

**Schedule of Works**

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| **Off Islands Works Package** |
| **Multiple properties:**   * **St Martins WC** * **St Martins Fire Station** |

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| **Client:** | Council of the Isles of Scilly | **Site Address:** | Isles of Scilly - St Martins |
| **Contract Administrator:** | Currie & Brown | **Contractor:** | To be confirmed |
| **C&B Ref:** | 4101280-100 | **Issue date:** | 15/11/2022 |

| **ITEM** | **DESCRIPTION** | |  | **COST** |
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|  | **SECTION 1 – GENERAL PROVISIONS AND CONTRACT DETAILS** | |  |  |
|  | **Refer to preliminaries section of the tender package** | |  |  |
| 1.1 | **Scope of Works by the Contractor:**  The Contractor shall:   * Carry out everything necessary for the proper execution and completion of the works, whether or not described in this specification or in the attached drawings, provided the same may reasonably be inferred therefrom and is to include all necessary allowances when tendering. * Provide general attendance of one trade upon another and upon all sub-contractors, including the provision of facilities, plant etc, carrying out all sundry and jobbing works and making good etc, necessary for the proper execution of the works. * Be responsible for liaison with and co-ordination of all works by the various trades and Sub Contractors and. put in hand any works such as cutting chases, holes or mortices, providing fixings, plant or temporary services to avoid conflict with other work. * Provide and install all necessary plant, scaffolding, temporary shoring and supports, tools etc. including hoists, ladders, planking, tackle, trestles, storage facilities, vehicles etc. together will all fixings and fittings and is to alter, adapt and maintain as necessary for the use of all trades including those required by Sub-Contractors, for proper execution of the work and shall remove them and make good any damage before completion. * Provide and maintain during the Works all incidental shoring, strutting, needling and other supports as may be necessary to preserve the stability of existing structures on the Site or adjoining that may be endangered or affected by the Works. * Provide and install all necessary temporary services including artificial lighting, electrical power etc. required for the works together with all fixings and fittings and is to alter, adapt, move and maintain as necessary and shall remove them and make good any damage before completion. Where existing supplies can be used, the Contractor shall check their adequacy for his use and where inappropriate, make all necessary arrangements and pay all charges to enable him to use them if he so requires. * Comply with and give all notices required by any Act of Parliament, By-Laws and Regulations of Local Authorities and Statutory Undertakings, together with any local Police requirements and pay all those charges legally demandable and incurred in respect of these works, except for the Building Regulations which will be paid by the Employer. * Ascertain the location of all services (including those underground or overhead) drains or sewers, etc within the vicinity of the works before commencing site operations and shall maintain and protect the same at all times during the contract and make good any damage or pay any costs or charges in connection therewith. * Inform the Contract Administrator of any additional repairs which are outside the scope of this specification before the specified works are carried out, however, no additional work is to be carried out without his written instructions. provide all safety, health and welfare measures and amenities for his own workmen and for those of any Sub Contractors as laid down in all Health & Safety Legislation applicable to this contract and maintain all safety measures required thereunder. * Remove all rubbish, debris and surplus materials from the site as work proceeds including any existing or occasioned by Sub Contractors, and shall keep the site and surrounds clean and tidy at all times. * Ensure that the structure and services of the property including all fixtures, fittings and finishes etc., (whether new or existing to be retained) are protected against falling objects, dust, damage, frost, inclement weather or other hazards throughout the contract by providing all necessary covering, guards, dust sheets, screens, tarpaulins etc. and making good at his own expense any damage caused the inadequacy thereof * Move all furniture and take up and relay any carpet in occupied premises as necessary in order to facilitate the works. | |  |  |
|  | * On completion of the works, dismantle and remove all plant and temporary work, clear away all rubbish, debris and surplus materials and shall thoroughly clean all surfaces including any affected portions of the existing premises, both internally and externally including removing all stains and paint splashes, touching up any damaged decoration and cleaning all parts, to leave the site clean and perfect to the satisfaction of the Contract Administrator. | |  |  |
| 1.2 | **Site Administration:**  The Contractor must:   * Ensure that all work, including that of Sub-Contractors, is adequately supervised at all times by a competent foreman. * Take all reasonable care in order to confine the area of building operations to a minimum necessary for completion of the works. * Keep all persons (including those employed by the Sub Contractors), under his control and within the boundaries of the site. * Obtain all necessary permissions where the execution of the works requires workmen to enter upon adjoining properties prior to such works being executed. * Safeguard the Site, the Works, products, materials and any parts of the existing building affected by the works from unauthorised access, damage and theft and provide all necessary facilities to do so. * Indemnify the Employer against all claims or actions for damages arising from failure to comply with the above. * Allow for attending meetings as notified by the Contract Administrator. * Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin and other causes. * Make every effort to keep noise and disturbance to the occupier of the site and surrounding premises to a minimum. * Retain copies of maintenance instructions and guarantees delivered with components and equipment and keep safe for handover to the CA on completion. * 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. | |  |  |
|  | **SECTION 2 – CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS & PREAMBLES** | |  |  |
|  | The contractor is to allow for following the procedures of the CDM Regulations and performing the duties of principle contractor. | |  |  |
| 2.2 | All work implemented to the premises as specified within Section 3 of this report are to be undertaken in accordance with good building practice and in compliance with current British Standards and Code of Practices. | |  |  |
| 2.3 | All works are to be undertaken to ensure compliance with current Building Regulations where applicable and the Contractor will be responsible for submitting a Building Notice if necessary and to obtain a Completion Certificate prior to Practical Completion being issued. | |  |  |
| 2.4 | **Materials Generally:**  Materials and goods shall be of the best quality of their respective kinds, British Standard Specifications (referred to herein as BS) shall apply unless otherwise stated.  Where the name of a proprietary material has been used or referred to in a preamble note or in descriptions, unless otherwise described that proprietary material shall be handled, stored and used strictly in accordance with the manufacturer’s recommendations, instructions or specifications. It is the Contractor’s responsibility to obtain such details and inform all Sub Contractors and operatives of the requirements and restrictions contained therein. | |  |  |
| 2.5 | **Substitution of Products:**  No substitution of specified products will be permitted without approval. Such approval will only be granted if the contractor submits documentary evidence that the alternative product is equivalent in respect of material, safety, reliability, fitness for purpose, compatibility with adjacent construction, availability of compatible accessories and, where relevant, appearance.  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, fitness for purposes and appearance of the construction as a whole. | |  |  |
| 2.6 | **Workmanship Generally:**  Where not fully described herein all works shall be carried out in accordance with current British Standard Codes of Practice and where none apply, shall be carried out to accepted good practice and to the satisfaction of the Contract Administrator.  Subject to any specific requirements stated later, fix everything that is intended to be fixed in such a manner that it stays fixed. | |  |  |
| 2.7 | **Workmanship Definitions:** | |  |  |
|  | Fix Only | All labours in unloading, handling, storing and fixing in position, including use of all plant. |  |  |
|  | Remove | 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. |  |  |
|  | Keep for Reuse | 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. |  |  |
|  | Replace | Remove the stated existing components, features and finishes; provide and fit in lieu new components, features or finishes which, (unless specified otherwise, must match those which have been removed) and make good as necessary. |  |  |
|  | Repair | Carry out local remedial work to components, features and finishes, resecure or refix as necessary and leave in a sound and neat condition. It does not include replacement of components or parts of components or redecoration. |  |  |
|  | Make Good | 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. |  |  |
|  | Ease | 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 and make good as necessary. |  |  |
|  | To Match Existing | 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. |  |  |

| ITEM | **DESCRIPTION** |  | **COST** |
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|  | **SECTION 3 – SCHEDULE OF WORKS** |  |  |
|  | **Rationale behind the works**  These works consist of maintenance and repair items to CIOS maintained properties on St Martins. The intention of these works is to address the health and safety risks as well as reactive maintenance to defects which could cause further deterioration to the buildings and full refurbishment of the public toilets. | Note |  |
| 3.3 | **St Martins WC** |  |  |
|  | **External** |  |  |
| 3.3.1 | *External timber cladding re-decorations*  Allow to treat all external timber cladding boards with ‘No Nonsense Wood Treatment’ or similar, Colour: Dark Brown to match existing. Refer to ‘External Redecorations – Timber Surfaces’ specification item 5.0. | Item |  |
| 3.3.2 | *Timber fascia/soffits boards weathered exhibiting minor decay*  Allow to carefully remove uPVC guttering and fixtures and set aside for later re-use.  Allow for localised timber repair and treatment. Redecorate all timber fascia’s and soffits to achieve uniform appearance, colour: white. Refer to ‘External Redecorations – Timber Surfaces’ specification item 5.0.  Contractor to provide cost per l/m for over capping with white uPVC fascia and soffits: \_\_\_\_\_\_\_\_ l/m | Item |  |
| 3.3.3 | *Rainwater goods reinstatement*  Allow to re-instate existing uPVC rainwater goods and fixtures ensuring downpipes are aligned correctly to existing underground drainage and guttering laid to appropriate falls.  Upon completion, flush through and adjust falls where necessary and repair any leaking joints. | Item |  |
| 3.3.4 | *Timber framed windows and entrance doors weathering*  Contractor to redecorate previously painted timber elements to windows and doors. Refer to ‘External Redecorations – Timber Surfaces’ specification item 5.0.  Allow for internal redecoration to the inner face of the windows and doors using a Dulux trade paint to match the existing finishes.  Allow for localised repairs to timbers and easing and adjusting to ensure smooth operation of opening parts upon completion. | Item |  |
| 3.3.5 | *Safety glazing film*  Allow to supply and install anti-shatter safety glazing film to all single glazing. | Item |  |
| 3.3.6 | *Previously painted masonry surfaces re-decorations*  Allow to undertake localised repairs and redecorate external rendered walls to match existing. Refer to ‘External Redecorations – Masonry Surfaces’ specification item 4.0. | Item |  |
| 3.3.7 | *To the entrance doors (3nr) the closers are heavily corroded and rusted.*  Allow to remove corroded closers and supply and replace with new closers to match existing configuration. | Item |  |
| 3.3.8 | *There is a localised hole opened up in the concrete external finish which we understand has been present since drainage works were undertaken circa 8 years ago, as a result of ground movement following the works. The ground to this area has a high sand content and is suspectable to movement.*  Provisional sum – works to be specified by civil engineer and provided to the contractor. | Provisional sum | £5,000 |
|  | **Internal** |  |  |
| 3.3.9 | *Roof dampness and active woodworm*  Allow to treat all roof timber with ‘Sika Sikaguard Woodworm killer’ or similar approved in strict accordance with manufacturer’s instructions.  Remedial works subject to further investigation to roof void and covering for signs of potential water ingress. CA to issue instruction upon result of survey. | Item |  |
| 3.3.10 | *Sanitaryware soiled and worn - Strip-out*  Allow to decommission existing sanitary installations and strip out all WC’s, urinals, sinks, associated pipework and cubicle partitions, contractor to dispose of from site.  Carefully remove soap dispensers, paper hand towel dispensers and hand dryers, set aside in secure locations.  Contractor to notify CA of any additional fixtures and fittings within WC’s for removal instructions. | Item |  |
| 3.3.11 | *The ceiling finish is pitted and deteriorated internally.*  Allow to remove the existing ceiling and replace with modern plasterboard – ‘Gyproc multiboard’ or similar approved.  Allow to skim the ceiling face with ceiling plaster and decorate the internal face with 2nr coats of Dulux Trade white emulsion.  Provisional area for pricing purposes: 18m² | Item |  |
| 3.3.12 | *Wall boarding*  Allow to install hygienic Fibo (previously known as Respatex) wall boards at full heigh to internal wall surfaces. Colour and style TBC. | Item |  |
| 3.3.13 | *Floor tiling in poor condition*  Allow to supply and install new ‘Altro Aquaris Safety Flooring’ or similar approved in strict accordance with manufacturer’s instructions. Allow for the preparation of sub-base and overlaying existing quarry tiles in accordance with manufactures recommendations.  Contractor to allow for any easing/adjustment required to door thresholds to maintain operation.  Contractor to provide m² rate for repairs to de-bonded quarry tiles in preparations for latex:  \_\_\_\_\_\_\_\_\_m² | Item |  |
| 3.3.14 | *Cubicles*  Allow to supply and install new ‘Venesta Centurion’ cubicle partitions or similar approved in accordance with manufacturer’s instructions. Standard height, colour TBC. Arrangement to match existing configurations. | Item |  |
| 3.3.15 | *Ancillary item re-instatement (Paper towel dispensers / soap dispensers etc.)*  Allow to fix only CIOS provided / retained existing plastic paper towel dispensers / soap dispensers. | Item |  |
|  | **M&E** |  |  |
| 3.3.16 | *Sanitaryware installations - Replacement*  Contractor to submit proposal for approval to include full sanitaryware replacement including toilets, sinks and urinals with all associated pipework and fixtures to match existing arrangements and capacity.  Design must incorporate water saving measures such as low flushing services, tap aerators and waterless urinals.  Ideal Standard Ltd (Armitage Shanks) suite of products or similar approved. Web: <https://www.armitageshanks-mena.com/homepage.html>  Toilets - Type: Close-coupled, Floor mounted - Material: Vitreous China, white BS 3402 - Flush: Push-button  Sinks - Type: Wall mounted - Taps: Self-closing pillar taps - Material: Vitreous China, white BS 3402  Urinals - Type: Wall mounted - Waste: Waterless urinal, concealed waste - Material: Vitreous China, white BS 3402 | Contractors Design |  |
| 3.3.17 | *No hot water currently servicing handwash basins*  Allow to install point-of-use electric hot water heater to supply hand was basins.  Heater to be installed within protected, accessible boxing in. Contractor to submit proposal for approval by CA. | Contractors Design |  |
| 3.3.18 | *External lighting and photocell diffuser degraded*  Allow to remove external lighting and photocell diffuser and replace with new to match the existing. | Contractors Design |  |
| 3.3.19 | *PVC Distribution Board*  Allow to replace PVC distribution board with metal fireproof board in accordance with BS 7671. | Contractors Design |  |
| 3.3.20 | *Incoming LV ducts require sealing to prevent vermin access*  Seal LV ducts. | Contractors Design |  |
| 3.3.21 | *IP socket damaged and needs replacing*  Allow to supply and replace IP socket. | Contractors Design |  |
| 3.3.22 | *No access to pump which is thought to be pumping dirty water from the underground tank to the WC's tank causing blockages*  Allow to investigate, flush through prior to installation of new systems. | Contractors Design |  |
| 3.3.23 | *No access to pump which is thought to be pumping dirty water from the underground tank to the WC's tank causing blockages*  Upon approval for new direct SWW connection, provisionally allow to decommission, strip down and remove redundant system and storage tanks. | Contractors Design |  |
| 3.4 | **St Martins Fire Station** |  |  |
|  | **External** |  |  |
| 3.4.1 | *To the timber cladding, several sections have become unseated and popped out.*  Allow to refix localised timber panels – provisional quantity 10nr. Allow for a provisional quantity of 3nr timber panels to be replaced if unable to resecure. | Item |  |
| 3.4.2 | *External timber windows & sills are weathered and worn*  Allow to re-stain external timber surfaces to windows and sills to match existing. Refer to ‘External Redecorations – Timber Surfaces’ specification item 5.0. | Item |  |
| 3.4.3 | *The ironmongery to the front door was in a poor condition and could cause a security risk if further degraded.*  Allow to replace all ironmongery to the front door to match the exiting arrangement. Fittings to be suitable for marine environment, BS EN 1670 Grade 4 resistance to corrosion. | Item |  |
| 3.4.4 | *There is redundant boxing above the door which could fall and cause injury.*  Allow to remove the timber boxing and make good the area. | Item |  |
|  | **Internal** |  |  |
| 3.4.5 | *Kitchen cupboards and drainer worn and soiled*  Allow to replace with new to match existing and installation arrangement. | Item |  |
|  | **M&E** |  |  |
| 3.4.6 | *There is no extraction to the kitchen or bathroom*  Allow to provide extraction to the kitchen and bathroom with suitable extraction to meet the guidance in Approved Document F.  Allow to make good the area around any penetrations internally and externally. | Contractors Design |  |
| 3.4.7 | *Internal light fittings missing diffusers and no emergency lighting.*  Allow to supply and install diffusers to light fittings. Contractors design to supply and install new emergency lighting layout. | Contractors Design |  |
| 3.4.8 | *The 2nr external lighting are corroded and end of life*  Allow to remove the existing external lighting, provide and replace new external lighting and all electrical connections to match the existing arrangement. | Contractors Design |  |
| 3.4.9 | There is 1nr socket in the crew room/ office which has detached from the wall causing a fire risk.  Allow to replace 1nr socket. | Contractors Design |  |
| 3.4.10 | *No backflow protection to hose*  Provide backflow protection to hose connection. | Contractors Design |  |
| 3.4.11 | *Electric hot water heater not working*  Supply and install new hot water heater. Contractor to allow for removal and disposal of existing. | Contractors Design |  |
| 3.4.12 | *There is no heating to the premises.*  Allow to supply and install an electric heater to the crew room.  Heater to be: Messrs, Dimplex, Millbrook House, Grange Drive, Hedge End, Southampton, Hampshire, S030 2DF, telephone, 0844 879 3589, being the **Quantum Range**. | Contractors Design |  |
| 3.4.13 | *Incoming LV ducts require sealing to prevent vermin access*  Seal LV ducts. | Contractors Design |  |
| 4.0 | External Redecorations – Masonry Surfaces  **NOTE:** To be priced within individual property line items | Note | N/A |
| 4.1 | All surfaces are to be clean, suitably dry, and free from anything that may interfere with adhesion of new finishes to be applied. Remove all loose and failing material through scraping and stiff bristle brushing (not wire), back to a sound and firm edge. Ensure all edges of sound paintwork are feathered in. | Note | N/A |
| 4.2 | Where areas of severe localised adhesion failures are present, such decorations are to be stripped back to bare surface and allowed to dry for at least 48 hours or longer before application of new decorative finishes. | Note | N/A |
| 4.3 | It is not considered appropriate for any areas of existing paintwork to be skimmed over and where required, paint should be stripped back to an appropriate straight joint or window or projecting architectural feature to permit smooth and even finish to be obtained. | Note | N/A |
| 4.4 | To all existing previously decorated masonry surfaces, allow to apply Dulux Trade Weathershield Multi-Surface Fungicidal Wash to all surfaces, applied in strict accordance with manufacturers recommendations. | Note | N/A |
| 4.5 | To all random, small, isolated cracks, allow to rake out, make good with Dulux Trade Weathershield Exterior Flexible Filler and apply in accordance with manufacturers recommendations. All filler surrounding the cracks should be removed and allow to harden and cure accordingly. | Note | N/A |
| 4.6 | To all bare, repaired, and chalking areas of the external decorative finishes, allow to stabilise with application of Dulux Trade Weathershield Stabilising Primer, allow for a minimum drying time of 16 hours under normal drying conditions and apply in strict accordance with the manufacturer’s recommendation. It should be noted that such application must not be applied over surfaces treated with bitumen. | Note | N/A |
| 4.7 | Bring forward to a smooth and even surface and apply one full coat of Dulux Trade All Seasons Masonry Paint to all patch and stabilised areas and apply in strict accordance with the manufacturer’s recommendation. Allow a minimum drying time of 2 hours under normal drying conditions before proceeding with 2 coat decoration. | Note | N/A |
| 4.8 | To all previously prepared and decorated surfaces, allow to redecorate with 2 full body coats of Dulux Trade All Seasons Masonry Paint in accordance with manufacturer’s instructions. Allow a minimum drying time of 2 hours between coats under normal drying conditions. Colour to match existing. The Contractor is to provide a sample for CA approval prior to application. | Note | N/A |
| 5.0 | External Redecorations – Timber Surfaces  **NOTE:** To be priced within individual property line items | Note | N/A |
| 5.1 | The contractor is to liaise with the CA, property manager and if relevant the individual tenants/ leaseholders to permit complete redecoration, including window and entrance door returns. Allow for sufficient drying time. | Note | N/A |
| 5.2 | To all previously decorated surfaces allow to wash with hot water, liquid detergent solution to remove all surface contaminants frequently changing the water. Rinse thoroughly with clean water to remove all residue. | Note | N/A |
| 5.3 | Where any visible signs of organic growth exist, treat with Dulux Trade Weathershield Multi-Surface Fungicidal Wash and apply in strict accordance with manufacturers recommendations. | Note | N/A |
| 5.4 | To all other sound and failing paint, clean to ensure free from anything that will interfere with adhesion of new materials to be applied. Remove all loose and failing paint back to bare timber where breakdown is extensive and such elements should be stripped or scraped utilising hot air paint stripper or provide remover, all utilised in accordance with manufacturers advice. | Note | N/A |
| 5.5 | Prior to any painting, the moisture content should not exceed 10% on any components. | Note | N/A |
| 5.6 | Where isolated surface defects or open joints remain to any joinery and timber components, the Contractor is to rake out and remove any defective filler and fill with two pack proprietary system and apply in strict accordance with manufacturers recommendations. Any surplus should be removed whilst still wet and allow to cure accordingly. Once cured rub down with a suitable grade of abrasive paper to remove all dust and allow to dry before application of decorative finishes. | Note | N/A |
| 5.7 | To all previously decorated and prepared surfaces, allow to treat with full coat of Dulux Trade Weathershield Exterior Undercoat and ensure wet film thickness must not be less than 50 micro metres, in accordance with manufacturer’s instructions. Allow drying time strictly as per the manufacturer’s instructions. | Note | N/A |
| 5.8 | Denib and use fine abrasive paper. Do not break the surface with the coat and remove all dust. | Note | N/A |
| 5.9 | Redecorate all prepared surfaces with two full coats of Dulux Weathershield Exterior Quick Drying paint to match, in accordance with manufacturer’s instructions. Allow drying time strictly as per the manufacturer’s instructions and ensure end grain is well coated and the wet film thickness must not be less than 45 micro metres. Colour to match existing. To be confirmed with the CA. | Note | N/A |
| 5.10 | Redecorate all prepared stained surfaces with two full coats of Dulux Trade Classic Select Woodstain (colour to match) in accordance with manufacturer’s instructions. | Note | N/A |
| 5.11 | Redecorate all prepared varnished surfaces with two full coats of Dulux Trade Weathershield Yacht Varnish in accordance with manufacturer’s instructions. | Note | N/A |
| 6.0 | **Risk allowance** | See Contingency & Dayworks |  |
|  | **Total from above:** | **£** |  |