample.		item		
10	Allow to re-slate the ends of the vent, replacing any damaged slates to match (assume 25%).		item		
11	Allow to reinstate the missing bargeboards to the vent (on the tunnel facing side) in painted hardwood. Detail to match the existing vent bargeboards.		item		
12	Allow to renew the lead flashings to the vent. Work must be undertaken in accordance with Lead Sheet Training Academy details / recommendations. For pricing purposes assume code 4 lead soakers, code 5 stepped flashing and a code 5 front apron.		item		
13	Allow to redecorate the vent timberwork using Dulux Weathershield or agreed similar system in an eggshell / satin finish and applied in accordance with manufacturer's instructions.		item		
3.0	Repointing and Masonry Repairs				
1	Allow to DOFF clean 10m2 of the stonework (e.g. where existing extension removed - subject to agreement on site and samples).		item		
2	To 5 no former joist holes on tunnel-facing side (from previous structure now removed), allow to partially fill with slate block (50mm back from surface with mortar fillet at the bottom) to reduce water ingress.		item		
3	Allow to remove up to 20 ferrous fixings from elevations, filling holes with lime mortar (note – fixings of historic interest must not be removed, if in doubt, the architect must be asked),		item		
4	Following the removal of a ferrous fixing to the centre window, allow to carry out an indent repair approx. 50 x 50 x 50mm in accordance with Methodology 5.		item		
5	Make an allowance to carry out 5 indent / piecing in repairs elsewhere (for pricing purposes assume slate block 100x100x100mm in accordance with Methodology 5.		item		
6	Allow to replace the cracked cill to the central window in Welsh slate to match existing – size approx. 1500 x 90 x 300mm in accordance with Methodology 5.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
3.0	Repointing and Masonry Repairs (contd)				
7	Allow for complete repointing to the existing elevations in accordance with methodology 4. Mortar should be raked out by hand to a depth of around at least 20mm, ensuring that all vegetation is removed.		item		
8	Following the completion of the work to the windows, allow to renew the mortar fillets to the surrounds in lime in accordance with methodology 5.		item		
4.0	Rainwater Goods and Drainage				
1	Allow to renew all rainwater goods (provided by Hargraves Foundry and delivered in a black finish unless otherwise agreed) as follows:		item		
2	Main building: provide 150mm half round cast iron gutters with stop ends, joints and outlets. Gutters to be supported on rise and fall brackets. Outlets to be at least mm.		item		
3	Main building: provide 100mm cast iron downpipes with appropriate swannecks, eared sockets and shoes.		item		
4	New extension: provide 100mm half round cast iron gutters with stop ends, joints and outlets. Gutters to be supported on rise and fall brackets. Outlets to be at least 63mm.		item		
5	New extension: provide 75mm cast iron downpipes with appropriate swannecks, eared sockets and shoes.		item		
6	Subject to further surveys, make an allowance to dig out 2 no. crate soakaways of 1m3 and to provide 25m of drainage pipes and 4 no. sumps / gulleys with cast iron grilles on the surface.		item		
7	Contractor to make a provisional allowance for making good existing surfaces following above drainage installations.		item		
5.0	Window Repairs				
1	The work to the windows must only be carried out by contractors with experience in working with historic metalwork and glazing. If the contractor is not confident that they have adequate experience or resources, this element must be subcontracted to a specialist who will be approved prior to commencement.		item		
2	Allow to remove the existing windows – this should be achieved by removing the existing external mortar fillet and cutting through existing fixings – the metal window frames themselves must not be damaged and glazing must be protected during the process.		item		
3	The extent of glazing replacement is to be agreed with the architect prior to commencement. For pricing purposes, assume that all glass will be removed – glass agreed for reinstatement (assume 25%) must be individually labelled and securely stored.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
5.0	Window Repairs (contd)				
4	Allow to remove all modern sealants from the glazing		item		
5	All existing flaking / modern paint is to be removed from the windows (be aware that lead paint is likely to be present and take necessary precautions). This should be achieved by a method to be agreed in advance with the architect and checked by carrying out a small sample of 0.5m2. For pricing purposes, assume a product such as Peelaway 7, which should remove modern paint but not sound historic layers. Any police must be used in accordance with manufacture's instructions.		item		
6	Allow to carefully remove all existing putty and glazing.		item		
7	Allow to remove all rust from the windows – a sample should be carried out and agreed with the architect before proceeding further. For pricing purposes assume cleaning using fine, specialist power tools would be acceptable. It should be expected that a small amount of paint / coatings will remain but only where there is no evidence of rusting beneath. This process should be carried out to both sides of the window and hidden faces of the frames and fixed casements will therefore need to be disassembled.		item		
8	As soon as the metal has been cleaned, it should be dried and coated with a zinc-rich primer with a high zinc content (the paint system must be agreed in advance).		item		
9	Any defects / indents that may become a water trap should then be filled with a filler that I compatible with the coating – e.g. a two-pack polyester compound used for car body repairs. Once applied it must be rubbed down to blend with the surrounding metal.		item		
10	The window is to be reglazed, reusing existing glass as agreed. All existing glass should be carefully cleaned, removing all sealant, residues etc. For pricing purposes, the contractor should allow for cylinder glass, 3mm thick. Glass should be resecured using a specialist glazing compound confirmed to be suitable for cast iron windows		item		
11	The metal work and glazing compound is to be coated with an alkyd paint system – coatings are to be applied to all faces before reassembly. Coatings must be applied in accordance with manufactures guidance with adequate time allowed for the costs to fully dry.		item		
12	The windows should be refixed using stainless steel fixings (any visible screw heads must be painted).		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
6.0	New Extension				
1	Construct the new extension in accordance with drawing 19.		item		
2	It is assumed that the existing roof slates can be reused but an additional 50% should be supplied to match (sample to be provided prior to construction). New ridge tiles to be supplied to match the existing on the main roof.		item		
3	It is assumed that the existing slate walling to the current extension can be reused – an allowance should be made for cleaning and assessing it with the architect. Blocks should be a consistent depth an some adjustment should be expected. Any deficit (allow 25%) will be made up by slate provided by the client – shaping to match must be allowed for.		item		
4	Make an allowance to install the new corten etched panel (installation only – provisional sum for item included in section 20). Contractor to provide fixings.		item		
5	Make an allowance to install the new metal gate / screen (installation only – provisional sum for item included in section 20). Contractor to provide fixings.		item		
7.0	Internal Repairs				
7.1	Floor:				
1	The floor consists of 3 elements: The two inspection pits in the centre of the room; thick smooth-slate slabs approx. 65mm deep and 670mm wide and concrete slabs between the pits and to the section inside the doors. It is assumed that the rails can be retained in situ during the works.		item		
2	To the slate slabs - protect from damage during the work.		item		
3	Allow to carefully lift and relay 4 slate slabs where uneven and posing a potential trip hazard.		item		
4	Allow to repoint the joints between the slabs in lime mortar.		item		
5	Allow to clean the slate slabs following the completion of the internal works using stiff brushes, sponges and a mild detergent.		item		
6	To the two concrete sections allow to dig out and re-lay following installation of new rails. Provide shuttering as needed to give clean edges at the sides of the pits.		item		
7	Over the pits provide new timber flooring with service runs / trays – see drawing 20 for further information.		item		
8	Floorboards between rails to be Welsh Larch 175mm x 25mm with a 25mm air gap between. Allow for fixing 20 no. boards in the central row (between the original rails) with stainless steel anti-tamper screws to aid future access.		item		
9	Note: the existing rails will remain in place during the work and must be protected from damage.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
7.0	Internal Repairs (contd)				
7.1	Floor:(contd)				
10	To the pit voids themselves there will be no work, except to ensure that they are left in a clean and tidy condition.		item		
7.2	Internal walls				
1	Carefully remove all loose plaster using a stuff brush and hand tools. Allow to reinstate any missing areas of plaster in lime to methodology 6 (either removed or already missing) - allow 20m2. Note: the edges of the fireplace and arched doorway must be reinstated with the rounded timber detail es existing. Where the top surface of the plaster has been lost, but it is otherwise sound, it will be retained as existing to preserve the character of the space.		item		
2	Allow for the plaster to dry out naturally and allow to lime wash in accordance with methodology 7. Allow for 3 coats, which would brighten the space and reduce the impact of modern stains but without losing its character.		item		
7.3	To the roof structure and ceiling:				
1	Isolate and remove all existing services, boarding to the central vent and modern fixings.		item		
2	All to fill any small holes in the roof timbers with a proprietary wood filler		item		
3	Allow for 5 no resin repairs to timbers and 5 no splice repairs to the roof timbers		item		
4	Make an allowance to replace the existing metal straps on the trusses, like-for-like.		item		
5	Allow to renew 10m2 of damaged roofing felt to match existing – the fixing method is to be discussed but the contractor should allow for necessary fixings and, for instance 25x25mm battens if needed.		item		
6	Allow to install bird and insect mesh at edges between each of the rafters, set back from the face of the wall so it is not seen.		item		
7	Allow to remove all loose paint from ceiling timbers before lime-washing (assume 3 coats) in accordance with methodology 7.		item		
7.4	Fireplace				
1	The fireplace is to remain in situ and must be protected from damage during the work by plywood boxing or similar.		item		
2	The slate is to be cleaned using mild detergents and sponges. Care should be taken not to remove the etched graffiti.		item		
3	Allow to rebed 6 no loose bricks (replacing a small missing section with a matching reclaimed brick) and repoint open joints (about 50%)		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
7.0	Internal Repairs (contd)				
7.4	Fireplace (contd)				
4	A provisional sum of £500 should be allowed for work to stabilise the metal grate.		item		
8.0	Internal Alterations				
8.1	Roof Vent				
1	Once internal high-level access is available, allow for inspection of the existing roof vent with the architect. At this point the final design of the interventions / repairs will be agreed (with input from the ecologist).		item		
2	Allow for 12 mm marine ply boarded panels to be installed on the inside of the louvres covering around 80-90% of the surface area (open area to one end, to be agreed with ecologist). Boards to be to encourage future adjustment with exposed stainless steel screw heads.		item		
3	To the base of the vent allow for the installation of treated and painted soft wood 19 x 125mm t&g boarding on new 50 x 75mm frame with 2 no. 600 x 600mm hinged hatches (secured with back finish bolts) constructed of framed and braced t&g boarding. Loose mineral fibre insulated added between joists for acoustic purposes and 18mm marine ply boarding added over for ease of cleaning etc.		item		
8.2	Viewing platform				
1	Following work to floor and walls, allow to construct new view platform in accordance with drawing 21.		item		
8.3	Main doors				
1	Carefully remove existing doors and take to joiners shop for inspection and then alterations and repairs. Secure opening during work. Allow time in the joiners shop to agree with the architect the final scope of work to the existing doors		item		
2	Take detailed measurements of the existing opening – these must be used for the detailed design of the new, frame, doors and windows as well as for confirming the work to the existing doors.		item		
3	Allow to create new painted hardwood frame to suit new door arrangements – final section detail to be agreed in advance but contractor must allow for a large cross section (likely to be manufactured in at least 2 pieces) of around 175 x 275mm. The contractor must also allow for the additional work needed in creating the arch segments at the top of the opening.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
8.0	Internal Alterations (contd)				
8.3	Main doors (contd)				
4	Allow for works to the existing doors as shown on drawing 23. Allow for workshop alteration to the doors to reduce them slightly in height and width (approx. 25mm) – assume this will be possible by trimming the bottom edge and replacing the meeting stiles, together with very limited reshaping elsewhere. Allow for ironmongery as shown		item		
5	Allow to paint both the frame and timbe doors in an eggshell paint with appropriate primers and undercoats (exact products and colours to be agreed prior to commencement).		item		
6	Allow to supply and install new glazed doors and glazed panel above to front elevation in accordance with drawing 22. Glazed doors to have lockable bolts so that that can be secured in an open position, pull handles on both sides and suitable hinges.		item		
8.4	New openings to extension				
1	Allow to create new openings in the wall to the new extension in accordance with drawing 24.		item		
2	Allow a provisional sum of £1,000 for a specialist metalworker to manufacture the bespoke metal doorway linings.		item		
3	Allow to install the door linings and make good any damage to surrounding walls etc, repairing plaster to the engine-shed side.		item		
4	An allowance should be made for lime-plastering the inside face of the existing wall in the extension – this will be confirmed when the existing extension is removed and the condition of the wall can be assessed.		item		
5	Allow to install a new Welsh slate slab to the threshold, making sure that it is flush with the adjacent floors.		item		
8.5	New Cupboard				
1	Details to be finalised following discission on sizing with the electrician. For pricing purposes assume design as shown in Drawing 17 (i.e.. painted timber with 2 sets of lockable double doors) – 600mm wide x 1800mm high x 250mm deep.		item		
9.0	Mechanical & Electrical				
1	Allow to carry out electrical works in accordance with drawings 23-026-E-120, 23-026-E-S-100, 23-026-M-120 and 026-M-S-100		item		
2	Note that the external lights must be fitted with a timer and movement sensor to accord with planning requirements.		item		
3	In addition to work on the drawings, allow for 6 no double sockets at high level and a double socket in each of the inspection pits.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
9.0	Mechanical & Electrical (contd)				
4	Instead of the lighting track system shown, allow for a suspended track system with adjustable spotlights every 1.5m (approx. 20) and uplights for each bay (approx. 8). Emergency lighting provision should be included.		item		
5	In addition, allow for 5 no adjustable spotlights under the engine and tender (10 in total)		item		
6	The colour of the fittings should be confirmed prior to order but assume grey for pricing. All lamps to be warm white.		item		
7	All lighting to be controlled on a digital timer (with remote connectivity), with the panel inside the electrical cabinet.		item		
10.0	Reintroduction of Railway Locomotive and Tender				
1	This work will be undertaken by a specialist contractor under a separate contract, however, the contractor should allow a period of 1 week for the reintroduction of the engine and tender within their contract period. During this time, work should not be allowed for within the main part of the building. It is expected that most work will be complete except work to the main doors and floor just inside.		item		
11.0	Interpretation				
1	The interpretation work will be installed by a specialist contractor after the completion of the main contract. No work is therefore included but the contractor should permit access by the interpretation designers / installers at mutually agreed times to help with their planning and finalise positions for the lighting and sockets.		item		
12.0	Ecology				
1	Works have been included in the above to the roof vent, which will facilitate future use by bats and other protected species. Once the existing boarding and services have been stripped out, allow for access by the ecologist to finalise the layout of openings etc.		item		
2	Allow a provisional sum of £150 to supply bird boxes as required by the ecologist.		item		
3	When the project is nearing completion, allow to install 2 no. bird boxes on the rear elevation.		item		
Carried Forward £					-

Ref	2: Fire Queen Shed	Qty	Unit	Rate	Cost £
Brought Forward £					-
13.0	Upon Completion				
1	<p>The contractor is to remove all waste from the site. All facilities are to be left clean and ready to be used. A copy of relevant material should be passed to the architect for insertion into a Health and Safety File</p>		item		
<div> <p>Any quantities provided above are approximate. Where quantities are not included these are to be provided by the contractor.</p> <p>The contractor is to include for any further items of work specifically identified, or inferred within the tender information, but not specifically identified above</p> </div>					
Total Carried to Summary £					-

Ref	3: Hafod Owen	Qty	Unit	Rate	Cost £
1.0	Dismantling Work				
1	The contractor is to provide full scaffold access to the annexe roof in accordance with methodology 1		item		
2	The contractor must erect further propping as necessary to safely carry out the works to the annexe roof.		item		
3	The contractor must provide suitable protection for the existing equipment that is to remain in situ within the annexe – this may be a plywood clad box supported on a timber frame.		item		
4	The contractor must provide any lifting equipment deemed to be needed in the method statement outlined in the above section.		item		
5	The contractor is to provide any further measures needed to protect the remaining historic features from damage – these include the components of the main part of the building.		item		
6	The contractor should allow for removing and disposing of the decayed timber steps as well as roofing members when agreed to have been incapable of re-use by the architect and engineer.		item		
7	Using the agreed method, the contractor is to dismantle the existing annexe roof. Existing vegetation is to be removed and disposed of. Slate slabs are to be carefully set aside in an agreed position for inspection and later reuse – the contractor must make his own assessment of any additional needed for the later reinstallation. Roof members are to be labelled and removed where unstable. All components must be kept in a secure location before reuse or agreed disposal.		item		
2.0	Annexe Repairs				
1	Prior to starting work on the walls, reference photographs should be taken of the walling.		item		
2	Allow to dismantle the top 500mm of the annexe walls – note: this is an average height - a greater amount will be needed above each of the openings as slate walling to be dismantled in these three locations to enable the replacement of the rusting lintels.		item		
3	Inspect existing original rail/joists above openings – agree necessary work with structural engineer (treatment or replacement) – note a provisional sum for replacement is included at the end of this schedule. Replace / reinstate repaired lintels and plates above openings as agreed.		item		
4	Reconstruct dismantled upper section of wall in accordance with methodology 2, reusing existing slate – any additional needed will be supplied from a stock owned and stored on site by the council. Allow for sockets etc for roof structural members. It is important that the existing nature and character of the walling is followed – reference should be made to the photos taken prior to dismantling.		item		
Carried Forward £					-

Ref	3: Hafod Owen	Qty	Unit	Rate	Cost £
Brought Forward £					-
2.0	Annexe Repairs (contd)				
5	Allow to supply and install 7 no. replacement 250 mm dia. round timber rafters (C24 grade timber or above) set within existing / rebuilt pockets to wall to match the original roof arrangement (in accordance with structural engineer's drawing 23035-HO-06. The ends of the timbers are to be wrapped in lead and the remnants of the sockets packed with mortar and small pieces of slate to suit.		item		
6	Contractor is to allow for supply of 8 no. 152 x 152 UC30 galvanised steel sections in the event that suitable replacement rails girders cannot be obtained from the client's stock. Again, the remnants of the sockets should be packed with mortar and small pieces of slate to suit.		item		
7	Allow to supply and install 900 x 75mm reinforced precast concrete planks to top of reinstated roof structure above welfare area (shown as grey area on structural engineer's drawing) with waterproofing membrane (bituminous 1F felt, due to presence of bats). Note: insulation and the ceiling finish will not be installed at this time.		item		
8	To the area not shown as being above the welfare area, allow for intermediate support timbers - approx 75 x 225mm (total c. 25m in length)- in larch or other suitable durable timber to be agreed. Planks to be hand-split and / or left with a waney edge to best match the existing.		item		
9	Following the completion of the structure, allow to reinstate the slate slabs, following the original arrangement as closely as possible – care must be taken to get a good overlap helping to ensure the weathertightness of the roof. The client will supply some slate for making up any shortfall, but some shaping of slates will be necessary and therefore must be allowed for.		item		
10	To the top abutment allow for new code 6 lead flashing – the top edge is to be fixed into existing joints and wedged with lead every 450mm. The vertical upstand must be at least 75mm and the apron overlapping the slate by at least 200mm. The front edge should be clipped. The maximum length of each section should be 1.5m, with overlaps of at least 100mm. Details in accordance with the Lead Sheet Academy manual.		item		
11	Allow for the provision of a new 100mm cast iron roof vent (installed ready- decorated) to be linked to a potential future extract system. The vent is to be fitted with a lead sleeve, welded onto a lead base, which should extend at least 200mm to the front, sides and rear, where it will go under slate slabs.		item		
12	Allow to point any open areas to the verges or eaves		item		
3.0	Main Roof Repairs				
1	The contractor is to allow for repairing 20 missing or damaged slates to the main roof (in Welsh slate to match existing), including the provision of any temporary access as required.		item		
Carried Forward £					-

Ref	3: Hafod Owen	Qty	Unit	Rate	Cost £
Brought Forward £					-
4.0	Repointing and Masonry Repairs				
1	Allow to rebuild chimney from 200mm below annex roof level in accordance with methodologies 2 and 3, reusing all existing slate blocks but replacing any ferrous metal work in stainless steel. The work will need to include the removal of the silver birch tree (growing out of the abutment between the chimney and the adjacent wall) and a small amount of making good to the gable wall. Note: it is vital that the roots are fully removed from the		item		
5.0	Rainwater Goods and Drainage				
1	Allow for the provision of the following rainwater goods (provided by Hargraves Foundry and delivered in a black finish unless otherwise agreed) as follows:		item		
2	Main building, lake-facing side: provide 150mm half round cast iron gutter with stop ends, joints and outlets. Gutters to be supported on rise and fall brackets. Provide 2 no. 100mm cast iron downpipes with appropriate swannecks, eared sockets and shoes (these will discharge over new gulleys).		item		
3	Main building, rear side: provide 150mm half round cast iron gutter with stop ends, joints and outlets. Gutters to be supported on rise and fall brackets. Provide 2 no. 100mm cast iron downpipes with appropriate swannecks, eared sockets and shoes (these will discharge over the annexe roof).		item		
4	Annexe: provide 150mm half round cast iron gutter with stop ends, joints and outlets. Gutters to be supported on rise and fall brackets. Provide 2 no. 100mm cast iron downpipes with appropriate swannecks, eared sockets and shoes (these will discharge over new gulleys).		item		
5	Prepare a trial hole in the proposed position of the soakaway – allow to dig 300 x 300 x 300mm cube below the proposed invert level of the incoming drainage pipe (approx. 1.5m). Carry out the percolation test as described in section H2 of the building regulations and provide the information to the architect.		item		
6	Subject to final agreement, make an allowance to create a 2.5m ³ crate soakaway and to provide 75m of drainage pipes and 4 no. sumps / gulleys with cast iron grilles on the surface.		item		
7	Contractor to make a provisional allowance for making good existing ground following above drainage installations (e.g. reseeding grassed areas).		item		
6.0	Windows, Doors and Openings				
1	To the west facing door, the contractor is to allow for raising the height of the existing opening to 2.1m. The contractor should allow for installing new lintels and a steel plate. A provisional sum should be provided at the end of the schedule for their supply. The contractor must allow. For making good the surrounding stonework.		item		
2	To the rear door opening allow to install new door and frame in accordance with detail 30.		item		
Carried Forward £					-

Ref	3: Hafod Owen	Qty	Unit	Rate	Cost £
Brought Forward £					-
6.0	Windows, Doors and Openings (contd)				
3	To the annexe door opening allow to install new door and frame in accordance with detail 31.		item		
4	To all ground floor window openings (7 no) allow to remove and dispose of existing metal security sheets. Replace with 18mm marine ply sheeting to be painted primer / undercoat and 2 coats of eggshell. These panels are to have equally spaced rows of 25mm holes drilled top and bottom to allow for ventilation with insect mesh fixed to the rear side. Note that the window remnants must be retained behind. Boarding to be fixed with anti-tamper bolts / screws. Allow to add new temporary frames where needed.		item		
5	To all ground floor window openings (7 no) allow to install printed images supplied by the client on the plywood panels.		item		
6	To the two large upper-level openings, allow to install 18mm marine ply sheeting set back at least 100mm from the face of the wall. These panels are to have equally spaced rows of 25mm holes drilled top and bottom for ventilation with further holes created to suit the needs of any species as required by the ecologist. The panels are to be supported on a new treated softwood frame, secured in the mortar joints of the walls.		item		
7.0	Miscellaneous Works				
1	Allow to install 2 no. half height timber hinged barriers in the two openings – barrier to consist of a simple triangle formed out of treated 75 x 50mm softwood with the top member at a height of 1100mm.		item		
8.0	Ecology				
1	Note: to install works for bats in the roof / first floor space, safe assess will be needed. As the condition of the floor surface is not known it is advised that temporary boarding is laid across areas as needed during the construction process. The contractor should allow for temporary vertical access into the space, determining whether the most safe or secure way is through the circular hole in the floor or through either of the two side openings.		item		
2	To the existing roof void, allow to construct a full height partition, consisting of 100 x 50mm treated softwood studs spaced at 450mm intervals. The frame is to be clad in 12mm marine ply. A simple door / hatch is to be created within the partition – approx. height 1250mm (made from marine ply with suitable hinges and bolts).		item		
3	Allow to create a hole in the corner of the existing first floor / ceiling and build a vertical bat tunnel approx. 975 x 450mm constructed of studwork with t&g boarding (note, timber must be durable and FSC certified but untreated – contractor to confirm proposed type at pricing stage). Height approx. 4m.		item		
4	An allowance is also to be made for making a new softwood frame and plywood hinged hatch for the circular opening in the ceiling / first floor (detail confirmed when full access available).		item		
Carried Forward £					-

Ref	3: Hafod Owen	Qty	Unit	Rate	Cost £
Brought Forward £					-
8.0	Ecology (contd)				
5	Allow to fix 20m length of battens onto the inside of the roof structure for roosting in accordance with ecologist instructions (to be finalised) -for pricing purposes allow for 25 x 38 roughened / split larch or other durable but untreated timber.		item		
6	Allow for 5m2 of crawl boards to be fitted to top side of ceiling - detail confirmed on site but for pricing assume 18mm marine plywood is used with a 600mm width to the walkway.		item		
9.0	Upon Completion:				
1	The contractor is to remove all waste from the site. All facilities are to be left clean and ready to be used. A copy of relevant material should be passed to the architect for insertion into a Health and Safety File.		item		
<div> <p>Any quantities provided above are approximate. Where quantities are not included these are to be provided by the contractor.</p> <p>The contractor is to include for any further items of work specifically identified, or inferred within the tender information, but not specifically identified above</p> </div>					
Total Carried to Summary £					-

Ref	4: Provisional Sums	Qty	Unit	Rate	Cost £
1	Provisional Sums				
1.1	<u>Include the following defined Provisional Sums which shall be expended as directed by the CA in accordance with the Terms and Conditions of the Contract, for the work executed, or goods supplied, by a specific person who will be employed by the Contractor as a Domestic Sub-Contractor. The Contractor should add below the percentage addition to include all profit and overheads, general and specific attendances, provision of power, lighting, water, storage space, scaffolding, and the like.</u>				
1	Include the Provisional sum of £2,000 (two thousand pounds) for the etched corten panel on the front side of the replacement extension; Fire Queen		item		2,000.00
2	Profit, overheads, and attendances		%	2,000.00	-
3	Include the Provisional sum of £10,000 (ten thousand pounds) for the decorative gates on the replacement extension; Fire Queen		item		10,000.00
4	Profit, overheads, and attendances		%	10,000.00	-
5	Include the Provisional sum of £2,000 (two thousand pounds) for the linings to the new openings; Fire Queen		item		2,000.00
6	Profit, overheads, and attendances		%	2,000.00	-
7	Include the Provisional sum of £1,000 (one thousand pounds) for new steel lintels and head plates to the west elevation door opening; Hafod Owen		item		1,000.00
8	Profit, overheads, and attendances		%	1,000.00	-
9	Include the Provisional sum of £2,000 (two thousand pounds) for new steel lintels and head plates to the door and window openings to the east elevation; Hafod Owen		item		2,000.00
10	Profit, overheads, and attendances		%	2,000.00	-
1.2	<u>Include the following undefined Provisional Sums which shall be expended as directed by the CA in accordance with the Terms and Conditions of the Contract</u>				
1	Include the Provisional sum of £25,000.00 (twenty five thousand pounds) for contingencies		item		25,000.00
2	Profit and overheads		%	25,000.00	-
Total Carried to Summary					

Ref	5: Dayworks	Qty	Unit	Rate	Cost £
1	Labour				
1.1	The contractor must state below the all-inclusive hourly rates required for labour for works undertaken during the normal working day				
1	40 hours (provisional) General Operatives	40	hr		-
2	40 hours (provisional) Groundworker	40	hr		-
3	40 hours (provisional) Carpenter / Joiner	40	hr		-
4	40 hours (provisional) Roofer	40	hr		-
5	40 hours (provisional) Mason / Bricklayer	40	hr		-
6	Other Grades/Trades (insert):				
1.1.1	The contractor must state below the all-inclusive hourly rates required for labour for works undertaken outside of the normal working day				
1	40 hours (provisional) General Operatives	40	hr		-
2	40 hours (provisional) Groundworker	40	hr		-
3	40 hours (provisional) Carpenter / Joiner	40	hr		-
4	40 hours (provisional) Roofer	40	hr		-
5	40 hours (provisional) Mason / Bricklayer	40	hr		-
6	Other Grades/Trades (insert):				
1.2	Materials and Goods				
1	Provide the prime cost of materials and goods		item		10,000.00
2	Add the percentage addition for incidental costs, overheads and profit		%	10,000.00	-
1.3	Plant				
1	Provide for the prime cost of plant hired by the Contractor		item		5,000.00
2	Add the percentage addition for incidental costs, overheads and profits		%	5,000.00	-
1.3.1	Rates for plant not hired by the Contractor shall be as set out in The Schedule of Basic Plant Charges for Use in Connection with Daywork Under a Building Contract published by the Royal Institution of Chartered Surveyors (current edition at the Base Date)				
1	Provide for the prime cost of plant not hired by the Contractor		item		5,000.00
2	Add the percentage addition for incidental costs, overheads and profits		%	5,000.00	-
Total Carried to Summary £					