Supporting Documentation
Marple All Saints – Lobby and toilets redevelopment

Note to parish

This bundle includes all the supporting documentation to your faculty application as required under Rule 5.5 of the Faculty Jurisdiction (Amendment) Rules 2019.

List of documentation

Caroline Hilton, DAC Secretary 16 March 2022

We petition the Court for a faculty to authorise the following-

Please describe the works or other proposals for which a faculty is sought in the way recommended by the Diocesan Advisory Committee in its Notification of Advice.

SCHEDULE OF WORKS OR PROPOSALS

Refurbishment of toilets in the Lounge and Bowyer Hall to include fully accessible toilets.

Refurbishment of the lounge including the provision of a servery to replace the existing kitchen.

Installation of new LED lighting and heating in the lounge.

Copies of the Standard Information Form and any drawings, plans, specifications, photographs or other documents showing the proposals must be provided with this petition.

Statement of Significance

Section 1. Brief history and description of the church building(s), contents, churchyard and setting

The church in its urban environment

All Saints' Church, built in a gothic style of the 14th century, occupies an extensive site on the east side of Church Lane, Marple. The Church shares the site with the tower of the original Georgian church, the hearse house which dates back to the early 19th century, and a lych gate over the pedestrian access. The church, original tower, lych gate and hearse house are all listed as Grade II by the local authority and department of the environment. Also on the site is a vicarage, a new Church Hall built in 1988, with toilets church office and car park. The church is visible from some distance (mainly because of the Old Church Tower) and overlooks a wide area of Marple and Stockport. A new housing development opposite the church now obscures the view. Church Lane is a busy road leading from central Marple to the Hawk Green area. Marple is a mixture of Old Village, commute about and Manchester and Stockport over Steelalso on the site is a vicarage a new Church Hall built in 1988 with toilets church office and car park the church is visible from some distance mainly because of the Old Church Tower and overlooks a wide area of Marple and Stockport a new housing development opposite the church now obscure the view Church Lane is a busy road leading from central Marple to the Hawk Green area Marple is a mixture of Old Village commuter belt, and Manchester and Stockport overspill

The church was built between 1878 and 1882 the design of the Architects James Medland and Henry Taylor of Manchester it replaced an earlier Church built between 1808 -1812 with the support of a local benefactor and manufacturer Samuel Oldknow. The remains of that church are the tower which is built in stone with ashlar dressings, has 4 levels, and holds the church bells (8) which are rung each Sunday morning, and Monday evenings.

The roof of the church is patterned polychrome slates and the walls are constructed in snecked bonded stone with red sandstone dressings to all openings and bond courses. The roof continues at the same level over the nave and Chancel and is decorated with red ridge tiles.

The internal layout consists of a 3-bay nave flanked by north and south isles, with a Chancel beyond the Chancel arch. There are extensive wall stencils and some beautiful murals in the Chancel.The reredos behind the communion table, pictures, in Arts & Crafts style glass mosaic, features six of the apostles.

The Chancel ceiling is decorated with stars as per Psalm 19:1. In the south transept is the organ chamber and a former vestry holds the boiler chamber. A first floor meeting room in the south transept is regularly used by a young people's group. The vestry now forms a link to the New Hall complex to the east. The west bay of the nave has been divided to form a meeting room (used extensively on Sundays and during the week – named the 'Lounge') kitchen, toilets and prayer rooms. There is a lean-to narthex porch and the base of a tower in the northwest area. Above the narthex on the west gable is a large carved sandstone tracery rose-window, possibly the finest feature of the church. The cipher XP appears in the centre, and the words round the window read 'All thy works praise thee, O Lord, and thy saints shall bless thee' (Psalm 145: 10).

Looking back down the nave there is a fine Georgian chandelier. In the centre of the east window above the Communion table is the original stained glass from the Georgian church. The main body of the church is carpeted and occupied by moveable interlinked fabric chairs. The organ resides at the front of the north aisle in the nave.

Section 2: The significance of the church (including its contents and churchyard) in terms of:

i) Its special architectural and historical interest

ii) Any significant features of artistic or archaeological interest

All Saints Church is in Church Lane, Marple, Greater Manchester, England. It is recorded in the National Heritage List for England as a designated Grade II listed building. In the churchyard is the tower of an earlier church, which is also listed at Grade II. The church is an active Anglican Parish Church in the diocese of Chester the archdeaconry of Macclesfield and the deanery of Chadkirk.

The first church on the site was a smal ltimber-framed building erected in the second half of the 16th century. The first recorded service took place in 1588. In 1803 the building was in a ruinous condition and it was decided that a new church should be built. In 1808 Robert Goldsmith was appointed as architect and the church was completed in 1811 at a cost of £4,000 (equivalent to £270,000 in 2016). A major financial contributor to the building of the church was Samuel Oldknow, a local cotton manufacturer. In 1816 a peal of bells arrived and in 1826 an organ was installed. By the 1870s the church was too small for the congregation and the building was unsuitable for expansion so it was decided that a new church should be built. The new church was built 30 metres (98 ft) to the south of the old church. J. Medland Taylor and Henry Taylor were appointed as architects and the church cost £6,056 (equivalent to £550,000 in 2016). It was consecrated on 30 June 1880. In the following years some services were still held in the old church but its condition deteriorated and by 1964 it was considered to be dangerous and it was demolished. The tower was strengthened and the bells re-hung in it, making it a free-standing bell-tower.

This separate tower is in four stages with string courses between the stages. At the west is a door with a rusticated surround and a two-light window. In the third stage is a clock face. Above this are lancet bell openings. The parapet has plain pilasters and square pinnacles..

Inside the tower are memorials. Pevsner considers that the best is a tablet by John Flaxman in memory of Rev. Kelsall Prescot, who died in 1823, showing him standing and instructing boys. The monument to Samuel Oldknow, who died in 1828, is by Francis Legatt Chantrey, but Pevsner considers it to be disappointing. A monument to Elizabeth Isherwood, who died in 1835, is by Manning and shows a woman kneeling by an urn. Other monuments are to Nathaniel Wright who died in 1818, showing a cherub with an extinguished torch, and to John Clayton who died in 1848 and shows a standing woman with a lamp and a torch.

There is a ring of eight bells. Six of these, which came from Stockport parish church in 1816, were cast by Rudhall of Gloucester in 1731. The other two bells are by John Taylor and Company and are dated 1963

Church

The church is built in stone with a patterned tiled roof. Its plan consists of a three-bay nave with a clerestory, north and south aisles, and a two-bay chancel. At the east end is a five-light window and at the west end is a rose window.

In the church the chandelier and font were removed from the old church. Also in the church are memorials to the Bradshaw-Isherwood family. The organ was built by Conacher and Wadsworth and extended by Walker in 1972. The parish registers date from 1655.

External features

The lych gate dated 1893 is listed at Grade II. Also listed at Grade II are a stable and coach house from the early 19th century (now a private residence) which were erected for the use of the owner of Marple Hall when visiting the church, and the adjacent hearse house, also dating from the early 19th century.

The churchyard contains the war graves of nine soldiers of World War I and two soldiers and two airmen of World War II - 13 in all. Commonwealth War graves commission CEM no. 06914

ALTAR(S)

Central in the chancel is the communion table.

The Communion Table is made of wood, inside the hinged lid the banners are stored.

The wooden Communion rail has 4 wooden supports which bear the words ‘mercy’, ‘pity’, ‘love’ and ‘life’.

ALTAR ORNAMENTS, e.g. crosses and candlesticks

Two brass book stands on the communion table. They are engraved with the 4 symbols of the gospel writers, following the traditional ‘cherubic’ symbolism (Matthew = man; Mark = Lion, Luke = ox, John = Eagle – cf. (Ezekiel 1:10) high on the walls of the chancel and sanctuary are the same four faces.

REREDOS(ES)

The reredos behind the communion table, pictures, in Arts & Crafts style glass mosaic, 6 of the apostles. St John is holding a goblet containing a snake (to illustrate) Mark 16:18 ‘they will pick up serpents, and if they drink any deadly thing, it will not harm them’; St James is holding a shell (signifying the pouring of the waters of baptism) and a sturdy staff with which to Shepherd; St Paul holds sword, seeing that he handled so mightily ‘the sword of the spirit, which is the word of God’ (Ephesians 6:17); St Peter, inevitably, has a key in his hands - a reminder that our Lord once said to him, ‘I will give you the keys of the kingdom of heaven’ (Matthew 16:19) St Andrew carries a Bible to symbolise his evangelistic zeal and has beside him his martyrs cross; St Philip bears a cross-staff as a symbol of his pastoral authority and his martyrdom.

Above the apostles you will notice the different ciphers. The 3 intersecting circles are a symbol of the Trinity; the Alpha-Omega cipher is the Greek equivalent of our A-Z and speaks of Christ who is sometimes called ‘the first and the last’ in Scripture. Over the top of the reredos other words of St Paul from 1 Corinthians 11:26-‘Shew the Lord’s death until he come’ - inscribed over a grapevine, reminding us that Jesus once called himself ‘the true vine’ (John 15:1). Above this again, in the centre of the East window, is the original stained glass from the Georgian church. The clear glass of the new enlarged design lets in a great deal more light than was the case in the old church. On the left-hand side of this window, but hardly visible looking into the light, the 10 Commandments, continued on the right-hand side.

On the left of the reredos you will see the Lord’s prayer and, on the right, the Apostles Creed.

The central cross and crown emblem in mosaic on the reredos speaks of the Lord incarnate as Redeemer and Lord. The inscription tells us that the reredos was erected in memory of Ellen Wilford and Sgt Richard Speakman, September 28, 1924, by MH Wilford and his family.

PULPIT

Victorian pulpit in oak and wrought iron. Along the top of the pulpit you will find the words: ‘He that hath my word let him speak my word faithfully’ (Jeremiah 23:28). The inscription on the stone base reads: ‘to the glory of God and in memory of her husband, James Dixon, who died January 9, 1872, aged 49. This pulpit is presented by Esther Alice Dixon.'

LECTERN

Wooden Eagle Lecturn (in the loft space above the prayer room)

The lecturn bears the inscription: ’Words which the Holy Ghost teacheth’ (1 Corinthians 2:13)

FONT and cover

To the left front is the stone baptismal font from the Georgian church, near an entrance into the church. This reminds us that we enter the Fellowship of Christ's church by way of baptism on the basis of his redeeming work at Calvary.

STAINED (Painted) GLASS starting with the east window, proceed clockwise around the church: give subject, inscription, artist and date

East Windows

1. Smaller window on the left hand side - depicts Mary in the garden at the feet of the risen Jesus. 'Jesus said unto her 'touch me not'
2. The large central East window contains the original stained glass from the Georgian church. It is a triptych of Jesus' baptism 'This is My beloved Son', Jesus ascension and the last supper 'Do this in remembrance of Me'. The window inscription - 'In memory of Anne his wife died Jan, and Walker Skirrow QC died December 21st 1866.

South Windows (1) Scene depicts- Jesus walking on the water (John 6:20) 'It is I, be not afraid'

(2) Scene depicts - Angels in the tomb (Luke 24:5) 'To the Glory of God in memory of Emma Skirrow died 11th May 1889''Why seek the living among the dead?'

(3) The good shepherd (John 10:11) 'To the Glory of God and in memory of Charles Fletcher Skirrow born July 1st 1820 died June 25th 1891''I am the good shepherd' 'The good shepherd giveth his life for the sheep'

(4) Scene depicts- Jesus appearing on the shore to the disciples (Matthew 14:27) To the glory of God in memory of Stephen Tindal Skirrow born July 18th 1821, died Oct 10th 1964''Be of good cheer. It is I, be not afraid'

(5) Depicts The Good Samaritan. (Luke 10:33) 'To the glory of God and in memory of John Barrow Hope late peoples warden of this church 1910 and superintendent of the Sunday school.' 'He giveth His beloved sleep.' 'And when he saw him He had compassion on him'

West Windows

(1) Memorial window scene depicts The Nativity scene. Inscription – 'Given by Fanny Fidler to the Glory of God and in loving memory of her parents, brother and sister and niece.'

(2) St Matthew – 'The book of the generation of Jesus Christ' 'To the glory of God and in memory'....

(3) St Mark – 'The beginning of the gospel of Jesus Christ.' 'Of Joseph Vaughan died May 14th 1895.

(4)St Luke – 'To the glory of God and in memory'....

(5) St John – 'of Samuel Dixon died Jan 17th 1902

North Windows (1) Scene depicts – (John 21:12) Jesus turns water into wine. 'In memory of Ruben Fidler died March 25th 1886 & James Barlow Fidler his son died Dec 7th 1892'. In prayer room.

(2) Scene depicts – Jesus with the children (Matthew 19:14) 'In memory of Ruben & James Barlow Adler'. In prayer room.

(3) Scene depicts – Jesus healing the sick (Matthew 4:23)'In memory of John Hall & three children of John & Sarah Hall.'

(5) Scene depicts – Jesus, disciples and the children.'Charles F Johnson & his sisters erected this window in memory of their Father and Mother and two brothers AD 1896'

(6) Scene depicts -Faith, Hope & Charity triptych. ‘ Faith is the evidence of things unseen, the greatest of these is charity, hope maketh not ashamed’.

(7) Scene depicts - St Phillip (In the Chancel) ‘To the glory of God and in memory of John Thornley 1878 – 1948 Church warden and Lay reader.’

Upper West wall contains the large rose window the cipher XP appears in the centre, and the words round the window read ‘ All thy works praise thee, O Lord, and thy saints shall bless thee’ (Psalm 145: 10).

.**WALLPAINTINGS** starting from the east end, proceed clockwise around the church

As you walk up the main aisle of the nave, you will notice on each wall above the pillars two ciphers:

- One cipher is made up of 2 Greek letters, one looking like ‘X’ (ch) and one looking like ‘P’ (r). Together they form the ancient abbreviation of the word ‘Christos’ (‘Christ’ or ‘Anointed One’). The background of the cipher suggests the shining sun, signifying Christ’s divine glory and recalling Malachi’s designation of Messiah as ‘the Sun of righteousness’ (4:2).

- The other cipher has a similar background and bears the letters ‘IHS’ which are the initial (Latinized) letters of the Greek words Iesous Huios Soter (Jesus son saviour - a cryptic confession of faith in Jesus as the son of God and saviour of sinful people.

There are 2 faces on either side of the large east arch at the springers. 1 represents a Bishop and the other a king, to symbolise the link between church and state as the pillars of a stable society. Over the top of the arch there is an inscription ‘The Lord is in His Holy Temple’. Those who are familiar with Scripture will be able to complete the quotation from Habakkuk: ‘Let all the earth keep silent before Him’ (2:20) - a call to humble worship.

As you step up into the elevated area for the choir you enter the chancel, a word derived from the Latin ‘cancelli’ (lattice) and reminiscent of the Latin word ‘to sing’ (cantare). The separation of the chancel from the nave comes from pre-Reformation times when members of the congregation were barred from the area in front of the communion table. The Georgian church which this present building has replaced, had no such wall. The ceiling of the chancel is starred, reminding us of Psalm 19:1: ‘the heavens are telling the glory of God; and the firmament proclaims his handiwork’.

Across the low wall at the entrance to the chancel is engraved (suitably) the collect for ‘All Saints Day’.

The walls of the chancel have murals of angel figures praising God with a variety of instruments. The Latin subscriptions are quotations from the Latin form of the Te Deum and read: ‘we praise thee, oh God: we acknowledge thee to be the Lord’; ‘all the earth doth worship Thee; the Father Everlasting’: ’To Thee all Angels: to Thee the powers of the heaven and the world’ ; ‘To Thee cherubim and seraphim : continually do cry’.

On the right-hand side of the chancel some memorial to the Bradshawe-Isherwood family, including Mary Ellen who was very active in the building of this church

By the memorial which indicates that the electric lighting was installed in memory of the men of the parish gave their lives in the Second World War, is a tablet in memory of John Bowden ‘who was connected as churchwarden with this church, and deeply interested in the building of it.’
On the wall beside the font are memorials to Canon Adams, the first vicar, and his family

3) Assessment of the impact of the proposals on the significance defined in Section 2
The improvements planned for the church lounge will have little, if any impact on the original building because it has been designed with the utmost sensitivity to the architectural and historic features of the church. Most, if not all, of the changes in the church lounge will only impact on the refurbishment that was completed in the 1970s. The improvements will uncover two beautiful stained-glass windows which are currently not readily visible. The replacement of the existing defective and unsafe folding door will improve the useability of the lounge and prayer room. In keeping with our aim to become carbon neutral as a church there will be significant benefit in installing LED lighting and improved electrical heating.

The original kitchen is no longer fit for purpose, suffering from wear and tear and needs updating to become a servery. This will compliment the fully functioning kitchen in the Bowyer Hall.

The provision of fully accessible toilets in both the church foyer and the lounge will provide improved, inclusive facilities available to all, which is in line with the mission and ethos of the church.

Statement of Need

General information about the Parish and the Church

The parish of All Saints' Marple has a population of circa 12,000. The main Church was built in 1880 and is a Grade 2 Listed Building. The west end of the Church was converted into an entrance foyer and lounge area with kitchen and toilet facilities in 1978. The Church Hall (Bowyer Hall) attached to the east end of the Church was built in 1988. The main Church building was re-ordered in 2004 including the removal of all the pews which were replaced with moveable interlinked fabric chairs, removal of the choir stalls in the Chancel incorporating an open plan design but retaining the altar/communion table, repositioning of the organ from the Chancel to the North Aisle, new wiring and lighting, a new heating system and carpeting throughout.

The number on the electoral roll is 237. The usual Sunday attendance over the three services (see below) is 245 (16 years and over) and 50 (under 16 years). The age profile covers a complete range. Kids Church and Pathfinders meet during the main morning service, CYFA for those 16-18 years meet on a Sunday evening and mid-week. Life Groups meet mid-week in homes throughout the parish and at Connect - our community outreach building in the centre of Marple.

Services/Events held in Church:

Sunday 08.30 Early Morning Holy Communion, 10.15 Morning and 18.00 Evening Services
Mid-week Evergreens Services for the elderly
Mid-week Little Ark parent and toddler gatherings
Alpha Courses
Lent and Easter presentations
Funerals and weddings
Use by All Saints' CoE Primary School for services at the end of term including Easter, Harvest and Christmas services and during the annual Church Week in October when the children visit the Church to take part in activities and worship provided by the Church fellowship in association with the school teachers, support staff and parents.
The Church is also used by other primary schools in Marple and the local secondary school for services particularly at Christmas.
Occasional community events eg: social dinners, theatre stage productions, Marple Churches Together events.

Events Held in the Bowyer Hall
Nursery
Playaway: Weekly Toddler and Parents Group
Who Let the Dad's Out - Bimonthly
Occasional community events eg: social dinners, theatre stage productions, Marple Churches Together events and hosting other churches.
Monthly Prospects Church – (Church for people with Special Needs)
Weekly Kids Church

What Is Needed

In our mission statement we want all people to encounter, follow and share Jesus. We recognise that our toileting facilities both in the church lounge and in the Bowyer Hall are not accessible for all people. Both facilities are used by a variety of people and sometimes, for example, wheel-chair access is needed.

The existing church lounge dates back to the 1970s when the West end of the church was converted into a lounge area with kitchen and toilet facilities and a prayer room. The heating is not fit for purpose and takes a long time to heat and is carbon inefficient. The original kitchen is no longer fit for purpose, suffering from wear and tear and needs updating to become a servery. (We have a fully functioning kitchen to prepare food in the Bowyer Hall). Often the lounge area is used for all sorts of social occasions after a service or school assembly or funeral. The vision for the lounge area is to have a place that is warm, welcoming and airy in which we can easily offer hospitality and a large meeting space for a variety of groups.

What is the proposal to meet that need:

The plan approved by the PCC provides for new foyer toilets which will be re-designed to incorporate a fully accessible unisex toilet by partially reducing the size of the existing gents toilets. The design provides improved access into the gents and ladies toilets. Changing facilities will be provided in the accessible toilet and baby changing facilities in the gents and ladies' toilets. Mechanical ventilation will be installed in all the toilets and if finance permits new sanitary ware will be installed.
In the lounge we plan to have a new serving area (servery), a new, fully accessible unisex toilet with baby changing facilities, an additional unisex toilet and upgrading of the remaining area. The servery, as its name implies, will be used for serving drinks and refreshments but there will be no cooking facilities as any cooked food will be prepared in the hall kitchen and then brought to the lounge. There will be a counter area, fitted floor and wall cupboards, a sink and dishwasher. There will be a child safety gate to prevent small children gaining access into the servery. The existing wooden sliding doors between the church and the lounge will be retained but provided with new glazing. A new screen will be installed between the lounge and prayer room. There will be a new ceiling finish incorporating low energy lighting and ceiling heating throughout this area as recommended by the energy audit survey.

Why
Everything we do at All Saints' is motivated by our desire to 'encounter' Jesus, 'follow' Jesus and 'share' our faith in Jesus with others. With this in mind, the PCC and staff team have been working on plans to improve our church building which will make it more open, hospitable and accessible to all people. As a staff team and PCC, we reflected on how

certain people may be restricted by our building and wanted to change this. The alterations to both sets of toilets in the Bowyer Hall and Lounge are designed to provide the facilities which make our church accessible and convenient to all. Different groups use the Bowyer Hall and Church at the same time and therefore for this reason, along with the significant distance between the two locations, we consider it necessary to update both.
Since working on these plans, we have become aware of the Church of England's plans to become carbon neutral by 2030. Having recently carried out an energy audit by an accredited firm recommended by the Parish Buying Scheme, it was recommended that ceiling heating would be an energy efficient and carbon friendly way of heating the lounge area, independent of the main body of the Church.
The alteration to the lounge will open up this area and will not only improve the natural light but in particular will expose to view two quality stained glass windows which will once again become features no longer obscured by the existing layout.

Who is going to benefit from all this.
We believe these proposals will benefit all the congregation and will help us be more inclusive and fully accessible in our welcome and hospitality to everyone. For groups such as Little Ark and our more elderly Thursday Communion congregation, the church lounge would become a much more ideal warm and open space to conduct meetings with appropriate toilet facilities and servery. Also, with efficient heating and lighting it will help the church move towards its goal of carbon neutrality by 2030. Moreover, with better hospitality facilities, the church lounge would become useful to hold other church meetings and community meetings here.

Justification

The work that is being carried out is in relation to the previous alterations to the Lounge and Bowyer Hall (70s and 80s) and does not have a material effect on the original structure of the church.
We have commissioned an architect who is a specialist in providing these facilities including accessible toilets for a variety of public undertakings including churches. From the architect's drawing, we can only see these proposals as an enhancement to the building and the life of the church.

Updated Feasibility Study

Internal Alterations to Kitchen and Toilet Areas

All Saints Church, Marple

11th September 2018 - Rev A

WA ref 4602

Warburton Associates Design & Management Ltd Registered in England No. 3875082
The Old Police Station, 62 Chapel Street, Salford, MANCHESTER M3 7AA
Tel. 0161 833 9345 Fax. 0161 831 7584 mail@warburtonassociates.com

All Saints Church, Marple – Internal Alterations

CONTENTS LIST

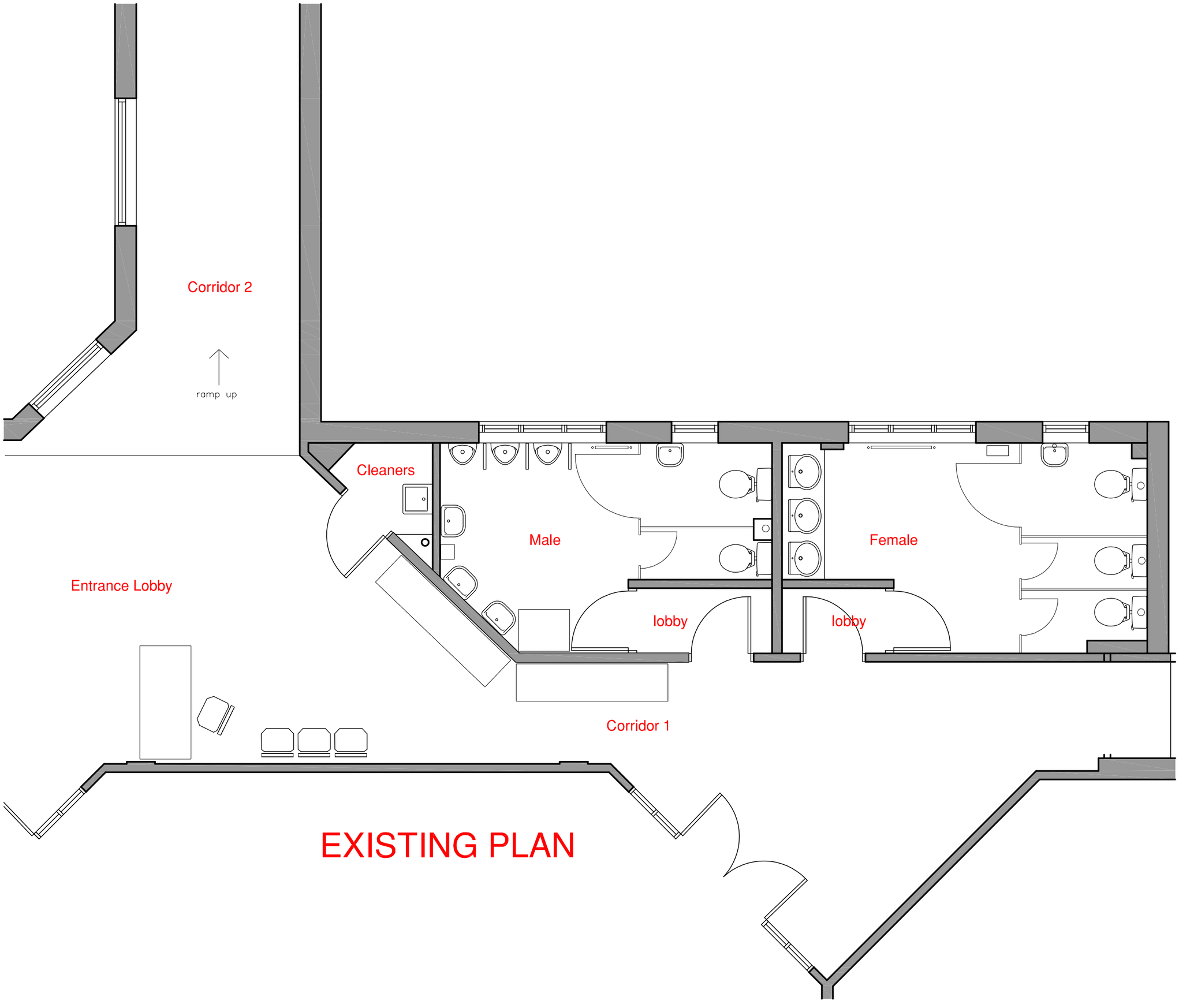
Introduction

Introduction

The exiting Church dates back to the 1880s and has been extended and altered in the 1980s. Having reviewed the Church accommodation and function it was decided to look at upgrading the toilet facilities to include Unisex toilets including designated assisted toilets. It was also agreed to upgrade and rationalise the existing kitchen and lobby areas.

This study outlines some possible proposals and budget construction costs for discussion and review.

NOTES A3



EXISTING PLAN

rev	date	by	description

contract

ALL SAINTS CHURCH
CHURCH LANE
MARPLE

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 01		FEB 18
scales: 1 / 50	drawn: RW	checked

subject

EXISITNG TOILET PLAN

Warburton associates
Chartered Architects
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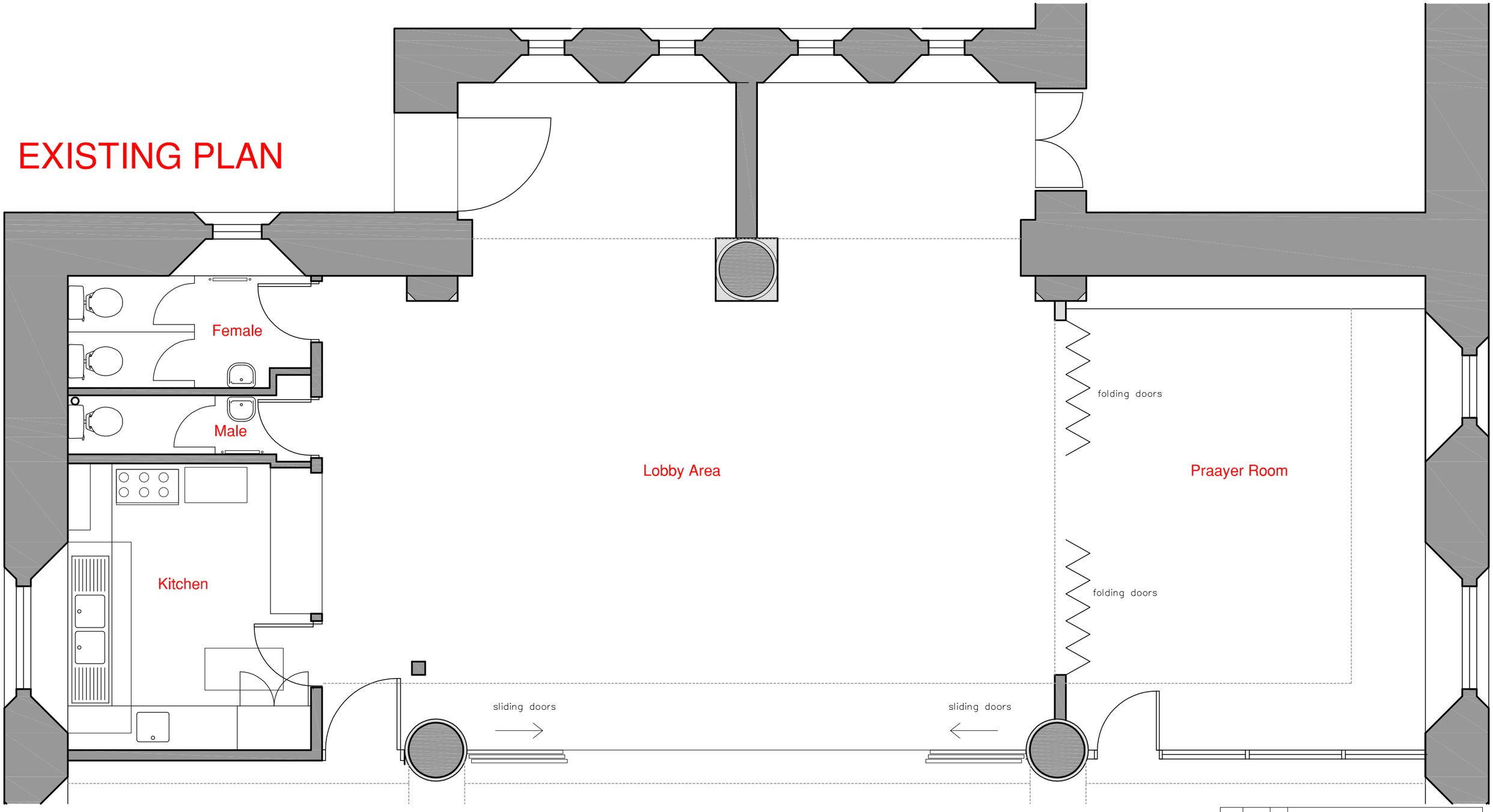
A3 Drawing	title	drwg no.	rev
	EXISTING KITCHEN & ENTRANCE AREA PLAN	4602/ 02	

EXISTING PLAN



rev	date	by	description

contract ALL SAINTS CHURCH CHURCH LANE MARPLE	scale 1 / 50	
	date FEB 18	
client ALL SAINTS CHURCH	drawn RW	checked

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NOTES A3

Existing Walls

New Walls

Corridor 2

ramp up

Cleaners

Store 1

baby changing unit

WC 1

Asst WC

baby changing unit

WC 2

Toilet Lobby

WC 3

WC 4

WC 5

Entrance Lobby

Corridor 1

OPTION 1

rev	date	by	description

contract

ALL SAINTS CHURCH
CHURCH LANE
MARPLE

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 03		FEB 18
scales: 1 / 50	drawn: RW	checked

subject

PROPOSED TOILET PLAN
OPTION 1

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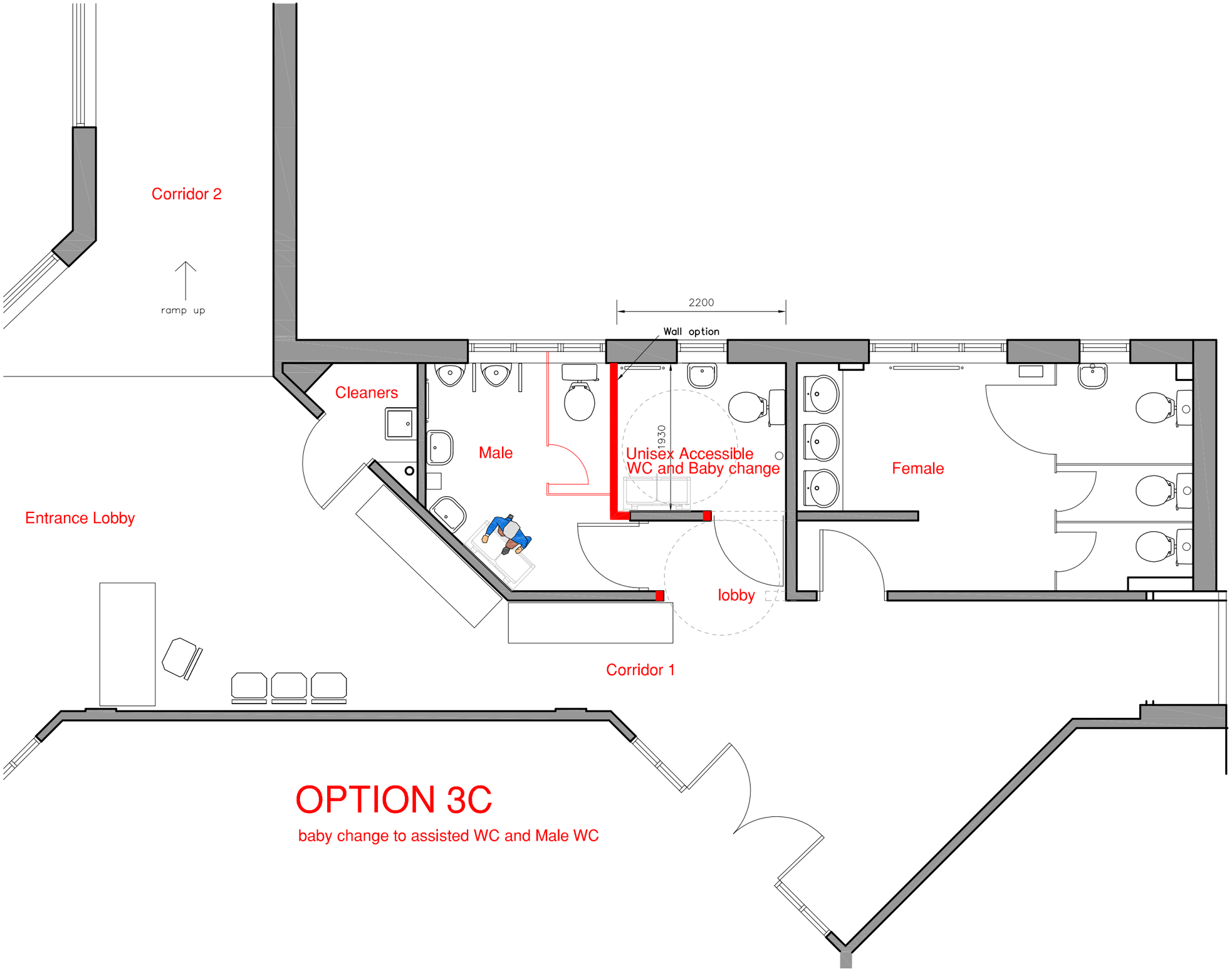


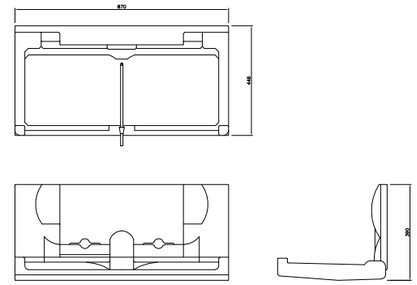
OPTION 3C

baby change to assisted WC and Male WC

NOTES A3

Existing Walls

New Walls



hinged changing table

Rev C baby change shelf added into Male toilet 22.05.19

Rev B Jan 19
Baby change added to ASST WC,
door omitted from Female lobby
Male door swing amended

rev	date	by	description

contract

ALL SAINTS CHURCH
CHURCH LANE
MARPLE

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 07	C	FEB 18

scales	drawn	checked
1 / 50	RW	

subject

PROPOSED TOILET PLAN
OPTION 3

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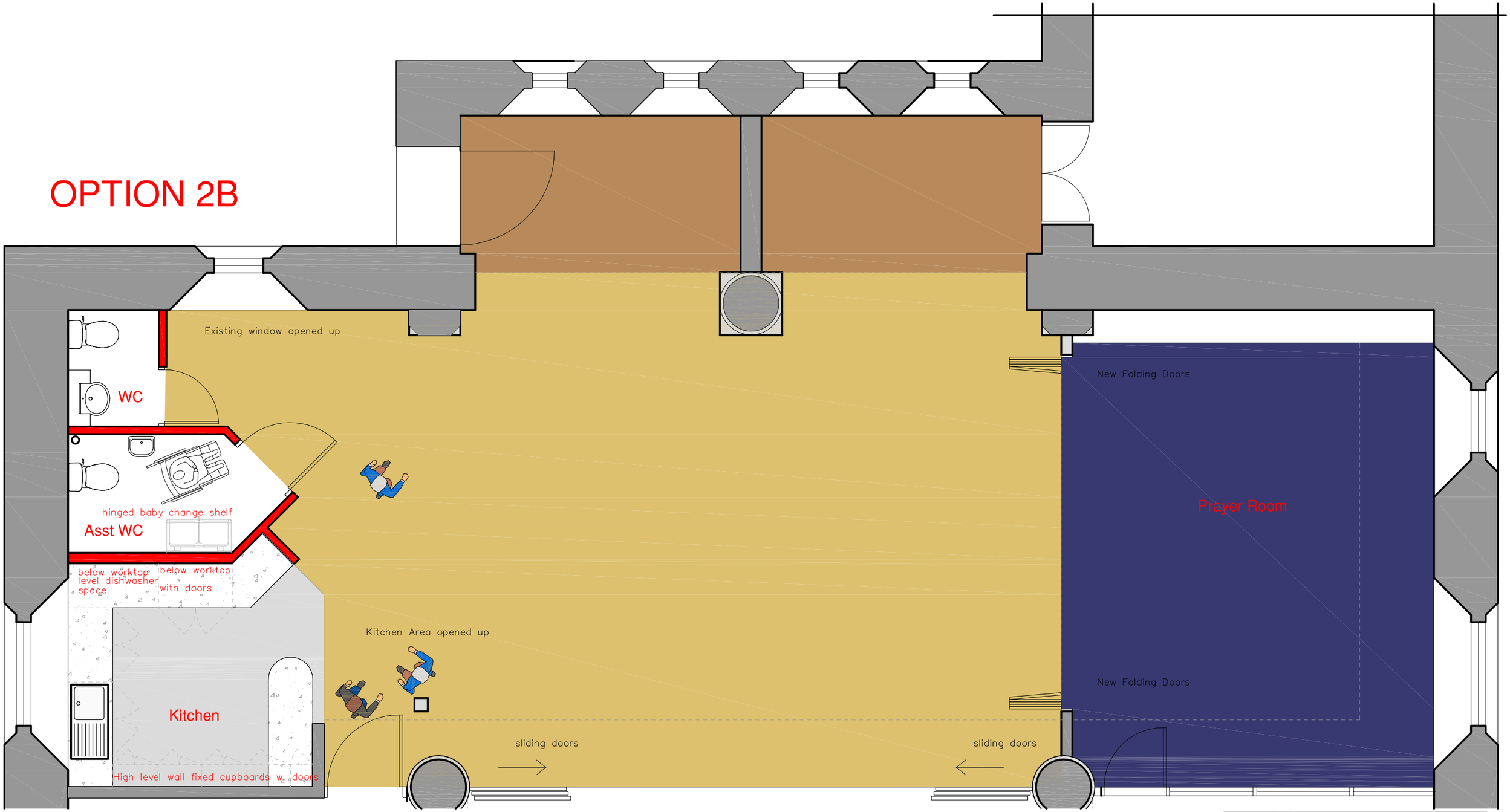
A3 Drawing	title	drwg no.	rev
	PROPOSED KITCHEN & ENTRANCE AREA PLAN OPTION 3	4602/ 06	B

OPTION 2B



REV B 22.05.19 baby change shelf added to assisted wc

rev	date	by	description

Existing Walls

New Walls

contract	scale
ALL SAINTS CHURCH CHURCH LANE MARPLE	1 / 50
	date FEB 18
client ALL SAINTS CHURCH	drawn RW / checked

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Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com

Budget Construction Cost Estimates

Budget Construction Cost Estimates

Budget Cost for Hall Toilets Option 1 and Church Toilets/ Kitchen Option2B

All Saints Church, Marple - Refurbishment Budget Costs 11.05.18

Budget Project Cost (at April 2018)	Lower Cost £	Upper Cost £
Kitchen and Toilets OPTION 2B 30 m^2 toilets and kitchen		
Demolitions	1500	1750
Walls	3000	3500
Joinery/ specialist fittings	1500	1750
Kitchen Fittings (heavy duty domestic)	5000	6000
Doors	1200	1500
Ceilings	2500	1750
Decoration	1500	1750
Flooring	1500	2500
Sanitary ware	2400	2750
Electrical Installation	2500	3000
Mechanical Installation	2500	3000
Fittings (Shelves, Cubicles)	1500	1750
Provisional Sums	1250	1500
Item Total	**27,850.00**	**32,500.00**
Church Entrance Lobby and Prayer Room 75 m^2 lobby , 35m^2 prayer room		
Joinery/ specialist fittings	1500	1750
Folding Doors Prayer Room	4000	6500
Existing Folding Doors Main Hall (reglazing and painting only)	1500	2000
Decoration	2500	3000
Flooring	4500	6000
Fittings (Shelves, Pin Boards)	250	300
Provisional Sums	1000	1500
Item Total	**15,250.00**	**21,050.00**

All Saints Church, Marple - Refurbishment Budget Costs 11.05.18

Hall Toilets OPTION 1 30 m²		
Demolitions	1500	1750
Walls	7500	8000
Joinery	600	750
Doors	4500	5250
Ceilings	1000	1250
Decoration	2150	2500
Flooring	1500	2000
Electrical Installation	3000	3500
Mechanical Installation	3000	3500
Fittings (Shelves, cubicles)	750	1000
Sanitaryware	7200	7750
Drainage	2500	3000
Structural Openings	4000	4500
Provisional Sums	1500	2000
Item Total	**40,700.00**	**46,750.00**
Sub Total (Above items)	**83,800.00**	**100,300.00**
Preliminaries @ 12%	**10,000.00**	**12,000.00**
Sub Total 2	**93,800.00**	**112,300.00**
Design Contingency @ 10%	**9,250.00**	**11,250.00**
Total (Excl VAT)	**103,050.00**	**123,550.00**
Construction cost £735/ m² - £880/m²		
Exclusions/ Clarifications		
Loose furniture, Desks, curtains, blinds and the like		
Assumed - Existing M&E system is capable of being amended		
Specialist Electrical Equipment		
Other Costs excl VAT		
Feasibility Study	**950.00**	**950.00**
Architects Fees 5.9%	**6,079.95**	**7,289.45**
Approx Consultants Fees (S.Eng @ £1,200, CDM/ H&S £950.00)	**2,150.00**	**2,150.00**
Building regulation Fees (approx. £750.00)	**650.00**	**850.00**
Specialist Surveys Contingency	**750.00**	**750.00**

Warburton Associates Design & Management Ltd Registered in England No. 3875082
The Old Police Station, 62 Chapel Street, Salford, MANCHESTER M3 7AA
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Budget Construction Cost Estimates

Budget Cost for Hall Toilets Option 3C and Church Toilets/ Kitchen Option 2B

All Saints Church, Marple - Refurbishment Budget Costs 04.09.18

Budget Project Cost (at August 2018)	Lower Cost £	Upper Cost £
Kitchen and Toilets OPTION 2B 30 m^2 toilets and kitchen		
Demolitions	1500	1750
Walls	3000	3500
Joinery/ specialist fittings	1500	1750
Kitchen Fittings (heavy duty domestic)	5000	6000
Doors	1200	1500
Ceilings	2500	1750
Decoration	1500	1750
Flooring	1500	2500
Sanitary ware	2400	2750
Electrical Installation	2500	3000
Mechanical Installation	2500	3000
Fittings (Shelves, Cubicles)	1500	1750
Provisional Sums	1250	1500
Item Total	**27,850.00**	**32,500.00**
Church Entrance Lobby and Prayer Room 75 m^2 lobby , 35m^2 prayer room		
Joinery/ specialist fittings	1500	1750
Folding Doors Prayer Room	4000	6500
Existing Folding Doors Main Hall (reglazing and painting only)	1500	2000
Decoration	2500	3000
Flooring	4500	6000
Fittings (Shelves, Pin Boards)	250	300
Provisional Sums	1000	1500
Item Total	**15,250.00**	**21,050.00**

All Saints Church, Marple - Refurbishment Budget Costs 04.09.18

Hall Toilets OPTION 3C 14 m² (Male and Assisted WC)		
Demolitions	150	250
Walls	900	1000
Joinery	150	250
Doors	300	400
Ceilings	350	450
Decoration	750	900
Flooring	600	800
Electrical Installation	1200	1500
Mechanical Installation	900	1200
Fittings (Shelves, cubicles)	650	750
Sanitaryware	1750	2000
Drainage	350	500
Structural Openings	1200	1400
Provisional Sums	250	400
Item Total	**9,500.00**	**11,800.00**
Sub Total (Above items)	**52,600.00**	**65,350.00**
Preliminaries @ 12%	**6,300.00**	**7,600.00**
Sub Total 2	**58,900.00**	**72,950.00**
Design Contingency @ 10%	**5,900.00**	**7,300.00**
Total (Excl VAT)	**64,800.00**	**80,250.00**
Exclusions/ Clarifications		
Loose furniture, Desks, curtains, blinds and the like		
Assumed - Existing M&E system is capable of being amended		
Specialist Electrical Equipment		
Other Costs excl VAT		
Feasibility Study	**950.00**	**950.00**
Architects Fees 5.9%	**3,823.20**	**4,734.75**
Approx Consultants Fees (S.Eng @ £1,200, CDM/ H&S £950.00)	**2,150.00**	**2,150.00**
Building regulation Fees	**500.00**	**650.00**
Specialist Surveys Contingency	**750.00**	**750.00**

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All Saints' Church general view front/west elevation

Bowyer Hall entrance

Bowyer Hall foyer looking towards corridor leading to toilets

Entrance doors to Ladies & Gents toilets

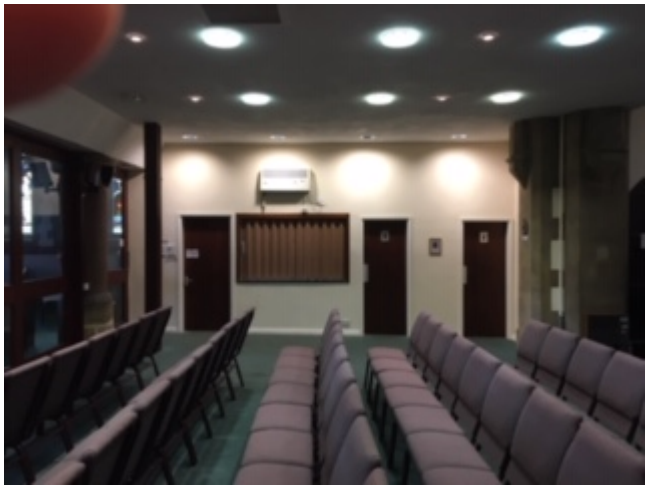
Entrance doors to Ladies & Gents toilets looking towards the foyer

Main church looking towards the screen doors to the lounge

General view of the lounge looking towards the entrance door from the west porch

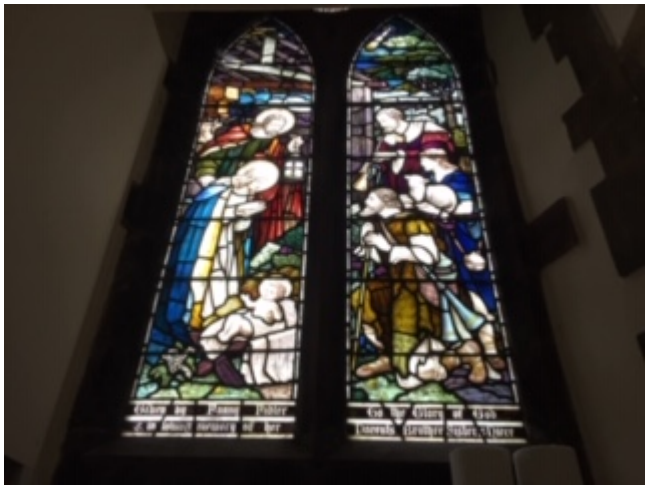
General view of the lounge looking towards the rear/west elevation

General view of the lounge looking towards the church

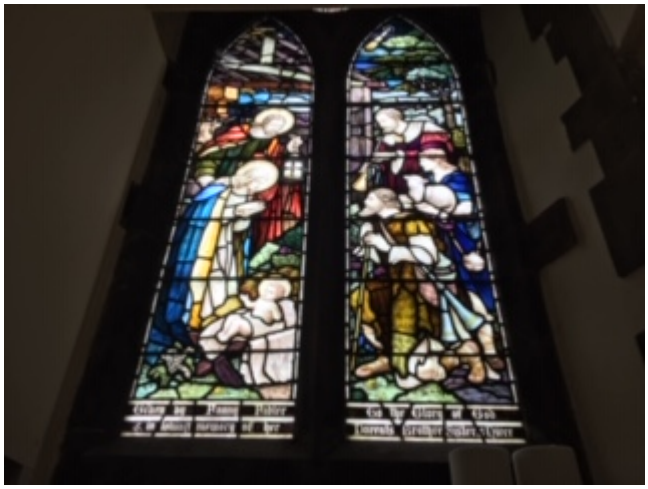


General view of the lounge looking towards the kitchen and serving hatch, Ladies & Gents toilets

Kitchen: stained glass window to be exposed to full view from the lounge under the proposed scheme, currently completely obscured



Ladies toilets: stained glass window to be exposed to full view being part of the revised lounge layout under the proposed scheme

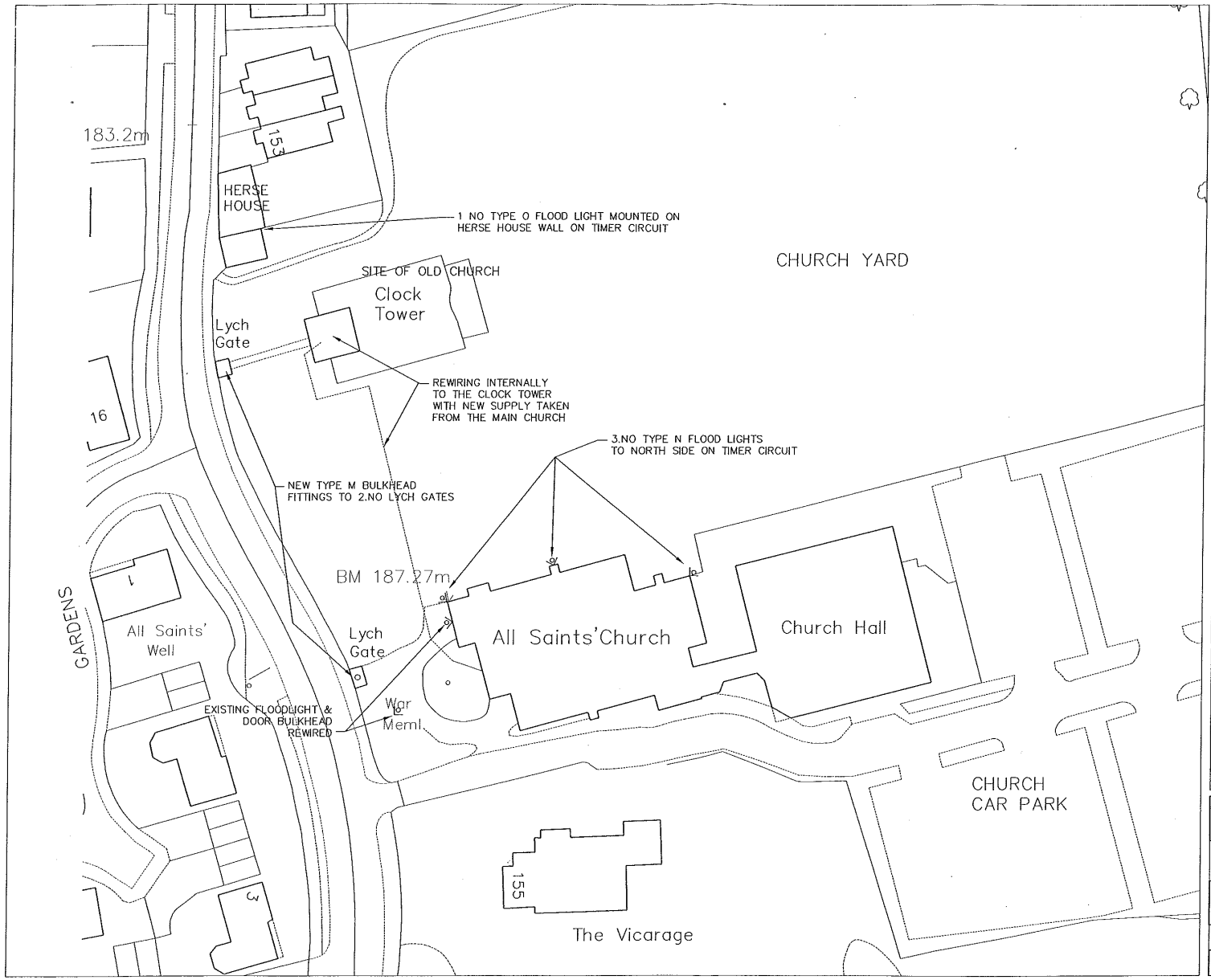


Ditto

General view of the lounge looking towards the concertina screen doors to the prayer room (to be replaced).

Prayer Room

Prayer room



Notes.
- All dimensions to be checked on site.
- No dimensions to be scaled from this drawing unless otherwise stated.

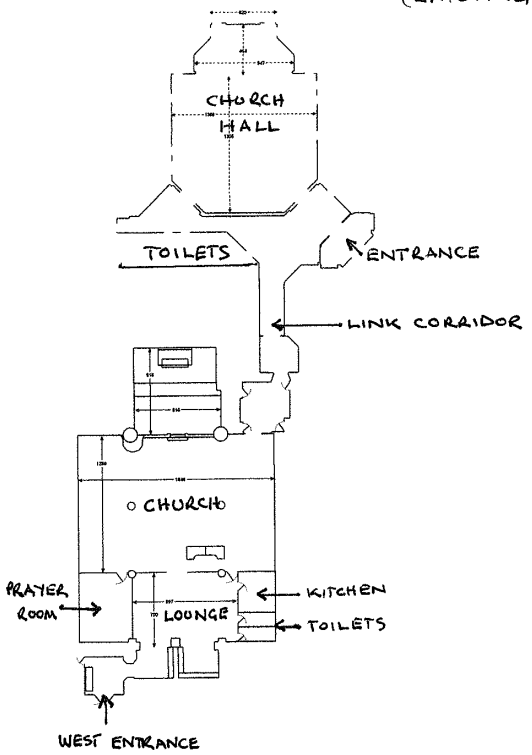
Revision No.	Date.		Revision By
A	3.2.04	ADDITIONAL FITTINGS TO EXTERNAL FLOODLIGHTS TYPE KEY ADDED, SUBAPPLI ADDED	HA

Byrom Clark Roberts
Architects • Surveyors • Engineers • Project Managers
Washbrook House Talbot Road Old Trafford M32 0FP Tel : 0161 875 0000 Fax : 0151 875 0501
Jubilee House West Bar Green Sheffield S1 2BS Tel : 0114 275 7879 Fax : 0114 272 8054
2 Heritage Court Lower Bridge St Chester CH1 1RD Tel : 01244 348 649 Fax : 01244 320753
53 The Calls Leeds LS2 7EY Tel : 0113 388 6000 Fax : 0113 388 6001

Client.	THE MINISTER & PCC ALL SAINTS, MARPLE
Project.	PROPOSED NEW LIGHTING SCHEME & RE-WIRING
Drawing Title.	EXTERNAL LIGHTING WORKS

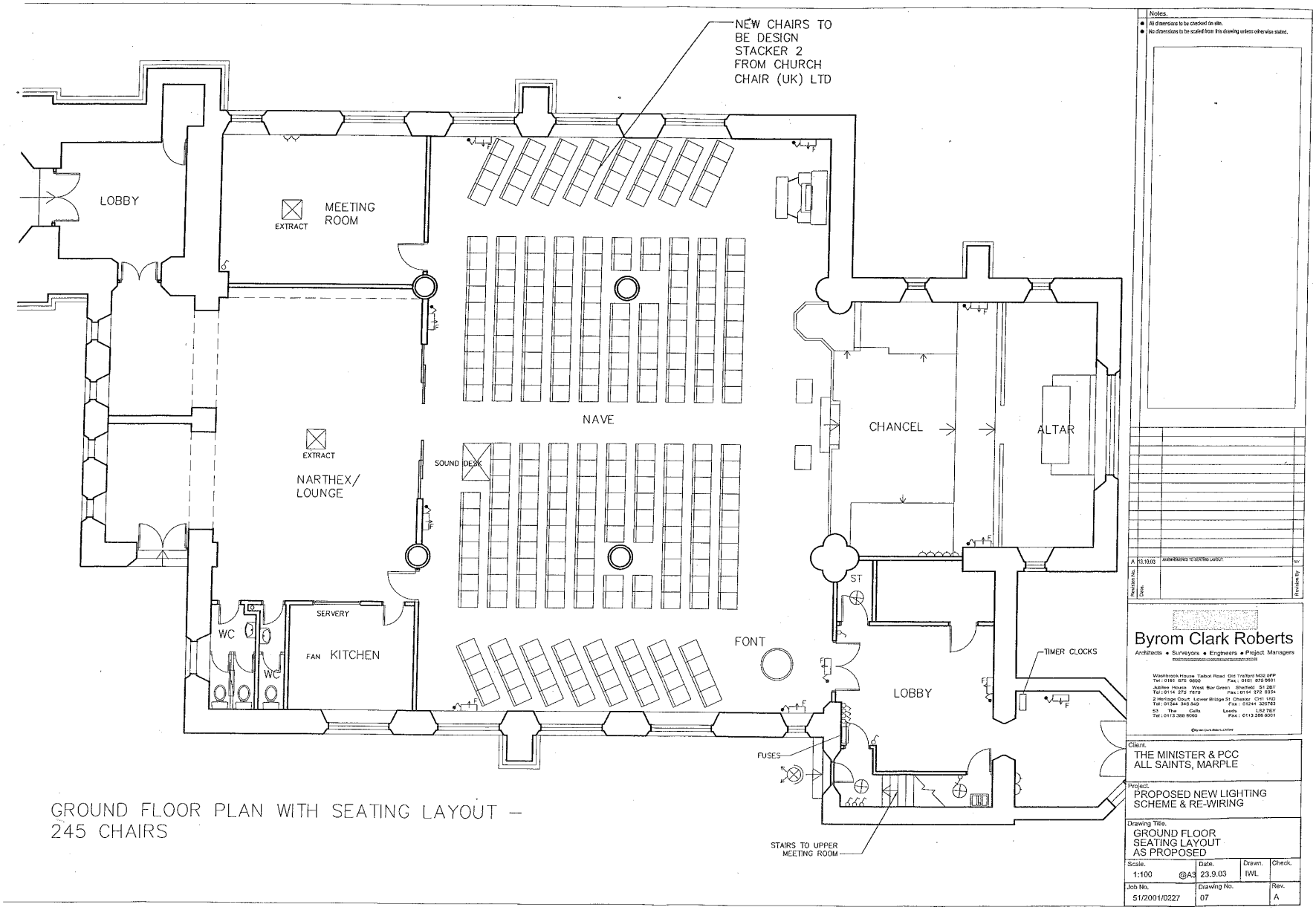
Scale.	Date.	Drawn.	Check.
1:500 @A3	19.6.03	LK	
Job No.	Drawing No.		Rev.
51/2001/0227	06		A

ALL SAINTS' CHURCH. MARPLE
(EXISTING)



& SEE FEASIBILITY STUDY FOR DETAILED PLANS OF EXISTING AND PROPOSED LAYOUTS FOR CHURCH HALL ENTRANCE FOYER/TOILETS AND THE LOUNGE AT THE WEST END OF THE CHURCH

SEPT 2019



GROUND FLOOR PLAN WITH SEATING LAYOUT – 245 CHAIRS

Notes.
- All dimensions to be checked on site.
- No dimensions to be scaled from this drawing unless otherwise stated.

Revision No.	Date.	Revision	By
A	13.10.03	ARRANGEMENTS TO SEATING LAYOUT	IC

Byrom Clark Roberts
Architects • Surveyors • Engineers • Project Managers

Client.
THE MINISTER & PCC
ALL SAINTS, MARPLE

Project.
PROPOSED NEW LIGHTING SCHEME & RE-WIRING

Drawing Title.
GROUND FLOOR SEATING LAYOUT AS PROPOSED

Scale.	Date.	Drawn.	Check.
1:100 @A3	23.9.03	IWL	

Job No.	Drawing No.	Rev.
51/2001/0227	07	A

View from the Chancel looking towards the lounge at the rear

View from the sliding screen doors to the Lounge looking towards the Chancel

View from within the Lounge looking towards the Chancel

Warburton associates

Project Safety | Chartered Architects | Project Managers

TENDER DOCUMENTS

Internal Alteration Works - All Saints Church,

155 Church Lane Marple SK6

Warburton Associates ref 4602

November 2021

Warburton Associates Design & Management Ltd Registered in England No. 3875082
The Old Police Station, 62 Chapel Street, Salford, MANCHESTER M3 7AA
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RIBA Chartered Practice | CHAS | aps association for project safety | smas worksafe consultant www.smasltd.com SSIP | North West Consortium of NHS Trusts | CfA ISO 9001 UKAS | Constructionline | INVESTOR IN PEOPLE

All Saints Church – Internal Alterations

CONTENTS LIST

A PRELIMINARIES

A10 PROJECT PARTICULARS

110 THE PROJECT:
Internal alterations to the ground floor areas.

Location

All Saints Church
155 Church Lane Marple, SK6 7LD

Programme

Start Date	10th January 2022
Completion Date	4th March 2022 TBC

- Please note the works are to be completed in 2 separate phases.
- The contractor is to submit a detailed programme prior to start of works (pre contract meeting)

120 EMPLOYER (CLIENT):

All Saints' Church Marple Parochial Church Council (PCC)

130 THE PRINCIPAL CONTRACTOR: The Contractor

140 PERSON EMPOWERED BY THE CONTRACT TO ACT ON BEHALF OF THE EMPLOYER (hereinafter referred to as 'CA'):

CONTRACT ADMINISTRATOR:
Warburton Associates Design & Management Ltd
The Old Police Station
62 Chapel Street, Salford
Manchester M3 7AA

150 Principal Designer:
As item 140

A11 TENDER AND CONTRACT DOCUMENTS

110 TENDER DRAWINGS are as scheduled on the separate drawing issue sheet.

120 CONTRACT DRAWINGS will be the same as the tender drawings.

To Collection

160 PRECONSTRUCTION INFORMATION:
To be issued separately

A12 THE SITE/EXISTING BUILDINGS

110 THE SITE:
All Saints Church

The building will be partially occupied

140 EXISTING MAINS/SERVICES:
The Contractor must take all necessary steps to satisfy himself of the exact locations of these and any other existing services etc which might be affected by the execution of the works, before commencing excavations using Cat Scan etc.

200 ACCESS TO THE SITE:
Access to the site is through the client's car park and building

210 PARKING – Limited car parking is available in the client's site for the Contractor's and employees' vehicles

220 USE OF THE SITE:
- Do not use the site for any purpose other than carrying out the Works.
- Safe vehicular and pedestrian access must be maintained around the site.
- Siting of cabins etc. must be carefully considered and agreed in detail with the Employer in advance. See site plan

230 SURROUNDING LAND/BUILDING USES:
The site is within the GMFRS fire station and locally within a residential/ commercial area.

Ensure that all adjacent access paths, access doors, escape routes, etc. remain safely usable by staff and students during the course of the work.

240 HEALTH AND SAFETY HAZARDS:
Refer to Pre Construction Information pack (separate document)

Allow for pricing any items required to meet the safety issues covered in the PCI

- The accuracy and sufficiency of this information is not guaranteed by the Employer or the CA, and the Contractor must ascertain any additional information required to ensure the safety of all persons and the Works.

250 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 failure to comply with this recommendation shall not form a basis of a claim

260 SITE VISIT
Permission is required prior to visiting site.
Contact Mr David Waterston 0161 427 2378

A13 DESCRIPTION OF THE WORK

110 PREPARATORY WORK BY OTHERS:

120 THE WORKS:

Scope of Works
Internal Alterations including new toilets and servery area with associated M&E works

Internal alterations

- Isolation works
- Strip out demolition
- New partition walls/ screens and doors
- New Finishes
- M&E alterations

A20 THE CONTRACT

360 JCT MINOR WORKS BUILDING CONTRACT - The Contract: JCT Minor Works Building Contract, 2016 Edition with contractors design portion,

Contractors Design Portion

- The Works include the design and installation of:
- **M&E Installation Works**
- **Structural Beam Design**

The contractor will be responsible for liaising with Building Control and gaining approval on these items

THE RECITALS

First

THE WORKS AND THE CONTRACT ADMINISTRATOR -
The work comprises: - Internal alterations
Alterations to Ablutions and Reception Area
AND
External Alterations to Access Road and Car parking area

Architect/Contract Administrator: See clause A10/140.

Second

CONTRACT DOCUMENTS -
The references to Contract Specification, Contract Drawings, and Schedules of Work will be as issued for the pricing of the tender.

Third

PRICED DOCUMENTS - The Contractor will supply the Employer with a copy of the priced Contract Specification and Schedule of Works.

Fourth

CIS Scheme – Status of Employer

Fifth

CDM Regulations

Sixth

Framework agreement

Seventh

Supplemental Provisions – See Contract Particulars

THE ARTICLES

Article 3

ARCHITECT/ CONTRACT ADMINISTRATOR –
Contract Administrator: See clause A10/141.

Articles 4 and 5

PRINCIPAL DESIGNER/PRINCIPAL CONTRACTOR
Articles 4 and 5 will apply -
Principal Designer: A10/150. –
Principal Contractor: See clause A10/130.

Article 6

ADJUDICATION -
Article 6 will apply.

Article 7

ARBITRATION –

To Collection

Article 7 will not apply.

Article 8
LEGAL PROCEEDINGS –
Article 8 will apply.

Article 9
AMENDMENT 1 : CDM REGULATIONS – INCORPORATION –
The Agreement and the Conditions shall have effect as modified by the amendments set out in the Amendment 1 : CDM Regulations, as issued by The Joint Contracts Tribunal.

THE CONDITIONS

SECTION 1: DEFINITIONS AND INTERPRETATION

SECTION 2: CARRYING OUT THE WORKS

SECTION 3: CONTROL OF THE WORKS

SECTION 4: PAYMENT
SECTION 5: INJURY, DAMAGE AND INSURANCE
SECTION 6: TERMINATION

SECTION 7: SETTLEMENT OF DISPUTES

CONTRACT PARTICULARS

Fourth Recital
Construction Industry Scheme (CIS) –
Employer at the Base Date is a “contractor” for the purposes of the CIS
Base date shall be 10 days prior to date of return of tenders/quotations.

Fifth Recital
CDM REGULATIONS –
All the CDM regulations apply. –
The project is notifiable.

Sixth Recital
Framework Agreement –
Not applicable.

Seventh Recital
Supplemental Provisions –
All to apply.

Article 7
ARBITRATION -
Article 7 and Schedule 1 do not apply.

Clause 1.1
CDM PLANNING PERIOD –

Shall mean the period of 14 days. –
Ending on the Date for Commencement of the Works.

Clause 2.2
COMMENCEMENT AND COMPLETION -
Date for Commencement of the Works: **January 2022**
Completion Date **TBC**

Clause 2.8
LIQUIDATED DAMAGES -
At the rate of: £500.00 per week.

Clause 2.10
RECTIFICATION PERIOD -
Period: 12 months from the date of practical completion.

Clauses 4.3; 4.4; 4.5; 4.6; 4.7; 4.8; 4.9;
PAYMENTS
Notwithstanding the details of clauses 4.3; 4.4; 4.5; 4.6; 4.7; 4.8; 4.9; and with due regard to the terms of the Construction Act 2009, payments for work completed shall be made in accordance with the general conditions of contract of the Greater Manchester Fire and Rescue Authority (The Employer) as follows : -

An official order for the works shall be issued following acceptance of a tender/quotation. - Valuations shall be made monthly by the Contract Administrator on Due Dates, or at intervals as agreed between the parties, the Contractor may provide Interim Applications for Payment for the CA at least five days before the agreed Due Dates. - Certificates certifying the amounts due to the Contractor as stated in valuations shall be issued by the CA within 5 days of the agreed Due Dates, and sent to the Contractor. - The Contractor shall upon receipt of such certificate for payment, issue an invoice to the Employer in the amounts as stated on the certificate. Invoices must contain the official order reference. - Payment shall be made by the Employer within 21 days of the date of the invoice. -

Clause 4.3
PERCENTAGE OF THE TOTAL VALUE OF THE WORK ETC. -
Percentage: 95 per cent.

Clause 4.5
PERCENTAGE OF THE TOTAL AMOUNT TO BE PAID TO THE CONTRACTOR -
Percentage: 97.50 per cent.

Clause 4.8.1
SUPPLY OF DOCUMENTATION FOR COMPUTATION OF AMOUNT TO BE FINALLY CERTIFIED -
Period: 3 months.

Clause 4.11 and Schedule 2

CONTRIBUTION, LEVY AND TAX CHANGES -
Clause 4.11 will be deleted.

Clause 5.3.2
CONTRACTOR'S INSURANCE - INJURY TO PERSONS OR PROPERTY -
Insurance cover (for any one occurrence or series of occurrences arising out of one event): £10,000,000.00.

Clauses 5.4A, 5.4B and 5.4C
INSURANCE OF THE WORKS - ALTERNATIVE PROVISIONS –
Clause ??? applies. –
Note : The policy extends to include the interest of any contractor or sub contractor as joint insured, or as a waiver of subrogation, as required by JCT Conditions.

Clauses 5.4A.1 and 5.4B.1.2
PERCENTAGE TO COVER PROFESSIONAL FEES -
Addition:. 15%

Clause 7.2
ADJUDICATION -
Clause 7.2 shall apply.

Schedule 1
ARBITRATION –
Clause 7.3 shall not apply.

Schedule 1 paragraph 2.1
ARBITRATION –
Appointor of Arbitrator (and of any replacement): Not applicable.

EXECUTION –
The Contract: Will be executed under hand.

CONTRACT GUARANTEE BOND –
Contract Guarantee Bond: Not required.

A30 TENDERING/SUBLETTING/SUPPLY

MAIN CONTRACT TENDERING

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

120 TENDERING PROCEDURE will be in accordance with the General: In accordance with JCT Practice Note “Tendering 2012”.

145 TENDERING PROCEDURE:

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

170 ACCEPTANCE OF TENDER: The Employer and the Employer's representatives:
- Offer no guarantee that the lowest or any tender will be recommended for acceptance or accepted.
- Will not be responsible for any cost incurred in the preparation of any tender.

190 PERIOD OF VALIDITY: Tenders must remain open for consideration (unless previously withdrawn) for not less than 12 weeks from the date fixed for the submission or lodgement of tenders. Information on the date for possession/commencement is given in section A20.

195 CONTRACTORS DESIGN
The contractor is responsible for providing and mixing samples to match existing building materials as required

PRICING/SUBMISSION OF DOCUMENTS

205 The Tender shall be deemed to include everything necessary for the proper execution of the works whether or not shown on the drawing or described in these tender documents providing that the same may be reasonably inferred from.

210 PRELIMINARIES IN THE SPECIFICATION: The Preliminaries/General conditions sections (A10-A55 inclusive) have been prepared in accordance with SMM7.

240 PRICING OF PERFORMANCE SPECIFIED WORK:
- Tenders must include for all associated and ancillary work shown or clearly apparent as being necessary to meet the requirements for the Performance Specified Work and its completion and proper integration with the Works generally.
- Tenderers must price on the work and quantities which they intend to provide and will be responsible for any error therein. Where provided, quantities are indicative only.

270 ERRORS IN PRICED DOCUMENTS
Errors: in accordance with JCT Practice Note ‘Tendering 2012’ Alternative 1

310 SPECIFICATION WITHOUT QUANTITIES: Where and to the extent that quantities are not included in the specification, 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.

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

330 THE PRICED SPECIFICATION must be submitted within 2 days of request.

335 FLUCTUATIONS:
Will not be allowed

440 A SCHEDULE OF RATES must be submitted within one week of request.
The Schedule must include rates for all significant items of work.

530 SUBSTITUTE PRODUCTS: If the Contractor wishes to substitute products of different manufacture to those specified, details must be submitted with the tender 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 clause A31/200.

540 QUALITY CONTROL RESOURCES: A statement must be submitted within 5 days of request describing the organisation and resources which the Contractor proposes and undertakes to provide to control the quality of the Works, including the work of subcontractors. The statement must include the number and type of staff responsible for quality control, with details of their qualifications and duties.

570 A CONSTRUCTION PHASE HEALTH AND SAFETY PLAN must be submitted 2 weeks prior to works commencing

SUBLETTING/SUPPLY

645 DOMESTIC SUBCONTRACTS:
- Where these do not involve design, comply with the NJCC 'Code of Procedure for the Letting and Management of Domestic Subcontract Works' 1989.
- Where these involve design, follow in principle the NJCC 'Code of Procedure for Selective Tendering for Design and Build' and use the current edition of Domestic Subcontract DOM/2.

To Collection

£ P

A31 PROVISION, CONTENT AND USE OF DOCUMENTS

DEFINITIONS AND INTERPRETATIONS

110 DEFINITIONS: The meaning of terms, derived terms and synonyms used in the preliminaries/general conditions and specification is as defined below or in the appropriate British Standard or British Standard glossary.

120 COMMUNICATION
- Definition: Includes advise, inform, submit, give notice, instruct, agree, confirm, seek or obtain information, consent or instructions, or make arrangements.
- Format: In writing to the person named in clause A10/140 unless specified otherwise.
- Response: Do not proceed until response has been received.

121 CA means the person nominated in the Contract as Employer's Agent or his authorised representative.

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

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

131 APPROVAL (and words derived therefrom) means the approval in writing of the CA unless specified otherwise.

135 SITE EQUIPMENT:
Details of equipment to be submitted.

140 DRAWINGS:
As required

160 TERMS USED IN SPECIFICATION
- Remove: Disconnect, dismantle as necessary and take out the designated products or work and associated accessories, fixings, supports, linings and bedding materials. Dispose of unwanted materials. Excludes taking out and disposing of associated pipework, wiring, ductwork or other services.
- Fix: Unload, handle, store, place and fasten in position including all labours and use of site equipment.
- Supply and fix: Includes all labour and site equipment for unloading, handling, storing and execution. All products to be supplied and fixed unless stated otherwise.
- Keep for reuse: Do not damage designated products or work. Clean off bedding and jointing materials. Stack neatly, adequately protect and

To Collection

store until required by the Employer or for use in the Works as instructed.
- Make good: Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement.
- Replace: Supply and fix new products matching those removed. Execute work to match original new state of that removed.
- Repair: Execute remedial work to designated products. Make secure, sound and neat. Excludes redecoration and/ or replacement.
- Refix: Fix removed products.
- Ease: Adjust moving parts of designated products or work to achieve free movement and good fit in open and closed positions.
- Match existing: Provide products and work of the same appearance and features as the original, excluding ageing and weathering. Make joints between existing and new work as inconspicuous as possible.
- System: Equipment, accessories, controls, supports and ancillary items, including installation, necessary for that section of the work to function.

170 MANUFACTURER AND REFERENCE:
Where used in this combination:
- 'Manufacturer' means the firm under whose name the particular product is marketed.
- 'Reference' means the proprietary brand name and/or reference by which the particular product is identified.

140 APPROVAL (and words derived therefrom) means the approval in writing of the CA unless specified otherwise.

210 BRITISH STANDARD PRODUCTS: 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 notify the CA 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.

200 SUBSTITUTION OF PRODUCTS:

- Where the specification permits substitution of a product of different manufacture to that specified and such substitution is desired, before ordering the product notify the CA and, 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, where relevant, 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 such substitution is sanctioned, and before ordering products, provide revised drawings, specification and manufacturer's guarantees as required by CA.

210 CROSS-REFERENCES:
- 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 he may discover.

220 REFERENCES TO BSI DOCUMENTS are to the versions and amendments listed in the BSI Standards Catalogue current, 10 days prior to tender returns.

230 EQUIVALENT PRODUCTS: Wherever products are specified by proprietary name and the phrase 'or equivalent' is not included, it is to be deemed included, subject to the prior approval of the CA.

250 FIX ONLY means all labours in unloading, handling, storing and fixing in position, including use of all plant.

251 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.

260 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 planing.

TERMS USED IN REFURBISHMENT/ALTERATION

311 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 pipework, wiring, ductwork or other services.

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321 KEEP FOR REUSE means:
- During removal prevent damage to the stated components or materials, and clean off bedding and jointing materials.
- Stack neatly, adequately protect and store until required by the Employer or for use in the Works as instructed.

331 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.
- Make good as necessary.

341 REPAIR means carry out local remedial work to components, features and finishes as found in the existing building. Resecure or refix as necessary and leave in a sound and neat condition. It does not include:
- Replacement of components or parts of components.
- Redecoration.

351 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.

361 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.

371 TO MATCH EXISTING means use products, materials and methods to match closely all visual characteristics and features of the existing work, with joints between existing and new work as inconspicuous as possible, all to approval of appearance.

440 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.

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

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DOCUMENTS PROVIDED BY CONTRACTOR /SUBCONTRACTORS/SUPPLIERS

630 TECHNICAL LITERATURE: The Contractor is required to keep copies of the following on site, readily accessible for reference by all supervisory personnel:

- Manufacturers' current literature relating to all products to be used in the Works.
- Relevant BS Codes of Practice.

635 PRODUCTION INFORMATION for the Contractor's designed work must include: All relevant drawings etc.

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A32 MANAGEMENT OF THE WORKS

GENERALLY

110 SUPERVISION: Accept responsibility for co-ordination, supervision and administration of the Works, including all subcontracts. Arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for co-ordination of the work.

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

130 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.

140 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.

150 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.

PROGRAMME/PROGRESS

210 PROGRAMME:
- As soon as possible and before starting work on site prepare in an approved form a master programme for the Works,
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220 THE PROGRAMME must show earliest and latest start and finish dates for each activity, and identify all critical activities. It must be of the bar type, unless agreed otherwise.

230 SUBMISSION OF PROGRAMMES will not relieve the Contractor of his responsibility to advise the CA of the need for further drawings or details or instructions in accordance with Clause 5.4.2 of the Conditions of Contract.

240 COMMENCEMENT OF WORK: Inform the CA at least 5 working days before the proposed date for commencement of work on site
- Work by or on behalf of the Employer and concurrent with the Contract (see section A50) the nature and scope of which, the relationship with preceding and following work and any relevant limitations are suitably defined in the Contract Documents.

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- 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 2 copies to CA.

250 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.

260 CA'S SITE MEETINGS:
- The CA will hold regular site meetings to review progress and other matters arising from the administration of the Contract. Meetings will normally be held monthly
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265 CONTRACTOR'S PROGRESS REPORT: Submit a written progress report to the CA 2 days prior to each CA's site meeting.

295 NOTICE OF COMPLETION: Give CA at least 3 weeks notice of the anticipated dates of Practical Completion of the whole or parts of the Works.

CONTROL OF COST

440 MEASUREMENTS:
Give reasonable notice to the CA before covering up work which the CA requires to be measured.

460 INTERIM VALUATIONS:
At least 5 days before the end of each established Stage or Period for interim payments submit to the CA a detailed application for amounts due under the Contract including all necessary supporting information:

472 UNFIXED MATERIALS: At the time of each valuation disclose to the CA 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 as required by Clause 15.1 of the Conditions of Contract, together with their respective values. When requested provide evidence of freedom from reservation of title.

A33 QUALITY STANDARDS/CONTROL

STANDARDS OF PRODUCTS AND EXECUTIONS

110 INCOMPLETE DOCUMENTATION
- General: Where and to the extent that products or work are not fully documented, they are to be:
  - Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used.
  - Suitable for the purposes stated or reasonably to be inferred from the project documents.
  - Contract documents: Omissions or errors in description and/ or quantity shall not vitiate the Contract nor release the Contractor from any obligations or liabilities under the Contract.

115 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.

120 WORKMANSHIP SKILLS
- Operatives: Appropriately skilled and experienced for the type and quality of work.
- Registration: With Construction Skills Certification Scheme.
- Evidence: Operatives must produce evidence of skills/ qualifications when requested.

130 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.

131 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 conflict with any other specified requirement. Submit copies to CA when requested.

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- The tender will be deemed to be based on the products specified and recommendations on their use as described in the manufacturer's literature current at time of tendering.
- 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 Agrement certified products are used, comply with the limitations, recommendations and requirements of the relevant valid certificates.

135 QUALITY OF EXECUTION
- 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 spacings 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 overtighten 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 prefinished components and products to remedy binding or poor fit without approval.

140 COMPLIANCE: 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.
- Products which have a limited shelf life are not out of date.

141 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.

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- 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.

142 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 weathertight when internal components, services and finishes are installed.

150 INSPECTIONS

- Products and executions: Inspection or any other action must not be taken as approval unless confirmed in writing 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.

160 RELATED WORK

- Details: Provide all trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is:
  - Appropriately complete.
  - In accordance with the project documents.
  - To a suitable standard.
  - In a suitable condition to receive the new work.
  - Preparatory work: Ensure all necessary preparatory work has been carried out.

170 MANUFACTURER'S RECOMMENDATIONS/ INSTRUCTIONS
- General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender.
- Changes to recommendations or instructions: Submit details.
- Ancillary products and accessories: Use those supplied or recommended by main product manufacturer.
- Agrément certified products: Comply with limitations, recommendations and requirements of relevant valid certificates.

180 WATER FOR THE WORKS:
Clean and uncontaminated. If other than mains supply is proposed provide evidence of suitability.
Do not use until:
- Evidence of suitability is provided.
- Tested to BS EN 1008 if instructed.

SAMPLES/APPROVALS

210 SAMPLES:

220 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.

221 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.

230 APPROVAL OF EXECUTION:

231 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.

232 APPROVALS:
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.

235 APPROVAL OF PRODUCTS:
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.

ACCURACY/SETTING OUT GENERALLY

320 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.

330 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.

360 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.

SERVICES GENERALLY

410 SERVICES REGULATIONS: 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.

445 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.

SUPERVISION/INSPECTION/DEFECTIVE WORK

510 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.

520 PERSON-IN-CHARGE: Give maximum possible notice to CA before changing the person-in-charge.

540 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.

555 ACCESS FOR INSPECTION: Give CA not less than 5 days notice before removing scaffolding or other facilities for access.

560 TIMING OF TESTS AND INSPECTIONS:
Agree dates and times of tests ad 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.

585 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.

600 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

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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.

610 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.

WORK AT OR AFTER COMPLETION

710 WORK BEFORE COMPLETION:

720 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.

730 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.

750 DEFECTS LIABILITY: Notwithstanding the provision of the Contract, the Contractor shall, upon receipt of notification of defects, during defects liability period, carry out the works on the following time scale:-

a) Emergency Repairs – remedial works to be executed within 24 hours
b) Very Urgent Repairs – remedial works to be executed within 48 hours
c) Urgent Repairs – remedial works to be executed within 7 days
d) Routine Repairs – remedial works to be executed within 4 weeks

The Contractor shall immediately inform the CA in writing on the completion of making good defects reported. Failure to execute the Works in the specified time may result in the Works being passed to others and monies deducted from any outstanding retention.

A34 SECURITY/ SAFETY/ PROTECTION

SECURITY, HEALTH AND SAFETY

110 PRECONSTRUCTION INFORMATION
- Location: Integral with the project Preliminaries, including but not restricted to the following sections:
  - Description of project: Sections A10 and A11.
  - Client's consideration and management requirements: Sections A12, A13 and A36.
  - Environmental restrictions and on-site risks: Section A12, A35 and A34.
  - Significant design and construction hazards: Section A34.
  - The Health and Safety File: Section A37.

115 THE PRECONSTRUCTION INFORMATION is a separate document

All health and safety information referred to in theses Preliminaries are supplementary and are not intended to override the Pre-Tender Health and Safety Plan.

Information The Preliminaries are supplementary, including but not restricted to the sections set out below.
Nature of the project: Sections A10 and A13.
The existing environment: Section A12.
Existing drawings: Sections A11 and A12.
The design: Section A34.
Construction materials: Section A34.
Site-wide elements: Section A12.
Overlap with client's undertaking: Sections A34 and A36.
Site Rules: Sections A34 and A35.
Continuing liaison: Section A31.

116 THE PRECONSTRUCTION INFORMATION associated costs
The contractor is allow for all costs associated with the requirements of the Pre Construction Information documents.

120 EXECUTION HAZARDS arising from the design of the project include those identified below. All common place hazards which should be controlled by good management and good site practices are not listed.

The construction is generally of conventional nature, and there are no particularly hazardous or unusual techniques required to execute these works.

Site specific method statements will be required detailing how the following work elements will be executed safely:
- Site organisation, access for deliveries, storage, etc.
- Operational building – access
- Third parties - pedestrians
- Scaffolding
- Delivery, lifting.

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- Delivery, lifting, and placement of structural elements.
- Working at heights (including masonry, joinery, roofing, etc)

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130 PRODUCT HAZARDS
All common place hazards which should be controlled by good management and good site practices are not listed.

There are no particularly hazardous or unusual materials involved in these works.

Materials requiring specific precautions (eg use of appropriate PPE etc) which will necessarily be involved include:
- Concrete / cement / mortar
- Adhesives

140 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN
developed from the Outline Construction Phase Health and Safety Plan (see section A30) must be submitted to the CA not less than 7 days before the proposed date for start of construction work. 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 15(4).

145 HSE APPROVED CODES OF PRACTICE: Comply with the following:
- Management of health and safety at work.
- Managing construction for health and safety.

150 SECURITY:
Adequately safeguard the site, the Works, products, materials, plant, and any existing buildings affected by the Works from damage and theft. Take all reasonable precautions to prevent unauthorised access to the site, the Works and adjoining property.

160 STABILITY
Accept responsibility for the stability and structural integrity of the Works during the Contract, and support as necessary. Prevent overloading: details of design loads may be obtained from CA.

170 OCCUPIED PREMISES
- Extent: The existing building will be occupied and/ or used during the Contract
- Works: Carry out without undue inconvenience and nuisance and without danger to occupants and users.
- Overtime: If compliance with this clause requires certain operations to be carried out during overtime, and such overtime is not required for any other reason, the extra cost will be paid to the Contractor, provided that such overtime is authorized in advance.

210 EMPLOYER'S REPRESENTATIVES SITE VISITS
Inform the CA in advance of all safety provisions and procedures (including those relating to materials which may be deleterious) which will require the compliance of the Employer or his representatives when

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visiting the site. Provide protective clothing and/or equipment for the Employer and his representatives as appropriate.

PROTECT AGAINST THE FOLLOWING

330 NOISE CONTROL
- Comply generally with the recommendations of BS 5228: Part 1, clause 9.3 for minimising noise levels during the execution of the works.
- Noise levels from the works are to be kept below 65 dB(A) when measured from site boundary
- Fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.
- Do not use pneumatic drills and other noisy appliances without consent of the CA.
- Do not use or permit employees to use radios or other audio equipment in ways or at times which may cause nuisance.

340 POLLUTION
Take all reasonable precautions to prevent pollution of the site, the Works and the general environment including streams and waterways. If pollution occurs, inform the appropriate Authorities and the CA without delay and provide them with all relevant information.

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

370 ASBESTOS CONTAINING MATERIALS
- Duty: Report immediately any suspected materials discovered during execution of the Works.
    - Do not disturb.
    - Agree methods for safe removal or encapsulation.

380 FIRE PREVENTION
Take all necessary precautions to prevent personal injury, death, and damage to the Works or other property from fire. Comply with Joint Code of Practice 'Fire Prevention on Construction Sites' published by the Building Employers Confederation and the Loss Prevention Council.

390 SMOKING ON SITE
Smoking will not be permitted on the site except in designated areas which must be carefully controlled, equipped with fire fighting equipment and receptacles for the safe disposal of smokers materials and inspected to guard against risk of fire.

400 BURNING ON SITE
Burning of materials arising from the work will not be permitted.

401 WATER: Prevent damage from storm and surface water. (Items for keeping the site and excavations free of water are given elsewhere).

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410 MOISTURE
: Prevent the work from becoming wet or damp where this may cause damage. Dry out the Works thoroughly. Control the drying out and humidity of the Works and the application of heat to prevent:
- Blistering and failure of adhesion.
- Damage due to trapped moisture.
- Excessive movement.

420 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.

430 WASTE
- Remove rubbish, debris, surplus material and spoil regularly and keep the site and Works clean and tidy.
- Remove all rubbish, dirt and residues from voids and cavities in the construction before closing in.
- Ensure that non-hazardous material is disposed of at a tip approved by a Waste Regulation Authority.
- Remove all surplus hazardous materials and their containers regularly for disposal off site in a safe and competent manner as approved by a Waste Regulation Authority and in accordance with relevant regulations.
- Retain waste transfer documentation on site.

PROTECT THE FOLLOWING

500 WORK IN ALL SECTIONS: 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.

510 EXISTING SERVICES
- Notify all service authorities and/or adjacent owners of the proposed works not less than one week before commencing site operations.
- Before starting work check positions of existing mains/services. Where positions are not shown on drawings obtain relevant details from service authorities or other owners.
- Observe service authority's recommendations for work adjacent to existing services.
- Adequately protect, and prevent damage to all services. Do not interfere with their operation without consent of the service authorities or other owners.
- If any damage to services results from the execution of the Works, notify CA and appropriate service authority without delay. 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 CA to deal with an emergency will not affect the extent of the Contractor's liability.
- Replace any marker tapes or protective covers disturbed during site operations to the service authority's recommendations.

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520 ROADS AND FOOTPATHS
Adequately maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris. Any damage to roads and footpaths caused by site traffic or otherwise consequent upon the Works must be made good to the satisfaction of the Local Authority or other owner. Bear any costs arising.

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

570 EXISTING WORK
- Protection: Prevent damage to existing property undergoing alteration or extension.
- Removal: Minimum amount necessary.
- Replacement work: To match existing.

580 BUILDING INTERIORS
- Protection: Prevent exposure to weather during course of alteration work.

620 ADJOINING PROPERTY
- Permission: Obtain as necessary from owners if requiring to erect scaffolding on or otherwise use adjoining property.

625 ADJOINING PROPERTY RESTRICTIONS
- Precautions:
- Prevent trespass of workpeople and take precautions to prevent damage to 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.

630 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.

To Collection

A35 SPECIFIC LIMITATIONS ON METHOD/SEQUENCE/TIMING

110 SCOPE: The limitations described in this section are supplementary to limitations described or implicit in information given in other sections or on the drawings.

130 METHOD/SEQUENCE OF WORK:

140 ACCESS TO THE SITE: See section A12.

150 USE OF THE SITE: See section A12.

155 SCAFFOLDING: Ensure that standing scaffolding is erected early enough and/or dismantled late enough to suit the programmes of all subcontractors.

160 USE OR DISPOSAL OF MATERIALS

170 WORKING HOURS:
The normal Working Hours are generally
Monday to Friday between 8.00am and 5.00pm

Contractor to allow for all out of hours working necessary subject to prior approval by client/ Architect

Certain elements of the works will be carried out during 8.00am - 5.00pm

The Contractor is to allow for disruption of 1 week periods between phases.

200 The Completion of the Works on Programme is vitally important and therefore the contractor is to ensure at tender stage a workable programme is achievable.

A36 FACILITIES/ TEMPORARY WORKS/ SERVICES

GENERALLY

110 SPOIL HEAPS, TEMPORARY WORKS AND SERVICES
- Location: Give notice of intended siting.
- Maintenance: Alter, adapt and move as necessary. Remove when no longer required and make good.

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

120 MAINTAIN, alter, adapt and move temporary works and services as necessary. Remove when no longer required and make good.

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ACCOMMODATION

230 TEMPORARY ACCOMMODATION
- Proposals for temporary accommodation and storage for the Works: Submit two weeks prior to the Commencement Date.
- Details to be included: Type of accommodation and storage, its siting and the programme for site installation and removal.

230 SANITARY ACCOMMODATION: Provide and maintain in a clean condition sanitary accommodation

TEMPORARY WORKS

320 TEMPORARY FENCE(S):
Allow for providing a temporary security fence and gates ' – refer to PCI

340 NAME BOARD: not required.

SERVICES AND FACILITIES

430 WATER
The Contractor shall be responsible for the provision of a water supply for all trades.
Temporary supplies connected to the Employers permanent supply shall only be made with prior consent of the CA
The water on site is to be clean and fresh.

510 TEMPERATURE AND HUMIDITY
The permanent heating installation may be used for drying out the Works and controlling temperature and humidity levels, but:
- The Employer does not undertake that it will be available.
- The Contractor must take responsibility for operation, maintenance and remedial work, and arrange supervision by and indemnification of the appropriate Subcontractors, and pay costs arising.

550 THERMOMETERS
Provide on site and maintain in accurate condition:
- A maximum and minimum thermometer for measuring atmospheric shade temperature, in an approved location.
- A thermometer for measuring concrete and ground temperature.

570 PERSONAL PROTECTIVE EQUIPMENT
Provide for the sole use of those acting on behalf of the Employer

To Collection

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A37 OPERATION/ MAINTENANCE OF THE FINISHED BUILDING

GENERALLY

120 THE HEALTH AND SAFETY FILE with As-built drawings. The file is an information source and guide for the Employer and end users providing an understanding of the building and its systems and enabling it to be operated and maintained safely. Provide the CDMC,:

- Hard copies: 2
- CD copies : 1

231 SITE INSPECTIONS AFTER HANDOVER: The CA will carry out site inspections to assess the Contractor's progress in respect of Completion of Defects only on receipt of written notice from the contractor that all the defects have been completed.

Should such visits show that defects are still outstanding after receipt of this notice, the CA will be entitled to obtain reimbursement, for time and other expense incurred in these abortive visits direct from the contractor which must be paid before further visits are undertaken.

Should the CA be subject to unreasonable expense due to the contractor's failure to deal with omissions and defects in an efficient and reasonable manner the employer will deduct such costs from monies due on certificates. The cost will be based on the following rates:-

Director	£80. Per hour
Senior Management/ Architect	£70 per hour

A40-A50 CONTRACTOR'S GENERAL COST ITEMS:

110 MANAGEMENT AND STAFF

120 SITE ACCOMODATION:

130 SERVICE AND FACILITIES

140 MECHANICAL PLANT

150 TEMPORARY WORKS

160 WORK BY/ON BEHALF OF THE EMPLOYER

170 PRODUCTS PROVIDED BY/ON BEHALF OF EMPLOYER

180 WORK BY LOCAL AUTHORITY

190 WORK BY STATATORY UNDERTAKERS

To Collection

All Saints Church

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Prelims Collection		
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B - SCHEDULE OF WORKS

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SECHEDULE OF WORKS - Preambles

To be read with Preliminaries/General conditions.

Scope of Works

Internal alterations to the Toilets,
(old Kitchen) New Servery and Foyer Area

Contractor Design Work: M&E

The Contractor will be responsible for the entire design and installation of the M&E installations, to comply with all relevant Building Regulations and Codes of Practice, together with the enclosed specification and design criteria, etc.

The drawings and general specifications provided in this document are intended to outline the extent of the work required. They do not provide a comprehensive schedule of all of the work necessary to complete the project to the required standard.

The Contractor must include for everything required to complete the work to the reasonable satisfaction of the CA, whether or not this is specifically referred to in the tender documentation

Building Regulations and Codes of Practice take precedence in the event of any conflict within the documents.

All work must be carried out to a good standard, in accordance with accepted standards of good practice, and by appropriately qualified and experienced tradesmen.

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CONTRACT PRELIMINARIES

Allow for all Preliminaries costs, including:-

Office, Administration, Insurance Requirements etc.:

Complete the table below to show breakdown of preliminary costs for valuation purposes (information only)

Description	Nr	Unit	Cost	Total
Welfare - Cabins		Wks	£	£
Delivery & Collection		Visits	£	£
Office Site Cabins		Wks	£	£
Delivery & Collection		Visits	£	£
Contract Manager		Wks	£	£
Site Manager		Wks	£	£
QS		Wks	£	£
Skips		Item	£	£
Mechanical Plant (stipulate)		Wks	£	£
Mechanical Plant (stipulate)		Wks	£	£
O&M/ H&S File Information		Item	£	£

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SCHEDULE OF WORKS

DETAILED NOTES ON CONSTRUCTION

Contractors drawings

SITE DIMENSIONS must be taken and recorded on any production drawings before starting to make any product.

The Contractor is to prepare all the necessary working drawings, these shall be submitted to the Architect in duplicate and be approved by him before fabrication is commenced.

Prepare any necessary shop drawings, fabricate, deliver to and erect on site the items shown on the Architects sketches or drawings. Joints and details shall comply to any sketch details. Determination of overall dimensions to suit any sketch details supplied and to suit the existing construction on site shall rest solely with the Contractor.

Setting Out

The contractor is to set out the new layout for agreement by the Architect prior to construction of any partitions

Mechanical and Electrical Survey to site area

Prior to any work commencing carry out a M&E site investigation to establish all services positions including any services within skirting/ ceiling boxing in.

Demolitions

Ensure that all mains services are isolated for safety purposes before commencing this work.
Carefully remove existing structures as required sufficient to allow installation of the new construction as detailed.

Pay particular attention to avoiding disturbance to remaining structure and finishes .

Make good to all margins and clean all areas as necessary.

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Contractor Design Items

- **Mechanical Services**
- **Electrical Services**
- **Structural Beam Design**

Contractors Drawings:
The Contractor is to prepare all the necessary working M&E drawings , these shall be submitted to the Architect in duplicate and be approved by him before installation is commenced. A further set of all approved working drawings shall be supplied by the Contractor.

The Contractor must prepare his own working drawings which shall be submitted to the Architect allowing 1 week for inspection/ comments before it is required to commence fabrication and any work fabricated prior to such time shall be at the Contractor's own risk.

Justifying calculations are to be forwarded by the Contractor, for Building Regulation submission, if requested.

Approval:
Approval by the Architect and Consulting Engineer of drawings or any other particular submitted by the Contractor shall not relieve the Contractor of full responsibility for any discrepancies errors or omissions therein, or for the accuracy and fitness of any part of the works under this Contract.

Existing Furniture
Although the client will have emptied the working area the contractor is to ensure any fixed furniture/ floor finishes not being altered are to be adequately protected.

Programming

The Contractor must provide a written draft programme for the works for review at a pre-contract meeting.

It is important that the works are programmed to minimise disturbance to users, and that the length of time each entrance will be out of use is kept to an absolute minimum.

See Phasing item below

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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 failure to comply with this recommendation shall not form a basis of a claim

Please contact **Mr David Waterston** to arrange a visit
Tel: 0161 427 2378
Email: office@allsaintsmarple.co.uk

Programme

Start	January 2022
Complete	TBC

Phasing
The works are to be in two separate phases – the first phase must be completed and fully useable before the second phase can begin.

- The contractor is to submit a detailed programme prior to start of works (pre contract meeting)

Listed Building
Please note the Church is Grade II listed so extra vigilance is required to ensure no unauthorised/ incorrect work takes place.

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New Installation

The following notes are crossed referenced to all tender documents/ drawings.

A1.00 ENABLING WORKS

(refer to drawings for layout and location)

1.01) Contractors Site Set Up

Provide office and welfare cabins as necessary

A site compound area located in the clients car park area can be used for a welfare cabins, Toilet Cabin (sufficient for number of site personnel) storage container, however, it must be secured off using Herras Fencing

1.02) Demolition/ Strip Out Works

(refer to drawings for layout and location)
Completely remove all doors, walls, ceilings, finishes etc as necessary to allow for the new alteration work.
Make good to all margins including plaster finish and decoration.
Allow for all work/ alterations required to meet new layout.
Make good to all margins internal and external

1.03) Client Items

Carefully remove existing blinds/ curtains and the like, soap dispensers etc. for possible reuse by the client.
All items to be agreed with client prior to start of works

1.04) Existing M&E Services

The M&E Installation is Contractor Designed
The contractor is to carry out a full intrusive survey of the work area 4 weeks prior to commencing the works and issue a report.

Ensure that existing M&E services still required by the client/ in use are not cut

Label all services that are cut

1.05) Drainage Investigation

Allow for a drainage investigation to establish drain runs including dye tests from all the toilet installations, lifting all internal and external manholes, opening boxing in 4 weeks prior to commencing the works.

1.06 Phasing (refer to drawing 4602/ 19)

The building will be used / occupied throughout the project therefore the works are to be completed in two separate phases (Toilet Area and Church Area) to

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ensure the client has access to one set of toilets – the first phase must be completed and fully useable before the second phase can begin.
The contractor is to make allowances for the phasing in the programming of the project.

1.07 Internal Hoarding
The Church and Hall will be occupied during the project. Therefore provide temporary hoarding to both areas of the work to ensure the safety of the existing users.

i) Church Area
The church area will need hoarding along the sliding folding doors/ doors between the work area and the Church.
In addition, the hoarding will need to be altered every weekend to allow client access Sundays from the external church entrance through the foyer to the main church through the sliding folding door

ii) Hall Toilet Area
The contractor is to provide hoarding around this area. A temporary lockable door set is to be provided in the corridor. Access into this area will be via the existing external fire escape door.
All glazed screens are to be protected and sheeted to obscure the view into the hall.

1.08 Contractors Compound Area - (refer to drawing 4602/ 19)
The contractor will be allowed to use part of the client's car park area for their compound/ storage area.
The contractor is to provide their own office and welfare cabins.
The compound is to have security fencing (Heras Type as a minimum)

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2.00 Walls

(refer to drawings for layout and location)
Any remaining strip out works to be completed to allow for new layout.

2.01 New Walls – Type 1

New walls to be securely fixed to existing structure with s/s ties.
British Gypsum GypWall Classic
Using 70mm Gypframe Acoustuds –
One layer of 15mm plywood and one layer of 12.5mm WallBoard to each side (125mm thickness + skim)
50mm Isover APR 1200 in the cavity linings
Plaster skim finish and full decoration

Walls are to continue to the underside of the ceiling.
Acoustic boards to used at junction

New timber Architraves and skirtings to match existing
Allow for access panels to drainage and service pipes where required

Supply price for each room below

Church Area

1. Servery
2. WC
3. Asst Toilet
4. Servery (low level wall for peninsular cupboards)
5. Any other walls not mentioned

Any remaining strip out works to be completed to allow for new layout.

2.02 New Walls Type 2 – Moisture resistant Walls

New walls to be securely fixed to existing structure with s/s ties.
British Gypsum GypWall Classic
Using 70mm Gypframe Acoustuds –
One layer of 15mm plywood and one layer of 12.5mm Moisture resistant board to each side (125mm thickness + skim)
50mm Isover APR 1200 in the cavity linings
Plaster skim finish and full decoration

Walls are to continue to the underside of the ceiling

All junctions of wall to be sealed using Intumescent Acoustic Sealant

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Any penetrations are to be sealed using Rockwool Firestop Intumescent Acoustic Sealant

New walls to butt against window mullions
Acoustic boards to used at junction

New timber Architraves and skirtings to match existing

These walls are to be full height (floor to ceiling)

Supply price for each room below

Toilet Area
1. Male WC
2. Asst WC

Allow for access panels to drainage and service pipes

2.03 Servery Area (adjacent to door DC10)

Cut Back Existing wall neatly
Supply and fit new 3300x125x125 SHS column for rigidity to end of wall
Fix to floor and ceiling using angle brackets (cut into screed.
Steel to be boxed in with 18mm plywood with painted finish

Refer to plan for layout

2.04 New Door opening for Door DT05

Refer to plan for layout

Form new openings in cavity masonry wall (neatly cut with saw) – size approx 2100x1000mm
Lintels to be by Naylor, Fair Faced prestressed concrete lintels. Concrete padstones
Single block Wall assumed 100mm thick
1no. lintels min 100 wide
100mm clear span with 150mm end bearing - to be checked on site

Make good to all margins

2.05 New Opening for Toilet Area Lobby

Refer to plan for layout

Form new opening in fair faced masonry block wall – size approx 2100 x 1600mm

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All existing fair faced blocks to be cut neatly with saw

Lintels to be by Naylor, Fair Faced prestressed concrete lintels. Concrete padstones
Single Block Wall assumed 100mm thick
1no. lintels min clear span 1600mm
150mm end bearing - to be checked on site

Contractor to provide structural engineer's design and calculations and submit to Building Control.

Make good to all margins

Timber lining to new opening
125mm wide by 30mm thick planed timber CHS grade
Mastic seal to perimeter junction with wall

2.06 Existing Plasterboard Ceilings

a) Localised repairs

Make good to all ceilings where walls have been removed, damaged, fittings removed etc

b) Underboarding

Allow for total of 30m^2 of 9.5mm plasterboard and skim finish underboarding (allow for several different areas)

2.07 Existing Artex Ceilings

i) Plaster Skim required over existing Artex ceilings (please note Artex has asbestos containing materials)

- Servery Area
- Lounge Area
- Prayer room area

ii) Existing Lighting

Allow for removing the existing lights etc and boarding up existing holes. Make good with plasterboard and skim finish

New lighting is to be provided see other sections

2.09 Existing Walls

Allow for patch plaster repairs to all walls where electrical light fittings etc are removed or altered

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3.00 Doors and frames – refer to drawings

General Spec

All doors to be Jeld Wen FD30 Solid core Doors
With real wood veneer finish – Colour Walnut/ Ash to match existing areas

(Wall approx 130mm – 140mm thick)
Supply and fit new solid Doors and sw frame with intumescent/ smoke brush seal rebated into frame (for sound prevention).

Softwood (Assembled) & Primed FD30
Casing Sets, (Rebate 48 x 13mm) Gvd Once
For 15 x 4mm Intumescent Fire/Smoke
Seals & Supplied (Outside Dimension Of
Frame to suit door type)

Ironmongery see separate items
Allow for all fitting here

Architrave and skirtings to match existing

7.01) Type 1 Door Set –
Single door 826mm x 2024mm x 44mm
Door DC12 (walnut)
Supply and fit 1no. door set only

7.02) Type 2 Door Set (Asst WC)
Single 926mm x 2024mm x 44mm
2no. - Doors
DC11 (walnut) and DT05 (Ash)
Supply and fit 2no. door sets

7.03) Type 3 Single half door 726mm x 900mm x 44mm
Doors DC10 (walnut)
Supply and fit 1no. door sets

7.04) Type 4 – Specialist Sliding Folding Door
Door DC7
Supply and fit door set including new sw frame as follows

Style - Moveable Partition Specialists
Style North Bolton Golf Club
No.2 Cottage
Chorley New Road
Lostock
Bolton BL6 4AJ
Telephone: 01204 845590

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www.style-partitions.co.uk
north@style-partitions.co.uk

Product reference: Stylefold 120 Moveable Wall
Arrangement: Single wing
Track system: Top hung
Door leaves
Finish and colour: Standard laminate
Operation: Manual with fixed contact acoustic seals top and bottom
Hardware: Recessed lock and lever handle set with profile cylinder
Acoustic insulation (Rw, minimum): 46 dB
Thickness: 65 mm
Size: approx. 4752 x 3300 (to be confirmed on site)
Panel sizes approx. 790mm (6no.)

7.05) Existing Door DC09
Sliding doors consisting of 6 door leaves
Replace all existing glass with clear laminated 8.7mm glass
Allow for removing and refixing all beading
Allow for alterations to frame as necessary
Make good to all margins
Fully redecorate to match existing

7.06) Existing Door DC01
Replace all existing glass with clear laminated 8.7mm glass
Allow for removing and refixing all beading
Allow for alterations to frame as necessary
Make good to all margins
Fully redecorate to match existing

7.07) Existing Door DC08 & Glazed Screen to Prayer room
Replace all existing glass with clear laminated 8.7mm glass
Allow for removing and refixing all beading
Allow for alterations to frame as necessary
Make good to all margins
Fully redecorate to match existing

7.08) New Cubicle – Toilet Area Male WC
Supply and fix new cubicle systems (1no. wc) as shown by Bridgewater Laminate Products Limited – Palatine Range (premium Melamine Faced Chipboard) with aluminium pilasters and accessories (DDA compliant thumb turns)
Colours to be confirmed

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7.09) <u>New Cubicles – Toilet Area Female WC</u> Supply and fix new cubicle systems (3no. wc layout) as shown by Bridgewater Laminate Products Limited – Palatine Range (premium Melamine Faced Chipboard) with aluminium pilasters and accessories (DDA compliant thumb turns) Colours to be confirmed		
To SoW Collection		

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4.00 Wall & Ceiling Finishes

4.01 Existing Walls – Church Area (servery, asst wc and wc)

Remove all ceramic wall tiles and make good (allow for plaster skim)

4.02 Decoration

General:

Allow for full decoration to **all surfaces and fixed items** (walls, columns, woodwork, ceilings, and floors, radiators, pipes, etc.)

Walls and ceilings

3no. coats Dulux Trade High Performance Diamond Eggshell to plaster skim.

(allow for white ceilings, 3 walls one colour and one wall in each room/ area to be different colour)

Woodwork

Items to be stained (to match existing)

Doors, Frames, Skirtings, Architraves

All other timber to have primer, undercoat, and 2no. coats gloss paint finish by Dulux

Supply price for each room below

Church Area

- Servery
- Asst WC
- WC
- Foyer
- Prayer Room

Toilet Area

- Male WC
- Female WC
- Asst WC
- Lobby

4.03 Splash Backs

i) WHBs

Supply and Fit 500mm x 450 Whiterock splash backs to all WHBs

- Male WC – 2no.
- Hall Asst WC – 1mo.
- Church Asst WC – 1no.

ii) Vanity Units

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Supply and Fit 500mm high (length to suit – include returns to ends full width of unit) Whiterock splash backs to all vanity units.

- Hall Female WC
- Church WC

iii) Hand Dryers
5no. 900mm x 500mm Whiterock splash backs under dryers

4.08 Wall Tiling
Make good to existing ceramic wall tiles

i) Hall Toilet Area (Male WC)
Supply and fix new tiles to match existing
- 50no. individual tiles

ii) Toilet Area Asst WC
Supply and fix new tiles to match existing
- 50no. individual tiles

4.09 Plaster Finish
Provide 2 coat plaster finish to Hall Toilet Asst Lobby (adjacent to DT05) allow for 10sqm.

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5.00 Floor Finishes

New flooring to the extent of the works

Allow for removing all existing finishes and thresholds that may be necessary.
Allow for all necessary preparation works including latex levelling screed.
Allow for Gradus diminishing junction strips to all vinyl/ carpet junctions

5.01 Type 1 –Vinyl

Supply and lay **Polysafe Vogue Ultra PUR** by Polyflor vinyl sheet. colour TBC
Skirting to be Ejecta Sit-In (colour) coved skirting by Polyflor with capping trim
Thresholds to be Gradus colour rubber diminishing thresholds/ trims.
All junctions with door frames/ boxing in etc units are to be sealed with mastic
Colour TBC

Supply price for each room below

Church Area

- Servery (both sides of units)

5.02 Type 2 – Vinyl

Supply and lay **Polysafe Astral PUR** by Polyflor vinyl sheet. colour TBC
Skirting to be Ejecta Sit-In (colour) coved skirting by Polyflor with capping trim
Thresholds to be Gradus colour rubber diminishing thresholds/ trims.
All junctions with door frames/ boxing in etc units are to be sealed with mastic
Colour TBC

Supply price for each room below

Church Area

- Asst WC
- WC

5.03 Existing Quarry Tile Floors

Make good to existing ceramic wall tiles

Supply and fix new tiles to match existing as follows:-

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i) Toilet Area (Male WC)
- 50no. individual tiles

ii) Toilet Area Asst WC
- 50no. individual tiles

iii) Toilet Area Female WC
- 10no. individual tiles

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6.00 Sanitaryware (and accessories)

All sanitaryware to be fully plumbed in and connected to drainage system to be fully operational

6.01 WC Type 1 (4no.)

- Church Area – WC
- Toilet Area – Female 2No.
- Toilet Area – Male WC

Supply and fix 4no. each of the following

WC AND CISTERNS
Manufacturer: Armitage Shanks.
Product reference: HTM64 Contour 21 back to wall standard height WC suite
Pan: **S3057** Contour 21 back to wall rimless raised height WC pan with floorfixing kit, horizontal outlet
Seat and cover: **S4066** Contour 21 (no cover), top fixing hinges and retaining buffers.
Pan connector: S**4300** Panekta, finned pattern, to convert horizontal outlet to S or turned P trap.
Cistern:
Type: **S3643** Conceala 2 with cover, 4.5/ 3 litre, pneumatic dual flush valve fittings, side supply.
Operating control: **S4504** Armitage Shanks Contemporary dual flush flushing plate stainless steel.

6.02 Asst WC Type 1

Supply and fix 2no. each of the following
Supply and fit new Doc M pack
Armitage Shanks Doc M Contour 21 close coupled **Right hand** corner pack ref S6966
Grab rails and seat to be charcoal grey
Connect to new soil and vent pipe
All pipework (waste, H&C to be boxed in using pendock casings

Also supply and fix full height mirror 450mmx1800mm

6.03 Asst WC Type 2 (2No. Male and Female Asst)

Supply and fit new Doc M pack
Armitage Shanks Doc M Contour 21 close coupled **Left hand** corner pack ref S6966
Grab rails and seat to be charcoal grey
Connect to new soil and vent pipe
All pipework (waste, H&C to be boxed in using pendock casings

Also supply and fix full height mirror 450mmx1800mm

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6.04) WHB Vanity Unit (layout as shown on drawings)

- Church Area WC

Supply and fix new laminate vanity unit system by Bridgewater Laminate Products Ltd with aluminium accessories.
Walnut (NO26 Noyer Ombre) Laminate access panels
Dark Grey Maryland Fonce Laminate Frame panels
Allow for secret fix access panels.
Allow for 1no. recessed whb
All post formed edges
Allow for access panels to drainage and service pipes

6.05) 1no. WHB (for vanity unit)

Supply and fix new WHBs ref
Armitage Shanks -
Profile 21 50cm semi-countertop washbasin with overflow
Allow / include for all accessories as required.
Taps - Contour 21 Washbasin Mixer taps thermostatic single lever sequential Ref A4169.
Connect sanitaryware to all services and drainage as necessary.

6.06) WHB Vanity Unit (layout as shown on drawings)

- Toilet Area Female WC

Supply and fix new laminate vanity unit system by Bridgewater Laminate Products Ltd with aluminium accessories.
Walnut (NO26 Noyer Ombre) Laminate access panels
Dark Grey Maryland Fonce Laminate Frame panels
Allow for secret fix access panels.
Allow for 3no. recessed whb
All post formed edges
Allow for access panels to drainage and service pipes

6.07) 3no. WHB (for vanity unit)

Supply and fix new WHBs ref
Armitage Shanks -
Profile 21 50cm semi-countertop washbasin with overflow
Allow / include for all accessories as required.
Taps - Contour 21 Washbasin Mixer taps thermostatic single lever sequential Ref A4169.
Connect sanitaryware to all services and drainage as necessary.

6.08 WHB Type 1 (2no.)

Toilet Area –

- 2no. Male WC

Portman 21 50cm - 2 tapholes
Metal bottle trap chrome plated

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Wall bracket
Chrome lever handled taps (Nuastyle 21 inclined ½" washbasin pillar taps, lever operated)

By Armitage Shanks including all associated accessories as necessary

6.09) 2no. Urinals

Sanura 50cm urinal bowl
Allow / include for all accessories as required.
Mura Exposed Auto Cistern
Exposed Flush pipes
2no. dividers
By Armitage Shanks

6.10 Miscellaneous Items

Supply and fit the following heavy duty:-

- 4no SS toilet roll holders
- 6no. wall mounted soap dispensers
- 10no ss coat hooks
- 4no.SS towel rails (600mm long)
- 7no. Paper towel dispensers Kimberly-Clark Toilet Tissue Dispenser Professional 6990 White

6.11 Mirrors

Supply and fit the following

- 7no. 600x900mm bevelled edge mirror
- 2no. 1500x600mm bevelled mirror

6.12 Grab Rails

Supply and fit the following

- 450mm SS grab rail
- 3no Grab rails 600mm long

.

6.13 Drainage

- Allow for all drainage connections necessary for the new layout .

- Allow for repositioning SS in Church toilet area to avoid new wall.

6.14 Baby Changing Unit 4no.

Supply and fix
Harmony horizontal baby changing table
Product code: ph472 by Principal Hygiene Ltd
Telephone - 0843 309 2181

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Church Area –

- Asst WC

Toilet Area

- Asst WC
- Male
- Female

- Supply and fix 50mm high White Rock splash back to each unit

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7.00 Fixtures

Supply and fit the following

7.01) Corner protectors
10no. 1220mm high
50mm 90° Standard Corner Guards by Gradus
Colour Pewter 107

7.02) 'Kitchen' Units –
Supply and fit new:-

Base Units
3no. 800 x 500 corner units/ plinth
3no. 1000 x 500 base units
1no. 600 x 500 base unit
4no. 600 x 300mm base unit/ plinth
1no. 300 x 300 base unit
with ss T Bar handles

Wall units (900mm high)
5no double unit 600mm wide
1no. single unit 300mm wide
3 adjustable shelves in each unit
Allow for end panels and all accessories required
Allandale Shaker doors - Gloss White doors with ss T Bar handles
Allow for end panels

SS sink & drainer and chrome pillar taps
Lamona Belmont 1.5 Bowl Inset Stainless Steel Kitchen Sink
Lamona Rienza Polished Chrome Mixer Tap
Product Code: TAP3547

Worktops (refer to drawings for layout)
38mm Full Bullnose Blackstone Laminate Worktop
Work top above all units – 600mm wide
Worktop to peninsular and 900mm (to peninsular)

Include for all necessary accessories hinges, catches, plinths, end panels, back panels, blank panels etc
All by Howdens Joinery Ltd

7.03) Boxing in
All pipes high and low (vertical and horiziontal) level are to be boxed in using preformed Pendock casings.

Supply and fix 25lm of pendock casing TK range – size 75x145mm
Include for timber battens etc and seal of junctions

Allow for 1 access panels per length

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- Servery – 10 lm
- Asst WC – 5 lm
- WC – 5 lm
- Asst WC – 5 lm
- Male WC – 10 lm

7.04 White Goods

White goods supplied by the client
Allow for fixing/ installing/ connecting etc white goods provided by client

- 2no. dishwashers
- Fridge

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8.00) Ironmongery

refer to drawings
Supply and Fit Ironmongery as follows
Cost to be split for each door

Ironmongery by Lloyd Worrall
Unit 25, Long Wood Road
Trafford Park
Manchester
M17 1PZ
T: 0161 886 2740
Supply and Fit the following

Ironmongery Set – Type 1
For doors:-

Hinges 1.5 Pairs
Chiltern 102x76mm Sss Ball Bearing Butt Hinges Heavy Duty Square Corners BS EN1935 Grade 13

Cylinder 1no.
Chiltern 70mm Scp Euro Cylinder & Turn Umk, 2 Keyed Patent Protected BS EN1303

Lock 1no.
Chiltern 60mm Backset Ss Sashlock Euro Profile Square Forend Din Std. BS EN12209

Escutcheon Plate 1. Pair
Chiltern 52x8mm SSS Euro Escutcheon Plate Concealed Fixing Grade 316

Levers 1.0 Set
Chiltern 19mm SSS Safety Lever On 8mm Sprung Rose

Closer 1no.
Chiltern Sss Overhead Door Closer set With Backcheck Size 2-4 With Matching Arm

Kickplate 1no.
Chiltern 250mm High X 1.2mm (Width To Suit) Sss Kickplate Drilled & Csk C/W Screws

Door Stop 1no.
Chiltern Snp Shielded Floor Door Stop

Ironmongery Set – Type 2
For doors:-

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Hinges 1.5 Prs
Chiltern 102x76mm Sss Ball Bearing Butt Hinges Heavy Duty Square Corners BS EN1935 Grade 13

Lock 1no.
Chiltern 60mm Backset SS Sashlock Euro Profile Square Forend Din Std. BS EN12209

P21

Cylinder 1no.
Chiltern 70mm Scp Euro Cylinder & Turn Umk, 2 Keyed Patent Protected BS EN1303

Levers 1.0 Set
Chiltern 19mm Sss Safety Lever On 8mm Sprung Rose

Escutcheon Plate 1.0 Prs
Chiltern 52x8mm SSS Euro Escutcheon Plate Concealed Fixing Grade 316

Kickplate 1no
Chiltern 250mm High X 1.2mm (Width To Suit) SSS Kickplate Drilled & Csk C/W Screws

Sign 1no.
Chiltern 76mm Dia Sss Fire Door Keep Locked Sign To Bs5499

Door Stop 1no.
Chiltern Snp Shielded Floor Door Stop

Ironmongery Set – Type 4
For doors:-

Hinges 3.0 Pairs
Chiltern 102x76mm SSS Ball Bearing Butt Hinges Heavy Duty Square Corners BS EN1935 Grade 13

Lock 1no.
Chiltern 60mm Backset SS Deadlock Euro Profile To BS EN 12209 Square Forend

Cylinder 1no.
Chiltern 45mm Sc Euro Single Cylinder Patent Protected Section BS EN1303 Master Keyed

Cylinder Pull 1no.

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Chiltern Sss Euro Cylinder Pull

Flush Bolt 2no.
Chiltern 200x19mm Snp Flush Bolt Lever Action

Sign 2no.
Chiltern 76mm Dia Sss Fire Door Keep Locked Sign
To Bs5499 Pt1

Floor Socket 1no
Chiltern 11/13mm Bzp Easy Clean Floor Socket

Kickplate 2no.
Chiltern 250mm High X 1.2mm (Width To Suit) SSS Kickplate Drilled & CSK C/W SCREWS

Ironmongery Set – Type 5
For doors:-

Hinges 1.5 Pairs
Chiltern 102x76mm SSS Ball Bearing Butt Hinges Heavy Duty Square Corners BS EN1935 Grade 13

Lock 1no
Chiltern 60mm Backset SSS Bathroom Lock
Square Forend 8mm Follower Din Std

Hooks 2no.
Chiltern Buffer Hat & Coat Hooks SSS

Levers 1 Set
Chiltern 19mm SSS Safety Lever On 8mm Sprung Rose

Indicator 1no.
P21

Chiltern SSS Turn & Indicator Release

Kickplate 1no
Chiltern 250mm High X 1.2mm (Width To Suit) SSS Kickplate Drilled & Csk C/W Screws

Towel Rail 1no.
Chiltern Towel Rail SSS 600mm

Toilet Roll Holder 1no.
Chiltern Toilet Roll Holder SSS

Sign 1no.
Satin Stainless Steel 76mm Dia Braille Tactile Disabled Pictogram Sign

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9.00 Suspended Ceilings

9.01 Suspended Ceiling Type 1

Supply and fit **Armstrong Newtone** 100% RH moisture resistant ceiling tiles (600x600). To be fixed into non-corrosive suspended ceiling grid suitable for high humidity environment. Follow manufacturers instructions and guidance notes.
Amend existing boxing in as necessary
Relocate services etc as necessary
Allow for all accessories and fit in accordance with manufacturer's instructions.

Allow for relocating existing M&E items to accommodate new ceiling.
.

Supply price for each room below

Church Area
- Asst WC
- WC

Toilet Area
- Male
- Female
- Asst WC
- Lobby

9.02 New Ceiling/ loft Access Hatches – 2no. of each

Supply and fit new access hatch and ladders to current recess
Supreme Heavy Duty Loft Ladder by Premier Loft Ladders
Tel; 0345 9000 195

Floor to ceiling approx. 3300mm
Ceiling to loft bulkhead 700mm
Ladder and hatch fitted at ceiling level

Structural Hatch opening to be min 680x1000mm

High strength, heavy duty telescopic
loft ladder, with a load capacity of 200 kg per step.
Supplied assembled in a hatch box with insulated trapdoor.
Trapdoor supplied with a white finish to the underside.
Special hatch box height of approx. 700mm required (complete with pre-fitted additional treads and grab rails).
Snap-lock closure mechanism.
Trads to be 350mm wide.
Integrated telescopic handrail to both sides (special requirement).

Pole and hook required

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Provide additional guard rails around hatch in each roof space

i) Servery
Block up existing hatch. Plasterboard and skim finish. New floor barding in loft space.

Create new ceiling/ loft access hatch opening to match existing.
Supply and fit new ceiling loft access hatch and ladder into existing opening

ii) Prayer Room
Amend existing bulkhead opening as required (increase width by approx. 200mm) and fix new lining
Supply and fit new ceiling loft access hatch and ladder into existing opening.

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10.00 Electrical Works

GENERAL INFORMATION

Electrical Works are Contractor Designed
The following is a performance specification the contractor is to allow for all requirements to comply with the tender and current legislation / standards

All items are to be priced separately

Refer drawings for new layout

Allow for repositioning of all existing services required by the new layout/ works –
contractor to establish and allow for a full list of requirements for the new layout.

Including , Cap off, removal existing of existing items supply and fix of all new items as necessary for LA, BS latest requirements.

- light fittings
- Amend heating system.
- Fire alarm
- Lighting
- Security
- Power sockets
- Data cables
- Speaker System

Scope of Main Contract

Refer to ALL TENDER DOCUMENTS

Electrical work as shown on drawings including

All amendments and extensions to existing systems to cover new layout as necessary including:-

- New Power
- Extract fans/ Ventilation System
- Fire Alarms
- Any other equipment currently in these areas

Refer to layout drawings

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Note: that the Architects drawings indicate the size and location of various fittings are issued for general guidance at this stage, and may need to be modified as a consequence of the Contractors detailed design work, subject always to the Architects approval.

Contract Conditions

Briefly, the Main Contract will be the JCT Minor Works Form of Building Contract together with Contractors Design Portion Supplement in respect of this element of the works.

Please Note:
All Architects drawings indicate the minimum general requirements.

The **Contractor is responsible for designing the scheme** to meet all requirements as listed and allow for all items over and above those shown.

Regulations and Standards

General:
Full installations are to be included and designed to the standards required by current legislation, and to the satisfaction of the Fire Officer .

General:
The Works shall be installed in accordance with the Institution of Electrical Engineers Regulations for the Electrical Equipment of Buildings, current edition, the Electricity Regulation - Factories Act 1951, the Local Electricity Supply Authority and any relevant British Standard Codes of Practice. All work shall be carried out to a good and accepted standard of installation practice by competent and qualified personnel.

Standards and Approvals

General Items:
All installations shall be carried out in accordance with the relevant BS current at the time of installation. Should this differ from the BS current at the time of tender the Architect shall be notified by the Contractor before executing the work.

All installations shall be carried out to the satisfaction of the Local Electricity Authority.

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All electrical installations shall be carried out in accordance with the current IEE Wiring Regulations for Electrical Installations, and all such electrical undertaking shall be performed by competent craftsmen who shall be employed by electrical contractors who are registered on the current roll of the NICEIC.

Design Responsibilities:
In accordance with the terms of the Contract the Contractor will be responsible for all aspects of the design of the systems described, in addition to his responsibility for the execution of the work.

Where year of issue and amendments are not stated, the published versions of BS and British Standard Codes of Practice current during the contract period shall apply.

Priced Schedule:
The Contractor must provide a fully detailed schedule of rates for valuation and variation purposes, prior to work starting on site.

Main Supply and Control Equipment:
The Contractor is to make connections from the existing supply.

The Contractor shall allow for laying all cables necessary

Isolating switches and distribution panels are to be provided all sized to suit the loading requirements.

Mechanical
Liaise with Mechanical contractor and allow for all requirements

Sundry Item
Breakdown of costs:
An elemental breakdown will be required at tender stage to show costs for each element, separating fittings from labour.

Allow for inspection of all existing Mechanical & Electrical items that will be disturbed by the work including wires, sockets, data etc. by NIEEIC qualified electrician

Allow for temporary removal and relocation of all existing Mechanical & Electrical items including wires, sockets, data etc.. All electrical alterations will need to have a NIEEIC certificate for Design and Build.

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Contractor Design

The following items are shown for pricing control.
The contractor is to allow for all items necessary for amending the existing services to meet the new layout even if not specifically itemised below.

10.01 M&E Survey

The contractor is to allow for a full M&E survey prior to works commencing to ascertain the position of all existing services (including in concealed ducts/ boxing in) and make the appropriate allowances for all amendments as necessary.

All Electrical (and mechanical) items are to be relocated, diverted, amended as necessary due to the building alteration works.

All pipes are to be located in boxing in or ceiling voids

10.02 Contractors Drawings:

The Contractor must provide 2 sets of detailed design drawings, specifications and information on all equipment, for the proposed installations, and **obtain the Architects comments before commencing any work on site.**

The design/ drawings must be coordinated with the mechanical design.

The Architect requires 2 weeks for making comments / inspecting proposed layouts. Refer to other Contract Documents.

Contractor to make an allowance to his construction programme

10.03 Lighting Installations

(exact lighting levels to comply with regulations/ guides – layout indicative only as a minimum. If more fittings are required once calculated then these will be deemed to have been allowed for.)

The installations shall include for all wiring and fittings to all light points and switching locations as indicated on the drawings and the installation shall include all light fittings as shown on drawings

Switches shall be Legrand Avalon or other approved, fixed at a height of 1000 from floor level. Dimmer switches to amenity areas

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All new light fittings, including pendants, shall have suitably sized low energy compact fluorescent lamps at handover, unless specified otherwise on the drawings.

Light sensors with manual override switches.
Locate new switches in existing locations

Allow for fittings as indicated on the drawings and any additional lights as deemed necessary – contractor to provide lighting calculations and contour diagrams

Emergency Lighting

All emergency lighting, detection and alarm systems to be designed by the Contractor and should be to the latest B.S where emergency lights are required in areas covered by specified fitting, matching dual purpose fittings should be installed.

Refer to drawings for minimum numbers
Light Fittings following Rooms -

All fittings by Ansell

a) Church Servery
LED Downlighters approx. 200mm dia
Unity Gc Pro Led Fixed Downlight

b) Church Foyer
LED Downlighters approx. 200mm dia
Lodi Led Slim Downlight
Unity Gc Pro Led Fixed Downlight

c) Church Prayer Room
LED Downlighters approx. 200mm dia

d) Church WC and Asst WC
600x600 LED integrated ceiling light fittings suitable for toilet environment

e) Hall Male WC
600x600 LED surface mounted light fittings suitable for kitchen environment

f) Hall - Asst WC, Male WC, Female WC and Lobby
600x600 LED integrated ceiling light fittings suitable for toilet environment

g) Light Sensors
Install PIR motion sensors to **all** toilet lights (5no.)

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Refer to drawings for all items including:-

10.04 Power Points
Refer to drawings
- Servery 8 doubles
- Switched fuse spurs for white goods
  Socket below worktop and LED switches above

10.05 Electric Heating
Supply and fit new electric heating panels to Church Foyer (Lounge) area to be ceiling mounted
Minimum of 6no. x 800mm long (contractor to calculate sizes output required and allow for appropriate number for the size / space.)

Far Infrared Heaters Ceiling mountable Metal Infrared Heating Panels White.
Heating element: Nanocrystalline. 500W

10.06 Water Heaters
Supply and fit 2no. new in-line electric water heaters for the Church Toilets wash hand basins by Redring – size and spec to be calculated by contractor

10.07 Security Alarm
Amend system as required for new room layouts

10.08 Fire Alarm
Amend/ extend system as required for new room layouts
All detectors are to be combined units incorporating sounders.

10.09 Extract Fans
Allow for connecting 6 mechanical extract fans, fused spurs and isolating switches etc

10.10 Hand Dryers
Allow for connecting 5 hand dryers, fused spurs and isolating switches etc (2 will be for future use)
Hand dryers to be supplied – see mechanical section

10.11 Internal Wiring:
Wiring generally shall be PVC covered except for fire alarm and smoke detector installations which shall be MICC or other cable approved by the Fire Officer in writing prior to work starting on site and carried out to current legislation.

Wiring will generally be concealed in walls/ plaster and shall be protected with PVC sheeting.
Wiring when exposed and surface fixed shall be in PVC conduits or trunking.

10.12 Marking/Setting Out:

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Include for marking the positions of holes, mortices, chases etc., to enable the General Contractor to provide the necessary builders work assistance, at his discretion.

Transport, Plant, Protection of the Works, etc.:
Include transport, plant and protection etc., associated with carrying out these works, at the General Contractors discretion.

10.13 Testing
All installations shall be tested during and on completion of the project and the Contractor shall provide all necessary equipment, instruments and personnel to execute such testing procedures.

Testing shall be carried out in accordance with the requirements of the appropriate sections of the Institution of Electrical Engineers Regulations, current edition, which includes Earth Continuity, Loop Impedance of the complete system, Insulation Resistance of all Circuits. Resistance of Earth Electrodes and Polarity with respect to circuiting and phasing.

The system is to be inspected and approved by Fire Officer and Local.Authority This is required as a condition of the Handover. Contractor to arrange inspections.

All the above referred test and any other test which the Architect may require to be carried out shall be completed to his entire satisfaction.

The Architect may attend all or any of the tests and the Contractor shall provide the necessary facilities for witnessing such tests.

The Contractor shall give the Architect one week's prior notice of intention to carry out any tests.

10.14 NICEIC Test Certificates
On satisfactory, approved completion of the tests, the Contractor shall forward to the Architect two copies of duly completed NIC EIC test certificates, which will be required as a condition of handover. Also copies of all test certificates to be included in H + S file as soon as issued.

10.15 Builders work
All builders work in connection with the above is deemed to have been included

10.16 Documentation at Handover
As Built Drawings (paper and CD)
All operation/ maintenance information
NIE EIC Test certificates.

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10.17 Liaise with Mechanical Contractor

Ensure all designs are coordinated with the Mechanical Contractor.

Electrical power and control wiring to control units, thermostats, pumps and time clocks, etc., if required must be installed in accordance with the standards set out in the Performance Specification for Electrical and Fire Protection Installations.

All costs for electrical work connected with the mechanical installation is deemed to have been allowed for.

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11.00 Plumbing And Mechanical Engineering Installations

GENERAL INFORMATION

Mechanical Works are Contractor Designed
The following is a performance specification the contractor is to allow for all requirements to comply with the tender and current legislation / standards

All items are to be priced separately

Refer drawings for new layout

Allow for repositioning of all existing services required by the new layout/ works –
contractor to establish and allow for a full list of requirements for the new layout.

Including , Cap off, removal existing of existing items supply and fix of all new items as necessary for LA, BS latest requirements.

SCOPE OF WORKS

The contractor is to allow for a full M&E survey prior to works commencing to ascertain the position of all existing services (including in concealed ducts/ boxing in) and make the appropriate allowances for all amendments as necessary.

All mechanical (and electrical) items including :-

- **Heating,**
- **Plumbing H&C,**
- **Drainage,**
- **Ventilation**

are to be added to, relocated, diverted, amended, upgraded as necessary due to the building alteration works and to suit new layout.

Refer to Tender drawings

Note: that the Architects drawings may indicate the location of various fittings and **BUT are issued for general guidance at this stage**, and may need to be modified as a consequence of the Contractors detailed design work, subject always to the Architects approval.

Contract Conditions

Briefly, the Main Contract will be based on the JCT Minor Works of Building together with Contractors Design Portion Supplement in respect of this element of the works.

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Please Note:
All Architects drawings indicate the minimum general requirements.

The Contractor is responsible for designing the scheme to meet all requirements as listed and allow for all items over and above those shown.

Standards and Approvals

General Items:
All installations shall be carried out in accordance with the relevant BS current at the time of installation. Should this differ from the BS current at the time of tender the Architect shall be notified by the Contractor before executing the work.

The BS and Codes of Practice shall apply to design, installation and workmanship, identification of pipework and fittings, and commissioning. Installations shall provide ease of access to equipment and fittings for maintenance purposes.

Heating and hot water systems to areas accessible to Residents are to be designed and installed in accordance with the relevant Department of Health regulations and guidelines for premises of this type, with particular reference to the safety aspects of heating surface temperatures, hot water temperatures, and mixing arrangements for hot water systems.

All hot and cold services pipework to be run in suitably sized copper pipes with compatible fittings and isolating valves included to provide a 'sectioned' installation for ease of maintenance and draining off purposes in the event of emergencies. All pipework on wall tiled surfaces i.e. showers etc. shall be chrome finish with compatible fittings.

Controls etc to be sized as necessary. Linked to existing system

MECHANICAL ENGINEERING INSTALLATIONS

All installations shall be carried out to the satisfaction of the Local Authority and in particular to the requirements of the Local Water Authority, and provision should be made for carrying out tests to obtain approvals.

Design Responsibilities:
In accordance with the terms of the Contract the Contractor will be responsible for all aspects of the design of the systems described, in addition to his responsibility for the execution of the work.

Where year of issue and amendments are not stated, the published versions of BS and British Standard Codes of Practice current during the Contract period shall apply.

Standard and Approvals

Pipework/ drains etc - Layout and Workmanship:

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All pipes where passing through walls, floors or ceilings shall be provided with fire rated sleeves and collars to each wall, floor or ceiling surface.

All pipework to be fixed above skirtings and shall be run in neat and tidy runs and shall be fixed in an unobtrusive manner to the approval of the Architect.

All pipework, in ducts, valves, and fittings are to be suitably lagged, insulated, and colour coded to British Standards for identification purposes, and be complete with flow direction arrows.

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The following items are shown for pricing control.
The contractor is to allow for all items necessary for amending the existing services to meet the new layout even if not specifically itemised below.

11.01 M&E Survey
The contractor is to allow for a full M&E survey prior to works commencing to ascertain the position of all existing services (including in concealed ducts/ boxing in) and make the appropriate allowances for all amendments as necessary.

All Electrical (and mechanical) items are to be relocated, diverted, amended as necessary due to the building alteration works.

All pipes are to be located in boxing in or ceiling voids

11.02 Contractors Drawings:
The Contractor must provide 2 sets of detailed design drawings, specifications and information on all equipment, for the proposed installations, and **obtain the Architects comments before commencing any work on site.**

The design/ drawings must be coordinated with the mechanical design.

The Architect requires 2 weeks for making comments / inspecting proposed layouts. Refer to other Contract Documents.

Contractor to make an allowance to his construction programme

11.01 Hot and Cold Water
Cap off, Amend, Adjust, Extend and connect all pipework to suit new layout.
Supply and fix new electric water heaters for each room.

11.02 Heating,
Remove/ cap off convector heaters as necessary to allow for new layout. Remove any dead legs etc.

Reposition radiators to Church Toilets areas for reuse in WC and Foyer areas

11.03 Plumbing H&C, Drainage,
Allow for all amendments to plumbing and drainage pipes etc for new layout. Allow for all new connections etc.

11.04 Ventilation - New extract fans

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£	P

Supply and fit new fans. Allow for all connections through walls or ceilings/ roof

a) Extract fans to comply with all current standards.

Fans to be

Vent- Axia Silent Fan Timer Model

Overrun timer adjustable 5-30 min. 2 speed options selectable at install. Intermittent operation

Church Area

a) WC
b) Asst WC
c) Servery (upgrade if required – contractor to confirm)

Toilet Area

a) Male
b) Asst WC
c) Female

a) New Roof Vent terminal required to church toilets

11.05 Hand Dryers

Supply and fit 3no. new hand dryers (Hall Male WC, Asst WC and Female WC)

Lo-Carbon eTempest by Vent Axia

11.05 Boxing in

All pipes high and low (vertical and horiziontal) level are to be boxed in using preformed Pendock casings (size and type to suit location). Allow for access panels

Builders work

All builders work in connection with the above is deemed to have been included

Liaison With Electrical Contractor

Ensure all designs are coordinated with the Electrical Contractor

Electrical Requirements:

Electrical power and control wiring to control units, thermostats, pumps and time clocks, etc., if required must be installed in accordance with the standards set out in the Performance Specification for Electrical and Fire Protection Installations.

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12.00 External Works And Drainage Works

11.01 Drainage Investigation/ Site levels check
Allow for a drainage investigation to establish drain runs including dye tests from all the toilet installations, lifting all internal and external manholes, opening boxing in prior to any building work commencing.

Check cover, invert and floor levels

11.02 Below Ground Drainage
Allow for all new drainage connections/ runs as necessary including those shown on drawings - connecting into existing system and inspections chambers Including cutting through slab and through walls where necessary.

Allow for all work/ alterations required to meet new layout.

Make good to all margins internal and external

Allow for all work/ alterations required to meet new layout.

11.03) Drain Cleaning – allow for cleaning or existing drains
Clean out existing surface water / combined drains to leave free flowing(drains, manholes, drainage channels, gulleys etc)

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13.00 Works at Completion

Clean out building and clear site.

Complete Test and Commissioning Certificates to be issued before Practical Completion can be achieved.

13.01) Building Control
It is the Contractor's responsibility to liaise with the Building Control Officer and arrange for the appropriate inspections including the final inspection. The contractor is to provide all test certificates for Building Control.

Handover will not be allowed until the Building Control final certificate is issued.

13.02) 'Snagging'
The contractor is to carry out their own internal snagging prior to offering the works for inspection to the CA.
Copies of their snag lists are to be issued to the CA.

13.03) Completion:
The Contractor must ensure that all areas of the site are left clean and tidy on completion.

The Contractor must provide 2 copies of all warranties and certificates of compliance to the CA on completion.

13.04) Health & Safety File O&M manual information
The contractor is to issue all H&S file information prior to completion.
Handover will not be allowed until the H&S File is issued.

(2 hard copies and 1 CD copy required)
The Contractor must provide the CA with

- All warranties and certificates of compliance
- Test Certificates
- As Built M&E drawings
- All Product information
- All Maintenance instructions
- Operating Instruction manuals
- List of residual risks (incl. COSHH)

(also refer to and allow for all Pre Construction Information requirements)

To be issued at Handover

13.05) Staff Inductions
The contractor is to provide inductions/ demonstrations of all equipment/ controls

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14.00 Provisional Work/Items

	£	P
1) Contingency for work unforeseen at design stage (Two thousand five hundred pounds) **Add contractors profit / attendance……**	2,500	00
2) Provisional Sum for fixing client items (Five hundred pounds) **Add contractors profit / attendance……**	500.	00
3) Daywork Contingency (One thousand five hundred pounds) **Add contractors profit / attendance……**	1,500.	00
4) Additional Builders work in connection with M&E works (Two Thousand pounds) **Add contractors profit / attendance……**	2,000	00
5) Relocating Client Items (one thousand pounds) **Add contractors profit / attendance……**	1000.	00

To SoW Collection

Schedule of Works Collection

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Schedule of Works Total carried to main summary

To SoW Collection

C SPECIFICATIONS

CONTENTS LIST

C20 DEMOLITION

To be read with Preliminaries/ General conditions

GENERAL REQUIREMENTS

110 SITE SURVEY
- Scope: Before starting demolition work, examine available information, carry out a survey of the structures, site and surrounding area.
- Report and method statements: Submit, describing:
  - Form, condition and details of the structures, site and surrounding area.
  - Form, location and removal methods of flammable, toxic or hazardous materials.
  - Form, location and removal methods of materials for reuse or recycling.
  - Type and location of adjoining or surrounding premises which may be adversely affected by noise, vibration, dust or removal of structure.
  - Identification and location of services above and below ground, including those required for the Contractor's own use. Arrangements for disconnection and removal of services.
  - Sequence and method of demolition including details of specific pre-weakening.
  - Arrangements for protection of personnel and the public including exclusion of unauthorized persons.
  - Arrangements for control of site transport and traffic.
  - Proposed programme of work.

SERVICES AFFECTED BY DEMOLITION

210 SERVICES REGULATIONS
- Work carried out to or which affects new or existing services: Carry out in accordance with the Byelaws or Regulations of the relevant Statutory Authority.

220 LOCATION OF SERVICES
- Services affected by the Works: Locate and mark positions.
- Mains services: Arrange with the appropriate authorities for location and marking of positions.
- Standard: In accordance with National Joint Utilities Group (NJUG) ‘Guidelines on the positioning and colour coding of utilities' apparatus’.

230 DISCONNECTION - ARRANGED BY CONTRACTOR
- General: Arrange with the appropriate authorities for disconnection of services and removal of fittings and equipment prior to starting demolition.

240 DISCONNECTION OF DRAINS
- General: Locate disconnect and seal disused drain connections.
- Sealing: Within the site and permanent.

250 DRAINS IN USE
- General: Protect drains, manholes, inspection chambers, gullies, vent pipes and fittings still in use and ensure that they are kept free of debris.
- Damage: Make good damage arising from demolition work. Leave clean and in working order at completion.

260 BYPASS CONNECTIONS
- General: Provide as necessary to maintain continuity of services to occupied areas of the same and adjoining properties.
- Minimum notice to occupiers: 72 hours if shutdown is necessary during changeover.

270 SERVICES WHICH ARE TO REMAIN
- Damage: Give notice and notify service authority or owner of damage arising from the execution of the works.
- Repairs: Complete as directed, and to the satisfaction of the service authority or owner.

DEMOLITION WORK

310 WORKMANSHIP
- Standard: Demolish structures in accordance with BS 6187.
- Operatives:
- Appropriately skilled and experienced for the type of work.
- Holding or in training to obtain relevant CITB Certificates of Competence.
- Site staff responsible for supervision and control of work: Experienced in the assessment of risks involved and methods of demolition to be used.

320 GAS OR VAPOUR RISKS
- Precautions: Prevent fire or explosion caused by gas or vapour.

330 DUST CONTROL
- General: Reduce airborne dust by periodically spraying demolition works with an appropriate wetting agent. Keep public roadways and footpaths clear of mud and debris.
- Lead dust: Submit method statement for control, containment and clean-up regimes.

340 HEALTH HAZARDS
- Precautions: Protect site operatives and general public from hazards associated with vibration, dangerous fumes and dust arising during the course of the Works.

350 ADJOINING AREAS
- Temporary support and protection: Provide. Maintain and alter as necessary as work progresses.
- Damage: Minimize. Promptly repair.
- Leave no unnecessary or unstable projections.
- Make good to ensure safety, stability, weather protection and security.
- Support to foundations: Do not disturb.
- Defects: Report when exposed or becoming apparent.

360 STRUCTURES TO BE RETAINED
- Parts which are to be kept in place: Protect.
- Extent of work: Cut away and strip out with care to reduce the amount of making good to a minimum.

370 PARTLY DEMOLISHED STRUCTURES
- General: Leave in a stable condition, with adequate temporary support at each stage to prevent risk of uncontrolled collapse. Keep safe outside working hours.

- Temporary works: Prevent debris from overloading.
- Unauthorised persons: Prevent access.

380 DANGEROUS OPENINGS
- General: Illuminate and protect. Keep safe outside working hours.

390 ASBESTOS CONTAINING MATERIALS
- General: The building has been surveyed and asbestos has been identified
- Removal: The client is arraqnging for the asbestos yo be removed separately from this contract and prior to commencement date.

391 ASBESTOS CONTAINING MATERIALS
- Discovery: Give notice immediately of suspected asbestos containing materials discovered during demolition work. Avoid disturbing such materials.
- Methods for safe removal: Submit details and statutory risk assessments.

410 UNFORESEEN HAZARDS
- Unrecorded voids, tanks, chemicals, etc. discovered during demolition: Give notice.
- Methods for safe removal, filling, etc: Submit details.

440 SITE CONDITION AT COMPLETION
- Debris: Clear away and leave the site in a tidy condition.

442 SITE SURFACE AT COMPLETION
- Levels: Grade the site to follow the levels of adjacent areas.
- Temporary surface: Cover the site as shown on drawings

MATERIALS ARISING

510 CONTRACTOR'S PROPERTY
- Components and materials arising from the demolition work: Property of the Contractor except where otherwise provided.
- Remove from site as work proceeds where not to be reused or recycled for site use.

G20 CARPENTRY/ TIMBER FRAMING/ FIRST FIXING

To be read with Preliminaries/ General conditions.

GENERAL INFORMATION/ REQUIREMENTS

150 STRENGTH GRADING OF TIMBER

To be read with Preliminaries/ General conditions.

- Compliance with design standard: Demonstrate by calculation or by prototype load testing in accordance with BS 5268-2, Section 8.
- Grader: Any company currently registered under a third party quality assurance scheme operated by a certification body approved by the UK Timber Grading Committee.
- Grading and marking of timber:
- Timber of a target/ finished thickness less than 100 mm and not specified for wet exposure: Graded at an average moisture content not exceeding 20% with no reading being in excess of 24% and clearly marked as 'DRY' or 'KD' (kiln dried).
- Timber graded undried (green) and specified for installation at higher moisture contents: Clearly marked as 'WET' or 'GRN'.
- Structural timber members cut from large graded sections: Regraded to approval and marked accordingly.

TYPES OF TIMBER

260 GRADED HARDWOOD FOR DOOR LIPPINGS/REBATES
- Species and origin: .
- Grading standard: To BS 5268-2 and so marked.
- Grade: BS EN 338: D5
- Surface finish: PAR – 15MM THK.
- Treatment: FR1.
- Moisture content at time of erection: As clause 450.

WORKMANSHIP GENERALLY

401 CROSS SECTION DIMENSIONS OF STRUCTURAL SOFTWOOD AND HARDWOOD TIMBER
- Dimensions: Dimensions in this specification and shown on drawings are target sizes as defined in BS EN 336.
- Tolerances: The tolerance indicators (T1) and (T2) specify the maximums permitted deviations from target sizes as stated in BS EN 336, clause 5.3:
- Tolerance class 1 (T1) for sawn surfaces.
- Tolerance class 2 (T2) for further processed surfaces.

402 CROSS SECTION DIMENSIONS OF NONSTRUCTURAL SOFTWOOD TIMBER
- Dimensions: Dimensions in this specification and shown on drawings are finished sizes.
- Maximum permitted deviations from finished sizes: As stated in BS EN 1313-1:

- Clause 6 for sawn sections.
- Clause NA.2 for further processed sections.

403 CROSS SECTION DIMENSIONS OF NONSTRUCTURAL HARDWOOD TIMBER
- Dimensions: Dimensions in this specification and shown on drawings are finished sizes.
- Maximum permitted deviations from finished sizes: As stated in BS EN 1313-2:
- Clause 6 for sawn sections.
- Clause NA.3 for further processed sections.

420 WARPING OF TIMBER
- Bow, spring, twist and cup: Not greater than the limits set down in BS 4978 or BS EN 519 for softwood, or BS 5756 for hardwood.

430 SELECTION AND USE OF TIMBER
- Timber members damaged, crushed or split beyond the limits permitted by their grading: Do not use.
- Notches and holes: Position in relation to knots or other defects such that the strength of members will not be reduced.
- Scarf joints, finger joints and splice plates: Do not use without approval.

440 PROCESSING TREATED TIMBER
- Cutting and machining: As much as possible before treatment.
- Extensively processed timber: Retreat timber sawn lengthways, thicknessed, planed, ploughed, etc.
- Surfaces exposed by minor cutting and/ or drilling: Treat with two flood coats of a solution recommended by main treatment solution manufacturer.

450 MOISTURE CONTENT
- Moisture content of timber and wood based products at time of installation: Not more than:
- Covered in generally unheated spaces: 24%.
- Covered in generally heated spaces: 20%.
- Internal in continuously heated spaces: 20%.

451 MOISTURE CONTENT TESTING
- Procedure: When instructed, test timber sections with an approved electrical moisture meter.
- Test sample: Test 5% but not less than 10 lengths of each cross-section in the centre of the length.
- Test results: 90% of values obtained to be within the specified range. Provide records of all tests.

510 PROTECTION
- Generally: Keep timber dry and do not overstress, distort or disfigure sections or components during transit, storage, lifting, erection or fixing.
- Timber and components: Store under cover, clear of the ground and with good ventilation. Support on regularly spaced, level bearers on a dry, firm base. Open pile to ensure free movement of air through the stack.
- Trussed rafters: Keep vertical during handling and storage.

520 EXPOSED END GRAIN
- Components: Seal exposed end grain of the following before delivery to site:Clear end grain Sealer.

530 PAINTED FINISHES
- Structural timber to be painted: Primed as specified before delivery to site.

540 CLEAR FINISHES
- Structural timber to be clear finished: Keep clean and apply first coat of specified finish before delivery to site.

550 EXPOSED TIMBER
- Planed structural timber exposed to view in completed work: Prevent damage to and marking of surfaces and arrises.

JOINTING TIMBER

570 JOINTING/ FIXING GENERALLY
- Generally: Where not specified precisely, select methods of jointing and fixing and types, sizes and spacings of fasteners in compliance with section Z20.

580 FRAMING ANCHORS
- Manufacturer: Simpson.
- Product reference: Strongtie SUR/L135/50.
- Material/ finish. Stainless Steel
- Fasteners: Nails not less than 30 x 3.75 mm galvanized or sherardized square twist.
- Fixing: Secure using not less than the number of nails recommended by anchor manufacturer.

ERECTION AND INSTALLATION

740 PRE-ERECTION CHECKING
- Timing: Not less than 10 days before proposed erection start date.
- Checklist:
- Foundations and other structures to which timber structure will be attached: Check for accuracy of setting out.
- Holding down bolts: Check for position, protruding length, condition and slackness.
- Inaccuracies and defects: Report without delay.
- Erection: Obtain permission to commence.

750 MODIFICATIONS/ REPAIRS
- Defects due to detailing or fabrication errors: Report without delay.
- Methods of rectification: Obtain approval of proposals before starting modification or remedial work.
- Defective/ damaged components: Timber members/ components may be rejected if the nature and/ or number of defects would result in an excessive amount of site repair.

760 TEMPORARY BRACING
- Provision: As necessary to maintain structural timber components in position and to ensure complete stability during construction.

770 ADDITIONAL SUPPORTS
- Provision: Where not shown on drawings, position and fix additional studs, noggings or battens for appliances, fixtures, edges of sheets, etc.
- Material properties: Additional studs, noggings and battens to be of adequate size and have the same treatment, if any, as adjacent timber supports.

775 BEARINGS

- Timber surfaces which are to transmit loads: Finished to ensure close contact over the whole of the designed bearing area.
- Packings: Where provided, to cover the whole of the designed bearing area.
- Crushing strength: Not less than timber being supported.
- In external locations: Rot and corrosion proof.

860 BOLTED JOINTS

- Inspection: Inspect all accessible bolts at the end of the Defects Liability Period and tighten if necessary.

K10 PLASTERBOARD DRY LININGS/PARTITIONS/CEILINGS

To be read with Preliminaries/General conditions.

TYPE(S) OF DRY LINING

245 WALLS – as described in the Schedule of Works

Fixing: As clause 610,
- Acoustic sealant: As clause 515.
- Finishing: Skim coat plaster finish as clause 680
  Accessories: as required

GENERALLY/PREPARATION

325 PREPARATION OF SOLID BACKGROUNDS:
- Complete all cutting, chasing, plugging and making good.
- Remove all loose material by brushing thoroughly.
- Remove all oil, grease, wallpaper, etc. by scrubbing with water and detergent. Rinse with clean water and allow to dry.
- For adhesive fixed wall linings, adjust suction of background as necessary using primers or bonding agents recommended for the purpose.

345 ADDITIONAL SUPPORTS FOR PARTITION HEADS: Provide or ensure provision of accurately positioned and securely fixed framing to receive partition heads running parallel with, but offset from main structural supports.

355 ADDITIONAL SUPPORTS FOR FIXTURES AND FITTINGS: Provide or ensure provision of accurately positioned and securely fixed framing to support fixtures, fittings and services. After fixing boards, mark positions of framing for following trades.

365 ADDITIONAL SUPPORTS FOR BOARD EDGES AND PERIMETERS: Provide or ensure provision of additional framing, accurately positioned and securely fixed, to give full support to board edges and lining perimeters in accordance with board manufacturer's recommendations.

375 NEW WET LAID BASES: Provide or ensure provision of a continuous strip of bituminous felt dpc or other approved material under partitions/freestanding wall linings, cut to the full width of the partition/lining.

385 SERVICE PENETRATIONS: The dry lining contractor must liase with the Main Contractor and other contractors to ensure that fire resistance and other specified performance requirements are not impaired by service penetrations.
In particular:
- Form framed openings accurately for grouped services, ducts, etc. allowing for associated fire barriers.
- Provide insulation backings to recessed electrical outlets and switches as recommended by the plasterboard manufacturer.

405 PLASTERBOARD GENERALLY: To BS 1230:Part 1, types 1 to 5 with exposed surface and edge profiles suitable to receive the specified finish.

408 IMPACT RESISTANT PLASTERBOARD: To BS 1230: Part 1, type 1/5 with high density core not less than 925 kg/cu m and heavy duty paper facings.

411 MOISTURE RESISTANT PLASTERBOARD:
To BS 1230:Part 1, type 3 and 4 with moisture resistant core and moisture repellant paper facings.

414 VAPOUR CONTROL PLASTERBOARD:
To BS 1230:Part 1, type 1 with moisture vapour resistance of backing layer not less than 60 MNs/g. British Gypsum Duplex Board 12.5mm

FIXING/FINISHING

435 DRY LINING GENERALLY:
- Fixing, painting and finishing materials and accessories, where not specified otherwise, to be as recommended by the board manufacturer.
- Handle and store materials in accordance with BS 8212, section 5. Do not use damaged boards.
- Use operatives properly trained for dry lining work and who have attended a recognised training scheme.
- Fix boards only in areas which have been made weathertight. Prevent frost damage.
- Cut boards neatly and accurately without damage to core or tearing of paper facing. Keep cut edges to a minimum and position at internal angles wherever possible. Mask with bound edges of adjacent boards at external corners.
- Fix boards securely and firmly to suitably prepared and accurately levelled backgrounds. Set heads of fastenings in a depression; do not break paper or gypsum core. Finish neatly to give flush, smooth, flat surfaces free from bowing and abrupt changes of level.

445 CEILINGS: Fix boards to ceilings before walls and partitions. Fix boards with bound edges at right angles to supports and with ends staggered in adjacent rows.
of the framing assembly and adequately support the weight of the door.

465 STAGGERED STUD PARTITIONS: Ensure that additional noggings, bearers, etc. are fixed between alternate studs and do not touch adjacent offset studs. Do not fix boards to adjacent offset studs.

515 ACOUSTIC SEALANT:
- Sealant: A type recommended by the board manufacturer.
- Location: To perimeter junctions with walls, floors, ceilings and around openings.
- Before fixing boarding, apply as a continuous bead to clean, dry, dust-free surfaces, leaving no gaps.
- After application of sealant, fill gaps greater than about 6 mm with jointing compound recommended by plasterboard manufacturer.

555 FIRE STOPPING: Seal any gaps at junctions of linings and cavity barriers with perimeter abutments, service penetrations, etc. using tightly packed mineral wool or approved intumescent sealant, to prevent penetration of smoke and flame.

560 JOINTS BETWEEN BOARDS:
- Tapered edged plasterboards: Lightly butted. Leave a 3 mm gap where cut/unbound edges occur.
- Square edged plasterboards to be finished with textured plastic compound: 3 mm gap.
- Square edged fibre reinforced gypsum boards: 5 mm gap.

565 VERTICAL JOINTS:

- Centre joints on studs. For partitions, ensure that joints on opposite sides of studs are staggered.
- For two layer boarding, stagger joints between layers.

570 HORIZONTAL JOINTS:
- Horizontal joints will not be permitted in surfaces exposed to view except where the height of partition/lining exceeds the maximum available length of board. Agree positions of joints where not specified.
- For two layer boarding, stagger joints between layers by at least 600 mm.
- Ensure that edges of boards are supported by additional framing. For two layer boarding framing must support the outer layer.

575 PLANK PLASTERBOARD fixed as first layer in two layer boarding to be square edged with long edges at right angles to studs.

580 INSULATION BACKED PLASTERBOARD: Avoid damage to insulation and do not cut away to accommodate services. Carefully cut back insulation or plasterboard as appropriate along edges of boards at angles to give a continuous plasterboard face, with no gaps in the insulation.

595 DEFLECTION HEADS: Do not fix boards to head channels when a deflection head is specified.

610 FIXING PLASTERBOARD TO TIMBER SUPPORTS:
- Fix securely to all supports working from the centre of each board using the specified method of fixing at the following maximum centres:
  Nails: 150 mm centres.
  Drywall screws: 300 mm centres for partitions/wall linings (reduced to 200 mm at external angles where recommended by the board manufacturer) and 230 mm centres for ceilings.
- Position fixings not less than 10 mm from bound edges, 13 mm from cut/unbound edges and not less than 6 mm from the edge of the timber support.
- Type and length of fixings as recommended in BS 8212, section 2.2.3, unless specified otherwise.

620 FIXING PLASTERBOARD WITH ADHESIVE DABS:
- Apply grid of adhesive dabs to the background for each board as follows:
  Horizontally: One row of dabs along the top edge and one continuous dab along the bottom edge.
  Vertically: One row of dabs along each edge and thereafter at intermediate spacings to suit size of board:

Thickness (mm)	Width (mm)	Dab centres (mm)
9.5	1200	400
9.5/12.5	900	450
12.5	1200	600

- Dabs: About 50 - 75 mm wide x 250 mm long positioned not less than 25 mm from edges/ends of board. Adjust thickness as necessary to ensure boards are accurately aligned to a true vertical plane.
- Press boards firmly against dabs to give a secure fixing. Provide temporary support under bottom edge of each board until dabs have set.

625 FIXING INSULATION BACKED PLASTERBOARD WITH ADHESIVE DABS:
- In addition to the requirements of clause 620, secure boards with proprietary nailable plugs in locations recommended by the board manufacturer.
- Include proprietary metal clips/plates to edges of each board where recommended by the board manufacturer.

630 FIXING INSULATION BACKED PLASTERBOARD WITH ADHESIVE SPOTS:

- Apply adhesive on a 300 mm grid to background or back of boards. Position perimeter spots about 25 mm from edges of boards. Size of spots to be about 25 mm diameter.
- Press boards firmly into position and secure with proprietary nailable plugs in locations recommended by the board manufacturer and to suit the specified finish.

670 TAPED SEAMLESS FINISH TO PLASTERBOARD:
- Lightly sand cut edges of boards to remove paper burrs. Apply PVAC sealer to exposed cut edges of boards and any other plaster surfaces to which tape is to be applied.
- Fill all joints, gaps and internal angles with joint compound and cover with continuous lengths of paper tape, fully bedded. Reinforce external angles, stop ends, etc. with the specified bead/corner tape.
- When set, cover with joint finish, feathered out to give a flush, smooth, seamless surface.
- Spot nail/screw depressions with joint filler to give a flush surface.
- Fill minor indents. After joint, angle and spotting treatments have dried, lightly sand to remove any minor imperfections.
- Apply specified primer/sealer to give a continuous consistent texture to surface of boards.

680 SKIM COAT PLASTER FINISH:
- Manufacturer and reference: as recommended by the board manufacturer Thickness: 2 - 3 mm.
- Fill and tape all joints except where coincident with metal beads.
- Trowel/float to a tight, matt, smooth surface with no hollows, abrupt changes of level or trowel marks.

690 RIGID BEADS/STOPS:
- Manufacturer and reference: Expamet
- Material: galvanised steel to BS 6452:Part 1

695 BEADS/STOPS GENERALLY:
- Cut neatly using mitres at return angles. Fix securely using longest possible lengths, plumb, square and true to line and level, ensuring full contact of wings with background.
- After joint compounds/plasters have been applied, remove surplus material while still wet from surfaces of beads which are exposed to view.

K11 RIGID SHEET FLOORING/SHEATHING/DECKING/ SARKING/LININGS/CASINGS

To be read with Preliminaries/General conditions.

TYPE(S) OF FLOORING/SHEATHING/DECKING/ SARKING/ LINING/CASINGS

315 **PLYWOOD To Walls** – refer to Schedule of Works

WORKMANSHIP

910 INSTALLATION GENERALLY:
- In the absence of manufacturer's recommendations, store, prepare and fix boards in accordance with the recommendations of the relevant trade association.
- Keep boards dry and do not fix to timber supports having a moisture content greater than 18%.
- Ensure that building is weathertight before fixing boards internally.
- Set out boards with joints accurately aligned, of constant width and parallel to perimeter edges.
- Methods of fixing, and fasteners to be as section Z20 unless specified otherwise.
- Protect boards/sheets from dirt, stains and damage until Practical Completion.

930 ADDITIONAL SUPPORTS:
- Where specified ensure that additional studs, noggings/ dwangs or battens are provided in accordance with board manufacturer's recommendations and as follows:
  Tongue and groove jointed rigid board areas: To all unsupported perimeter edges.
  Butt jointed rigid board areas: To all unsupported edges.
- All additional studs, noggings/dwangs or battens to be not less than 50 mm wide, of adequate thickness and have the same treatment, if any, as adjacent timber supports.

940 CONDITION all boards other than hardboard by storing on site, in conditions similar to those that will prevail after the building is occupied, for at least 48 hours before fixing. Ensure free circulation of air to all surfaces.

950 MOISTURE CONTENT: When instructed by CA, test boards/sheets with an approved electrical moisture meter used in accordance with manufacturer's recommendations. Provide CA with records of all tests.

960 FIXING GENERALLY:
- Securely fix boards/sheets to each support without distortion and true to line and level.
- Fixings to be sufficient distance from edge of board/sheet to prevent damage, evenly spaced in straight lines and, unless otherwise recommended by board manufacturer, in pairs across joints.
- Remove surplus adhesive as the work proceeds.

980 OPEN JOINTS: Keep perimeter joints, expansion joints and joints between boards free from plaster, mortar droppings and other debris. Remove all temporary wedges and packings on completion of board fixing.

990 ACCESS PANELS: Agree size and position with CA before boards are fixed. Provide additional noggings/dwangs, battens, etc., as necessary and fix in accordance with board manufacturer's recommendations.

K40 SUSPENDED CEILINGS

To be read with Preliminaries/General conditions.

TYPE(S) OF SUSPENDED CEILING

110 SUSPENDED CEILINGS – refer to Schedule of Works for details

GENERALLY/PREPARATION

205 SUSPENDED CEILINGS GENERALLY: Unless specified otherwise, comply with the relevant recommendations and performance requirements of BS 8290 for the selection and assembly of components and materials.

220 ENVIRONMENTAL CONDITIONS:
- Areas for storage and installation must be clean, dry, well ventilated and free from excessive and/or rapid variations of temperature and humidity.
- Do not install membrane material until the building is weathertight and wet trades have finished their work. Before, during and after installing, ensure that temperature and humidity are maintained at levels similar to those which will prevail after building is occupied.
- Notwithstanding the above, delivery of materials and installation of the suspended ceiling will be taken as joint acceptance by the Main Contractor and Ceiling Contractor of the suitability of the environmental conditions.

230 CONDITIONING: Before fixing store on site for at least 48 hours in conditions similar to those which will prevail after the building is occupied. Ensure free circulation of air to all surfaces.

240 COORDINATION WITH OTHERS: The Ceiling Contractor must liaise with the Main Contractor and other contractors to ensure:
- Related work within the void (services, partitions, fire barriers, fire stopping, painting, etc.) is at a suitable stage of completion to enable ceiling installation to proceed without damage or disfigurement to the ceiling system.
- Fixtures around which the ceiling is to be installed are completed and that services, fire barriers, etc. are in the correct position relative to the ceiling grid.
- Hangers do not press against services, etc. and are installed vertically. Where obstructions prevent vertical installation, brace hangers against lateral movement or provide rigid bridging structures across obstructions.
- Services integrated within the ceiling membrane are positioned accurately, supported adequately and aligned and levelled in relation to the membrane and suspension system.

INSTALLATION

305 WORKMANSHIP GENERALLY:
- Handle, store and fix suspended ceiling materials and accessories in accordance with manufacturers' recommendations, BS 8290:Part 3 and design/performance requirements.
- Set out accurately to give level soffits free from undulations, lipping and distortions in grid members.

- Fix securely with additional bracing and stiffening as necessary at upstands, access hatches, partition heads, etc. to give a stable system resistant to wind induced uplift and other specified design loads and pressures.
- Do not use cartridge or powder activated methods for top fixings or rivets for bottom fixings of hangers.

315 PROTECTION:
- No part of the suspension system must be subjected to loads for which it is not designed, including lateral loads from ladders, tower scaffolds, etc.
- Membrane materials must be handled carefully, kept clean and removed and replaced correctly using special tools and clean gloves, etc. as appropriate.

325 SETTING OUT: Unless shown otherwise, set out ceilings so that:
- Edges of tiles/panels are never less than half in width or length. Position grid to suit tile/panel size(s), allowing for permitted deviations from nominal size(s).
- All lines and joints are straight and parallel to walls unless specified otherwise. Where surrounding walls or other building elements and features to which the suspended ceilings relate are not square, straight or level, obtain instructions on setting out.

355 FIXING BOARDS TO CONCEALED GRIDS:
- Fix and join boards using methods, materials and accessories recommended by the board manufacturer.
- Cut boards neatly and accurately. Do not use damaged boards.
- Screw boards securely and firmly to grid members at recommended centres and edge distances, to give a flat surface free from bowing and lipping. Set heads of screws below surface of boards and fill flush with surface.
- Where not shown otherwise, provide movement joints as appropriate for the area of ceiling and/or to coincide with movement joints in surrounding structure.
- Stagger joints of boards applied in two or more layers. Ensure that edges and ends of each board are fully supported and screwed to grid members.

360 WIRE HANGERS:
- Straighten before use and install vertically without bends or kinks. Do not allow hangers to press against any fittings within the void.
- Tie securely at top and bottom with tight bends to loops to prevent any vertical movement.

370 TIMBER EDGE BATTENS:
Material: Planed softwood to BS EN 942, class J10.
Moisture content: 15% +/- 2 at time of fixing.
Finished size: 50x38mm
Finish (to be applied before ceiling grid is installed): Prime, undercoat and final coat of matt black to visible surfaces
Fix at not more than 450 mm centres.

380 JOINTING OF PERIMETER TRIMS to be carried out neatly and accurately without lipping or twisting using:
- Mitred joints at all external and internal corners.
- The longest lengths of trim available from manufacturer to keep intermediate butt joints to a minimum.

390 OPENINGS IN MEMBRANE MATERIALS to be formed accurately and neatly to suit sizes and edge details of fittings, using methods recommended by the manufacturer and without causing damage or distortion.

395 SUPPORT OF SMALL FITTINGS VIA MEMBRANE MATERIALS:
- Fittings must be adequately supported without causing damage or distortion to the membrane, by the use of rigid backing boards or other suitable means.
- Surface spread of flame rating of additional supporting material must match that of the ceiling membrane material.

400 INSULATION:
- Fit accurately and firmly with no gaps so that specified performance levels are achieved.
- Insulation within individual tiles, trays, etc. must be fitted closely and secured to prevent displacement when tiles are installed or subsequently lifted. Reseal any cut dustproof sleeving.
- Lay out insulation over the membrane in the widest practical widths to suit spacings of grid members, with closely butted joints.
- Do not cover electrical cables (unless they have been sized accordingly). Cut insulation carefully around electrical fittings, etc.
- On sloping and vertical areas of ceiling, fastenings must be used to prevent displacement.

405 FIRE STOPPING TO FIRE RESISTING SUSPENDED CEILINGS: Seal any gaps at junctions of ceiling with perimeter abutments, service penetrations, etc. using tightly packed mineral wool or approved intumescent sealant to prevent penetration of smoke and flame.

410 CAVITY FIRE BARRIERS:
- Fire resistance to BS 476:Part 20: Integrity/insulation (minutes): 30/30
  Material: wire reinforced mineral wool not less than 50mm thick by Rockwool
  Fixing: as recommended by manufacturer
- Fix securely at perimeters and joints, ensuring permanent stability and continuity with no gaps, to provide a complete barrier to smoke and flame.
- Fixing to the ceiling must not impair free expansion of grid system or otherwise affect fire resisting performance.

500 ELECTRICAL CONTINUITY AND EARTHBONDING:
- All substantial conductive parts of the suspended ceiling system including integrated electrical equipment and fittings, are to be electrically continuous and fully earth bonded in accordance with BS 7671 (The IEE Wiring Regulations).
- Ensure that earth bonding is completed as soon as possible after completion of each independent area of suspension system.
- After completion of the ceiling installation, associated services and fittings, arrange for tests to demonstrate that the ceiling is electrically continuous and fully earth bonded in accordance with BS 8290:Part 3.
- Notify the CA to enable the testing to be witnessed. Submit a test report to the CA.

505 INSTRUCTIONS AND TOOLS: Provide the Main Contractor with duplicate sets of user instructions and access tools recommended by the suspended ceiling/access panel manufacturer. One for the use of contractors requiring access to the void and the other for handing over to the CA at Practical Completion.

520 USER INSTRUCTIONS: Provide the Main Contractor with two copies; one for the use of contractors requiring access to the void and the other for handing over to the CA at Practical Completion. The contents of the instructions to include:

- Correct methods for lifting and replacing tiles, panels, etc.
- Cleaning methods and materials.
- Decoration of tiles and touching up where appropriate.
- Limitations placed on subsequent alterations and maintenance procedures to fire resisting suspended ceilings to ensure that their performance is not impaired.

530 SPARES: Provide the following and hand over to the Employer at Practical Completion:
20 ceiling tiles each for K40/110 and 111

540 POST INSTALLATION VISIT: After completion of services and associated work by others:
- Thoroughly inspect the ceiling installation for defects. Prepare a schedule of outstanding defects and submit a copy to the CA.
- Check that tiles, integrated luminaires, diffusers, etc. are correctly fitted, aligned and clean.

L10 WINDOWS/ROOFLIGHTS/SCREENS/LOUVRES

To be read with Preliminaries/General conditions.

PRELIMINARY INFORMATION/REQUIREMENTS

110 EVIDENCE OF PERFORMANCE: Provide independently certified evidence that all specified variants of components comply with specified performance requirements.

120 SITE DIMENSIONS must be taken and recorded on shop drawings before starting to make Doors and Frames.

140 CONTROL SAMPLES: After finalisation of all details, prepare one typical window and obtain approval of appearance and detail before proceeding with manufacture of the remaining quantity:

COMPONENTS

510 FOLDING DOOR/ SCREENS: (Internal) – Refer to Schedule of Works for details

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INSTALLATION

710 PROTECTION OF COMPONENTS: Do not deliver to site components which cannot be put immediately into suitable clean, dry, floored and covered storage. Stack near vertical on level bearers, separated with spacers to prevent damage by and to projecting ironmongery, beads, etc.

720 MOISTURE CONTENT OF TIMBER COMPONENTS: During delivery, storage, fixing and thereafter to Practical Completion maintain conditions of temperature and humidity to suit specified moisture content(s) of components. When instructed by CA, test components with an approved electrical moisture meter used in accordance with manufacturer's recommendations.

730 PRIMING/SEALING: Before fixing components ensure that surfaces of timber which will be inaccessible after installation are primed or sealed as specified.

751 BUILDING IN: Components which are being built in must be braced and protected as necessary to prevent distortion and damage during erection of adjacent structure.

765 WINDOW INSTALLATION:
- Install windows into prepared openings, maintaining a maximum gap of 10mm between the frame edge and the surrounding construction.
- Install windows without twist or diagonal racking.

770 PREPARED OPENINGS: Ensure that dpcs are positioned correctly in relation to frames and are not displaced during fixing operations.

790 FIRE RESISTING FRAMES: Completely fill gap between frames and reveal with intumescent paste.

810 SEALANT JOINTS:
- Sealant manufacturer and reference: To be agreed
  Colour: brown externally. White internally
- Prepare joints and apply sealant as section Z22. Finish triangular fillets with a flat or slightly convex profile.

820 IRONMONGERY: Assemble and fix carefully and accurately using fasteners with matching finish supplied by window manufacturer. Prevent damage to ironmongery and adjacent surfaces. At completion check, adjust and lubricate as necessary to ensure correct functioning.

L20 DOORS/SHUTTERS/HATCHES

To be read with Preliminaries/General conditions.

PRELIMINARY INFORMATION/REQUIREMENTS

110 EVIDENCE OF PERFORMANCE: Provide independently certified evidence that all specified variants of components comply with specified performance requirements.

120 FIRE RESISTING DOORS/SHUTTERS: Provide evidence that the following comply with the Loss Prevention Council Rules for the construction and installation of firebreak doors and shutters:
All fire doors

130 FIRE RESISTANCE: The specified performance is to be the minimum period attained when tested for integrity in accordance with BS 476:Part 8 or BS 476:Part 22.

150 SITE DIMENSIONS must be taken and recorded on shop drawings before starting to make doors and hatches

COMPONENTS

510 FOLDING DOOR/ SCREENS: (Internal) – Refer to Schedule of Works for details

234 TIMBER FLUSH DOORS: Refer to Schedule of Works and Drawings for details

310 INTERNAL FIRE DOOR TIMBER DOOR FRAMES:
- Manufacturer and reference: refer to drawings
- Timber species: Softwood
- Class: CHS
- Preservative treatment: Organic solvent
- Moisture content on delivery: 12-21%
- Finish as delivered: Prepared and Primed
- Fixing: Plugged and screwed
- Intumescent brush smoke/fire seal by Quelfire, ref - Quelfire/Quelstop (brush)

INSTALLATION

710 PROTECTION OF COMPONENTS: Do not deliver to site components which cannot be put immediately into suitable dry, floored and covered storage. Stack on bearers, separated with spacers to prevent damage by and to projecting ironmongery, beads, etc.

720 MOISTURE CONTENT: During delivery, storage, fixing and thereafter to Practical Completion maintain conditions of temperature and humidity to suit specified moisture content(s) of timber components. When instructed by CA, test components with an approved electrical moisture meter used in accordance with manufacturer's recommendations.

730 PRIMING/SEALING: Before fixing components ensure that surfaces of timber which will be inaccessible after installation are primed or sealed as specified.

750 DOORSETS: Do not fix until rooms are weathertight and the work of wet trades is finished and dried out.

761 BUILDING IN: Components which are being built in must be braced and protected as necessary to prevent distortion and damage during erection of adjacent structure.

770 BUILDING IN TIMBER FRAMES: Fix dpcs with galvanized clout nails to backs of frames which are to be built into external openings.

780 PREPARED OPENINGS: Ensure that dpcs are positioned correctly in relation to frames and prevent displacement during fixing operations.

790 FIXING CENTRES FOR TIMBER FRAMES: When not predrilled or specified otherwise, position fixings 150 mm from each end of jamb, adjacent to each hanging point and at 600 mm maximum centres.

810 FIRE RESISTING FRAMES: Completely fill gap between frame and wall with plaster

820 SEALANT JOINTS:
- Sealant manufacturer and reference: Adshed Ratcliffe Arbomast GP
  Colour: to be advised
- Prepare joints and apply sealant as section Z22.

830 FIXING IRONMONGERY GENERALLY
- Assemble and fix carefully and accurately using fasteners supplied by the ironmongery manufacturer, with matching finish and equivalent corrosion resistance.
- Holes for components to be no larger than the minimum required for satisfactory fit/operation.
- Protect ironmongery and adjacent surfaces as necessary to prevent damage.
- At completion, check, adjust and lubricate as necessary to ensure correct functioning of all moving parts.

840 FIXING IRONMONGERY TO FIRE RESISTING DOOR ASSEMBLIES
- Ensure that, when fixed, ironmongery does not compromise the integrity of the assembly as established by testing/assessment.
- Cut holes for through fixings and components accurately. Clearances must not be greater than 8 mm unless protected by intumescent paste or similar.
- Coat lock/latch cases for FD60 doors with intumescent paint or paste before fitting.

850 LOCATION OF HINGES
- Where not specified otherwise, position hinges with centre lines 250 mm from top and bottom of door leaf.
- Position third hinge (where specified) midway

860 EMERGENCY EXIT DEVICES: Unless specified otherwise, install panic bolts/latches

L40 GENERAL GLAZING

To be read with Preliminaries/General conditions.

150 WORKMANSHIP GENERALLY:
- Glazing generally: to BS 6262.
- The glazing must be wind and watertight under all conditions with full allowance made for deflections and other movements.
- Panes/sheets to be accurately sized, with clean, undisfigured surfaces and undamaged edges.
- Avoid contact between glazing panes/units and alkaline materials such as cement and lime.
- Keep materials dry until fixed. Keep insulating glass units and plastics glazing sheets protected from the sun and away from heat sources.
- Ensure that glass/plastics, surround materials, sealers primers and paints/clear finishes to be used together are compatible. Comply with glazing and sealant manufacturers' recommendations.

151 PREPARATION: Ensure that preparation by others of surrounds, rebates, grooves and beads is complete. Clean surfaces before installing glazing.

155 GLASS: Generally to BS 952 and the relevant part(s) of BS EN 572, free from scratches, bubbles, cracks, rippling, dimples and other defects.

160 DIRECTIONALLY PATTERNED/WIRED GLASS:
- Fix with pattern/wires parallel to surround.
- Align in adjacent panes where seen together at close quarters.

165 HEAT TOUGHENED GLASS to be fixed in the following locations must be subjected to a heat soaking regime. All panes must be heat soaked. Provide certified evidence of treatment.

170 PLASTICS GLAZING SHEET: Free from scratches, edge splits and other defects. Carefully peel back protective coverings from edges and trim off to facilitate glazing. Retain remainder in place until Practical Completion unless instructed otherwise.

175 EDGE TAPES TO INSULATING UNITS: Report to CA any damage to edge tapes. Obtain approval of proposed method of repair.

181 BEAD FIXING WITH SCREWS: Space screws evenly at not more that 225 mm centres, and within 75 mm of each corner.

190 GLASS TO GLASS JOINTING:
- Sealant: Clear silicone to BS 5889, Type A or B as recommended for the purpose by the manufacturer.
- Joints to be of consistent width suitable to receive sealant.
- Completely fill joints with sealant, leaving no gaps or bubbles. Remove surplus sealant to leave a clean, neatly finished weathertight joint.

TYPES OF GLAZING

500 FIRE RESISTANT GLAZING GENERALLY – Refer to Schedule of Works and drawings for details

- Fire rating: 30/0
- Surround/bead: Hardwood beads set in intumescent mastic
  Bead fixing: screw fixed 150mm centres
- Glazing system:
- Apply glazing tape/strip to beads and fix as specified. Leave no gaps at corners.
- Locate glazing centrally in surround using hardwood/ noncombustible setting and location blocks as required.
- Apply pointing sealant immediately after glazing and finish to a smooth chamfer.
- Installation to be carried out by a FIRAS accredited installer in accordance with glazing manufacturer's recommendations.

550 GLASS MIRRORS GENERALLY

- Mirror material: Float glass, silvered to give maximum reflection, free from tarnishing, discoloration, scratches and other defects visible in the designed viewing conditions.
  Thickness: 6 mm
- Fix accurately and securely, but without overtightening fastenings, to provide a flat surface giving a distortion free reflection.

M20 PLASTERED/RENDERED/ROUGHCAST COATINGS

To be read with Preliminaries/General conditions.

TYPE(S) OF COATING

280 BOARD FINISH PLASTER ON PLASTERBOARD.
- Location: Ceilings and walls
- Background: Metal studs at 600mm centres.
- Plasterboard backing: As clauses 610 and 611.
- Skim coat(s): Board finish plaster to BS 1191:Part 1, Class B.
  Proprietary reference: Gypsum Thistle board finish.
  Thickness: 2-3mm applied in one coat.
  Finish: Smooth as clause 777.
- Accessories: allow for accessories

GENERAL REQUIREMENTS FOR WORKMANSHIP

423 UNIFORMITY OF COLOUR AND TEXTURE: Once samples of mortars have been approved do not change type or proportion of constituent materials. Ensure that supplies of materials are sufficient to give consistent and uniform colour and texture. Obtain each material from one source and mix different loads if necessary.

433 PROPORTIONS FOR CEMENT GAUGED MORTARS: Except where specified otherwise, mix proportions for cement gauged plaster/render undercoat mortars are to be in accordance with the following designations:

Mix type	Mix designation				
	1	2	3	4	5
Cement:lime: sand	1:¼:3	1:½:4 to 1:½:4½	1:1:5 to 1:1:6	1:2:8 to 1:2:9	1:3:10 to 1:3:12
Cement: premixed lime & sand (proportion of lime to sand given in brackets)	1:3 (1:12)	1:4 to 1:4½ (1:9)	1:5 to 1:6 (1:6)	1:8 to 1:9 (1:4½)	1:10 to 1:12 (1:4)
Cement:sand (using plasticizer)	-	1:3 to 1:4	1:5 to 1:6	1:7 to 1:8	-
Masonry cement:sand	-	1:2½ to 1:3½	1:4 to 1:5	1:5½ to 1:6½	-

438 CEMENT: As specified in the type of coating clause(s).
- Where Portland cement is specified Portland blastfurnace cement or Portland pulverized-fuel ash cement may be used as an alternative.
- Where Portland cement, Portland blastfurnace cement, Portland pulverized-fuel ash cement or Sulfate-resisting Portland cement is specified use Class 42.5 or 52.5 material as defined by the appropriate British Standard.
- All cements must comply with the appropriate British Standard and be licensed under the BSI Kitemark scheme for cement.

441 SITE PREPARED LIME:SAND FOR CEMENT GAUGED MORTARS: When pigment is not required, lime:sand may be prepared on site in lieu of ready-mixed material, using sand as specified in the type of coating clause(s), by:
- Thoroughly mixing lime putty, ready prepared to BS 890, with sand, or
- Thoroughly mixing hydrated lime powder to BS 890 with sand, first in the dry state and then with water. Keep for at least 16 hours before use and prevent from drying out.

444 READY-MIXED CEMENT GAUGED MORTARS may be retarded provided they are to BS 4721, used within the working time and site temperatures recommended by the manufacturer and not remixed on site.
Obtain from Tilcon coloured mortars.

449 ADMIXTURES:
- Do not use unless specified or approved.
- Do not use admixtures of any type with proprietary mixes.
- Do not use calcium chloride or any admixtures containing calcium chloride.

453 MIXING:
- Measure materials accurately by volume using clean gauge boxes. Proportions of specified mortar mixes are for damp sand. Adjust proportions if dry sand is used.
- Mix materials thoroughly to a uniform consistency and appearance using suitable mechanical or manual means or, for proprietary mixes, as recommended by the manufacturer.
- Do not overmix gypsum plasters or cement gauged mixes containing air entraining admixtures.

458 CONTAMINATION: Do not allow contamination of one type of material by another, or by any set material.

461 INITIAL SET: Do not use mixes after initial set has taken place. Do not retemper or reconstitute mixes, unless permitted by the manufacturer of proprietary mixes.

466 SCAFFOLDING: Use independent scaffolding to avoid putlog holes and other breaks in coatings.

469 CLEANLINESS: Protect thoroughly all existing work and approaches using suitable boards, sheets, etc. Clean off all droppings on to finished work immediately.

474 COLD WEATHER:
- Do not carry out external work when air temperature is below 3°C and falling or below 1°C and rising.
- Take all necessary precautions to enable internal coating work to proceed without damage when air temperature is below 3°C.
- Do not use frozen materials and do not apply coatings to frozen or frost bound backgrounds.

481 READY PREPARED LIME PUTTY:
- Use lime putty slaked directly from CL 90 (high calcium) quicklime to BS 890, using an excess of water and matured in pits/containers that allow excess water to drain away.
- Density of matured lime putty: 1.3 to 1.4 kg/litre.
- Maturity of lime putty before use: Not less than 90 days after slaking.
- Prevent lime putty from drying out and protect from frost.

485 SITE PREPARED NONHYDRAULIC LIME:SAND MORTAR:
- Lime putty: As clause 481.
- Thoroughly mix lime putty with sand (or knock up previously prepared mortar) either mechanically or manually. Add only sufficient water to produce a workable mix.

488 SITE PREPARED HYDRAULIC LIME:SAND MORTAR:
- Thoroughly mix hydraulic lime powder with sand, first in the dry state and then with water. Add only sufficient water to produce a workable mix.
- Do not retemper or use mortar that has begun to stiffen.

PREPARING BACKGROUNDS

507 ACCEPTANCE OF BACKGROUNDS: Before preparation or application of coatings ensure that:
- Backgrounds are secure, adequately true and level to achieve specified tolerances, free from contamination and loose areas, reasonably dry and in a suitable condition to receive specified coatings.
- All cutting, chasing, fixing of concealed conduits, service outlets and the like, and making good of the background, is completed.

511 PREPARATION GENERALLY:
- Remove efflorescence, dust and other loose material by thoroughly dry brushing.
- Remove all traces of paint, grease, dirt and other materials incompatible with coating by scrubbing with water containing detergent and washing off with plenty of clean water. Allow to dry before applying coatings unless specified otherwise.

515 KEYING/BONDING: Prepare backgrounds as specified for the type of coating to be applied. Methods other than those specified may be submitted for approval.

518 IN SITU CONCRETE SURFACES: Scrub with water containing detergent to ensure complete removal of mould oil, surface retarders and other materials incompatible with coating. Rinse with clean water and allow to dry unless specified otherwise.

521 SMOOTH CONCRETE SURFACES: Where no keying mix or bonding agent is specified, wet smooth concrete surfaces immediately before plastering.

524 PREVIOUSLY PAINTED SURFACES: Remove all paint by needle hammering or other suitable method.

527 RAKING OUT FOR KEY: Rake out soft joints in old brickwork to a depth of not less than 10 mm. Brush out joints to remove dust.

531 HACKING FOR KEY: Roughen surfaces thoroughly and evenly by removing the entire surface to a depth of 3 mm by scabbling, bush hammering or abrasive blasting. Clean surfaces by washing and brushing.

536 SPATTERDASH KEYING MIX:
- 1 part Portland cement.
  1½-2 parts clean sharp, coarse sand.
- Mix to a thick slurry and keep well stirred.
- Throw onto previously dampened surface to a thickness of 3-5 mm and leave rough. Keep damp with fine waterspray or by covering with polyethylene until set. Allow to dry out slowly and harden before applying undercoat.

546 POLYVINYL ACETATE (PVAC) SEALER: A type of emulsion recommended by the plaster manufacturer, or approved. Dilute to sealer manufacturer's recommendations.

BACKINGS/BEADS/JOINTS

610 GYPSUM BASEBOARD BACKINGS:
- Plasterboard: 12.5mm Gypsum Fireline boards to BS 1230:Part 1, nail fixed, with pink paper face exposed.
- Ensure that perimeter and unbound or cut edges of boards are fully supported by additional noggings in accordance with the board manufacturers recommendations for the type and thickness of board.
- Ensure that noggings, bearers, etc. to support fixtures, fittings and services are accurately positioned and securely fixed.
- With the exception of wallboards fixed with bound edges vertical, arrange boards with bound edges at right angles to supports and end joints staggered between rows. Gap between boards to be not more than 3 mm.
- Working from the centre of each board, fix securely to all supports at not more than 150 mm centres. Position fixings not less than 10 mm from bound edges, 13 mm from cut/unbound edges and not less than 6 mm from edge of the timber support. Set heads flush; do not break paper or gypsum core.
- Fixings: Galvanized clout nails with minimum diameter of
  2-5 mm (shank) and 7 mm (head). Length not less than 3 times the thickness of board being fixed.
-

630 BEADS/STOPS FOR INTERNAL USE:
Galvanized steel to BS 6452:Part 1.

632 BEADS/STOPS FOR INTERNAL USE:
- Material: Galvanized steel to BS 6452:Part 1.
- Manufacturer and reference: Expamet Building Products.

635 BEADS/STOPS FOR EXTERNAL USE:
- Material: Galvanized steel.
  Coating designation: At least Z275 to BS EN 10142.
  Nosing sheaths: pvc
- Manufacturer and reference: Expamet Building Products.

636 BEADS/STOPS FOR EXTERNAL USE:
- Material: Stainless steel.
  Corrosion resistance: At least equal to grade 304 of BS 1449:Part 2.
- Manufacturer and reference: Expamet Building Products.

638 ARCH FORM METAL LATHING:
- Materials: Pre-galvanised steel.
- Manufacturer and reference: Expamet Building Products.

640 BEADS/STOPS GENERALLY:
- Provide beads/stops at all external angles and stop ends except where specified otherwise.
- Cut neatly, form mitres at return angles and remove sharp edges, swarf and other potentially dangerous projections.
- Fix securely, using the longest possible lengths, plumb, square and true to line and level, ensuring full contact of wings with background. Use mechanical fixings for external beads/stops.
- After coatings have been applied, remove coating material while still wet from surfaces of beads/stops which are to be exposed to view.

645 DISSIMILAR SOLID BACKGROUNDS FOR PLASTERING: Where plaster is to be continued without break and without change of plane across the face of a column/beam/lintel which is not wider than 450 mm and is rigidly bonded or tied to the surrounding background:
- Cover the face of the column/beam/lintel with building paper to BS 1521 extending not less than 25 mm on to the adjacent background.
- Overlay with expanded stainless steel lathing extending not less than 100 mm beyond the edges of the paper. Orientate lathing in accordance with manufacturer's recommendations and fix securely at 300 mm staggered centres along both edges using stainless steel screws with spacers.
-

648 DISSIMILAR SOLID BACKGROUNDS FOR PLASTERING/ RENDERING: Where coating is to be continued without break across joints between dissimilar solid backgrounds which are in the same plane and rigidly bonded or tied together, cover joints with a 150 mm wide strip of building paper to BS 1521 and overlay with 300 mm wide expanded stainless steel lathing. Orientate lathing in accordance with manufacturer's recommendations and fix securely at 300 mm staggered centres along both edges using stainless steel screws and spacers.

650 MOVEMENT JOINTS:
- Form joints in coatings to coincide with movement joints in background using:
  Stop beads at internal angles.
  Movement joint bead for joints in external render.
  Two stop beads with sealant infill
- Ensure that joints extend through coating to background.

655 CONDUITS bedded in undercoat to be covered with
100 mm wide joint tape bedded in finishing coat mix, pressed flat and trowelled in. Do not lap ends of tape.

662 JOINTS BETWEEN BOARDS AND SOLID BACKGROUNDS that are both to be plastered: Fill and tape (scrim) unless specified otherwise.

673 SERVICE CHASES: Cover with galvanized steel mesh strip fixed securely at 300 mm staggered centres along both edges.

PLASTERING

710 APPLICATION GENERALLY:
- Apply each coating firmly to achieve good adhesion and in one continuous operation between angles and joints.

M20 Plastered/Rendered/Roughcast Coatings

- All coatings to be not less than the thickness specified, firmly bonded, of even and consistent appearance, free from rippling, hollows, ridges, cracks and crazing.
- Finish surfaces to a true plane, to correct line and level, with all angles and corners to a right angle unless specified otherwise, and with walls and reveals plumb and square.
- Prevent excessively rapid or localised drying out.

715 ACCURACY of plaster 13 mm thick or more: The variation in gap under 1.8 m straight edge (with feet) placed anywhere on the surface to be not more than 3 mm.

720 DUBBING OUT: If necessary to correct background inaccuracies, dub out in thicknesses of not more than10 mm in same mix as first coat. Allow each coat to set sufficiently before the next is applied. Cross scratch surface of each dubbing out coat.

721 DUBBING OUT will not be permitted on smooth dense concrete surfaces except as recommended by the plaster manufacturer.

726 METAL MESH LATHING: Work undercoat well into interstices to obtain maximum key.

731 UNDERCOATS GENERALLY: Apply firmly, rule to an even surface and cross scratch each coat to provide a key for the next coat.

734 CEMENT GAUGED UNDERCOATS: Allow to dry out thoroughly, but not too rapidly, to ensure that drying shrinkage is substantially complete before applying next coat.

737 GYPSUM/LIGHTWEIGHT PLASTERS: Apply final coat as soon as undercoat has set, is firmly bonded to background and has developed reasonable suction.

739 LIGHTWEIGHT CEMENT BASED PLASTER: Apply a tight coat to adjust suction (incorporating approved bonding agent for low suction backgrounds) and apply floating coat without delay.

742 THIN COAT PLASTER: Before applying single coat plaster of less than 2 mm thickness, prepare surface by filling holes, scratches and voids with finishing plaster.

747 PROJECTION PLASTER: Apply evenly and in one continuous operation between angles and joints. Spread to a level open textured surface, filling any hollows by respraying. Wet surface with a fine spray before trowelling to a smooth finish.

767 DISSIMILAR BACKGROUNDS: Where tape (scrim) or lathing or beads are not specified, cut through plaster with a fine blade in a neat, straight line at junctions of:
- Plastered rigid sheet and plastered solid backgrounds
- Dissimilar solid backgrounds.

777 SMOOTH FINISH: Trowel or float to produce a tight, matt, smooth surface with no hollows, abrupt changes of level or trowel marks. Do not use water brush and avoid excessive trowelling and over polishing.

788 NONHYDRAULIC LIME PLASTER UNDERCOATS:

- Dampen background to control suction.
- Apply plaster firmly and trowel to an even surface. Allow to stiffen and cross scratch to provide an undercut key for the next coat. Do not penetrate through the coat. After completion of consolidation/scouring, lightly scratch the second undercoat using a wood 'devil' float to provide a key for the final coat.

791 DRYING OF NONHYDRAULIC LIME PLASTER:
- Work in the shade and out of drying winds.
- Keep each undercoat and final coat damp by spraying with water until coating is sufficiently firm.
- Thoroughly consolidate/scour second and final coats one or more times as necessary to control shrinkage.

M50 RUBBER/PLASTICS/CORK/LINO/CARPET TILING/ SHEETING

To be read with Preliminaries/General conditions.

TYPE(S) OF COVERING

110 PVCu Splash Backs :
- Location: As stated in Schedule of Works
- Substrate: Plaster
- Sheet: Extruded semi-rigid PVCu sheet, EU Grade
- Maximum service temp: 60°C
- Fire rating: BS 476 Part 7 (1987) surface spread of flame - Class 1
BS 476 Part 6 (1989) fire propagation - Class 0*
(*when fixed to a non-combustible substrate)
EN13501-1 B-s3, d0
- Manufacturer / Product reference:

Altro Whiterock™ White W103
hygienic wall cladding by Altro Limited,
telephone +44(0)1462 707600,
fax +44 (0)1462 707515, email enquiries@altro.com

- Width: 1220 mm
- Length: 2500 (W103 and W136)
- Thickness: 2.5 mm
- Surface finish: Satin
- Colour: White
- Light reflectance values: 68-93 (ask for details)
- Adhesive: AltroFix™ W139
- Joints**:** high impact extruded PVCu 'H' joint trim

GENERALLY

210 WORKMANSHIP GENERALLY:
- All bases must be rigid, dry, sound, smooth and free from grease, dirt and other contaminants before coverings are applied.
- Finished coverings must be accurately fitted, jointed as per manufacturer's instructions, securely bonded, smooth and free from air bubbles, rippling, adhesive marks and stains.

220 SAMPLES: Before placing orders, submit for approval a representative sample of each type of covering. Ensure that delivered materials match samples.

251 LAYOUT: Set out sheet coverings so that joints are kept to a minimum. Internal and external corners to be thermoformed onsite, limiting the number of joints required

310 MARKING: Ensure that materials are delivered to site in original packing, clearly marked with batch number.

320 STORAGE: Store materials in a clean, warm, dry, well-ventilated place. Keep in original packing until conditioning commences.

330 COMMENCEMENT: Do not lay materials until building is weather tight, wet trades have finished their work, the building is well dried out, all paintwork is finished and dry, conflicting overhead work completed, and service outlets, duct covers and other fixtures around which the materials are to be cut have been fixed. Inform CA not less than 48 hours before commencing fitting.

340 CONDITIONING: Sheets should be stored flat, fully supported and left for 24 hours to attain the ambient room temperature prior to installation (min 14°C). Minimum conditioning time to be increased by a factor of 2 for materials stored or transported at a temperature of less than 10^0C immediately prior to installing.

350 Environment: General

- Before during and after laying, provide adequate ventilation and maintain temperature and humidity approximately at levels which will prevail after the building is being occupied.

350A Environment: Heat

Areas where open cooking or open flame equipment is being used should comply with the following:

- Altro Whiterock panels once installed should not be exposed to temperatures above 60 degrees Centigrade.
- Before the testing of Kitchen equipment which is likely to expel severe heat, extraction systems must be operational. Failure to do so may result in expansion problems.
- With the construction of a dry wall system in a kitchen area or where the area has been adapted to form a wall behind cooking ranges. Altro Walls recommends the substrate or dry wall lining should be constructed with a Calcium Silica board. Stainless steel panels should then be used to clad these areas.
- Hot pipes and steam pipes should be insulated and a 3-5mm expansion gap should be created when installing panels around these pipes.

PREPARING SUBSTRATES

410 SUITABILITY OF NEW SUBSTRATES AND CONDITIONS: Fitting of coverings will be taken as joint acceptance by the Main Contractor and Subcontractor of the suitability of the substrates and conditions within any given area.

420 SUITABILITY OF EXISTING SUBSTRATES AND CONDITIONS:

- Before commencing work the subcontractor must confirm (through the Main Contractor) that existing substrates will, after the specified preparation, be suitable to receive the specified coverings.
- Fitting of coverings will be taken as further acceptance of the suitability of the bases and also of the conditions within any given area.

430 DAMPNESS: Where linings are to be fitted on new wet-laid substrates:

- All substrates to be dried to minimum of 16% WME (Wood Moisture Equivalent) on Protimeter 'Surveymaster' equipment or similar.
- Take readings in all corners, along edges, and at various points over the area being tested.

440 SUITABLE SUBSTRATES: GENERAL

The specifications for finishes to receive PVCu wall cladding require:

- Good quality fairfaced brick or blockwork. Well aligned joints bagged up flush. Straight to within 3mm over a 2m straight edge and bricks/blocks flush with ones adjacent.

- Sand & cement rendering 1:3 to steel trowel finish.
- 12.5mm thick plasterboard. (do not seal with sealers as for decorating). If wall is affords fire protection ensure joints between plasterboard sheets filled with appropriate fillers.
- Minimum 9mm W.B.P. resin bonded plywood fixed at 200mm centres to suitable studwork or direct to solid substrate.
- Minimum 9mm MDF dense wood based panels fixed at 200mm centres to suitable studwork, or direct to solid substrate.
- Ceramic tiles which are clean and securely bonded to substrate.
- Certain sound painted surfaces (an adhesive test is advisable to ascertain compatibility).
- Plastered surfaces - finished with steel trowel. (pink lightweight plasters generally not suitable).
- Porous surfaces to be thoroughly sealed with diluted PVA applied to the surface 12 hours prior to the installation. The sealer should be used in a diluted ratio of 1:10. Alternatively use Altro Primer Seal Ref: AGCPNF/01

440 A SUITABLE SUBSTRATES - WELDED FINISH:
- Surface straight to within 3mm over a 2m straight edge.
- Sand & cement rendering 1:3 to steel trowel finish.
- 12.5mm thick plasterboard. (do not seal with sealers as for decorating). If wall is affords fire protection ensure joints between plasterboard sheets filled with appropriate fillers.
- Minimum 9mm W.B.P. resin bonded plywood fixed at 200mm centres to suitable studwork or direct to solid substrate.
- Minimum 9mm MDF dense wood based panels fixed at 200mm centres to suitable studwork or direct to solid substrate.
- Ceramic tiles which are clean securely bonded to the substrate and are level and true without any undulations or raised edges
- Certain sound painted surfaces (an adhesive test is advisable to ascertain compatibility).
- Plastered surfaces - finished with steel trowel. (pink lightweight plasters generally not suitable).
- Porous surfaces to be thoroughly sealed with diluted PVA applied to the surface 12 hours prior to the installation. The sealer should be used in a diluted ratio of 1:10. Alternatively use Altro Primer Seal Ref: AGCPNF/01

470 SUBSTRATE PREPARATION - EXISTING WALL FINISH TO BE REMOVED:
- All loose paint and dust to be removed.
- Friable surfaces should be removed or made sound.

(Please consult Altro regarding approved sealing treatments)
- Make good as needed by local patching or filling with a repair mortar or sand and cement with Unibond mix, to give a smooth, even surface.
- Straight to within 3mm over a 2m straight edge

480 EXISTING WALL FINISH TO BE OVERLAID:
- Make good as needed by local patching or filling with a repair mortar or sand and cement with Unibond mix, to give a smooth, even surface.
- Ceramic tiles should be thoroughly degreased, using suitable degreasing agent and scouring pad, rinsed with clean water and allowed to dry. Tiles should be abraded with diamond disc and all dust removed. Loose tiles should be removed and the area made good using Ardurapid 45 repair mortar or sand and cement with Unibond mix, if drying time permits. Alternatively, suitable thickness WBP plywood, screwed and plugged, (maximum 200mm centres) may be used.

FITTING COVERINGS

640 ADHESIVE FIXING GENERALLY:
- Adhesive should not be stored at temperatures below 5°C.
- Recommended ambient temperature of 14°C / 57°F for all installation areas.
- Back of sheets to be cleaned prior to applying adhesive.
- Adhesive should be applied with the recommended notched trowel applicable to the adhesive selected**.**
- Apply firm even pressure with suitable roller to whole surface area of the panel as work proceeds, to ensure adequate adhesive transfer and good overall bond.
- Use Altro double sided tape Ref A815 or A915 (for welded system) as support whilst adhesive cures.

641A ADHESIVE FIXING – BY ALTROFIX W139:
- Use AltroFix W139 (Ref: A814) two-part polyurethane adhesive spread with a 5mm square notched trowel (Ref: A860).
- On application immediately apply sheet to the wall.
- Support the panel on double sided tape (Ref: A815 or A915 or welded system) whilst adhesive cures (approx. 3-5 hours - full cure 24 hours).

641C ADHESIVE FIXING – BY ALTROFIX W157:
NB. This adhesive is only suitable for porous surfaces, for non-porous surfaces refer to AltroFix W139 or AltroFix W639 MS
- Apply AltroFix W157 (Ref: A818) water based synthetic polymer adhesive to the back of the sheet using a 3mm deep x 5mm wide square notched trowel (Ref: A860/4).
- On application immediately apply sheet to the wall.
- Support the panel on double sided tape (Ref: A815 or A915 or welded system) whilst adhesive cures. (can be 24hours and upwards)

NB. On completion, the installation should not be subject to an increase in ambient temperature to more than **30**°C until the adhesive is fully cured. Full cure will be dependent on porosity of substrate.

680 SEAM WELDING COVERINGS:
- Do not commence welding of coverings until a minimum of 24 hours after fitting or until adhesive has completely set.
- Use Altro double sided tape (Ref: A915) applied to the wall bridging the joint to be welded. Bring the edges of the sheets to be welded together leaving a 1.5mm - 2mm gap between sheets. Hot weld using hot air welding gun and Altro Whiterock welding rod. Clean off flush with sheet face to form a neat, smooth, strongly bonded joint. Recommended tool is Mozart trimming knife.
  - See Altro Whiterock detail drawing W9.

731 SEALANT:
- Manufacturer and reference: Altro Whiterock silicone sealant (Ref: A802 white or A806 coloured) contact Altro Limited, telephone +44(0)1462 707600, fax +44 (0)1462 707515, email enquiries@altro.com

740 EDGINGS/COVER STRIPS: ALTRO PVC JOINT STRIP
- All joints should be covered with high impact PVCu 'H' joint sections (Ref: A831 two-part joint trim, or G831 single part joint trim).
- Internal/external corners: Altro Whiterock to be thermoformed on-site as needed, so limiting the number of joints required.

- Vulnerable external corners are usually over-clad with stainless steel corner protectors, to a height of 1200mm.

740A EDGINGS/COVER STRIPS: ALTRO FLEXIJOINT

- Double sided tapes (Ref: A815) applied 3mm in from the edge of the panel
- Install the panels with a specific joint gap of 3.4mm (utilising Altro spacer bars).
- Apply a uniform (2mm) bead of Altro AP600 polymer sealant to the substrate within the joint gap.
    - Fit Altro FlexiJoint (FJ01) into the joint gap and roll with a small wooden hand roller See Altro Whiterock detail drawing W11.

- Internal/external corners: Altro Whiterock to be thermoformed on-site, so limiting the number of joints required.
- Vulnerable external corners are usually over-clad with stainless steel corner protectors, to a height of 1200mm.

740B EDGINGS/COVER STRIPS: ALTRO SILICONE JOINT

- Form a flush joint using a 3-4mm bead of Altro Whiterock silicone sealant. (Ref: A802 white, or A806 coloured).
- Internal/external corners: Altro Whiterock to be thermoformed on-site, so reducing the number of joints needed.
- Vulnerable external corners are usually over-clad with stainless steel corner protectors, to a height of 1200mm.

740C EDGINGS/COVER STRIPS: ACCESSORIES

- High impact PVCu two-part start and edge trim (Ref: A833)
- High impact PVCu single part heavy duty start and edge trim (Ref: G833).
- White powder coated aluminium 'H' joint sections (Ref: A854)
- White powder coated aluminium start and edge trim (Ref: A853/25).

773 BUTMENTS: GENERAL

- To window frame, door frames, architraves, ceiling & quarry tile - seal with Altro Whiterock silicone sealant (Ref: A802 white, or A806 coloured) 3-4mm width joint. See Altro Whiterock detail drawings W1, W2 and WF3.

773A ABUTMENTS: TREATMENT TO SERVICE PREPARATIONS

- All holes to be cut to allow 3-4mm silicone seal around all penetrations. seal with Altro Whiterock silicone sealant (Ref: A802 white or A806 coloured).

773B ABUTMENTS: PVC FLOORING

- To PVC flooring with coved skirting - joint to be covered with high impact PVCu transition strip (Ref: A832 two-part trim, or G832 single part trim). Ask for Altro Whiterock detail drawing WF2.

- Alternatively use Altro concealed wall/floor transition strip with overlap detail (Ref G835 / 25) mechanically fixed or bonded to the wall with adhesive (Ref Altro AP600). Ask for relevant Altro Whiterock detail drawing

COMPLETION

810 CLEANING GENERALLY:

- Remove all scrap, dust and dirt. Carefully remove adhesive and other marks from coverings and adjacent surfaces, using approved cleaning agents and methods.
- When cleaning the Whiterock surface, the temperature should not exceed 60 degrees Centigrade.
- Do not use cleaning materials of an abrasive nature

Contact Altro for detailed cleaning instructions: Altro Limited, tel: +44(0)1462 707600, fax: +44 (0)1462 707515, email: enquiries@altro.com

821 FINISHING PVC WALL CLADDING:
- Protective film to be removed.
- When dry, apply antistatic solution to all surfaces (Ref: A809).

870 PROTECTION: If required, tape appropriate protective material to sheet ensuring compliance with surface spread of flame, as per Building Regulations.

880 WASTE RECYCLING: ALTRO RECOWALL™
- Clean, adhesive-free off-cuts to be removed from site and taken to an Altro Recowall collection points for recycling.
  - Contact Altro for further details of this scheme and the Recofloor flooring recycling scheme. Altro Limited, tel: +44(0)1462 707600, fax: +44 (0)1462 707515, email: enquiries@altro.com, website www.altro6steps.com

M51 RUBBER/PLASTICS/CORK/LINO/CARPET TILING/ SHEETING

154 SHEET VINYL FLOORING–
- Location: See finishes schedule
- Base: Ceramic Tiles
- Preparation:
- **De Grease/ Clean floor**
- **P131 Primer by F Ball**
- **Stop Gap 1200 levelling compound by F Ball**
- Flooring roll: To BS EN 649
  Manufacturer and reference: **Polysafe Apex by Polyflor** (tel 0161 767 1122).
  Thickness: 2.5 mm.
  Colour/pattern: To be selected
- Adhesive **Stycco Bond F44 by F Ball**
- Seam welding: Hot welding with complimentary coloured rod.
- Accessories: Edging trim for thresholds etc.
- Finishing: Vinyl manufacturers non-slip sealer.
  Skirtings: Flooring taken up the wall using CF cove former and CT and CSN capping trims by Polyflor (tel 0161 767 1122).

155 SHEET VINYL FLOORING–
- Location: See finishes schedule
- Base: Epoxy Resin
- Preparation: **De Grease/ Clean floor**
- **P131 Primer by F Ball**
- **Stop Gap 1200 levelling compound by F Ball**
- Flooring roll: To BS EN 649
  Manufacturer and reference: **Polysafe Apex by Polyflor** (tel 0161 767 1122).
  Thickness: 2.5 mm.
  Colour/pattern: To be selected
- Adhesive **Stycco Bond F44 by F Ball**
- Seam welding: Hot welding with complimentary coloured rod.
- Accessories: Edging trim for thresholds etc.
- Finishing: Vinyl manufacturers non-slip sealer.
  Skirtings: Flooring taken up the wall using CF cove former and CT and CSN capping trims by Polyflor (tel 0161 767 1122).
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GENERALLY

210 WORKMANSHIP GENERALLY:
- All bases must be rigid, dry, sound, smooth and free from grease, dirt and other contaminants before coverings are applied.
- Finished coverings must be accurately fitted, tightly jointed, securely bonded, smooth and free from air bubbles, rippling, adhesive marks and stains.

220 SAMPLES: Before placing orders, submit for approval a representative sample of each type of covering. Ensure that delivered materials match samples.

250 LAYOUT: Agree setting out of seams before ordering roll materials for sheeting type(s)

251 LAYOUT: Set out sheet coverings so that seams and cross seams are kept to a minimum.

310 MARKING: Ensure that materials are delivered to site in original packing, clearly marked with batch number.

320 STORAGE: Store materials in a clean, warm, dry, well ventilated place. Keep in original packing until conditioning commences.

330 COMMENCEMENT: Do not lay materials until building is weathertight, wet trades have finished their work, the building is well dried out, all paintwork is finished and dry, conflicting overhead work completed, and floor service outlets, duct covers and other fixtures around which the materials are to be cut have been fixed. Inform CA not less than 48 hours before commencing laying.

340 CONDITIONING: Before laying commences thoroughly condition materials by unpacking and separating in the spaces where they are to be laid. Maintain resilient flooring rolls in an upright position, unroll carpet and keep flat on a supporting surface. Minimum conditioning time and temperature to be as recommended by manufacturer. Extend period by a factor of 2 for materials stored or transported at a temperature of less than 10°C immediately prior to laying.

350 ENVIRONMENT: Before, during and after laying, provide adequate ventilation and maintain temperature and humidity approximately at levels which will prevail after the building is occupied.

PREPARING BASES

410 SUITABILITY OF NEW BASES AND CONDITIONS: Laying of coverings will be taken as joint acceptance by the Main Contractor and Subcontractor of the suitability of the bases and conditions within any given area.

420 SUITABILITY OF EXISTING BASES AND CONDITIONS:
- Before commencing work the subcontractor must confirm (through the Main Contractor) that existing bases will, after the specified preparation, be suitable to receive the specified coverings.
- Laying of coverings will be taken as further acceptance of the suitability of the bases and also of the conditions within any given area.

430 DAMPNESS: Where coverings are to be laid on new wet-laid bases:
- Ensure that drying aids have been turned off for not less than 4 days, then
- Test for moisture content using an accurately calibrated hygrometer in accordance with BS 5325, Annexe A or BS 8203, Annexe A.
- Take readings in all corners, along edges, and at various points over the area being tested.
- Do not lay coverings until all readings show 75% relative humidity or less.

440 SUBSTRATES: The specifications for trowelled finishes to receive thin floor coverings require:
- A uniform, smooth surface free from trowel marks and other blemishes, and suitable to receive the specified floor finish material.
- Adequate protection from construction traffic.
- Allowance for making good by application of a smoothing compound by and to the satisfaction of the flooring subcontractor in the event of the surface being unsuitable due to inadequate finishing or protection.

460 SMOOTHING UNDERLAYMENT COMPOUND: Laytex cement type recommended for the purpose by the manufacturer. Mix and lay in accordance with manufacturer's recommendations.

LAYING COVERINGS

620 COLOUR CONSISTENCY: In any one area/room use only coverings from the same production batch to prevent banding or patchiness resulting from colour/flash variation.

640 ADHESIVE FIXING GENERALLY:
- Adhesive: when not specified otherwise, type to be as recommended by covering/underlay manufacturer as appropriate or, in the absence of such recommendation, type to be approved.
- Use a primer where recommended by adhesive manufacturer. Allow to dry thoroughly before applying adhesive.
- Spread adhesive evenly and lay covering, pressing down firmly and rolling laterally and transversely (if recommended) to ensure full contact and a good bond overall. Reroll (if recommended) within 30 minutes.
- Remove all surplus adhesive from exposed faces of coverings as the work proceeds.
- Trowel ridges and high spots caused by particles on the substrate will not be accepted.

650 PATTERNS to be accurately matched at seams.

660 SEAMS to be cut in to ensure a tight joint, without gaps.

670 BORDERS/FEATURE STRIPS of sheet material:
- Cut strips along the length of the sheet to prevent curl.
- Mitre joints at corners.

680 SEAM WELDING:
- Do not commence welding of coverings until a minimum of 24 hours after laying or until adhesive has completely set.
- Form a neat, smooth, strongly bonded joint, flush with finished surface.

720 DOORWAYS: Make joint on centre line of door leaf unless specified otherwise.

740 EDGINGS AND COVER STRIPS BETWEEN NEW AND OLD
- Manufacturer: Gradus
- Product reference: PCR932
- Material/ finish: PVC
- Fixing: Secure with edge of covering gripped. Use matching fasteners where exposed to view.

COMPLETION

810 CLEANING GENERALLY: Remove all scrap, dust and dirt. Carefully remove adhesive and other marks from coverings and adjacent surfaces, using approved cleaning agents and methods.

820 FINISHING SHEET VINYL FLOORING:

- Wash floor using mops dampened with water containing neutral (ph 6-9) detergent. If necessary, lightly scrub heavily soiled areas using a brush or synthetic fibre web pad.
- Thoroughly rinse with clean water, removing surplus to ensure no damage to adhesive, and allow to dry.
- Apply two coats of emulsion polish of a type recommended by covering manufacturer.

870 PROTECTION: Cover flooring with clean dust sheets, or other nonstaining suitable material to prevent damage from dirt and traffic prior to Practical Completion. Ensure any material with printed information on one face is laid with printed face uppermost.

880 WASTE: Retain spare covering material suitable for patching. On completion hand over to Employer pieces selected by CA.

M60 PAINTING/CLEAR FINISHING

To be read with Preliminaries/General conditions/ Clients Workmanship.

COATING SYSTEMS

150 EGGSHELL PAINT TO ALL PLASTERED SURFACES
- Manufacturer: Dulux
- Product reference: Trade High Performance Diamond Eggshell
  Surface(s):Water based Paint, internal.
- Preparation: To BS6150, Section 4. See Clause 400.
  Initial coat(s): One thinned coat
  Finishing coats: Two coats - White

GENERALLY

215 HANDLING AND STORAGE:
- Coating materials must be delivered in sealed containers, each clearly labelled with the brand name, type of material and manufacturer's batch number.
- Wherever possible materials must be from one manufacturing batch. Inform the CA if materials from more than one batch are to be used, store separately and allocate to distinct parts or areas of the work.
- Store materials in accordance with manufacturer's recommendations. Use in order of delivery and before expiry of any shelf life date.

220 COMPATIBILITY:
- Check that all materials to be used are recommended by their manufacturers for the particular surface and conditions of exposure, and that they are compatible with each other.
- Where surfaces have been treated with preservatives or fire retardants, check with treatment manufacturer that coating materials are compatible with the treatment and do not inhibit its performance.
- Inform the CA of any discrepancy in specification of coatings and obtain instructions before proceeding with application.

230 ANCILLARY SURFACES: The descriptions of areas to be coated given in schedules, etc. are of necessity simplified. All ancillary exposed surfaces and features are to be coated to match similar or adjacent materials or areas except where a fair faced natural finish is required or items are completely prefinished. In cases of doubt obtain instructions before proceeding.

240 SURFACES NOT TO BE COATED:
PVCu Window frames
Radiator valves and stop valves
Door hinges

270 OFF SITE WORK:
- All off site preparation and coating to be carried out under cover in a suitable environment with adequate lighting.
- Store all items, both before and after coating, in a clean, dry area protected from the weather and mechanical damage, properly stacked with spaces to permit air circulation and prevent sticking of surfaces.

280 PROTECTION:
- Adequately protect internal and external surfaces, fixtures and fittings which are not to be coated, by covering with dust sheets, masking or other suitable materials.
- Exhibit 'Wet paint' signs and provide barriers where necessary to protect other operatives and the general public, and to prevent damage to freshly applied coatings.

290 TESTING OF VISCOSITY, ETC: The CA may, with discretion, take samples of materials from each manufacturing batch as follows:
- Unopened containers, or samples from previously unopened containers, for submission to manufacturer for comparison with manufacturer's own retained samples from the same batch.
- Unopened containers, or samples from previously unopened containers, as a control sample for assessment of samples taken from painters' kettles.
- Samples from painters' kettles for submission with control sample to manufacturer and/or independent testing laboratory for comparative testing.

300 CONTROL SAMPLE(S): Prepare sample areas of the finished work, including preparation, in advance of the remainder as set out below. Obtain approval of appearance before proceeding.

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320 INSPECTION OF WORK: Permit coating manufacturers to inspect the work in progress and take samples of their products from site if requested.

PREPARATION

400 PREPARATION GENERALLY:
- To BS 6150, Section 4.
- Materials used in preparation must be types recommended by their manufacturers and the coating manufacturer for the situation and surfaces being prepared.
- Prevent or control exposure of operatives to dust, vapour and fumes exceeding occupational exposure standards set in the current Health and Safety Executive (HSE) document EH40.
- Substrates must be sufficiently dry in depth to suit the coating to be applied.
- Remove efflorescence salts from surfaces. Repeat removal if efflorescence recurs.
- Clean off dirt, grease and oil from surfaces. If contamination of surfaces/substrates has occurred, obtain instructions before proceeding.
- Smooth surface irregularities. Fill joints, cracks, holes and other depressions with stoppers/fillers worked well in and finished off flush with surface. Abrade to a smooth finish.
- Apply oil based stoppers/fillers after priming. Apply water based stoppers/fillers before priming unless recommended otherwise by manufacturer. Patch prime water based stoppers/fillers when applied after priming.
- Remove dust and particles from dry abrasive preparation of surfaces.

- Remove residues from wet preparation of surfaces by rinsing with clean water, wiping and allowing to dry.
- Ensure that doors, opening windows, etc, are 'eased' as necessary before coating. Prime any resulting bare areas.

410 SUITABILITY OF SURFACES AND CONDITIONS: Application of coatings will be taken as joint acceptance by the Main Contractor and the Painting Contractor of the suitability of surfaces and conditions within any given area to receive the specified coatings.

425 IRONMONGERY: Remove from surfaces to be coated and refix on completion. Do not remove hinges unless instructed to do so.

471 PREPRIMED TIMBER: Abrade chalking, powdery and other defective primer back to bare timber, remove dust and reprime resulting bare areas.

481 UNCOATED TIMBER:
- Abrade to a smooth, even finish with arrises and moulding edges lightly rounded or eased.
- Ensure that heads of fasteners are countersunk sufficiently to hold stoppers/fillers.
- Apply two coats of knotting to resinous areas and knots and allow to dry.

490 PREVIOUSLY COATED STEEL:
- Abrade corrosion and loose scale back to bare metal.
- Treat any residual rust with a proprietary removal solution. Prime as soon as possible.

500 PREPRIMED STEEL: Abrade defective primer, corrosion and loose scale back to bare metal, remove dust and reprime resulting bare areas.

511 GALVANIZED, SHERARDIZED AND ELECTROPLATED STEEL to receive lead free primer: Pretreat with 'T wash'/mordant solution to achieve blackening of the whole surface or apply pretreatment etching primer where recommended by the coating system manufacturer.

521 UNCOATED STEEL - MANUAL CLEANING:
- Remove oil and grease.
- Abrade to remove corrosion, loose scale, welding slag and spatter.
- Treat any residual rust with a proprietary removal solution. Prime as soon as possible.

531 UNCOATED STEEL - BLAST CLEANING:
- Remove oil and grease.
- Blast clean in dry atmospheric conditions using abrasive of suitable type and size, free from fines, moisture and oil. Continue blasting until surface complies with BS 7079: Part A1, preparation grade, Prime surface as soon as possible after blast cleaning and in any case within four hours.

541 UNCOATED ALUMINIUM/COPPER/LEAD: Remove any surface corrosion/oxidization and lightly abrade with fine abrasive paper and white spirit. Apply pretreatment etching primer where recommended by the coating system manufacturer.

552 UNCOATED PVC-U: Wash with warm detergent solution to remove dirt and grease. Do not abrade.

580 UNCOATED PLASTER: Scrape off nibs, trowel marks and plaster splashes. Abrade lightly any overtrowelled 'polished' areas.

590 UNCOATED PLASTERBOARD: Fill depressions around fixings.

APPLICATION

700 UNSUITABLE CONDITIONS:
- Take all necessary precautions including restrictions on working hours, providing temporary protection and allowing extra drying time, to ensure that coatings are not adversely affected by climatic conditions during and after application.
- Prevent or control exposure of operatives to solvent vapour levels exceeding occupational exposure standards set in the current Health and Safety Executive (HSE) document EH40.
- Unless it is specifically permitted by the coating manufacturer, do not apply coatings:
  - To surfaces affect by moisture, frost or airborne dust.
  - When the air or substrate temperature is below 5degC.
  - When the relative humidity is above 80%.
  - When heat is likely to cause blistering or wrinkling.

711 COATING GENERALLY:
- To BS 6150, Section 5.
- Do not use materials which show any bittiness or other defects when applied. Do not thin or intermix unless specified or recommended otherwise.
- Apply priming coats as soon as possible on the same day as preparation is completed. They must be of adequate thickness and suit surface porosity.
- Apply coatings by brush or roller unless otherwise specified or approved.
- Keep brushes and equipment in a clean condition. Dispose safely of cleaning and waste materials, do not pour into sanitary appliances or drains.
- Subsequent coats of the same pigmented material must be of a different tint to ensure that each coat provides complete coverage.
- Apply coatings to clean, dry surfaces in accordance with the manufacturer's recommended intervals between coats.
- Apply coatings evenly to give a smooth finish of uniform colour, free from brush marks, sags, runs and other defects. Cut in neatly and cleanly. Do not splash or mark adjacent surfaces.
- Adequately protect drying and completed work from damage.

720 PRIMING JOINERY:
- Before priming preservative treated timber ensure that any cut surfaces have been retreated and that all preservatives are completely dry.
- Liberally coat all end grain, allow to soak in and then recoat.

730 CONCEALED JOINERY SURFACES: Where one or more additional coats are specified to be applied in the factory, they must be applied to all surfaces, including those which will be concealed when components are fixed in place.

751 STAINING TIMBER:
- Apply primer where recommended by the stain manufacturer.
- Apply stain in flowing coats. Brush out excess stain before set to produce uniform depth of colour.

760 VARNISHING: Thin first coat with white spirit in accordance with manufacturer's recommendations. Brush well in avoiding aeration and lay off. Apply further coats of varnish, rubbing down lightly between coats along the grain.

780 BEAD GLAZING: Joinery which is to be stained must have the first two coats of the staining system applied to rebates and beads before glazing.

781 BEAD GLAZING: Joinery which is to be varnished must have the first two coats of varnish applied to rebates and beads before glazing.

782 BEAD GLAZING: Joinery which is to be painted must have the primer and one undercoat applied to rebates and beads before glazing.

800 GLAZING: Protect etched, sand blasted and ground glass from contamination by oily constituents of coating materials by:
- Treating or masking edges before coating.
- Cleaning surfaces after coating.

810 WATER REPELLENT: Commence at top of wall, applying liberally to flood surface, ensuring complete coverage.

820 COMPLETION: Ensure that opening lights and other moving parts move freely. Remove all masking tape and temporary coverings.

N10 GENERAL FIXTURES/ FURNISHINGS/ EQUIPMENT

To be read with Preliminaries/ General conditions.

EXECUTION

710 MOISTURE CONTENT
- Temperature and humidity: During delivery, storage, fixing and to handover maintain conditions to suit specified moisture contents of timber components.
- Testing: When instructed, test components with approved moisture meter to manufacturer's recommendation.

720 INSTALLATION GENERALLY
- Fixing and fasteners: As section Z20.

770 TRIMS
- Lengths: Wherever possible, unjointed between angles or ends of runs.
- Running joints: Where unavoidable, obtain approval of location and method of jointing.
- Angle joints: Mitred.

780 COMPLETION
- Doors and drawers: Accurately aligned, not binding. Adjusted to ensure smooth operation.
- Ironmongery: Checked, adjusted and lubricated to ensure correct function.

N15 SIGNS/NOTICES

To be read with Preliminaries/General conditions.

GENERALLY

110 GENERAL REQUIREMENTS: Detailed requirements and locations of signs are to be agreed.
See provisional Schedule of Works

120 DIRECTION SIGNS RANGE:
- Unless specified otherwise, select signs from one manufacturer's range as far as possible. Where particular signs are unavailable, alternatives compatible in design, style, material, colour and finish may be submitted for approval.
- Inform CA of selected range, manufacturer and/or supplier.
- Fabrication/base material: Engraved two colour plastics laminate.

121 ROOM SIGNS RANGE:
- Unless specified otherwise, select signs to match existing as far as possible. Where particular signs are unavailable, alternatives compatible in design, style, material, colour and finish may be submitted for approval.
- Manufacturer and reference(s): Contractors choice.

131 SAMPLES: Provide a sample board for approval, containing selected signs and showing methods of fixing. Keep on site in an approved location for the duration of the contract.

TYPES OF SIGNS

210 FIRE SAFETY SIGNS:
- To BS 5499:Part 1.
- Manufacturer and reference: Contractors choice.
  Base material/Thickness: Rigid plastics.
- Method of fixing: Screw fixings.

220 PHOTOLUMINESCENT FIRE SAFETY SIGNS:
- To BS 5499:Part 1 and Photoluminescent Safety Products Association (PSPA), Standard 002 part 1.
- Photoluminescent Safety Products Association (PSPA): Class 1
- Manufacturer and reference: Contractors choice.
- Base material/Thickness: Rigid plastics.
- Method of fixing: Screw fixings.

240 INTERNALLY ILLUMINATED FIRE SAFETY SIGNS:
- To BS 5499:Parts 1 and 3.
- Manufacturer and reference: Contractors choice.
- Method of fixing: Screw fixings.

FIXING SIGNS

410 FIXING GENERALLY:

- Fix signs securely, plumb and level, using fixing methods recommended by manufacturer, unless specified otherwise.
- Use fasteners/adhesives in accordance with section Z20, unless specified otherwise.
- Use fasteners of sufficient strength to support all live and dead loads.
- For external signs use fasteners manufactured from corrosion resistant material or with a corrosion resistant finish. Isolate dissimilar metals to avoid electrolytic corrosion.
- Fixings showing on the surface of the sign must not detract from the message being displayed.

P10 SUNDRY INSULATION/PROOFING WORK/FIRE STOPS

To be read with Preliminaries/General conditions.

260 ABSORBENT PUGGING
- Manufacturer: Rockwool.
- Product reference: Rockwool Flexi.
- Density: Not less than 60kg/m³.
- Thickness: 50 mm.
- Installation requirements:
- Joints: Close butted, no gaps.
- Service holes: Sealed, and debris removed before laying insulation.
- Electric cables overlaid by insulation: Sized accordingly.

420 SLEEVED MINERAL WOOL SMALL CAVITY BARRIERS
- Material: Mineral wool sleeved in polyethylene with flanges.
- Installation requirements:
- Fasteners: Staples at maximum 150 mm centres.
- Vertical barriers: Fixed by both flanges.
- Horizontal barriers: Fixed by upper flange only.
- Joints and intersections: Closely butted, with barriers compressed along full length to give complete seal.

430 WIRED MINERAL WOOL SMALL CAVITY BARRIERS
- Material: Wire reinforced mineral wool minimum 50 mm thick.
- Installation requirements:
- Fasteners: Staples at maximum 150 mm centres, fold if necessary to ensure a tight fit.
- Joints and intersections: Closely butted, no gaps.

441 FIRE STOPPING AT CAVITY BARRIER CABLE TRAYS/PIPE RUNS
- Imperfections of fit between building elements that are required to have fire resistance and/ or resist the passage of smoke: Seal.
- Gaps: Tightly packed gaps with Promatect L500 New Tacfire system for 1000mm either side of Cavity Barrier by Promat.
- Ensure that any imperfections of fit between building elements which are required to have fire resistance and/or resist the passage of smoke, are completely sealed. Where not specified otherwise, tightly pack gaps with mineral wool.

442 FIRE STOPPING AT CAVITY BARRIER DUCT PENETRATIONS
- Imperfections of fit between building elements that are required to have fire resistance and/ or resist the passage of smoke: Seal.
- Gaps: Tightly packed gaps with Promat Vicuclad system 30mm thick New Tacfire system for 1000mm either side of Cavity Barrier.
- Ensure that any imperfections of fit between building elements which are required to have fire resistance and/or resist the passage of smoke, are completely sealed. Where not specified otherwise, tightly pack gaps with mineral wool.

443 FIRE STOPPING AT COMPARTMENT FLOOR/ BUILDERSWORK DUCT POSITIONS

- Imperfections of fit between building elements that are required to have fire resistance and/ or resist the passage of smoke: Seal.
- Gaps: Tightly packed gaps with Promat Promaseal Floor Pillows 300 x 200 with 50mm overlap. Welded 150mm wire mesh fixed to the duct inner surface with steel angle frame.
- Ensure that any imperfections of fit between building elements which are required to have fire resistance and/or resist the passage of smoke, are completely sealed. Where not specified otherwise, tightly pack gas with mineral wool.

P21 IRONMONGERY

To be read with Preliminaries/General conditions.

GENERALLY

110 GENERAL REQUIREMENTS:
Ironmongery schedule is provided elsewhere.

160 IRONMONGERY FOR DOORS: Provide ironmongery for each door in separate, clearly labelled packs.

HANGING DEVICES

310 HINGES:
- To BS 7352 and marked accordingly. Unless specified otherwise, select strength class to suit door weight, duty, number of hinges and other factors as recommended in BS 7352, Appendix C.
- Corrosion protection: Unless specified otherwise:
CP 24 for internal use

330 NUMBER OF HINGES: Provide three butt hinges to each leaf unless specified otherwise.

OPERATING DEVICES

440 SURFACE MOUNTED CLOSERS to be mounted on opening face of door except where they will be obstructed or where specified otherwise.

550 LOCKS/LATCHES FOR FIRE RESISTING DOORS:
- Must not compromise the fire performance of the door and must be approved for the purpose by the door leaf manufacturer.
- Components critical to the retention of the door in a closed position must not have a melting point lower than 800 degC.

560 ESCAPE LOCKS: Locks specified for security purposes on escape routes must be fitted with a means of withdrawing the bolt without use of a key.

585 BOLTS GENERALLY: Unless specified otherwise, provide bolts:
- To match door furniture and sized to suit height, weight and function of door.
- To secure the first closing leaf on double doors.

595 PRIVACY BOLTS must incorporate an external emergency release facility.

P31 HOLES/CHASES/COVERS/SUPPORTS FOR SERVICES

To be read with Preliminaries/General conditions.

110 CO-ORDINATION: Liaise with subcontractors to establish locations and dimensions of all holes and chases required for services. Submit details to CA for checking before proceeding with the work.

150 HOLES AND CHASES IN IN SITU CONCRETE to be cast in. Do not cut hardened concrete or drill holes larger than 10 mm diameter without permission.

160 HOLES AND CHASES IN PRECAST CONCRETE: Do not cut or drill precast concrete without permission.

170 HOLES IN STRUCTURAL STEELWORK: Do not cut or drill structural steelwork without permission.

185 HOLES, RECESSES AND CHASES IN MASONRY:
- Holes, recesses and chases to be in locations which will least affect the strength, stability and sound resistance of the construction, and to be of the smallest practicable size.
- Holes must not exceed 300 mm square.
- Do not cut chases in walls of hollow or cellular blocks without approval.
- In walls of other materials:
- Vertical chases must be not deeper than one third of the single leaf thickness.
- Horizontal or raking chases must be not longer than 1 m and not deeper than one sixth of the single leaf thickness.
- Do not set chases or recesses back to back; offset by a clear distance not less than the wall thickness. Where sockets, etc. are shown on drawings as nominally back to back, obtain instructions.
- Do not cut until mortar is fully set. Cut carefully and neatly, avoiding spalling, cracking or other damage to surrounding structure. Do not cut chases with mechanical or hand impact tools.

220 PREFORMED HOLES IN MASONRY: Submit proposals for bridging over holes for ducts, pipes, etc., which exceed 460 in width.

230 NOTCHES AND HOLES IN STRUCTURAL TIMBER:
- To be avoided wherever possible and to be the minimum sizes needed to accommodate services.
- Do not position near knots or other defects in the same cross section which would significantly affect strength of timber.
- Notches and holes in the same joist to be at least 100 mm apart horizontally.
- Notches in joists to be at the top, located between 0.07 and 0.25 of span from support, not deeper than 0.125 x depth of joist and to be formed by sawing down to a drilled hole.
- Holes in joists to be on the neutral axis, with diameter not more than 0.25 x depth of joist, spaced at centres not less than 3 x diameter of largest hole and located between 0.25 and 0.4 of span from support.
- Notches in roof rafters, struts and columns will not be permitted.
- Holes in struts and columns to be on the neutral axis, with diameters not exceeding 0.25 x minimum width of member, located between 0.25 and 0.4 of length from end and spaced at centres not less than 3 x diameter of largest hole.

310 PIPE SLEEVES FOR PLUMBING AND HEATING SERVICES:
- Material: Unplasticized PVC Class 0 to BS 3506.
- Sleeves to extend through full thickness of wall/floor and be accurately positioned to give a minimum clearance around service of 20 mm or diameter of service, whichever is the least.
- Sleeves, whether built in or installed in preformed holes, to be bedded solid.
- Seal annular space between service and sleeve with rock fibre or intumescent mastic.
- Where exposed to view, finish bedding and sealing neatly to approval.

340 SEALING AROUND SERVICES: Seal around all services where they pass through Fire Barriers in roof space with intumescent pillows andfire resisting mortar. Completely fill the space, leaving no gaps and finish neatly.

R11 FOUL DRAINAGE ABOVE GROUND

To be read with Preliminaries/General conditions.

TYPE(S) OF PIPEWORK

110 PVC-U PIPEWORK FOR DISCHARGE STACKS:
- Pipes, fittings and accessories: PVC-U to BS 1329-1, Kitemark certified.
  Manufacturer and reference: Hepworth push-fit soil and waste systems.
  Nominal size(s): 110mm dia.
  Colour: Grey.
  Accessories: To be selected from full range of Hepworth accessories.
- Method of fixing: PVCu clips at 1200mm centres.

120 PLASTICS PIPEWORK FOR WASTES AND BRANCH SOIL PIPES TO SINKS:
- Pipes, fittings and accessories: Plastics to BS 5255, Kitemark certified.
  Manufacturer and reference: Hepworth soil and waste systems.
  Size(s): DN 32 mm/ 40mm.
  Colour: Grey.
- Accessories: To be selected from full range of Hepworth accessories.
- Method of fixing: PVCu clips at 1200mm centres.

130 PLASTICS PIPEWORK FOR WASTES AND BRANCH SOIL PIPES TO SHOWERS:
- Pipes, fittings and accessories: Plastics to BS 5255, Kitemark certified.
  Manufacturer and reference: Hepworth soil and waste systems.
  Size(s): DN 50mm.
  Colour: Grey.
- Accessories: To be selected from full range of Hepworth accessories.
- Method of jointing:Push-fit see drawings 2318/150A and 151A.
- Method of fixing: PVCu clips at 1200mm centres.

INSTALLATION

510 PERFORMANCE CRITERIA: Install pipework, fittings and accessories to ensure that:
- Appliances drain quickly, quietly and completely at all times without nuisance or risk to health.
- Discharge is conveyed without crossflow, backfall, leakage or blockage.
- Air from the drainage system does not enter the building.
- Pressure fluctuations in pipework do not vary by more than +/- 38 mm water gauge and traps retain a water seal of not less than 25 mm.
- The system can be adequately tested, cleaned and maintained.

520 INSTALLATION GENERALLY:
- Before commencing work specified in this section, ensure that any specified painting of surfaces which will be concealed or inaccessible is completed.
- Install pipes, fittings and accessories in accordance with BS 5572.
- Obtain all components for each type of pipework from the same manufacturer unless specified otherwise.

- Provide access fittings and rodding eyes as necessary in convenient locations to permit adequate cleaning and testing of pipework.
- Avoid contact between dissimilar metals and other materials which would result in electrolytic corrosion.
- Do not bend plastics or galvanized steel pipes.
- Adequately protect pipework from damage and distortion during construction. Fit purpose made temporary caps to prevent ingress of debris. Fit all access covers, cleaning eyes and blanking plates as the work proceeds.
- Where not specified otherwise use plated, sherardized, galvanized or nonferrous fastenings, suitable for the purpose and background, and compatible with the material being fixed.

530 BUILDERS WORK: Restrictions on the cutting of holes, chases, notches, etc., installation of pipe sleeves and stopping are specified in section P31.

540 PIPE ROUTES to be the shortest practical, with as few bends as possible and no bends in wet portion of soil stacks, unless specified otherwise. Pipe routes not shown on drawings to be approved before commencing work.

550 FIXING PIPEWORK:
- Fix securely at specified centres plumb and/or true to line.
- Make changes in direction of pipe runs only where shown on drawings unless otherwise approved.
- Fix branches and low gradient sections with uniform and adequate falls to drain efficiently.
- Fix externally socketed pipes/fittings with sockets facing upstream.
- Provide additional supports as necessary to support junctions and changes in direction.
- Fix every length of pipe at or close below the socket collar or coupling.
- Provide a load bearing support for vertical pipes at not less than every storey level. Tighten fixings as the work proceeds so that every storey is self supporting and undue weight is not imposed on fixings at the base of the pipe.
- Isolate from structure where passing through walls or floors and sleeve pipes as specified in section P31.
- Provide for thermal and building movement when fixing and jointing, and ensure that clearances are not reduced as fixing proceeds.
- Fix expansion joint pipe sockets rigidly to the building; elsewhere use fixings that allow the pipe to slide.

560 JOINTING PIPEWORK:
- Joint using materials, fittings and techniques that will make effective and durable connections.
- Joint differing pipework systems with adaptors recommended by manufacturer(s).
- Cut ends of pipes to be clean and square with burrs and swarf removed. Chamfer pipe ends before inserting into ring seal sockets.
- Ensure that jointing or mating surfaces are clean, and where necessary lubricated, immediately before assembly.
- Form junctions using fittings intended for the purpose ensuring that jointing material does not project into bore of pipes, fittings and appliances.
- Remove surplus flux/solvent/cement/sealant from joints.

600 COATED PIPES: Make good to coatings, after cutting and any other damage, or recoat as recommended by the pipe manufacturer.

710 ELECTRICAL CONTINUITY: Use clips supplied for the purpose by pipework manufacturer to ensure electrical continuity at all joints in metal pipes with flexible couplings and which are to be earth bonded.

730 IDENTIFICATION OF INTERNAL FOUL DRAINAGE PIPEWORK: To BS 1710 using self-adhesive bands or identification clips located at junctions, at both sides of each slab, bulkhead and wall penetration, and elsewhere as directed.

740 AIR ADMITTANCE VALVES: Agrement certified.
- Install in a vertical position, above the flood level of the highest appliance served, and so that insulation materials (other than the manufacturers insulating cover) are kept clear of the valve body.
- Fit using a ring seal connection, or in such a way that the valve can easily be removed to allow the discharge stack to be rodded.
- Fit the manufacturers insulating cover in roof spaces and other unheated locations.

750 INTUMESCENT COLLARS:
- Manufacturer and reference: Marley extrusions 'Fire protection range' Tel. 01622 858888
- Pipeline nominal size(s): 110mm.
- Fire rating: Up to 4 hours.
- Fixing: 4 No. 50mm masonry anchor bolts per collar.
  Do not use fixings incorporating plastics materials.
- Fit tightly and accurately to structure and pipe to ensure maintenance of the specified fire resistance. Fill gaps between collar and structure and/or pipe with intumescent material recommended by the collar manufacturer.

800 ACCESS FOR TESTING AND MAINTENANCE:
- Install pipework with adequate clearance to permit testing, cleaning and maintenance.
- Position access fittings and rodding eyes at approx. 600mm above floor finish so that they are not obstructed by other pipework, framing, etc.

810 TESTING GENERALLY:
- Inform CA sufficiently in advance to give him a reasonable opportunity to observe tests.
- Check that all sections of installation are securely fixed and free from obstruction and debris.
- Ensure that all traps are filled with clean water.
- Carry out tests as specified. After testing, locate and remedy all defects without delay and retest as instructed. Do not use smoke to trace leaks.
- Keep a record of all tests and provide a copy of each to CA.

820 PIPEWORK TEST:
- Temporarily seal open ends of pipework with plugs.
- Connect a U tube water gauge and air pump to the pipework via a plug or through the trap of an appliance.
- Pump air into pipework until gauge registers 38 mm.
- Allow a period for temperature stabilisation, after which the pressure of 38 mm is to be maintained without loss for not less than 3 minutes.

830 SIPHONAGE AND BACK PRESSURE TESTS:
- Test WC pans by flushing and test other appliances by filling to overflow level, then removing the plug.

- Carry out tests at least 3 times with traps recharged before each test.
- Test each appliance individually for self siphonage, then test for induced siphonage and back pressure by discharging the following numbers of appliances simultaneously on each stack:
  WCs: 2
  Washbasins: 2
  Sinks: 1
  Agree selection of appliances with CA.

850 IMMEDIATELY BEFORE HANDOVER: Ensure that temporary caps have been removed and that permanent blanking caps, access covers, rodding eyes, floor gratings and the like are secured complete with all fixings.

R12 DRAINAGE BELOW GROUND

To be read with Preliminaries/General conditions.

GENERALLY

100 EXISTING DRAINS:
- Before starting work, check invert levels and positions of existing drains, sewers, inspection chambers and manholes against information shown on drawings and report any discrepancies to CA.
- Adequately protect existing drains and maintain normal operation during construction.

103 SEQUENCE OF WORK: To be agreed.

106 IN SITU CONCRETE:
- Unless specified otherwise, in situ concrete for use in drainage below ground to be to BS 5328, mix C20P, 20 aggregate.
  or an equivalent or better mix subject to approval.
- Different mixes may be used for different parts of the drainage work.

TYPE(S) OF PIPELINE

121 CLAY PIPELINES FOR FOUL DRAINS UNDER SOFT LANDSCAPE AREAS
- Pipes, bends and junctions: Vitrified clay to BS EN 2951, with flexible joints, Kitemark certified.
  Manufacturer and reference: Hepworth Building Products Tel. 01226 762014.
  Type: 'Super Sleeve.'
  Strength: 40 kN/M
  Size(s): DN 100, 150 and 225mm.
- Assumed type of subsoil: Soft yellow clay going to stiff clay at 2M plus.
- Bedding class: 10mm single size aggregate to BS 882.
-

122 CLAY PIPELINES FOR FOUL DRAINS UNDER ROADWAYS.
- Pipes, bends and junctions: Vitrified clay to BS EN 2951, with flexible joints, Kitemark certified.
  Manufacturer and reference: Hepworth Building Products Tel. 01226 762014.
  Type: 'Super Sleeve.'
  Strength: 40 kN/M
  Size(s): DN 100, 150 and 225mm.
- Assumed type of subsoil: Soft yellow clay going to stiff clay at 2M plus.
- Bedding class: 10mm single size aggregate to BS 882.
-

126 CLAY PIPELINES FOR SURFACE WATER DRAINS UNDER SOFT LANDSCAPE AREAS.
- Pipes, bends and junctions: Vitrified clay to BS 65, with flexible joints.
  Manufacturer and reference: Hepworth Building Products Tel. 01226 762014.
  Type: 'Super Sleeve.'
  Strength class: 40 kN/M
  Size(s): DN 100, 150, 225mm and 300mm.
- Assumed type of subsoil: Soft yellow clay going to stiff clay at 2M plus.
- Bedding class 10mm single size aggregate to BS 882.

126 CLAY PIPELINES FOR SURFACE WATER DRAINS UNDER ROADWAYS.
Pipes, bends and junctions: Vitrified clay to BS 65, with flexible joints.
Manufacturer and reference: Hepworth Building Products Tel. 01226 762014.
Type: 'Super Sleeve.'
Strength class: 40 kN/M
Size(s): DN 100, 150, 225mm and 300mm.
- Assumed type of subsoil: Soft yellow clay going to stiff clay at 2M plus.
- Bedding class 10mm single size aggregate to BS 882.

EXCAVATING/BACKFILLING

205 EXCAVATED MATERIAL: Unless otherwise specified, set aside turf, topsoil, hardcore, etc. for use in reinstatement.

210 LOWER PART OF TRENCH: From bottom up to 300 mm above crown of pipe the trench must have vertical sides and be of a width as small as practicable but not less than external diameter of pipe plus 300 mm or larger dimension if specified.

220 LOWER PART OF TRENCH: Where the depth of cover exceeds the transition depth for the size of pipe, trench width up to 300 mm above crown of pipe to be not more than:

Nominal pipe size DN	100	150	225	300
Transition depth (m)	6.0	5.4	4.0	2.9
Maximum trench width (mm)	600	700	800	900

230 ASSUMED TYPE OF SUBSOIL: Where the type of subsoil at the level of the crown of the pipe differs from that stated for the type of pipeline, obtain instructions before proceeding.

240 FORMATION FOR BEDS GENERALLY:
- Excavate to formation immediately before laying beds or pipes.
- Remove mud, rock projections, boulders and hard spots and replace with consolidated bedding material.
- Harden local soft spots by tamping in bedding material.
- Inform CA in advance to give him reasonable opportunity to inspect excavated formation for each section of the work.

250 COMBINED TRENCHES: Where one pipe is at a lower level than another adjacent pipe in a common trench:
- A subtrench is permissible provided the soil of the step is stable and unlikely to break away.
- If a subtrench is not permissible, the whole trench must have a depth related to the lower pipe, with increased thickness of bedding to the upper pipe as necessary.
- The lower pipe must be backfilled with compacted granular material to not less than half way up the higher pipe.

260 TRENCH SUPPORTS: Remove trench supports and other obstacles sufficiently to permit compacted filling of all spaces.

270 BACKFILLING TO PIPELINES GENERALLY: Unless specified otherwise, backfill from top of specified surround or protective cushion with material excavated from the trench, compacted in layers not exceeding 300 mm thick. Do not use heavy compactors before there is 600 mm of material over pipes.

280 BACKFILLING UNDER ROADS AND PAVINGS: Backfill from top of specified surround or protective cushion up to formation level with Granular Subbase Material Type 1 to DOT Specification for Highway Works, Clause 803, laid and compacted in 150 mm layers.

281 BACKFILLING OVER CONCRETE: Do not start backfilling within 24 hours of placing concrete. Do not use heavy compactors and prevent imposition of traffic loads within 72 hours of placing concrete.

290 TEMPORARY BRIDGES: Provide temporary bridges over trenches as necessary to prevent construction traffic damaging pipes after backfilling.

295 WARNING MARKER TAPES:
- Lay during backfilling in a continuous line over pipelines, 300 to 400 mm below the level of the finished surface.
- For pipelines at a depth greater than 2M lay an additional marker 600 mm above the top of the pipeline.

BEDDING/JOINTING

310 INSTALLATION GENERALLY:
- Obtain pipes and fittings for each pipeline from the same manufacturer unless otherwise specified. Joint differing pipes and fittings with adaptors recommended by pipe manufacturer.
- Lay pipes to true line and regular gradient on an even bed for the full length of the barrel with sockets (if any) facing up the gradient.
- Joint using recommended lubricants, leaving recommended gaps at ends of spigots to allow for movement.
- Adequately protect pipelines from damage and ingress of debris. Seal all exposed ends during construction.
- Arrange the work to minimise time between laying and testing. Backfill after successful testing.

320 CLASS A HALF DEPTH CONCRETE SUPPORT:
- Concrete mix as specified under Generally.
- Lay concrete blinding, 25 mm thick, and allow to set.
- Lay pipes on two-layer pads of bituminous dpc or equivalent on precast concrete cradles to give a clearance of not less than 100 mm under pipes and a nominal clearance between couplings/sockets and blinding.
- Lay concrete bed, width not less than external diameter of pipe plus 200 mm. Shutter vertical sides of concrete or extend concrete across full width of trench.
- After initial testing, place and compact more concrete for full width of concrete bed or full width of trench to halfway up each side of pipe.

330 CLASS B HALF DEPTH GRANULAR SUPPORT:
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)	Graded size (mm)
100 & 150	10	Not permitted
225 & 300	10 or 20	20 to 5

- Lay and compact to a thickness not less than 50 mm for sleeve jointed pipes, 100 mm for socket jointed pipes, over full width of trench. Where trench bottom is uneven due to hard spots or other reason, increase depth by 100 mm. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.

- After initial testing, lay and compact more granular material uniformly to halfway up each side of pipe.
- Backfill to 150 mm (250 mm for adoptable sewers) above crown of pipe with a protective cushion of selected fill, free from vegetable matter, rubbish, frozen soil and material retained on a 40 mm sieve. Compact by hand in 100 mm layers.

340 CLASS D NATURAL BED:
- Excavate trench slightly shallower than the final levels.
- Hand trim to accurate gradients, replacing any overdig with compacted spoil. Where hand trimming is impracticable obtain instructions before proceeding.
- Cut holes in trench bottom for couplings/sockets and lay pipes resting uniformly on their barrels, adjusting to line and gradient. Do not use hard packings under pipes.
- After initial testing, backfill to 150 mm (250 mm for adoptable sewers) above crown of pipe with a protective cushion of selected fill, free from vegetable matter, rubbish, frozen soil and material retained on a 40 mm sieve. Compact by hand in 100 mm layers.

350 CLASS F GRANULAR BED:
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)
100 & 150	10
225 & 300	10 or 20

- Lay and compact to a thickness not less than 50 mm for sleeve jointed pipes, 100 mm for socket jointed pipes, over full width of trench. Where trench bottom is uneven due to hard spots or other reason, increase depth by 100 mm. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, backfill to 150 mm (250 mm for adoptable sewers) above crown of pipe with a protective cushion of selected fill, free from vegetable matter, rubbish, frozen soil and material retained on a 40 mm sieve. Compact by hand in 100 mm layers.

360 CLASS N AS-DUG MATERIAL BED:
- Material: As-dug material with a compaction fraction of not more than 0.3, or all-in aggregate, nominal size 10 mm, or fine aggregate to BS 882.
- Lay and compact to a thickness not less than 50 mm for sleeve jointed pipes, 100 mm for socket jointed pipes, over full width of trench. Where trench bottom is uneven due to hard spots or other reason, increase depth by 100 mm. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, backfill to 150 mm (250 mm for adoptable sewers) above crown of pipe with a protective cushion of selected fill, free from vegetable matter, rubbish, frozen soil and material retained on a 40 mm sieve. Compact by hand in 100 mm layers.

370 CLASS S GRANULAR SURROUND:
- Lower part of trench width to be as clause 221.
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)	Graded size (mm)
100 & 150	10	Not permitted
225 & 300	10 or 20	20 to 5

- Lay and compact to a thickness not less than 50 mm for sleeve jointed pipes, 100 mm for socket jointed pipes, over full width of trench. Where trench bottom is uneven due to hard spots or other reason, increase depth by 100 mm. Scoop out

locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, lay and compact more granular material in 100 mm layers to 150 mm (250 mm for adoptable sewers) above crown of pipe.

380 CLASS O FULL DEPTH GRANULAR SUPPORT:
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)
100 & 150	10
225 & 300	10 or 20

- Lay and compact to a thickness not less than 100 mm over full width of trench. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, lay and compact by hand more granular material to slightly above crown of pipe.
- Backfill with a protective cushion of selected fill, free from vegetable matter, rubbish, frozen soil and material retained on a 40 mm sieve. Compact by hand in 100 mm layers to 300 mm above crown of pipe. (100 mm of granular material may be used in lieu).

390 CLASS P FULL DEPTH GRANULAR SUPPORT:
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)	Graded size (mm)
100 & 150	10	Not permitted
225 & 300	10 or 20	20 to 5

- Lay and compact to a thickness not less than 100 mm over full width of trench. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, lay and compact by hand more granular material to slightly above crown of pipe.
- Backfill with a protective cushion of selected fill, free from vegetable matter, rubbish, frozen soil and material retained on a 40 mm sieve. Compact by hand in 100 mm layers to 300 mm above crown of pipe. (100 mm of granular material may be used in lieu).

400 CLASS Q GRANULAR SURROUND WITH PROTECTION:
- Granular material: As for Class P bedding, clause 390.
- Lay pipes as for Class P bedding.
- After initial testing, lay and compact by hand more granular material to 75 mm above crown of pipe. Rake out to form an even bed and lay precast concrete paving flags to BS 7263, 450 mm wide and butted together (if necessary increasing the width of the upper part of the trench). Backfill with soil or topsoil as appropriate.

410 CLASS T FULL DEPTH GRANULAR SUPPORT:
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)	Graded size (mm)
100 & 150	10	Not permitted
225 & 300	10 or 20	20 to 5

- Lay and compact to a thickness not less than 100 mm over full width of trench. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.

- After initial testing, lay and compact by hand more granular material to 100 mm above crown of pipe.

420 CLASS V FULL DEPTH GRANULAR SUPPORT:
- Granular material: To BS 882

Pipe size (DN)	Nominal single size (mm)	Graded size (mm)
100 & 150	10	Not permitted
225 & 300	10 or 20	20 to 5

- Width of trench to be not less than external diameter of pipe plus 600 mm. Lay and compact granular material not less than 200 mm thick over full width of trench.
- Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, lay and compact by hand more granular material to 150 mm above crown of pipe.

430 CLASS W GRANULAR SURROUND:
- Excavate trench after hardcore has been laid and compacted.
- Granular material: To BS 882:

Pipe size (DN)	Nominal single size (mm)
100 & 150	10
225 & 300	10 or 20

- Lay and compact to a thickness not less than 100 mm over full width of trench. Scoop out locally at couplings/sockets and lay pipes digging slightly into bed and resting uniformly on their barrels. Adjust to line and gradient.
- After initial testing, lay and compact by hand more granular material to 100 mm above crown of pipe.
- Backfill with hardcore or granular material compacted in layers not exceeding 300 mm thick up to slab formation.

441 CLASS X GRANULAR SURROUND FOR GROUND WATER:
- Lay 75 mm deep bed, at least 100 mm wider than pipe, with 10 mm single size material to BS 882.
- Lay pipes and adjust to line and gradient.
- Complete surround with 10 mm single size material compacted to 150 mm above crown of pipe.

451 CLASS Y CONCRETE SURROUND FOR SHALLOW PIPES UNDER BUILDINGS:
- Where crown of pipe is less than 300 mm below underside of slab, encase pipe in concrete of same mix as slab and cast integrally with the slab. Extend length of concrete surround to within 150 mm of next nearest flexible joint.
- Excavate trench after hardcore has been laid and compacted.
- Lay concrete blinding, 25 mm thick over full width of trench and allow to set.
- Lay pipes on blinding on folding wedges of compressible board not less than 100 mm above blinding. Anchor the pipeline or fill with water, if necessary, to prevent flotation.

461 CLASS Z CONCRETE SURROUND:
- Concrete mix as specified under Generally.
- Lay concrete blinding, 25 mm thick over full width of trench and allow to set.
- Lay pipes on blinding on folding wedges of compressible board to give a minimum 150 mm clearance under the pipe. Anchor the pipeline or fill with water, if necessary, to prevent flotation.

- Form vertical construction joints in surround at face of flexible pipe joints using 18 mm thick compressible board precut to profile of pipe. Fill any gap between spigot and socket with resilient material to prevent entry of concrete.
- After initial testing, place and compact more concrete for full width of trench to encase pipe to 150 mm above crown or to other height as specified or shown on drawings.

470 TRENCHES LESS THAN ONE METRE FROM FOUNDATIONS: Where bottom of trench is lower than bottom of foundation, use Class Z concrete surround as clause 461. Top of concrete to be not lower than bottom of foundation.

480 TRENCHES MORE THAN ONE METRE FROM FOUNDATIONS:
- Where bottom of drainage trench is below a critical level, (defined below) Class Z concrete surround as clause 461 is to be used, the top of the concrete being not lower than the critical level.
- For the purpose of this clause the critical level is D mm lower than level of foundation bottom, D mm being equal to the horizontal distance of the near side of the trench from the foundation, minus 150 mm.

490 CROSSOVERS: Where two pipelines (other than plastics pipes) cross with less than 300 mm separation, surround each with Class Z concrete surround as clause 461 for not less than 1 m centred on the crossing point. Extend length of concrete surrounds as necessary to within 150 mm of next nearest flexible joints.

512 PIPELINES PASSING THROUGH STRUCTURES:
- Where pipelines must be cast in or fixed to structures (including manholes, catchpits and inspection chambers) provide short length or rocker pipes near each external face, with flexible joint at each end:

Pipe size (DN)	Distance to first joint from structure (mm)	Short length (mm)
100 & 150	150	600
225	225	600

- Where pipelines need not be cast in or fixed to structures (e.g. walls to footings) provide either:
  - short length or rocker pipes as specified above, or
  - openings in the structures to give 50 mm minimum clearance around the pipeline and closely fit a rigid sheet to each side of opening to prevent ingress of fill or vermin.

520 BENDS AT BASE OF SOIL STACKS:
- Unless specified otherwise, use a 90 degrees nominal rest bend with a minimum radius of 200 mm to centreline of the pipe.
- Invert of horizontal drain at base of stack to be not less than 450 mm below centreline of lowest branch pipe.
- Stabilize bend(s) by bedding in concrete without impairing the flexibility of couplings.

521 BENDS AT BASE OF SOIL STACKS:
- Unless specified otherwise, form with 90^0 rest bend.
- Invert of horizontal drain at base of stack to be not less than 450 mm below centreline of lowest branch pipe.
- Stabilize bend(s) by bedding in concrete without impairing the flexibility of couplings.

525 DIRECT CONNECTION OF GROUND FLOOR WCS TO DRAINS:
- Drop from crown of WC trap to invert of drain must not exceed 1.5 m.
- Horizontal distance from the drop to a ventilated drain must not exceed 6 m.

530 RIGID BACKDROP PIPES outside the manhole wall: Encase with not less than 150 mm of concrete as specified under Generally. All excavation beneath the backdrop pipe and its surround must be replaced with concrete.

TERMINAL/ACCESS FITTINGS

610 ROAD GULLIES:
Hepworth Building Products Tel. 01226 763561
Vitrified Clay Code 213, Nom. 400mm dia.To BS Grade A
Including Gully Grating, and Frame.

611 SQUARE GULLIES:
Hepworth Building Products Tel. 01226 763561
Vitrified Clay Code SuperSleve 169 including Gully Grid Code 1002.

612 BACK INLET GULLIES:
Hepworth Building Products Tel. 01226 763561
Vitrified Clay Code SuperSleve 191A with gully grid code 1002 and sealing plate code 1006.

613 INSPECTION CHAMBERS:
Hepworth Building Products Tel. 01226 763561
Vitrified Clay Code IC63, 64, 65, and 69.
Raising Piece with Separate Cover and Frame 225mm dia.CodeIC1005.
Vitrified Clay Code IC200P or IC200PA depending on depth.610 ROAD

621 WC PAN CONNECTORS:
Hepworth Building Products Tel. 01226 763561
Vitrified Clay Code SuperSleve ADWCH.

640 POLYPROPYLENE INSPECTION CHAMBERS:
Hepworth Building Products Tel. 01226 763561
Code SuperSleve PPIC100 depth to suit location.
With IC cover and frame suitable for pedestrian areas.

642 POLYPROPYLENE INSPECTION CHAMBERS:
Hepworth Building Products Tel. 01226 763561
Code SuperSleve PPIC150 depth to suit location.
With IC cover and frame suitable for wheel loads of up to 5.00 tonnes.

650 RODDING POINTS:
Hepworth Building Products Tel. 01226 763561
Rodding point with sealing plate and safety valve
Code SuperSleve 262.

680 MANUFACTURE: Obtain each complete assembly of fittings, traps, etc., including appropriate couplings, from the same manufacturer, and check compatibility of components with each other and with the pipe system.

690 INSTALLATION OF FITTINGS:
- Set fittings square with and tightly jointed to adjacent construction as appropriate. If open to doubt obtain instructions.
- Bed and surround fittings, traps, etc. in concrete, 150 mm thick, mix as specified under Generally.
- Permissible deviation in level of gully gratings to be +0 to - 10 mm,
- Fit purpose made temporary caps over exposed openings in fittings and protect from site traffic.

MANHOLES/CHAMBERS/SOAKAWAYS/TANKS

-

741 PLASTICS INSPECTION CHAMBERS IN PATHS.
- Manufacturer and reference:.
- Bedding: 100mm Granular material to BS 882:
- Backfilling: Granular material to 100mm above crown of pipes then selected top soil.
- Concrete collar: 300mm wide x 225mm deep, mix as specified under Generally.
- Access covers and seating: As Clause 831.

760 CONVENTIONAL CHANNEL(S), BRANCHES AND BENCHING:
- Bed main channel solid in 1:3 cement:sand mortar. Connect branches to channel, preferably at half pipe level, so that discharge flows smoothly in direction of main flow. Connect branches greater than nominal size 150 mm with the soffit level with that of the main drain. Where the connecting angle is more than 45 degrees to direction of flow use three-quarter section channel bends.
- Use clips or ensure adequate mechanical key when bedding plastics channels on to mortar.
- Form benching in concrete, mix as specified under Generally, to rise vertically from top of main channel to a level not lower than soffit of outlet pipe, then slope upwards at 10% to walls. Within 3 hours float with coat of 1:3 cement:sand mortar and finish smooth with steel trowel.

762 PREFORMED PLASTICS CHANNEL(S), BRANCHES AND BENCHING:
- Manufacturer and reference: To be agreed.
  Sizes and integral branches to suit each manhole.
- Remove temporary caps as necessary and make pipework connections. Bed component on base in 1:3 cement:sand mortar. Form concrete benching, mix as specified under Generally, with 10% fall from manhole walls to component rim. Within 3 hours float with coat of 1:3 cement:sand mortar and finish smooth with steel trowel.

811 CAST IRON ACCESS COVERS AND SEATING:
- Covers: Grey iron or ductile iron to BS EN 124.
  Manufacturer: Hepworth Building Products Tel. 01226 763561.
  Type(s):
  Class B for footways and car parks.
  Class D for carriageways and parking areas.
- Seating: Make up in engineering bricks to BS 3921,
  Class B, laid in 1:3 cement:sand mortar, or precast concrete cover frame units, Type 1 or Type 2 to suit cover shape.

- Bed and haunch frame solidly in 1:3 cement:sand mortar over its whole area, centrally over opening, top level and square with joints in surrounding finishes. Cut back top of haunching to 30 mm below top of surface material.

835 LIFTING KEYS: Provide suitable lifting keys for each type of access cover and hand over to the Employer at Practical Completion.

861 CONNECTIONS TO SEWERS: Connect new pipework to existing adopted sewer(s) to the requirements of the Sewerage Authority or its agent.

CLEANING/TESTING/INSPECTION

900 CLEANING:
- Flush out the whole of the installation with water to remove all silt and debris before final testing, before CCTV inspection if specified and immediately before handover.
- Safely dispose of washings and any detritus without discharging them into sewers or watercourses.

910 TESTING/INSPECTION GENERALLY:
- Give CA advance notice to allow the opportunity to attend all tests and inspections.
- Give the Statutory Authority appropriate notice to enable pipelines to be inspected and tested as required.
- Provide water, assistance and apparatus as required.
- All lengths of drain, manholes and inspection chambers must pass the tests specified. If permitted test loss or infiltration is exceeded, remedy defect(s) before retesting after an appropriate period.

920 WATER/AIR TESTING OF GRAVITY DRAINS AND PRIVATE SEWERS UP TO DN 300:
- To ensure that pipelines are sound and properly installed, air test short lengths to BS 8301, paragraph 25.6.3 immediately after completion of bedding/surround.
- For final checking and statutory authority approval, water test to BS 8301, paragraph 25.6.2 all lengths of pipeline from terminals and connections to manholes/chambers and between manholes/chambers.

930 TESTING OF ADOPTABLE AND LARGE PRIVATE SEWERS:
- Test sewers up to and including DN 750 size in accordance with BS 8005:Part 1 as follows:
- Initially, before backfilling, by air test as paragraph 13.3.
- Finally, after backfilling, by water test as paragraph 13.4.
- Test sewers over DN 750 size before and after backfilling with appropriate equipment on short sections or at joints in accordance with BS 8005:Part 1, paragraph 13.5.
- After backfilling check at manholes for infiltration into sewers in accordance with BS 8005:Part 1, paragraph 13.6.

940 WATER TESTING OF MANHOLES/INSPECTION CHAMBERS: Before backfilling test each manhole or chamber in accordance with BS 8301, paragraph 25.7 for:
- Exfiltration: Drop in water level to be not more than relevant dimension in Table 9.
- Infiltration: Inflow to be not more than 5 litres per hour per manhole.

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Z10 PURPOSE MADE JOINERY

To be read with Preliminaries/General conditions.

110 FABRICATION GENERALLY:
- Fabricate joinery components to BS 1186:Part 2.
- Form sections out of the solid when not specified otherwise. Carefully machine timber to accurate lengths and profiles.
  After machining, sections to be free from twist and bowing, and surfaces to be smooth and free from tearing, wooliness, chip bruising and other machining defects.
- Assemble with tight, close fitting joints to produce rigid components free from distortion.
- All screws to have pilot holes. Screws of 8 gauge or more and all screws into hardwood to have clearance holes. Screw heads to be countersunk not less than 2 mm below timber surfaces that will be visible in completed work.

120 CROSS SECTION DIMENSIONS OF TIMBER:
- Dimensions on drawings are finished sizes.
- Maximum permitted deviations from finished sizes for softwood sections to be as stated in BS EN 1313:Part 1: Clause 6 for sawn sections
  Clause NA. 2 for futher processed sections.
- Maximum permitted deviations from finished sizes for hardwood sections to be as stated in BS 5450:
  Clause 6.1 for sawn sections
  Clause 8.3 for further processed sections.

130 PRESERVATIVE TREATED TIMBER:
- Carry out as much cutting and machining as possible before treatment.
- Retreat all timber which is sawn along the length, ploughed, thicknessed, planed or otherwise extensively processed.
- Treat surfaces exposed by minor cutting and drilling with two flood coats of a solution recommended for the purpose by main treatment solution manufacturer.

140 MOISTURE CONTENT of timber and wood based boards to be maintained within the range specified for the component during manufacture and storage.

210 LAMINATED PLASTICS VENEERS:
- Apply sheets in accordance with 'Recommendations for the fabrication of decorative laminated sheets' published jointly by the British Plastics Federation and the British Laminated Plastics Fabricators' Association.
- Condition sheets before bonding. When not otherwise specified, apply to the reverse side of flat boards a balancing veneer of similar construction to the decorative veneer and from the same manufacturer.
- Bond in presses whenever possible.
- Finished components to be free from defects, including bow, twist, scratches, chipping, cracks, pimpling, depressions, glue spill, staining, and defects in colour and pattern.
- All joints exposed to view in the finished work to be tight butted, true and flush. Chamfer edges at all external angles.

220 WOOD VENEERS:

- Condition core material and veneers before bonding. When not otherwise specified, apply to the reverse side of flat boards a balancing veneer with the same moisture and temperature movement characteristics as the facing veneer.
- Set out veneers so that features and pattern are aligned and in regular, uniform symmetry unless specified otherwise. Apply veneers with edges tight butted and flush, with no gaps or other open defects.
- Bond in presses whenever possible.
- Finished components to be free from defects, including bow, twist, scratches, chipping, pimpling, depressions, glue spill and staining.
- Sand to a fine, smooth finish free from sanding marks.

250 FINISHING AND PROTECTING:
- Sand all joinery to give smooth, flat surfaces suitable to receive specified finishes. Arrises to be eased unless specified otherwise.
- Before assembly, seal all end grains for external components with primer or sealer as specified in section M60 and allow to dry.
- Protect completed joinery against damage, dirt, moisture and other deleterious substances.

Z12 PRESERVATIVE/FIRE RETARDANT TREATMENT

To be read with Preliminaries/General conditions.

110 GENERALLY:
- Application to be carried out after cutting and machining, but before assembly, by a processor licensed by the treatment solution manufacturer for the specified treatment.
- For each batch of timber, provide a certificate of assurance that treatment has been carried out as specified.

120 BWPDA COMMODITY SPECIFICATIONS, where specified, are those defined in the latest edition of the British Wood Preserving and Damp-proofing Association Manual. Solution strengths and treatment cycles to be selected to achieve the service life (if specified) and to suit timber treatability.

160 ORGANIC SOLVENT PRESERVATIVE TREATMENT:
- Moisture content of timber at time of treatment to be as specified for the component at time of delivery. After treatment, timber to be surface dry before use.
- Application: Double vacuum/low pressure.
- Preservative solution manufacturer and reference:
  Hickson Timber Products Ltd's 'Vac-Vac Aqua' or similar approved
  Tel. 01977 671771

210 INTERIOR FIRE RETARDANT TREATMENT:
- Moisture content at time of treatment to be as specified for the timber at time of fixing. After treatment, timber to be dried slowly at temperatures not exceeding 65 deg C to minimise degradation and distortion.
- Application:One coat Quelfire WDP to a loading rate of 300g/M^2 in accordance with manufacturer's instructions.
- Fire retardant solution manufacturer and reference:
  Quelfire W.D.P. Tel. 0161 928 7308

Z20 FIXINGS/ADHESIVES

To be read with Preliminaries/General conditions.

110 FIXING GENERALLY: Use fixing and jointing methods and types, sizes, quantities and spacings of fasteners which are suitable having regard to:
- Nature of and compatibility with product/material being fixed and fixed to,
- Recommendations of manufacturers of fasteners and manufacturers of components, products or materials being fixed and fixed to,
- Materials and loads to be supported,
- Conditions expected in use,
- Appearance, this being subject to approval.

120 FASTENERS for materials and components forming part of external construction to be of corrosion resistant material or have a corrosion resistant finish.

130 FASTENERS for materials and components:
- Forming part of external construction but not directly exposed to the weather to be of corrosion resistant material or have a corrosion resistant finish.
- Directly exposed to the weather to be of corrosion resistant material.

140 FIXING THROUGH FINISHES: Ensure that fasteners and plugs (if used) have ample penetration into the backing.

150 PACKINGS:
- Provide suitable, tight packings at fixing points to take up tolerances and prevent distortion.
- Use noncompressible, rot proof, noncorrodible materials positioned adjacent to fixing points.
- Ensure that packings do not intrude into zones that are to be filled with sealant.

160 CRAMP FIXING:
- When not specified otherwise, position cramps not more than 150 mm from each end of frame sections and at 600 mm maximum centres.
- Secure cramps to frames with matching screws as masonry work proceeds, and fully bed in mortar.

170 NAILING:
- Nails: To BS 1202.
- In joints, use not less than two nails and opposed skew nailing unless specified otherwise.
- Drive nails fully in without splitting or crushing the material being fixed.
- Punch nail heads below surfaces that will be visible in the completed work.

180 MASONRY NAILS: Do not use without approval.

210 PLUGS:
- Proprietary types selected to suit the background, loads to be supported and conditions expected in use.
- Locate plugs accurately in correctly sized holes in accordance with manufacturer's recommendations.

220 SCREW FIXING:

- Screws: To BS 1210.
- All screws to have clearance holes. Screws of 8 gauge or more and all screws into hardwood to have pilot holes about half the diameter of the shank.
- Before using brass, aluminium or other soft metal wood screws precut the thread with a matching steel wood screw.
- Do not hammer screws unless specifically designed to be hammered.
- Drive countersunk heads flush with timber surface, or not less than 2 mm below it if they are to be stopped.
- Washers and screw cups, where specified, to be of the same material as the screw.

230 PELLETING: Countersink screw heads 6 mm below timber surface and glue in grain-matched pellets not less than 6 mm thick, cut from matching timber. Pellets to occupy the whole depth of the holes and be finished off flush with surface.

240 PLUGGING: Countersink screw heads 6 mm below timber suface and glue in plugs. Plugs to occupy the whole depth of the holes and project from the surface.

250 POWDER ACTUATED FIXING SYSTEMS:
- Do not use without approval.
- Tools to be to BS 4078:Part 2 and Kitemark certified, and used in accordance with BS 4078:Part 1. Operatives to be trained and certified as competent by tool manufacturer.
- Fasteners, accessories and consumables to be types recommended by the tool manufacturer.
- Ensure that operatives take full precautions against injury to themselves and others.
- Remove all unspent cartridges from the site when no longer required.
- Apply zinc rich primer to heads of fasteners used externally, in external walls or in other locations subject to dampness.
- Use top hat section plastics washers to isolate cartridge fired nails from stainless steel components fixed externally, in external walls or in other locations subject to dampness.

510 ADHESIVES:
- Adhesive types: As specified in the relevant section.
- Surfaces to receive adhesive to be sound, unfrozen, free from dust, grease and any other contamination likely to affect bond. Where necessary, clean surfaces using methods and materials recommended by adhesive manufacturer.
- Adjust surface regularity and texture as necessary to suit bonding and gap filling characteristics of adhesive.
- Ensure that operatives observe manufacturer's and statutory requirements for storage and safe usage of adhesives.
- Do not use adhesives in unsuitable environmental conditions or beyond the storage period recommended by the manufacturer.
- Apply adhesives using recommended spreaders/applicators to ensure correct coverage. Bring surfaces together within recommended time period and apply pressure evenly over full area of contact to ensure full bonding.
- Remove surplus adhesive using methods and materials recommended by adhesive manufacturer and without damaging surfaces.

Z22 SEALANTS

To be read with Preliminaries/General conditions

110 SEALANT TYPES: As specified in the relevant section.

120 SUITABILITY OF JOINTS: Before commencing, check that:
- Joint dimensions are within limits specified for the sealant
- Surfaces are smooth and undamaged
- Preparatory work which must be done before assembly of the joint has been carried out

Inform CA if joints are not suitable to receive sealant and submit proposals for rectification

130 PREPARING JOINTS:
- Clean surfaces to which sealant must adhere using methods and materials recommended by sealant manufacturer.
- Remove all temporary coatings, tapes, loosely adhering material, dust, oil, grease and other contaminants which may affect bond.
- Keep joints clean and protect from damage until sealant is applied.
- Backing strip, bond breaker, primer: Types recommended for the purpose by sealant manufacturer.
- Insert backing strips and/or bond breaker tape into joint leaving no gaps.
- Cover adjacent surfaces with masking tape to prevent staining and protect surfaces which would be difficult to clean if smeared with primer or sealant.

160 APPLYING SEALANTS:
- Ensure that operatives observe manufacturer's and statutory requirements for storage and safe usage of sealants.
- Use equipment and methods recommended by sealant manufacturer and apply within the recommended application life of primer and sealant, and the recommended air and substrate temperature ranges.
- Do not apply to damp surfaces (unless recommended otherwise), to surfaces affected by ice or snow or during inclement weather. Do not heat joints to dry them or raise the temperature.
- Fill joints completely, leaving no gaps, excluding all air and ensuring firm adhesion of sealant to required joint surfaces. Tool the sealant to a neat, slightly concave profile unless specified otherwise.
- Protect until cured.

D MAIN SUMMARY

Internal Alterations
All Saints Church Marple

PRELIMINARIES AND
SCHEDULE OF WORKS SUMMARY **£**

Preliminaries Total ……

Schedule of Works Total ……

Specifications ……..

Miscellaneous ……

_____

TOTAL carried forward to Form of Tender ……

E FORM OF TENDER

FORM OF TENDER

for

Internal Alteration
All Saints Church, 155 Church Lane, Marple

Having examined the Site, Drawings, Contract Particulars & Schedule of Works for the above named Works, we offer to install and complete the whole of the said Works in conformity with the said Drawings and Contract Particulars & Schedule of Works for the sum of:-

(words)
……

……

……

(£) ……

Or other sum as may be ascertained in accordance with the said Conditions.

I/We undertake to complete and deliver the whole of the Works comprised in the Contract Within the Contract Period.

Unless and until a formal Agreement is prepared and executed, this Tender, together with your written acceptance thereof, shall constitute a binding Contract between us.

I/We understand that you are not bound to accept the lowest or any Tender you may receive.

I/We agree that this Tender shall remain open for acceptance by the Employer for a period of three calendar months from the date stated for the receipt of the same.

Signed ……(print name)……

On behalf of ……

Address ……..

……..

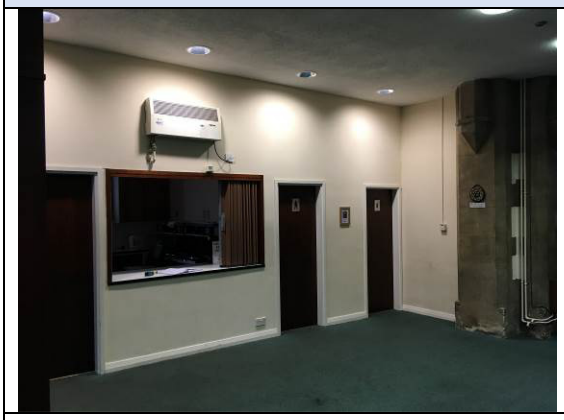
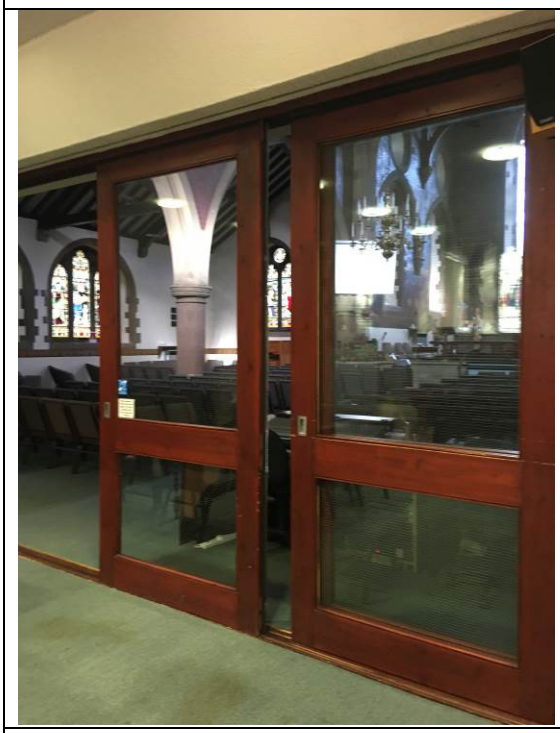
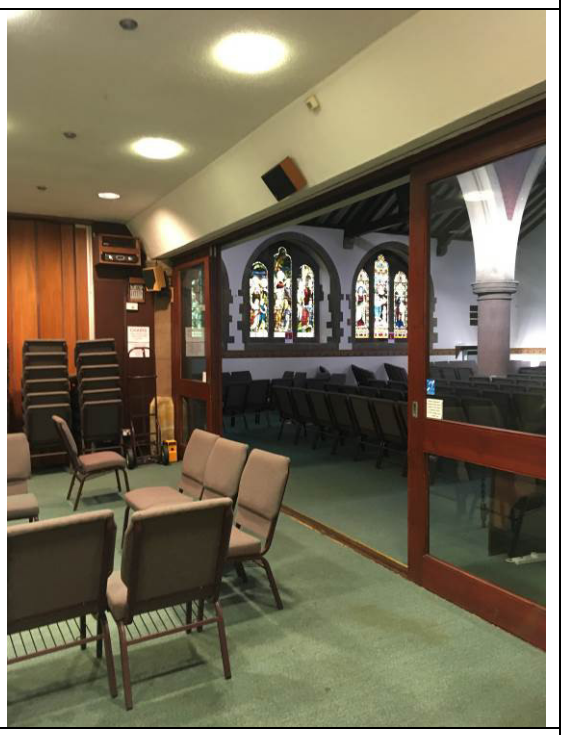
……..

Date ……..

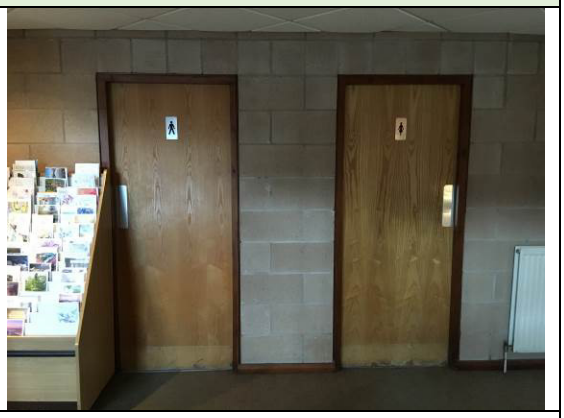
Ref 4602 Form of Tender

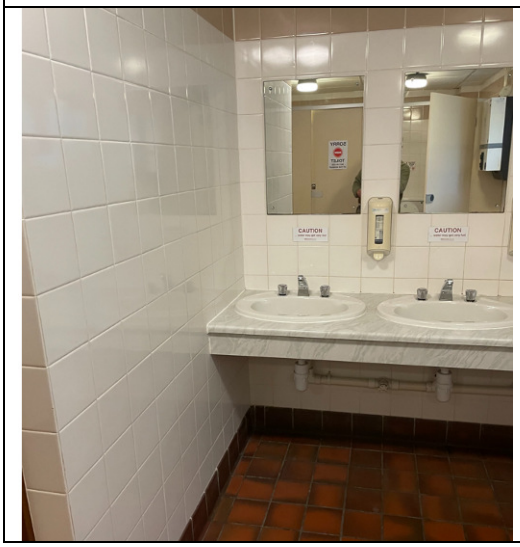
F PHOTOGRAPHS

All Saints Church Marple - Existing Photographs

Church Area		
		
		

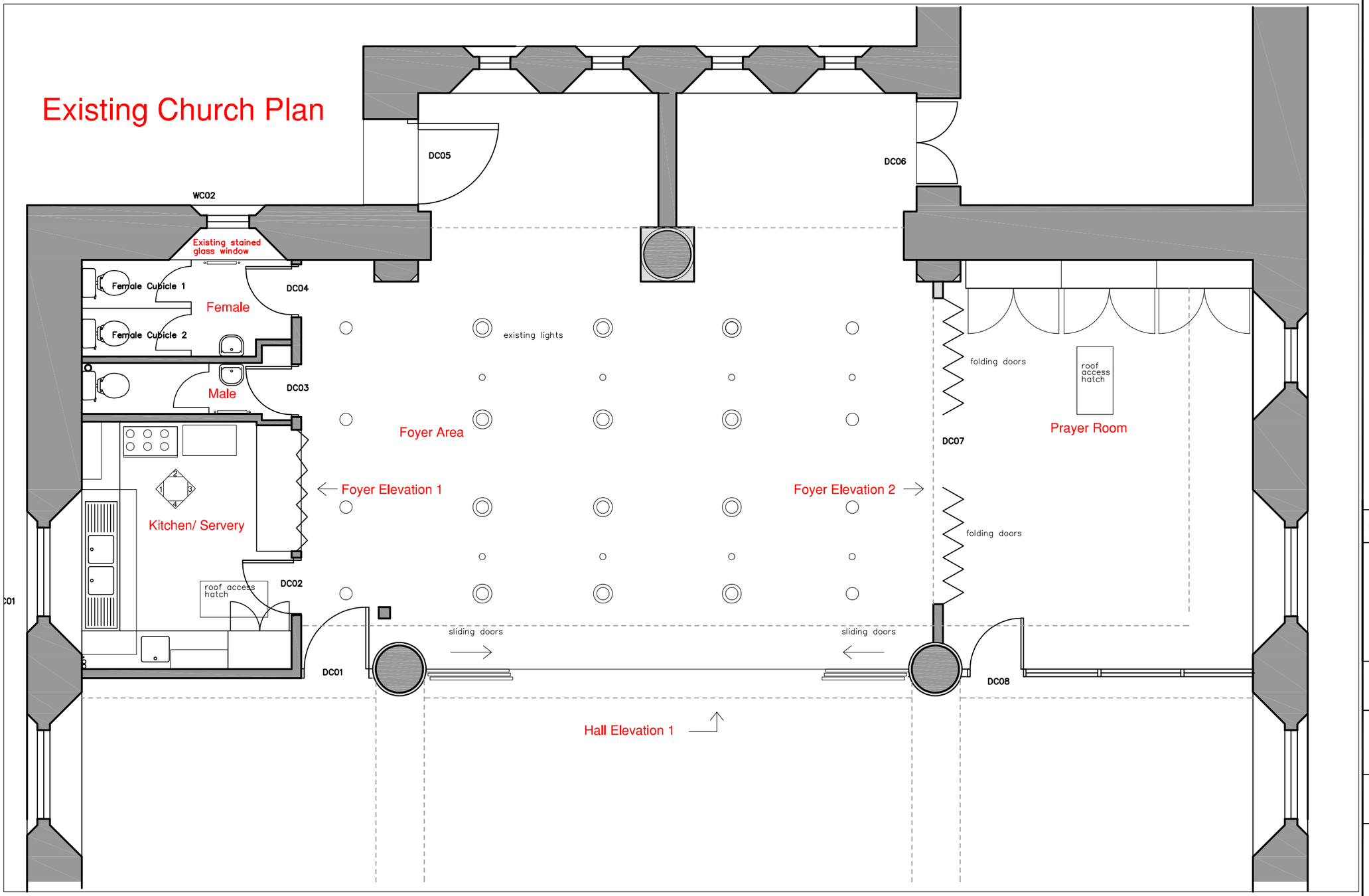
Hall Toilet Area





G DRAWINGS

Existing Church Plan



A3

NOTES

Existing Walls

New Walls

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 10		MAY 21

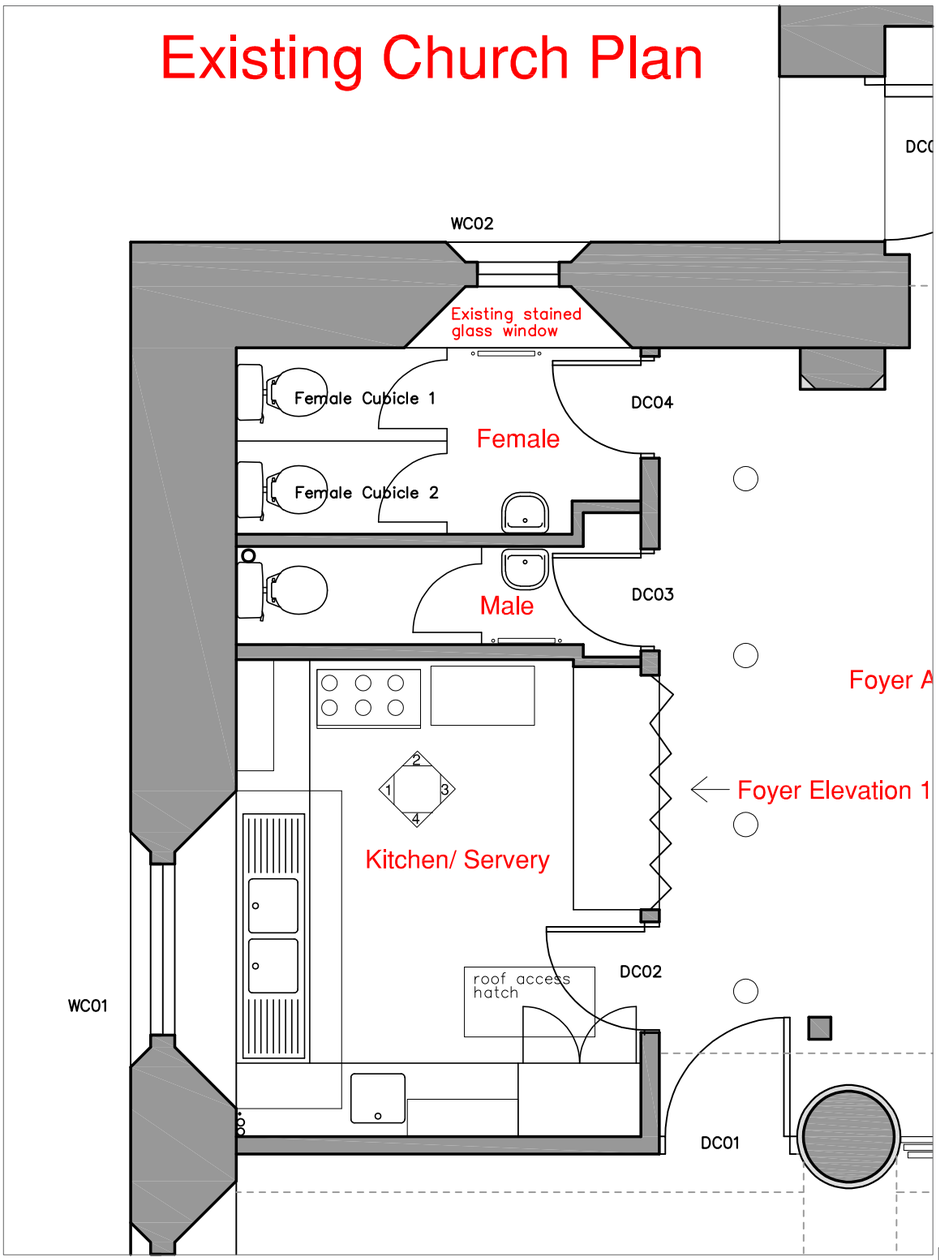
scales	drawn	checked
NTS	RW	

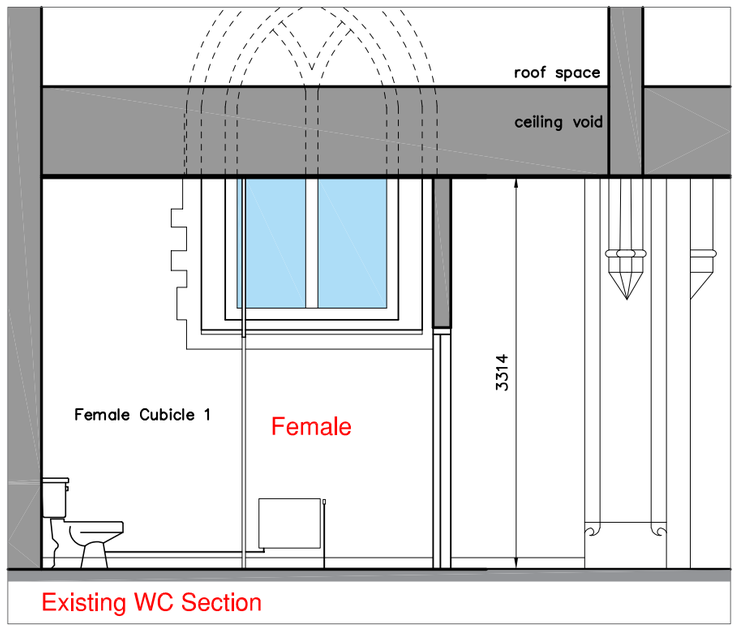
subject

EXISTING CHURCH AREA PLAN

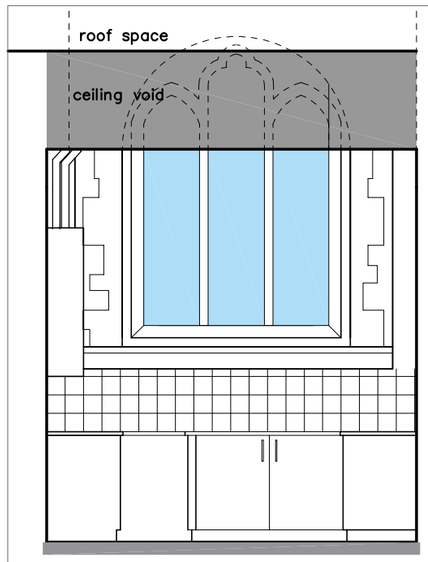
Warburton associates Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com

Existing Church Plan

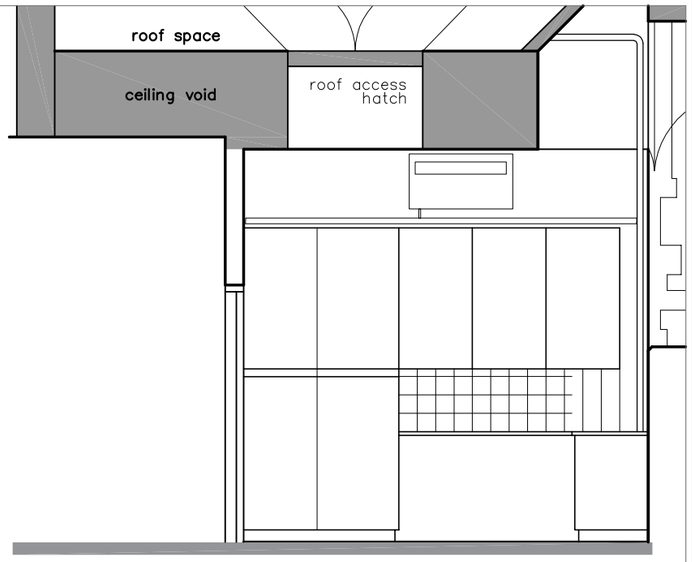




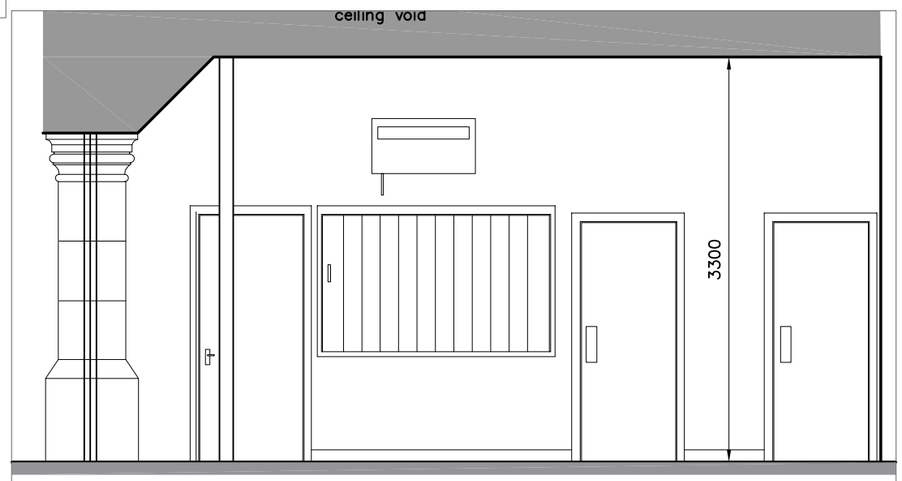
Existing WC Section



Existing Servery Elevation 1



Existing Servery Elevation 4



Foyer Existing Elevation 1

NOTES

A3

Existing Walls

New Walls

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

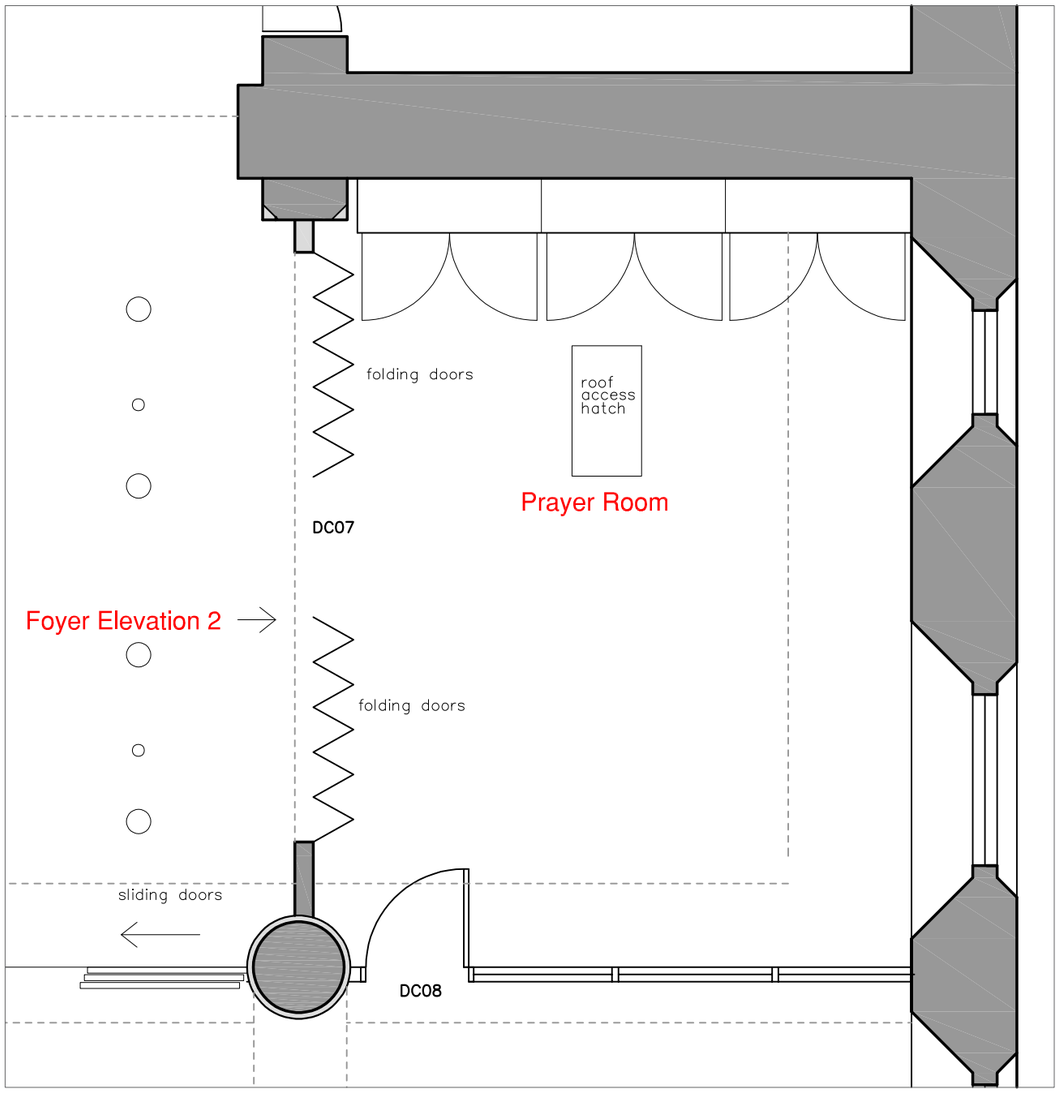
drwg no.	rev.	date
4602/ 11		MAY 21

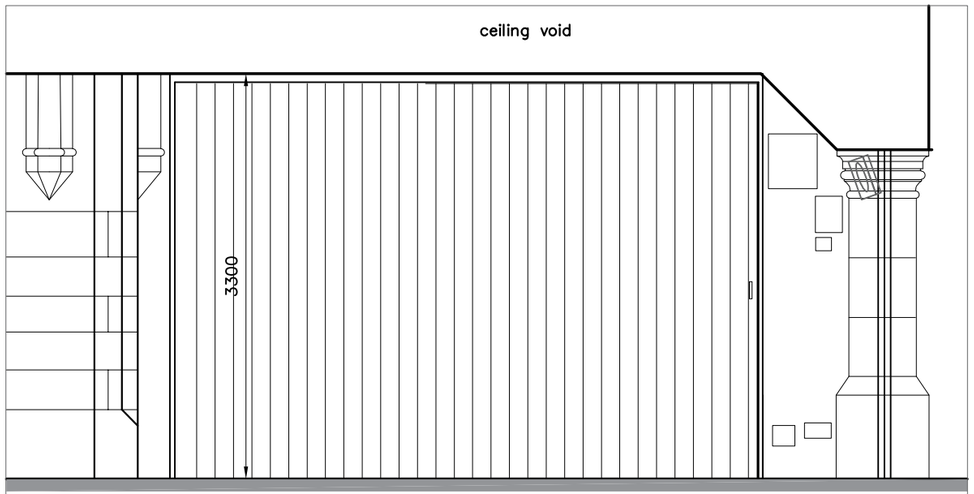
scales	drawn	checked
1/ 50 @ A3	RW	

subject

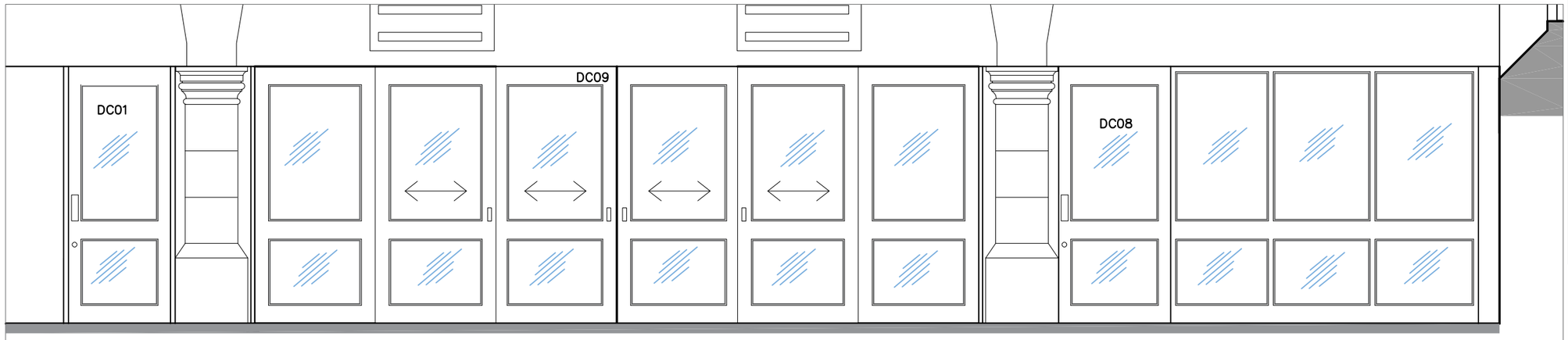
EXISTING CHURCH SERVERY
PLAN AND ELEVATIONS

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, Manchester M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com





Foyer Existing Elevation 2



Existing Hall Elevation 1

NOTES

A3

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

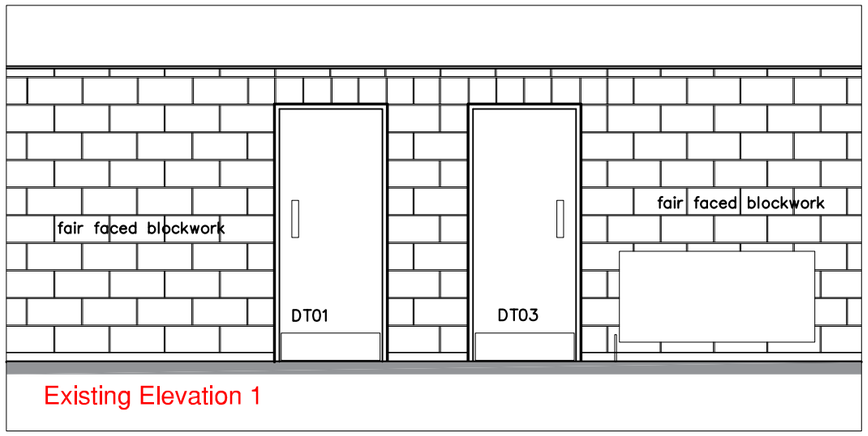
ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 12		MAY 21
scales: 1/ 50 @ A3	drawn: RW	checked

subject

EXISTING CHURCH PRAYER ROOM PLAN AND ELEVATIONS

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, Manchester M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com



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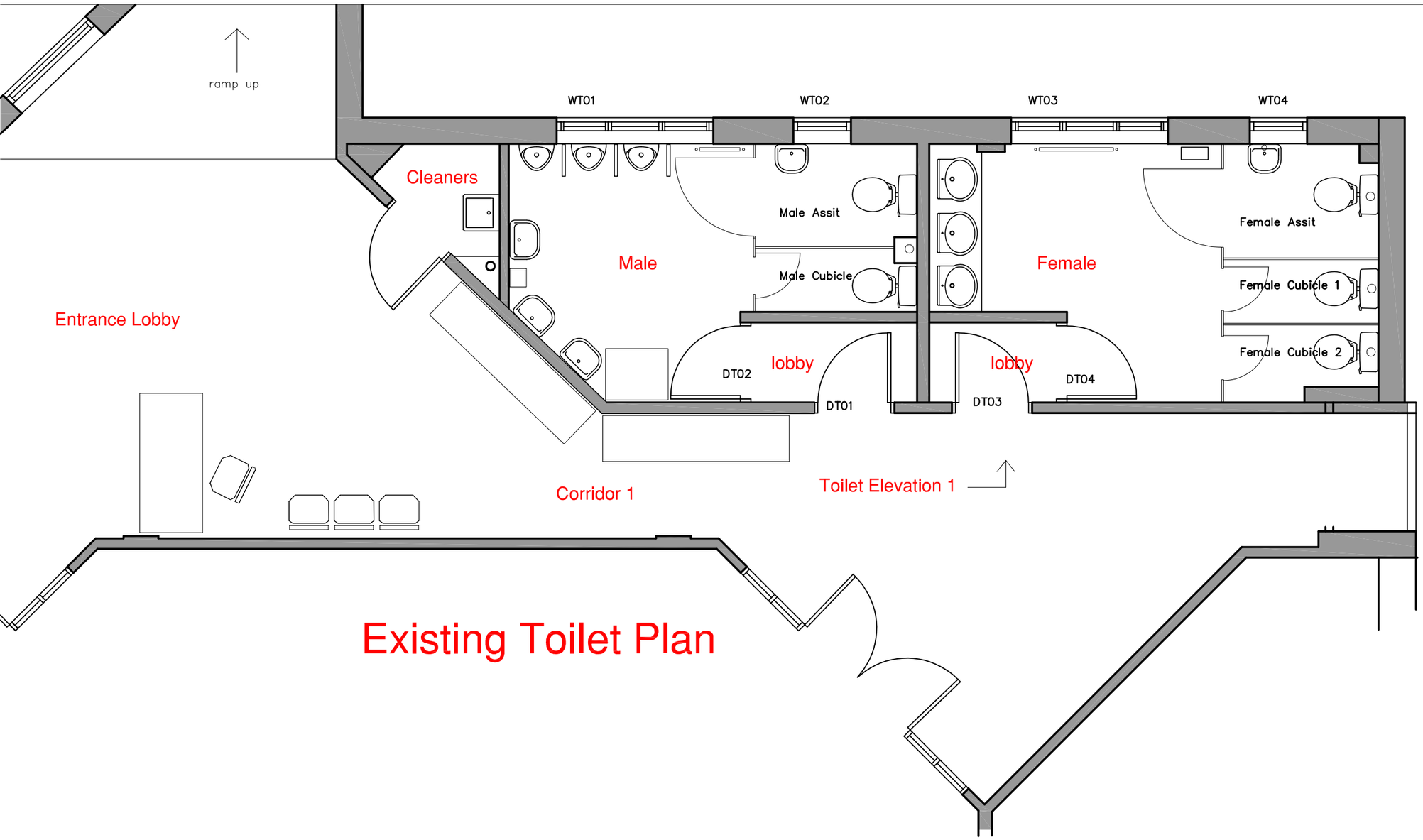


Existing Toilet Plan

A3

NOTES

Existing Walls

New Walls

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 13		MAY 21

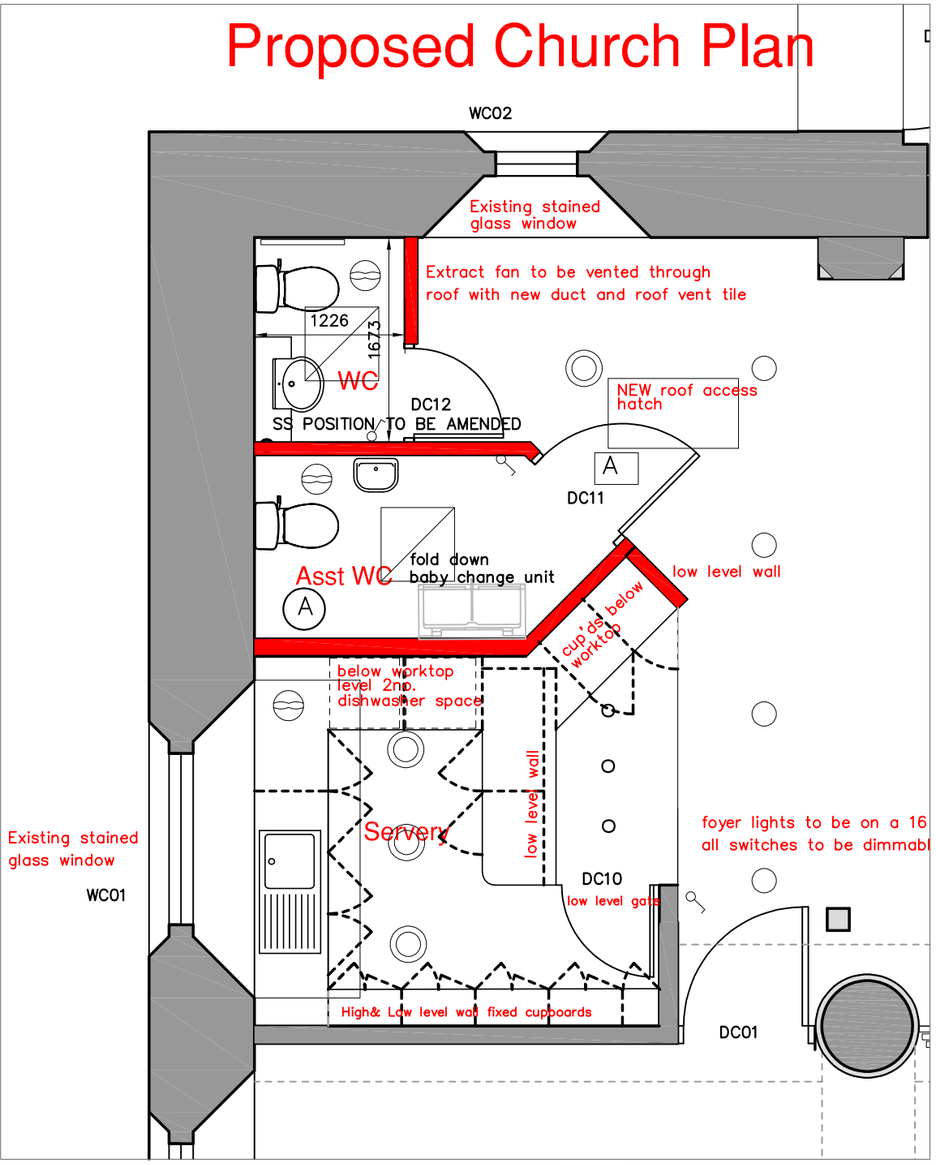
scales	drawn	checked
1/ 50 @ A3	RW	

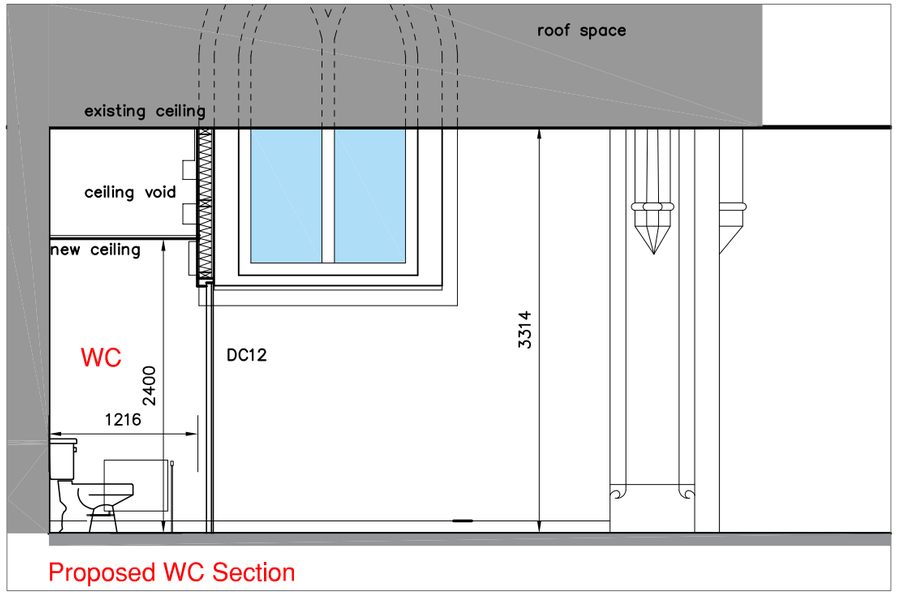
subject

EXISTING HALL TOILET AREA
PLAN AND ELEVATIONS

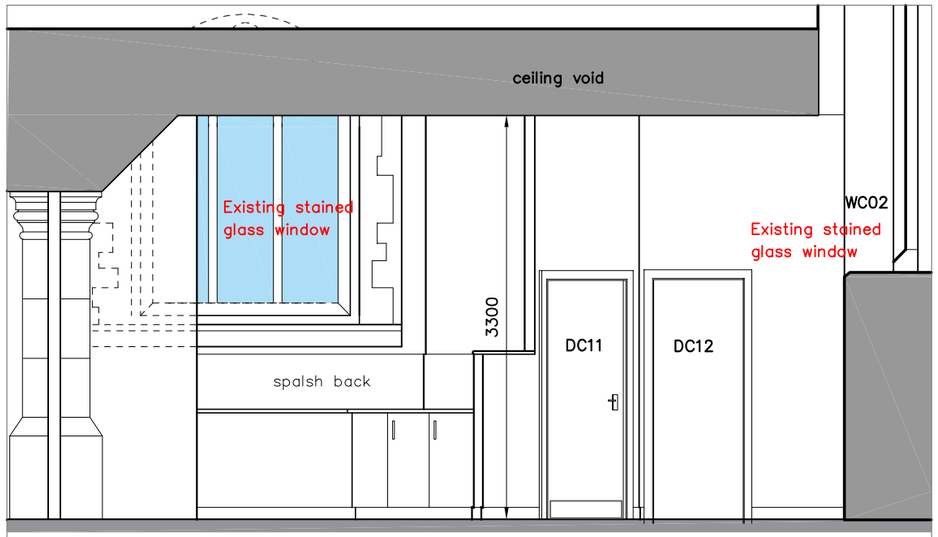
Warburton wa associates
Chartered Architects
The Old Police Station, 62 Chapel Street, Manchester M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com

Proposed Church Plan

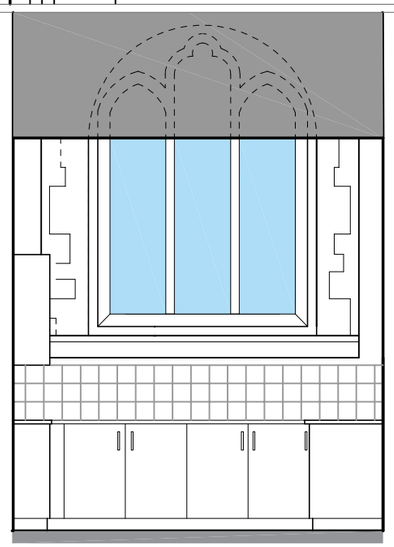




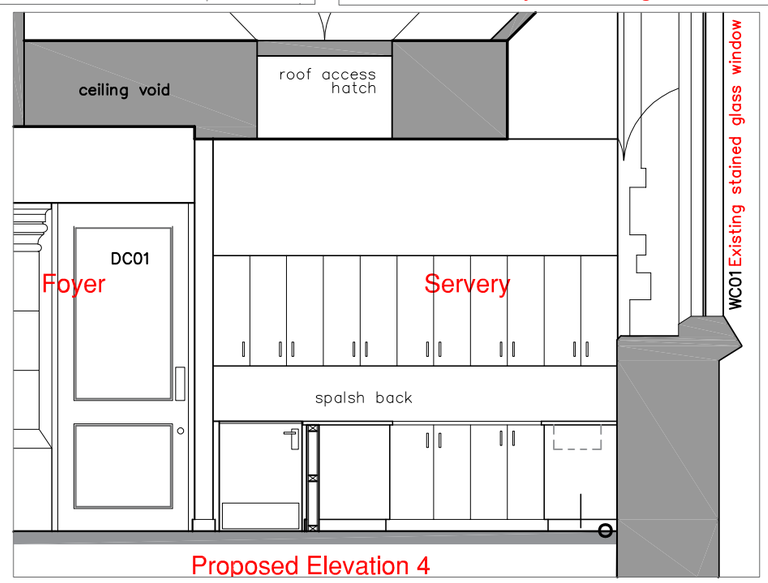
Proposed WC Section



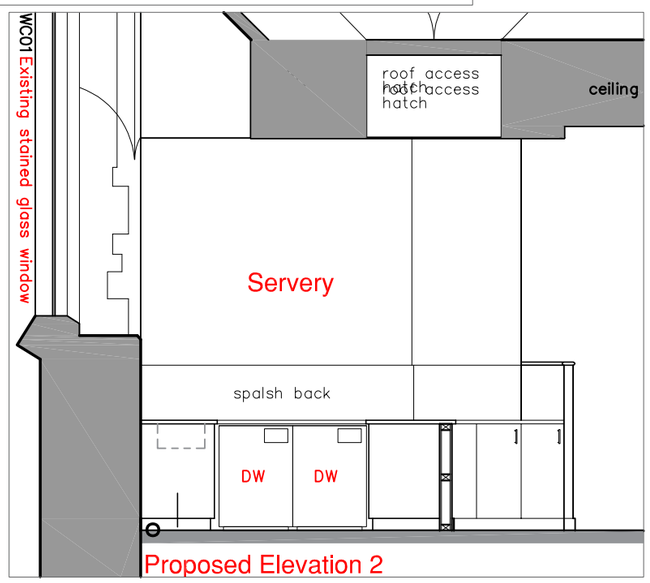
Foyer Existing Elevation 1



Foyer Existing Elevation 1



Proposed Elevation 4



Proposed Elevation 2

NOTES

A3

Existing Walls

New Walls

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

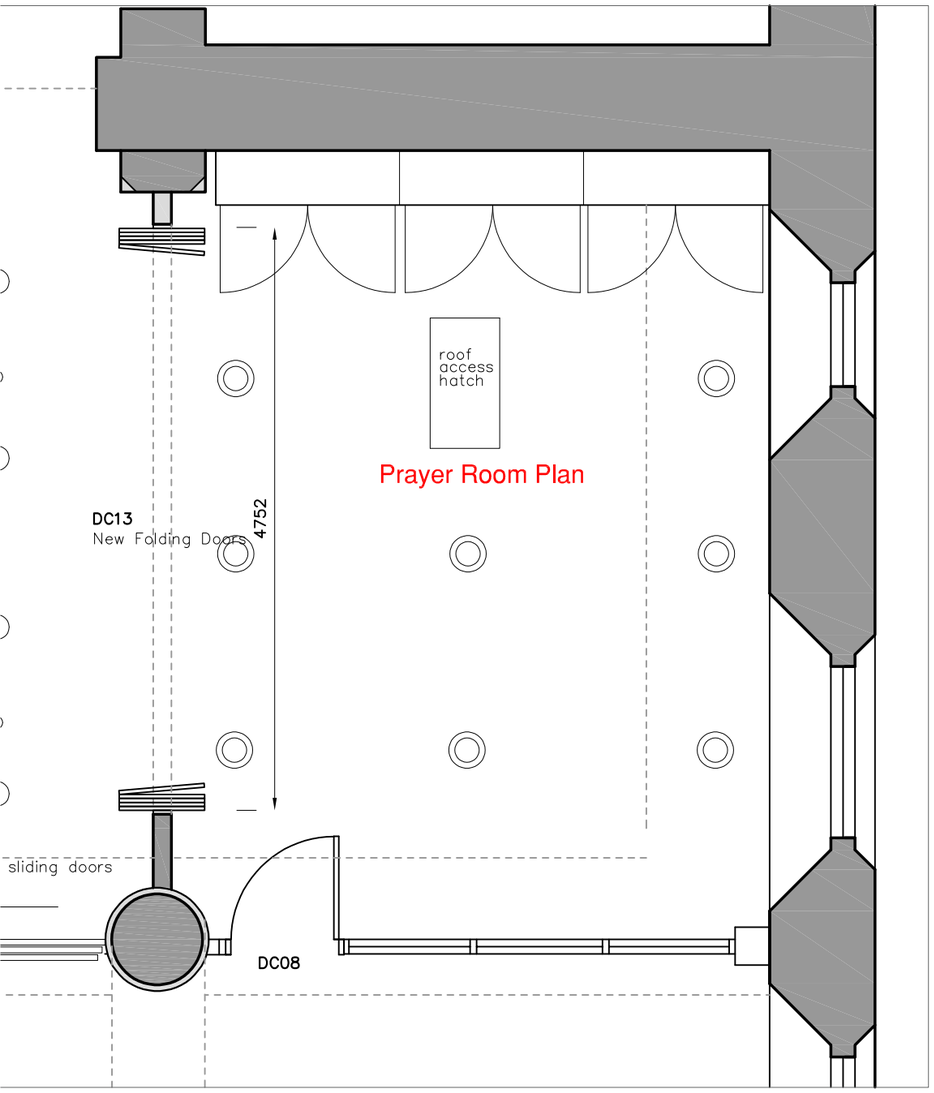
drwg no.	rev.	date
4602/ 14		MAY 21

scales	drawn	checked
1/ 50 @ A3	RW	

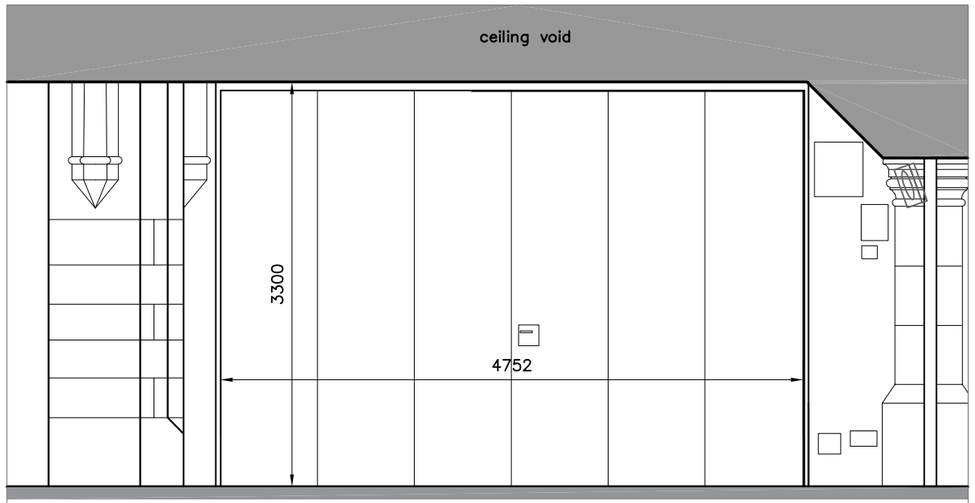
subject

PROPOSED SERVERY PLAN AND ELEVATIONS

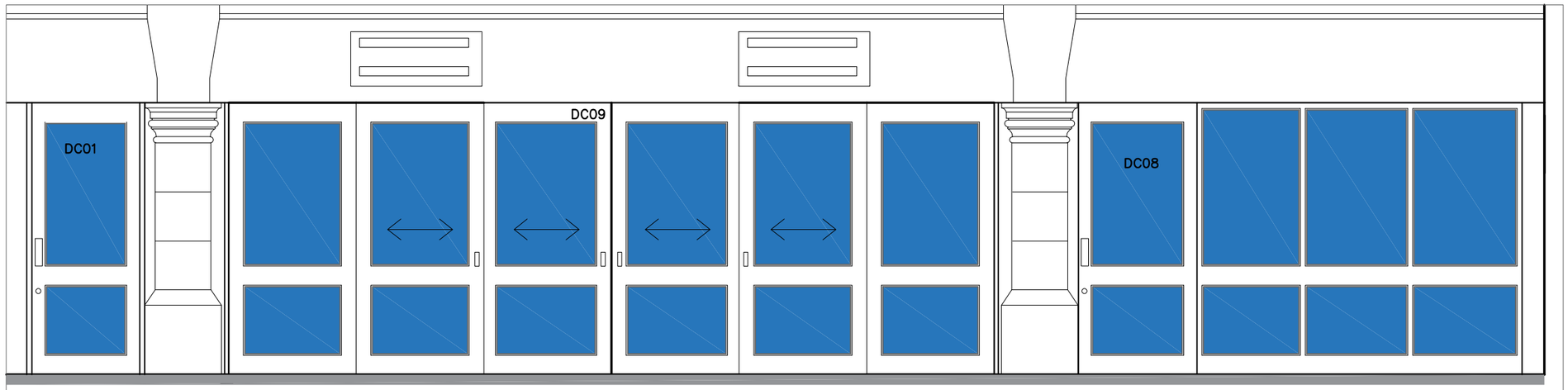
Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com



Prayer Room Plan



Foyer Proposed Elevation 2



Proposed Hall Elevation 1

NOTES

A3

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

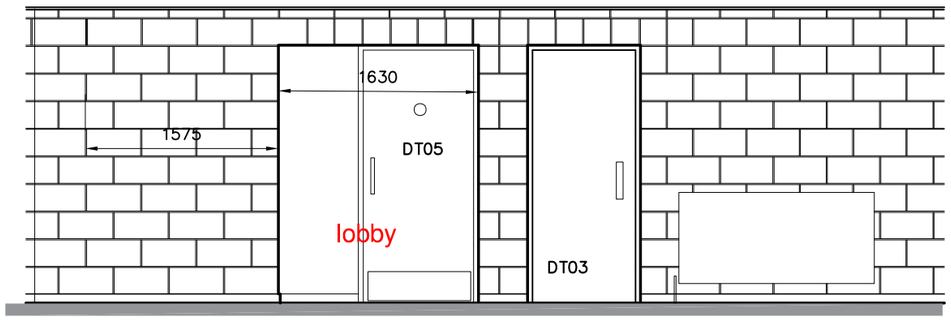
ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 15		MAY 21
scales: 1/ 50 @ A3	drawn: RW	checked

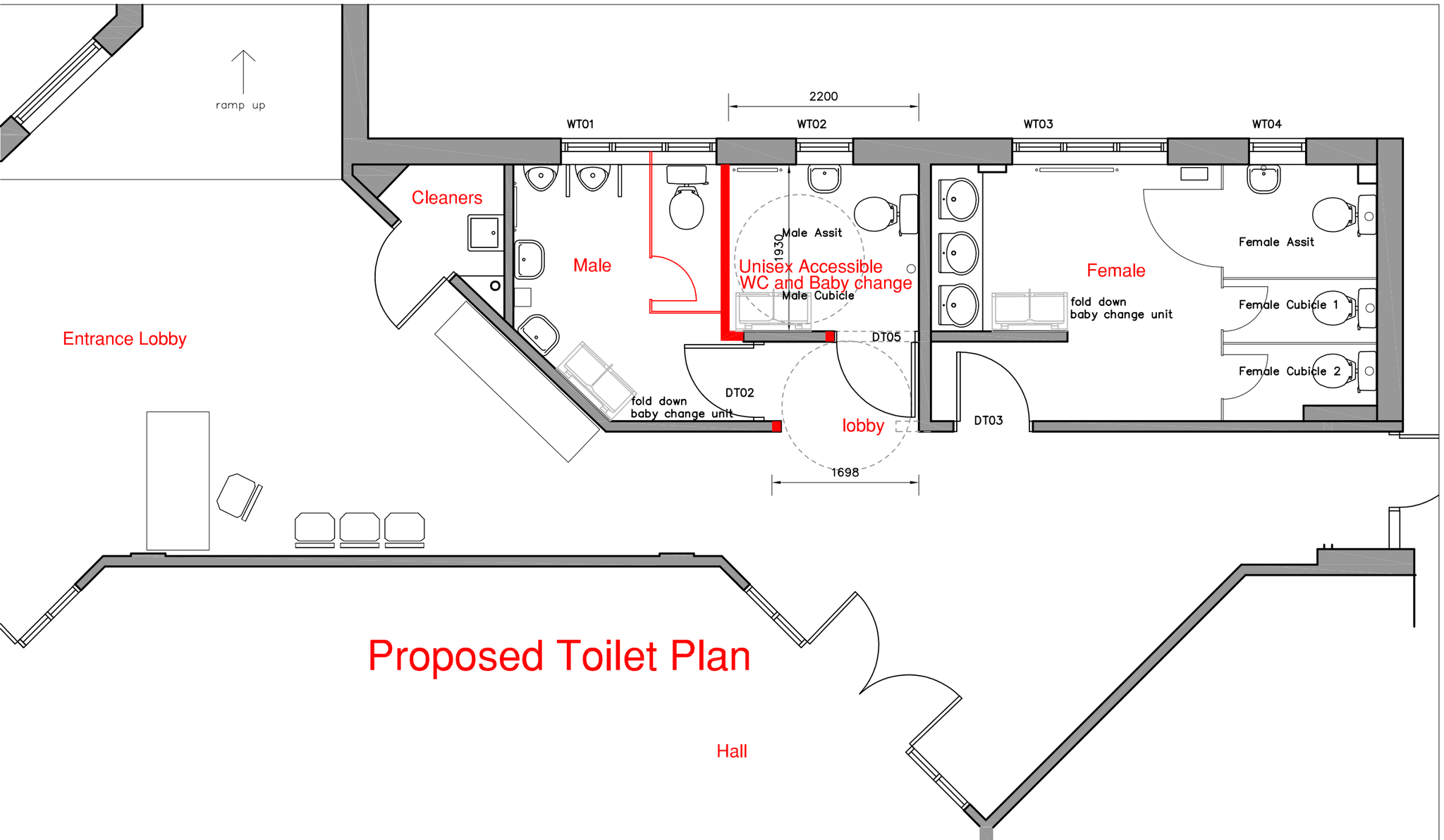
subject

PROPOSED CHURCH PRAYER ROOM - PLAN AND ELEVATIONS

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, Manchester M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com



Corridor Proposed Elevation



Proposed Toilet Plan

NOTES

A3

Existing Walls

New Walls

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

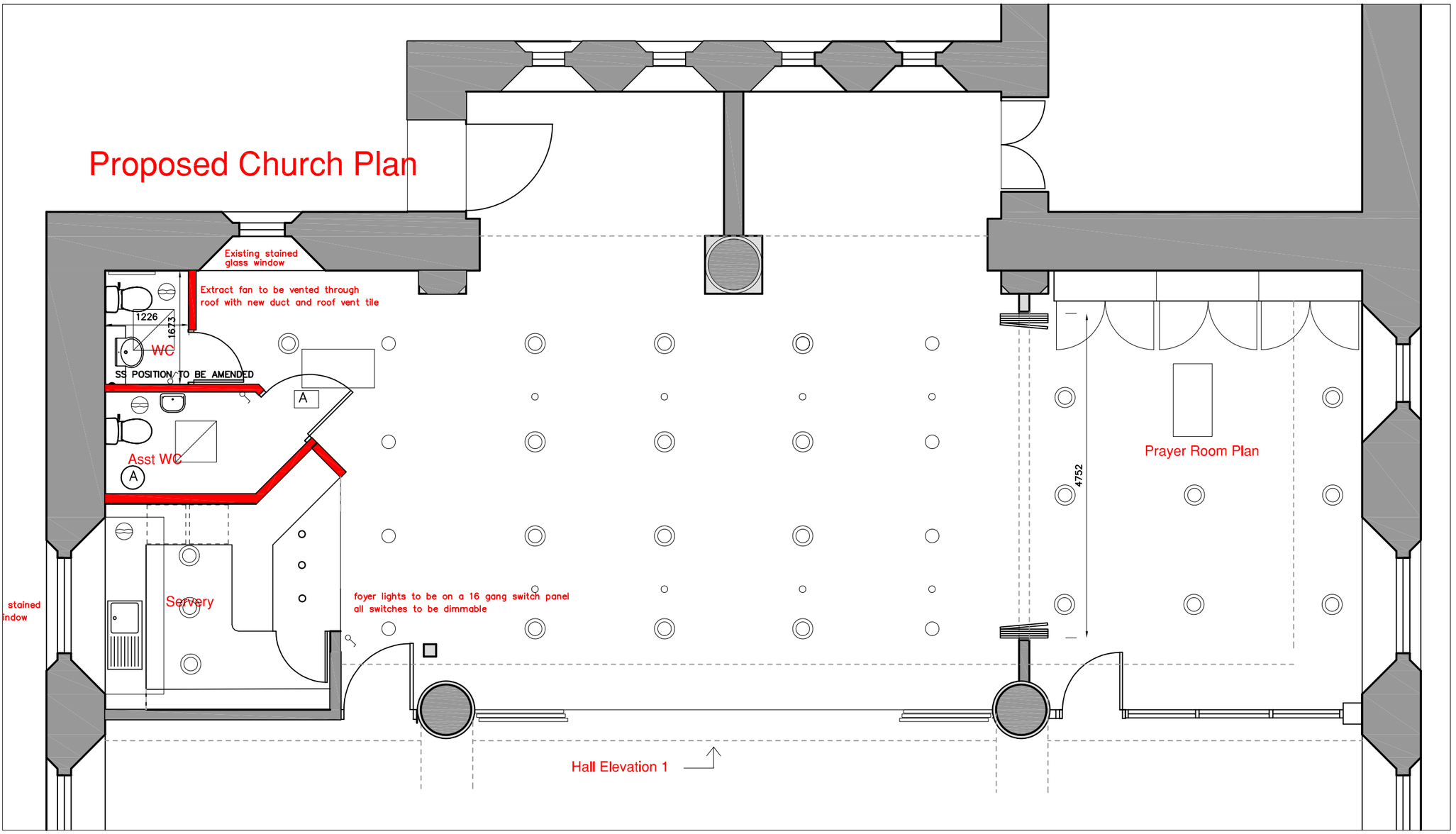
drwg no.	rev.	date
4602/ 16		MAY 21
scales: 1/ 50 @ A3	drawn: RW	checked

subject

PROPOSED HALL TOILET PLAN AND ELEVATIONS

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, Manchester M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com

Proposed Church Plan



A3

NOTES

EXTRACT FAN

HD HAND DRYER

SWITCHED FUSED SPUR

FIRE ALARM PANEL

INTRUDER ALARM (PROVISIONAL SUM)

PIR INTRUDER DETECTORS (PROVISIONAL S

SINGLE SWITCHED SOCKET OUTLET

TWIN SWITCHED SOCKET OUTLET

LIGHT SWITCH

A ASSISTED ALARM PULL CHORD

LIGHT SENSOR

A ASSISTED ALARM INDICATOR

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

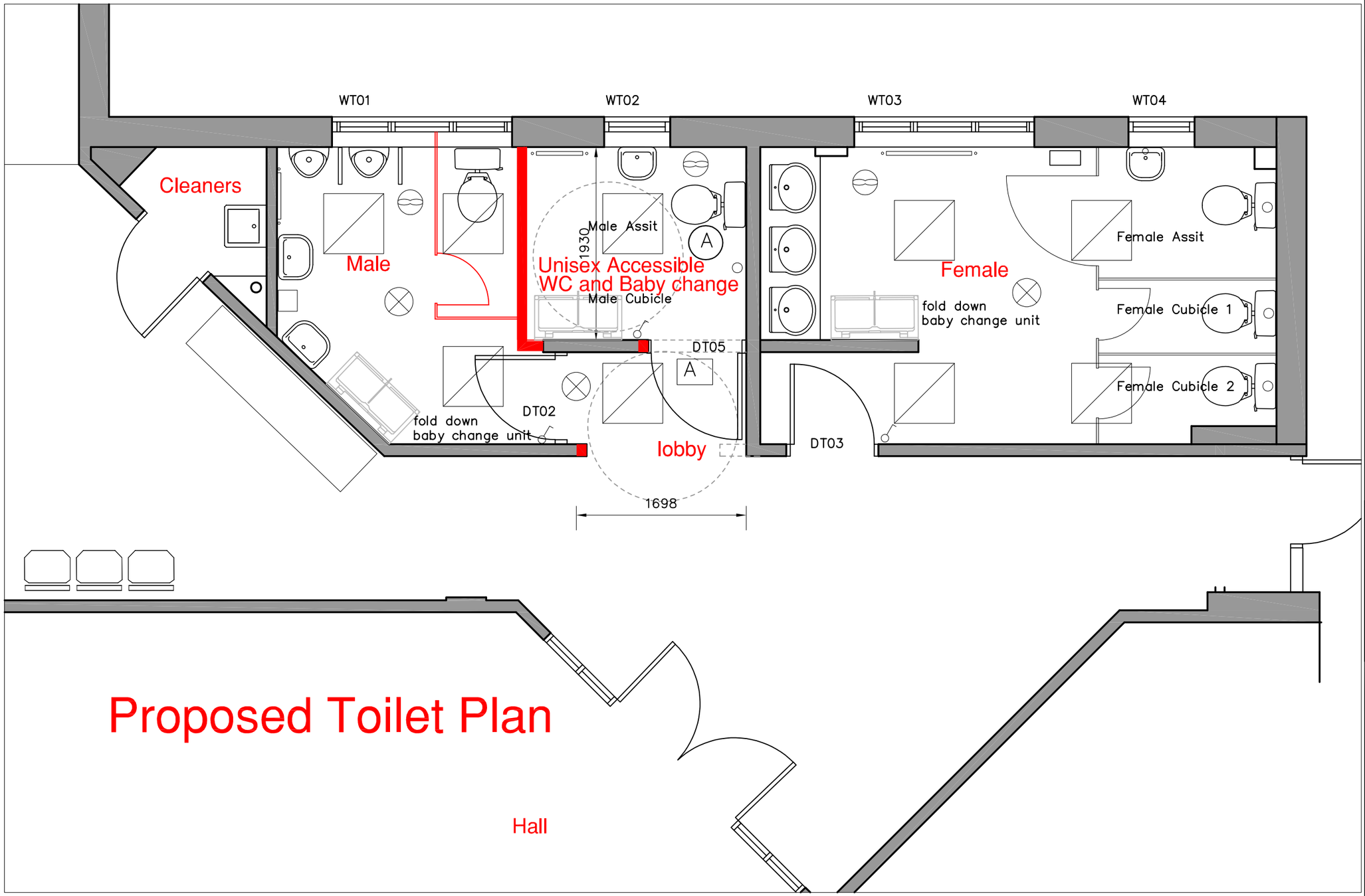
drwg no.	rev.	date
4602/ 17		MAY 21

scales	drawn	checked
NTS	RW	

subject

PROPOSED M&E PLAN
CHURCH AREA

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com



Proposed Toilet Plan

A3

NOTES

- EXTRACT FAN
- HD HAND DRYER
- SWITCHED FUSED SPUR
- FIRE ALARM PANEL
- INTRUDER ALARM (PROVISIONAL SUM)
- PIR INTRUDER DETECTORS (PROVISIONAL SUM)
- SINGLE SWITCHED SOCKET OUTLET
- TWIN SWITCHED SOCKET OUTLET
- LIGHT SWITCH
- A ASSISTED ALARM PULL CHORD
- LIGHT SENSOR
- A ASSISTED ALARM INDICATOR

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

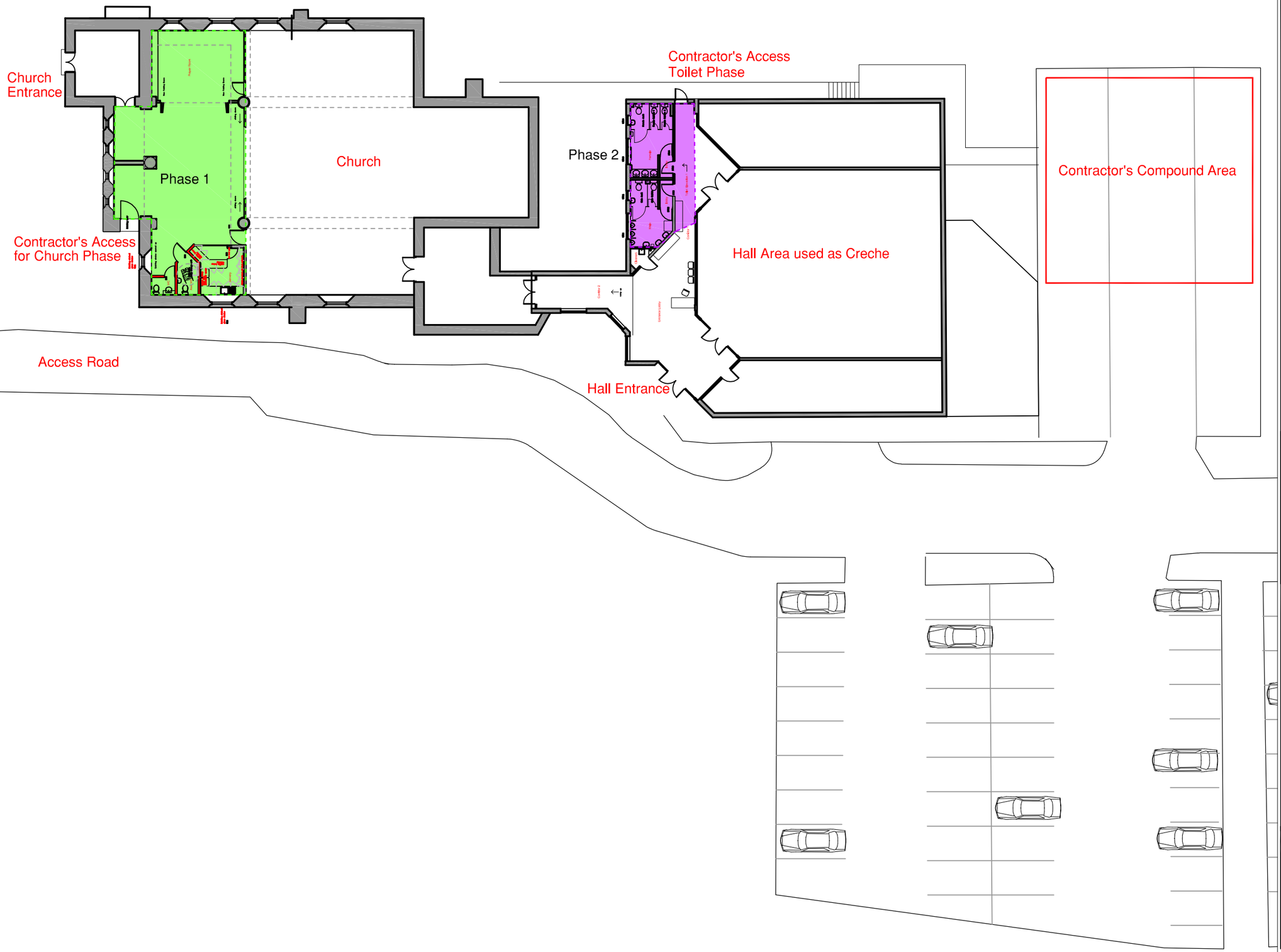
ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 18		MAY 21
scales: 1/ 50 @A3	drawn: RW	checked

subject

PROPOSED HALL TOILET AREA
M&E PLAN

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com



NOTES

A3

Existing Walls

New Walls

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 19		MAY 21

scales	drawn	checked
NTS	RW	

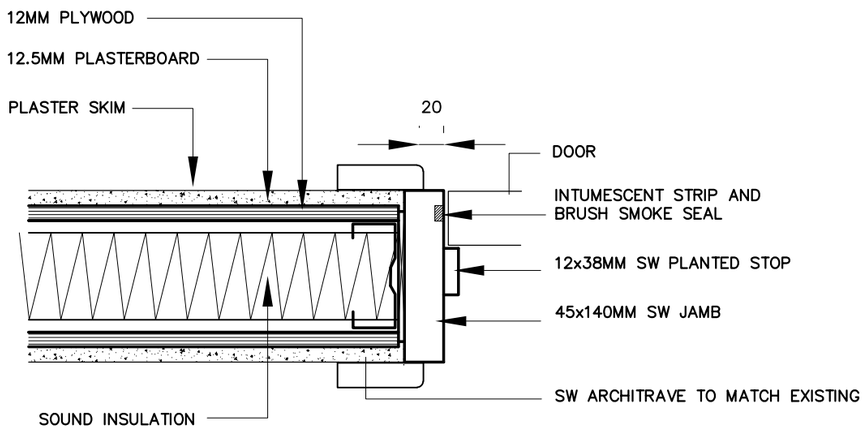
subject

PHASING PLAN

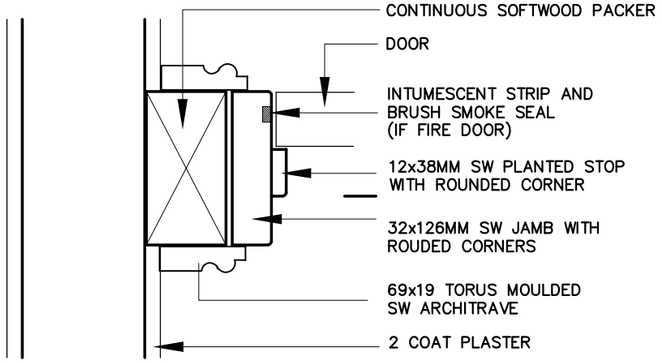
Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com

NOTES | A3

DOOR JAMB - DETAIL 1



JAMB DETAIL 2F (2 WITHOUT INTUMESCENT STRIP)



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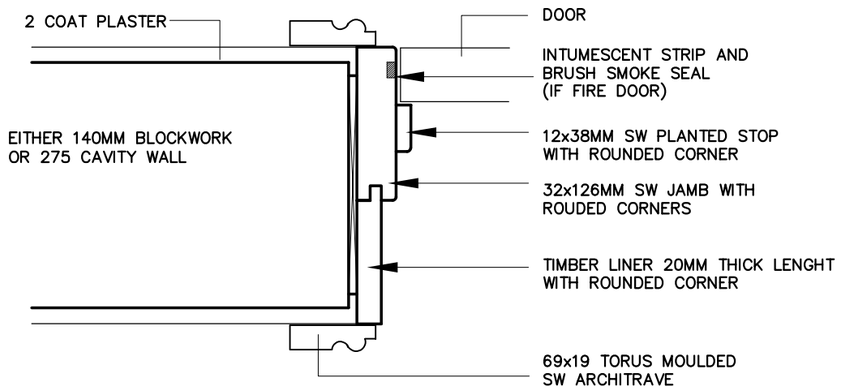
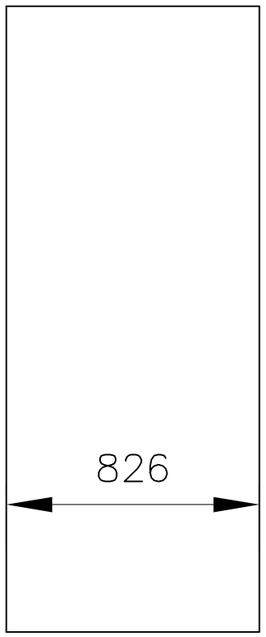


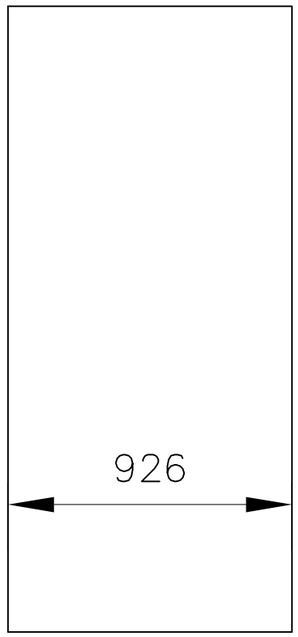


TYPE 01 - single

1 no. 2040 X 826 X 44MM
LAMINATE FACED FIRE DOOR

LONG EDGES TO HAVE
15MM HW LIPPINGS

DOORS
DC12 – CHURCH WC

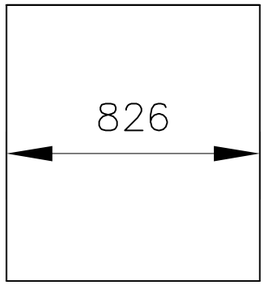


TYPE 02 - single

1 no. 2040 X 926 X 44MM
LAMINATE FACED FIRE DOOR

LONG EDGES TO HAVE
15MM HW LIPPINGS

DOORS
DC11 – CHURCH ASST WC
DT05 – TOILET ASST WC



TYPE 03 - single (half height)

1 no. 900 X 826 X 44MM
LAMINATE FACED DOOR

LONG EDGES TO HAVE
15MM HW LIPPINGS

DOORS
DC12 – CHURCH WC

rev	date	by	description

contract

INTERNAL ALTERATIONS
ALL SAINTS CHURCH
155 CHURCH LANE
MARPLE SK6 7LD

client

ALL SAINTS CHURCH

drwg no.	rev.	date
4602/ 20		JUNE 21
scales: 1/5 AND 1/20 @ A3	drawn: RW	checked

subject

DOOR DETAILS

Warburton associates
Chartered Architects
The Old Police Station, 62 Chapel Street, MANCHESTER M3 7AA
Tel: 0161 833 9345 Fax: 0161 831 7584 mail@warburtonassociates.com

Marple All Saints – Lobby and toilets

Date	Message
19/06/2019 To: Caroline Hilton, Katy Purvis From: Neville Philips **With attachment**	Many thanks for your help with our previous Faculty application for the new audio/visual scheme at All Saints' which is due to go ahead later this month. Please could the DAC consider the attached Feasibility Study for proposed internal improvements at our church which will eventually be the subject of a new full Faculty application. We are wishing to improve the toilet accommodation in both the entrance foyer which is located between the church and the church hall and in the lounge at the west end of the church. We have employed the services of Warburton Associates who are known to us and are experienced architects in designing fully accessible toilets in a range of building types including churches. Warburton Associates have produced a Feasibility Study which has been revised following consideration by and consultation with the PCC - the latest Updated Study is entitled '11th September 2018 - Rev A' as attached. All Saints' was invited by Chester Diocese to be part of the Lead Academy programme which has run over the past couple of years. As part of the course we were encouraged to consider alterations to the church to make it more welcoming and to provide up to date facilities such as, for example, the provision of fully accessible toilet accommodation. Warburton Associates designed various options for us to consider together with associated budget construction cost estimates with lower and upper cost estimates. After due consideration and having regard to the finances available the PCC has decided to adopt the following Options: Proposed Toilet Option Plan 3C Proposed Kitchen & Entrance Area Option Plan 2B Having carefully considered our finances the PCC concluded that we would not be able to afford Proposed Toilet Option Plan 1. The preferred revised Option 3C incorporates the provision of a fully accessible unisex toilet with associated improvements to the existing ladies and gents toilets and the provision of proper baby changing facilities. The Kitchen & Entrance Area Option 2B also provides improved and updated accommodation. The existing Church lounge dates back to the 1970's when the west end of the church was converted into a lounge area with kitchen and toilet facilities and a prayer room. Option Plan 2B provides a new kitchen/serving area, a new fully accessible unisex toilet with baby changing facilities, a new unisex

	toilet and upgrading of the remaining area. In particular the alterations to the existing kitchen and toilet accommodation will open up this area and will not only improve the natural light but in particular will fully expose to view two quality stained glass windows which will once again become features no longer obscured by the existing layout. The existing wooden sliding doors between the church and the lounge will be retained but provided with new glazing. A new screen will be installed between the lounge and prayer room. There will be new low energy lighting throughout this area. The Church is a Grade II Listed Building and the design submitted by the architect helps to reinstate some of the original features which will enhance the overall experience of using this area with the benefit of providing up to date facilities. We thought it made sense to request the DAC to consider these proposals in principle at this point before we progress to the next stage when detailed drawings will be prepared together with a specification for tender purposes and the submission of a full Faculty Application. This next stage will incur further fees so we wanted to obtain the views of the DAC beforehand in case any amendments are suggested. Please could you present this email and the attached Feasibility Study to the DAC for consideration at its next meeting if that is possible. I will be happy to answer any queries you may have or provide any additional information. 4) Feasibilty study
26/06/2019 To: Neville Philips From: Caroline Hilton	Thank you for sending these details. I have added this as an 'extra' item on the agenda for the DAC meeting this Friday 28 June. (It as an 'extra' item as it was received after the submissions deadline date of 14 June for formal inclusion in the agenda. However, time allowing, the DAC will be happy to look at these details and offer their informal advice). We will therefore be in touch with the DAC feedback following the DAC meeting on 28 June.
04/07/2019 To: Neville Philips From: Katy Purvis	**DAC Advice** I am writing to let you know that at its meeting of 28 June 2019, the DAC Committee considered the informal proposal for improved toilet facilities and wishes to offer the following informal advice: a) The Committee encouraged the parish in its development of the proposals b) The parish would need to provide some more detail in the form of plans showing the whole church building so the Committee could understand the proposals in context with the

	building as a whole. It also asked that the parish provide some photographs
03/08/2019 To: Caroline Hilton, Katy Purvis From: Neville Philips **With attachment**	Further to your email 4 July 19 please see below as requested a series of photographs showing the areas of the church which are the subject of our proposals as contained in the Feasibility Study prepared by Warburton Associates Architects and sent to you with my email 19 June 19. By way of explanation for services the lounge is combined with the main church to provide additional seating to accommodate the congregation - normally the seating as shown in the photographs is removed. I'm sending the plan of the church by separate email. I hope the photographs will be useful when viewed in conjunction with my email explaining our proposals as illustrated in the Feasibility Study but please contact me should you have any queries or require additional information We were grateful and encouraged by the initial comments of the DAC and we now look forward to receiving the Committee's further observations. 5) Photos
03/08/2019 To: Caroline Hilton, Katy Purvis From: Neville Philips **With attachment**	Just in case the plan didn't come through ok I'm sending from my iPhone as well 6) Church and Hall plan, and Church site plan
05/08/2019 To: Neville Philips From: Katy Purvis	Just to let you know I've received both plans and the photos, and added the proposals to the September DAC meeting for the committee to discuss your response to the advice. If you have any additional information that you would like the committee to consider, please send it to us before 24 August if possible, for inclusion in the meeting pack.
10/09/2019 To: Neville Philips From: Katy Purvis	**DAC Advice** I am writing to let you know that at its meeting of 6 September 2019, the DAC Committee considered the parish response to previous DAC advice and wishes to offer the following informal advice: a) The Committee need to be provided with further clear detail of the church, as the outline plan provided did not contain any text and labelling. It asks that the parish provide a clear drawings 'as existing' and 'as proposed'
10/09/2019 To: Katy Purvis From: Neville Philips	When is the next meeting of the DAC and when is the closing date for the agenda?

	I will label the plan of the church and send it to you. The Feasibility Study has plans of the existing and proposed layouts of the areas to be improved. Aren't these sufficient?
12/09/2019 To: Neville Philips From: Katy Purvis	The next DAC meeting is 18 October with a submission date of 4 October 2019. I do appreciate that the existing and proposed layouts are in the feasibility study, but the committee were slightly struggling to match these to the photos and overall plan of the building. I tried to help explain these, but the committee felt it could be clearer, and would need to be more explicitly explained to progress the application.
29/09/2019 To: Katy Purvis From: Neville Philips **With attachments**	Further to previous correspondence I attach additional plans and photos in respect of the above which I hope will be of assistance to the DAC in commenting on our proposals . The plans are as follows: 1. A site plan showing the Church and Church Hall 2. A line plan of the Church and Hall combined showing (a) the location of the hall toilets off the entrance foyer and (b) the lounge/narthex at the rear/west end of the church with kitchen, toilets and prayer (meeting) room 3. A layout plan of the Church as existing - the overall size of the lounge/narthex remains the same under the proposals, the internal arrangement in respect of the toilets and kitchen will be different as shown in the plans incorporated in the Feasibility Study The photos attached are in addition to those already supplied and show the main body of the Church taken from and looking towards the Chancel - I have labelled the photos. I hope this supplemental information will be sufficient for the DAC to understand our proposals and comment further following the Committee's initial encouragement to develop these proposals. I have already supplied the Feasibility Study with my explanatory email dated 19 June 2019 together with my further email dated 3 August 2019 with associated photos. Please let me know if the attached documents have come through satisfactorily and if you require any additional information prior to the DAC meeting on 18 October 2019. 7) Site plan, hall plan, church plan as existing 8) Further photos
30/09/2019 To: Neville Philips From: Katy Purvis	Thank you for these plans and photos. I have added the proposals to the agenda for the next meeting on 18 October, and will let you know the outcome as soon as we can.
22/10/2019	**DAC Advice**

To: Neville Philips From: Katy Purvis	I am writing to let you know that at its meeting of 18 October 2019, the DAC Committee considered the parish response to previous DAC advice and wishes to offer the following informal advice: a) The Committee suggests the parish develop its formal faculty application b) The parish need to provide full technical details, eg drawings setting out the proposed changes c) The parish will need to provide details of the existing and proposed drainage arrangements d) The parish will need to indicate which are its preferred options
15/11/2019 To: Katy Purvis From: Neville Philips	I do apologise but I don't think I acknowledged your email below. Thank you for the information and your assistance and I'm pleased the DAC suggested we develop the faculty application - I assume, therefore, that they had no objections to our proposals. I envisage we will now proceed to the next phase
19/11/2019 To: Neville Philips From: Katy Purvis	We look forward to seeing the details soon
30/11/2021 To: Katy Purvis From: Daniel Currie **With attachments**	Here is the statement of Need and draft tender document for our next project at All Saints'. Please could this be presented at the next DAC meeting on the 15th December for informal advice. Statement of Needs Draft tender documents