

**Schedule of Works**

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| **Off Islands Works Package** |
| **Multiple properties:**   * **Tresco Fire Station** |

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

| **ITEM** | **DESCRIPTION** | |  | **COST** |
| --- | --- | --- | --- | --- |
|  | **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 Tresco. 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 |  |
| 3.5 | **Tresco Fire Station** |  |  |
|  | **External** |  |  |
| 3.5.1 | *Corrosion to roller shutter laths*  Provisionally allow to replace laths and overhaul shutter door. Works subject to recommendations by Dorma (scheduled w/c 1st August) | Provisional Sum | £2,000 |
| 3.5.2 | *The timber front door has suffered from rot and is heavily weathered with blown glazing.*  Allow to measure the existing front door and replace with a new external hardwood timber door with half glazing to match the existing door. Allow for removal and replacement of timber door set including:   * Timber door * Timber door frame * Weather bar/ threshold * Glazing panel to match existing configuration   Ironmongery to be suitable for marine environment, BS EN 1670 Grade 4 resistance to corrosion. | Item |  |
| 3.5.3 | *The external windows require attention to prevent further deterioration.*  Allow to redecorate the timber windows with timber redecoration specification in clause 5.0.  Allow for internal redecoration to the inner face of the window using a Dulux trade paint to match the existing finishes.  Allow to replace 2nr glazing panels to the 2nr localised blown glazing units.  Allow for ease and adjust of all windows to ensure smooth operation. | Item |  |
| 3.5.4 | *There is a large amount of excessive vegetation growth to the surrounding area of the fire station and ivy growth to the elevations.*  Allow for landscaping works to cut back vegetation growth around the fire station and remove ivy growth from the building. | Item |  |
|  | **Internal** |  |  |
| 3.5.5 | *Concrete flooring minor surface damage and wear*  Allow to reseal concrete floors with ‘Smart Seal Concrete Floor Sealer’ for internal domestic & commercial use in strict accordance with manufacturer’s instructions or similar approved.  Ensure application areas are sufficiently prepared prior to application. Give concrete floor thorough clean, brush down and wash with detergent. Ensure the floor is clean, free from anything that may interfere with adhesion of applied coating and sufficiently dry.  Contractor to liaise with building occupier for removal of equipment and furniture in advanced of works programme. | Item |  |
| 3.5.6 | *Carpet worn and stained to crew rooms*  Allow to strip and dispose of existing carpet finish. Supply and install new carpet flooring to crew rooms. Product: Contractors choice, submit proposal for approval.  Use: Commercial Standard: EN- ISO 10874 Class: 33, Heavy  Allow for preparation of sub-floor layer in accordance with manufacturers recommendations. | Item |  |
|  | **M&E** |  |  |
| 3.5.7 | *Internal light fittings missing diffusers and no emergency lighting.*  Provisionally allow to supply and install diffusers to light fittings and emergency lighting | Contractors Design |  |
| 3.5.8 | *The 2nr external lighting are not operational.*  Allow to remove the existing external lighting and provide and replace new external lighting and all electrical connections to match the existing arrangement. | Contractors Design |  |
| 3.5.9 | *The fire alarm/ smoke detector is located on a slanted timber beam obscuring the effectiveness of the detector.*  Allow to relocate the smoke detector to a flat surface in the main garage area. | Contractors Design |  |
| 3.5.10 | *Inadequate socket outlets, additional required to prevent overload*  Provisionally allow to supply and install additional socket outlets, number and locations to be confirmed. | Contractors Design |  |
| 3.5.11 | *We noted that the rainwater harvesting tank appeared damaged, however, we were unable to get a good view due to vegetation growth.*  Provisional sum for repairs following landscaping and further investigation. | Provisional sum | £2,250 |
| 3.5.12 | *Lightening Protection*  Provisionally allow to install lightening and surge protection in accordance with BS EN 52306 and BS 7671. | Contractors Design |  |
| 3.5.13 | Trunking aged and incomplete in areas  Provisionally allow to install trunking to remaining areas not currently contained. | Provisional Sum | £2,500 |
| 3.5.14 | *Electric panel heart within office poor condition*  Allow to strip and dispose of existing heater and replace with new.  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 |  |
| 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:** | **£** |  |