

Scope of Work

This project is comprised of two parts; firstly, to replace the existing door entry system with a new Came-Entotec video access control system and secondly to replace the existing CCTV system with new Serage network cameras with remote access.

The building was originally constructed in 1967 to serve as a landmark and when constructed was the tallest building at the time, rising to 64 meters. It was also functional as it masked two chimneys which served the boilers that fed the nearby Cwmbran Shopping Centre. It has 22 storeys with 81 flats in total. The building also has its own dedicated parking areas both underneath the building and externally to the front of the building.

The existing door entry has become obsolete and sourcing replacement parts has started to become difficult. The current audio only system isn't cloud based and as such any additional access fobs required, need to be physically programmed on site.

The building's CCTV system is also dated and has fallen into dis-repair over time. Again this system isn't cloud based and video footage needs to be physically accessed on site via the building's office. The current system also doesn't give good coverage to certain high risk areas of the building.

Contractors bidding for this work must be able to commence work on site in **September 2026** and be completed and invoiced by the end of **October 2026**. A period of 8 weeks has been allocated to deliver this project.

The works are to be undertaken in accordance with the technical specifications contained in **Appendix 4** and the pricing schedule contained in **Appendix 3** of the tender documentation. These should be read in conjunction with the Pre-Construction Health & Safety Information provided in **Appendix 4a**. This project comprises of several elements, which are listed below;

Door Entry Works

The replacement of the existing audio access control system with a new audio-video access control system in accordance with the manufacturer's specification contained in **Appendix 4** of the tender documentation. **Works must be carried out by a Came-Entrotec Approved Installer.**

The work will include the following:

Supply and fit new Came-Entotec audio visual door access control system and digital noticeboards to upper and lower entrance lobbies, to include the replacement of all audio handsets with video units. To include the installation of all additional wiring, cabling, distribution and monitoring equipment, power supplies, fob readers, call stations, vandal resistant galvanised steel containment and all ancillary or associated equipment. Works are also to include the provision and installation of suitable fire stopping by a UKAS accredited FIRAS contractor in accordance with the Regulatory Reform (Fire Safety) Order 2005 and Approved Document B of the Building Regulations.

The works will also include the replacement of the access fob readers located around the building, including any access doors into the building, the underground car park, gated entrances to the building from the upper car park, Redbrook Way, communal garden and main access foot bridge to the building from the nearby town centre.

Repair or replacement works to any external push to exit buttons, electrically powered maglocks or associated door access equipment.

CCTV Works

Removal and replacement of the existing internal and external CCTV equipment and wiring (where necessary) with new Serage high-definition network-based cameras and cloud-based recording equipment.

The work will include the following:

Removal, replacement and installation of new cabling, vandal resistant galvanized steel containment, power supplies, high-definition anti-vandal CCTV cameras including digital & PTZ cameras, Digital Video Recording units, LED display monitors, network or monitoring equipment and all associated signaling, transmission or communication equipment.

Digital Noticeboards Works

Supply and fit two new 32" LED monitors as digital noticeboards housed in Fire rated Armagard PSS18 Ligature resistant security enclosures on upper and lower entrance lobbies. To include provision of all power supplies, network cabling, galvanized steel containment and all fixtures, fittings & accessories. To be connected to KMS noticeboard control units and roaming sims, pre-paid for a period of 5 years.

Fire Compartmentation & Fire Stopping

Following completion of the CCTV and door entry installations, any opening formed in or through the building as part of the works are to be suitably fire stopped. This is to be completed to the client's satisfaction and must be undertaken by a UKAS accredited FIRAS contractor in accordance with the Regulatory Reform (Fire Safety) Order 2005 and Approved Document B of the Building Regulations.

On-Going Service & Maintenance Agreement

On completion of the works and following the end of the defect liability period. The successful contractor must provide a 24/7 maintenance and service regime for the ongoing maintenance of the new CCTV system. This will include annual servicing costs, breakdowns and out of hours calls. This will initially be for a period of 3 years following the end of the defect liability period with the option to extend this for a further 2 years (3 + 1 + 1).

General

Contractors must ensure that any scaffolding required to carry out this work meets all the necessary health and safety requirements and is properly designed for the properties affected. Any scaffolding proposed to be used on site must be designed and installed in accordance with TG 20:21, NASC good practice guidelines and BS EN 12811 – 1: 2003 safe standards for erecting scaffold. Mobile tower scaffolding must be erected by PASMA trained operatives.

Scaffold designs and RAMS for the erection and removal of scaffolding must be provided within the construction phase plan.

Access ladders are to be removed and securely locked away when scaffolding is not in use. The use of Ladder Guards will not be permitted on site.

Scaffolding permits may need to be obtained from the local authority where they encroach on to public highways and footpaths. The provision and costs associated with these permits will be the responsibility of the contractor.

Bron Afon Community Housing would like the successful contractor to provide a suitable temporary name board for each scaffold and must display:

- Name of Employer
- Name of Employer's Agent
- Name of Principal Designer
- Names of Contractor and Sub-contractors
- Advertisements will not be permitted
- All written elements must be in English and Welsh
- Out of hours contact details

Bron Afon Community Housing requires the successful Contractor(s) to provide an 0800 number for tenants to ring for emergencies which will be displayed on the name boards.

The Principal Contractor must take all necessary precautions to prevent damage to the work from frost, rain and other hazards.

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.

All mechanical and electrical services worked on during the course of the project must have all final tests, commissioning and certification carried out so that they are in full working order at the Completion Date.

The successful Contractor(s) are to remove all temporary markings, coverings and protective wrappings unless otherwise instructed.

Bron Afon requires the successful contractor(s) to 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.

The successful Contractor(s) must provide COSHH dated data sheets for all materials used for cleaning and ensure they are used only as recommended by their manufacturers.

The successful Contractor(s) must adequately protect all types of work and all parts of the Works, including work carried out by others, throughout the Contract.

Wherever work is of an especially vulnerable nature or is exposed to abnormal risks provide special protection to ensure that damage does not occur. Failure to observe this practice will result in the contractor appointed replacing any damaged items at their own expense.

Bron Afon Community Housing requires the successful Contractor(s) to notify all service authorities and/or adjacent owners of the proposed works not less than two weeks before commencing site operations. Bron Afon Community Housing will assist in this function by providing the assistance of a tenancy support officer to liaise with tenants and owner occupiers.

Bron Afon Community Housing requires the successful Contractor(s) to make good all damage caused as a consequent of carrying out the work at no extra cost to Bron Afon. If any damage to existing services results from the execution of the Works, the Successful Contractor(s) shall notify EA and appropriate service authority.

E.g. water electricity, gas, BT, Sky, Cable without delay by means of telephone call or email. The successful Contractor(s) shall make arrangements for the work to be made good without delay to the satisfaction of the service authority or other owner as appropriate.

Any measures taken by the EA to deal with an emergency will not affect the extent of the Contractor's liability and be liable for payment by the contractor.

Asbestos

Asbestos surveying & sampling of the building has been previously undertaken and has been included in the tender documentation.

The Commissioning and subsequent management of any additional external demolition/refurbishment type asbestos surveys of any of the properties, should be undertaken using one of Bron Afon's framework asbestos contractors prior to the commencement of any works. A copy of the survey should be sent to the Contract Administrator and be included in the Health & Safety File for the project

The removal of any non-licensable materials must be undertaken by suitably trained and accredited Cat B operatives as part of the roofing works.

Any hazardous waste or materials is to be treated accordingly and suitable consignment notes provided for its disposal.

Asbestos may be present in other areas of the building being worked on and must be identified prior to the commencement of any works.

Any licensable asbestos identified during the survey should be removed by one of Bron Afon's approved asbestos removal contractors, if it is deemed necessary. Any removal works are to be commissioned and managed by the Principal Contractor.

Bidding contractors are encouraged to review the asbestos surveys provided and are responsible for taking the appropriate action in dealing with it.

The Principal Contractor will be responsible for undertaking any additional external refurbishment/demolition type asbestos surveys for the buildings included in the project and subsequently managing the asbestos contractors undertaking this work.

Bron Afon's framework asbestos contractors for sampling are:

Life Environmental Services

Bron Afon's framework asbestos contractors for removal works are:

Shield Environmental Services

Severn Insulation

Gas Works

Where works are to be undertaken near to any gas using appliances and their respective flues, the appliance/s connected to the flue must be isolated prior to commencement of any work.

Isolation of the gas fired commercial heating system must be undertaken by a suitably qualified Commercial Gas Safe registered engineer. All gas work must be undertaken in accordance with Bron Afon's Gas Safety Management Procedure contained in **Appendix 6**. Relevant certification such as CP12's must be issued on completion of the work and returned to Bron Afon within seven days.

Inspection

It is a highly recommended that all Bidding Contractors contact Bron Afon's representative, identified below, to attend site to carry out an inspection prior to submitting their pricing document in order to fully scope the works and propose a suitable scaffold design solution. To arrange a site visit, please contact:

Craig Allford on 07891 244901 or Gavin Lloyd on 07528 965056.

Post work inspection and internal and external cleaning down is required to be undertaken by the Principal Contractor.

All works will be post inspected by a Bron Afon representative prior to signing off and handover.

Pricing

Contractors must populate and complete the pricing schedule found in **Appendix 3**. The pricing that bidding contractors provide will be used to evaluate the responses, as such contractors must price for all elements and failure to do so could result in your tender no longer being considered.

Pricing submitted by contractors will be fixed throughout the duration of the project and Bron Afon will not accept any price increases post tender award.

Contract Duration

Bron Afon Community Housing requires each tenderer to confirm the date they would be able to undertake the works. **Tenderers must also confirm the anticipated duration of works and commencement of works with their tender submission in the form of a project plan.** Bron Afon will use this information to track progress of the project.

Should the works take longer to complete than originally anticipated, the successful contractor is to establish contact with Bron Afon's representative and seek approval to extend the duration of the project. A revised programme of works should then be submitted indicated the new proposed end date for the project.

The works are to be completed and invoiced for payment by the end of October 2026.

Contractor Meetings

The successful Contractor will be required to attend an initial pre-start meeting at Bron Afon's headquarters. The date and time will be confirmed in the award letter. During the contract, Bron Afon will require the successful contractor to attend regular meetings and update them on the progress of the project. This will be at Bron Afon's headquarters in William Brown Close.