

Jemmy Quantity Surveyors

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TENDER DOCUMENTS FOR

Chittlehampton Village Hall (Phase 1 Extension and External over clad)

ARCHITECTURAL DESIGNER : Barton Architects

| Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | QNTY | UNIT | RATE | TOTAL |
|---|---|---|------|------|------|-------|
| 1 Preambles & Preliminaries | | | | | | |
| 1.1 Main contractor's preliminaries | | | | | | |
| Part 1: Information and requirements | | | | | | |
| 1.1: Project particulars | | | | | | |
| Sub-heading 1 | Sub-heading 2 | Information requirements Supplementary information/ notes | | | | |
| 1. Name of project | | Chittlehampton Village Hall | | | | |
| 2. Nature of project | | Proposed Renovations & Extension | | | | |
| 3. Location of project | | Chittlehampton Village Hall Opposite Rackmead Terrace, Chittlehampton, Umberleigh EX37 9PS | | | | |
| 4. Length of contract | Where to be stated by the contractor, insert 'To be confirmed'. | Period, in weeks, to be stated 'To be confirmed'. | | | | |
| 5. Names, addresses and points of contact of employer and consultants | | | | | | |
| (1) Employer | | The Trustees acting on behalf of Chittlehampton Village Hall Coble Cottage The Square Chittlehampton Devon EX37 9QW | | | | |
| (2) Project sponsor (e.g. employer's internal project manager) | | Client Lead; Zoe Nicklin email: zoenicklin49490@gmail.com tel: 01789 540867 | | | | |
| (3) Architect | | Lewis Barton Barton Architects 6.7 Bedford House, Fulham Green 69-79 Fulham High Street London, SW6 3JW Tel: 0207 600 4040 Email; lewis@bartonarchitects.co.uk | | | | |
| (4) Principal contractor (under CDM Regulations) | | The Main Contractor | | | | |
| (5) Person empowered by the contract to act on behalf of the employer (person's title to be given (e.g. contract administrator) | | TBC Mob: Email; | | | | |
| (6) CDM co-ordinator | | TBC | | | | |
| (7) Quantity surveyor | | Steve Wickes Jemmy Ltd 16 Lovelace Crescent, Exmouth EX8 3PR Mob: 07837 553319 Email; steve@jemmyquantitiesurveyors.co.uk | | | | |

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| (8) Consultants (separately identified) (8.1) Structural Engineer (8.2) MEP Consultant (9) Clerk of works (if required by the employer) | | | | | | |
| Mark Harris StructureHaus 2nd Floor, Bradninch Pl, Castle St, Exeter EX4 3PL Tel: 01392 363497 Email; mark.harris@structurehaus.com Christopher Ayres Pivotal Design & Consultancy Limited The Mount, Western Gardens, Combe Martin, Devon EX34 0EY Tel: 01271 882266 Email; chris.ayres@pivotal-ltd.co.uk not required | | | | | | |
| 1.2: Drawings and other documents | | | | | | |
| 1. Drawings | 1. List of drawings from which the bill of quantities was prepared | THE TENDER DRAWINGS The Tender Drawings & Specification are listed in appendix A attached to this document. Drawing number, including revision status, drawing title, and author stated. | | | | |
| 2. Other documents | 1. Pre-construction information Explain how pre-construction information is dealt with (i.e. within the preliminaries bill or as a separate document). Cross-reference to preconstruction information document if separate document. | THE PRE-TENDER INFORMATION DOCUMENT as prepared by the CDM Co-ordinator is a separate document and accompanies this document. It may in some instances duplicate information given within this document or as indicated on tender drawings and incorporated as Appendix C THE CONTRACT DRAWINGS The Contract Documents shall be those listed in appendix A, B & C attached to this document & any others by agreement or issued as Tender Amendments SPECIFICATION section specific to this project incorporated as Appendix A and contained in this document | | | | |
| 2. List of drawings and other documents relating to the contract but not included in the tender documents | (1) Provide a list of drawings and other documents relating to the contract but not included in the tender documents, which may be seen by the contractor during the tender period (2) Document title, reference, revision, date of issue and author to be stated | The documents included but not limited to; NONE | | | | |

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| (3) Details of where documents can be seen to be stated | | | | | | |
| INSPECTION Drawings and other documents related to this contract but not included in the tender documents may be seen by appointment during normal office hours at the Clients and/or Contract Administrators address given above. | | | | | | |
| 1.3: The site and existing buildings | | | | | | |
| 1. The site | (1) Description of the site | The Site is Located in Chittlehampton Village Opposite, Rackmead Terrace, Umberleigh EX37 9PS and is situated in a rural residential area. The site is occupied by an existing Building | | | | |
| | (2) Reference to drawing, or drawings, showing the site boundaries and contractor's working area(s) | See Drawings located in Appendix A | | | | |
| 2. Existing buildings on or adjacent to the site. | Description of existing buildings on or adjacent to the site | The Site consists of the existing building run by the client and will not be in occupation throughout the works. Indicative information on the position of existing buildings and services are shown where available. | | | | |
| 3. Surrounding land/ building uses | 1. Address | <p>The Site is Located in Chittlehampton Devon and is situated on a unnamed road but referred to as East Street on Google maps.</p> <p>Access to the site with HGV's is restricted to one direct through the village. The contract should make themselves aware of any local restrictions</p> <p>(2) Use or activities carried out on the land or in building(s) is "Recreational" By it's very nature movement around the site should be executed with extreme care and with consideration for the neighbouring properties etc.</p> <p>Access to areas outside the contractors site is restricted and in constant use, neighbours activities and enjoyment shall not be effected.</p> <p>The procedures are set out in the Pre-Construction H&S Plan. All contractors vehicles, plant, Materials and hutting must be within the contractors compound or the site its self.</p> <p>NOTE The land behind the village hall land is owned by the parish council and has a children's play area in it and a football pitch. Due to this a security fence of 2m should be incorporated.</p> | | | | |

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| 4. Existing mains services | 1. On the site | EXISTING MAINS AND SERVICES The contractor should refer to the both the tender documents and tender drawings, which highlight the location of mains services and the like. notwithstanding the above the contractor shall make all further enquiries he deems necessary to satisfy himself of the accuracy of this information. The Contractor shall be responsible for verifying the accuracy and extent of the information given. | | | | |
| | 2. Adjacent the site | as above | | | | |
| 5. Soils and ground water | State information provided and where included in documentation (e.g. 'Annex B of the BQ' or 'as a separate document'). Cross-reference as necessary | SITE INVESTIGATION REPORT A site investigation report has been carried out and attached to this document. However should the Contractor wish to expand upon this then, by arrangement may visit the site to fully understand the existing site conditions. | | | | |
| 6. Site investigation | State information provided and where included in documentation (e.g. 'Annex B of the BQ' or 'as a separate document'). Cross-reference as necessary | SITE INVESTIGATION REPORT A site investigation report has been carried out and attached to this document. However should the Contractor wish to expand upon this then, by arrangement may visit the site to fully understand the existing site conditions. | | | | |
| 7. Health and safety file | | APPENDIX B3 | | | | |
| | 1. Health and safety file | (1) Availability for inspection; The pre-construction Health and Safety file forms part of this Tender Documentation (Appendix A) However should the Contractor wish to expand upon this then, may request further information or carry out investigations in preparation of their Tender to fully understand the existing site conditions. | | | | |
| | 2. Other documents | (2) Arrangements for inspection of Drawings and other documents related to this contract but not included in the tender documents may be seen by appointment during normal office hours at the Clients and/or Contract Administrators address given above. | | | | |
| 8. Health and safety hazards | Details of hazards that are or may be present on the site. | Information provided in the pre-construction information, APPENDIX C. | | | | |

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| <p>Generally; the nature and condition of the site and buildings cannot be fully ascertained before it is opened up. However the following hazards maybe present;</p> <p>See the pre-tender health and safety plan</p> <p>Before tendering ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the works Information; The accuracy and sufficiency of the information is not guaranteed by the Employer or the Employers Representative. Ascertain if any further information is required to ensure the safety of all persons and the works. Site Staff; Draw to the attention of all personnel working on the site possible health & Safety issues and the need to take appropriate precautionary measures.</p> | | | | | | |
| 9. Access to the site | (1) Description | ACCESS TO THE SITE Shall be exclusively via the existing roadway adjacent to the site. | | | | |
| | (2) Limitations | NO access to the any other part of the site will be allowed except to execute contract works. Persons carrying out works outside the site boundary must be accompanied at all times. | | | | |
| 10. Parking Details of employer's requirements in respect of parking and payments of fees and charges in connection of parking, including parking bay and parking meter suspensions | | No parking is available beyond the contractors compound. The contractor must allow for all costs associated with parking etc. including any charges fees or licences. Parking within the contractors compound is allowed | | | | |
| 11. Use of the site Details of any limitations | | <p>- Do not use the site for any purpose other than carrying out the Works.</p> <p>- Do not display or permit advertisements to be displayed on site without consent of the CA.</p> | | | | |
| 12. Site visits | (1) Purpose | In Preparation of their tender, the contractor shall be deemed to have ascertained the nature of the site, access thereto and all local conditions and restrictions likely to effect the execution of the works. | | | | |
| | (2) Arrangements for site visit | No claims regarding lack of information will be entertained. In the preparation of their tender, the contractor may visit the site as required by prior arrangement with the Employer Representative Detailed above. | | | | |

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| Currently the site is in use and care should be taken when on site and the contractor is responsible for his safety and any necessary equipment during said visits. | | | | | |
| 1.4: Description of the work | | | | | |
| 1. The works | <p>Description of the works; The work comprises of the Limited Demolition/Alterations of the existing and structure and associated external works within the site;</p> <p>The finishes will be to the HIGHEST standard reflecting the nature of the property.</p> <p>GENERAL</p> <p>As an overall requirement the contractor shall take full responsibility for the construction, commissioning and testing following the completion of the building and associated works in all respects to the specification technical and time requirements of the documents.</p> <p>The limits of the works are shown on the drawings and the specification and include the design (where contractors responsibility), construction and completion of all the permanent works.</p> <p>The works are the whole works as defined by the conditions of contract, this document, drawings and specification (incl the permanent and temporary works)</p> <p>The design of any Contractors design portions shall be wholly and singularly the responsibility of the Contractor. Any approval or rejection by the Employer's</p> <p>Representative of design proposals put forward by the Contractor shall not relieve the Contractor of his responsibility in this respect. The design shall develop but not change the scheme shown on the Employers Drawings and specification to facilitate construction by the contractor of the works where appropriate</p> | | | | |
| 2. Preparatory work by others | <p>Description of any work that will be carried out by others under a separate contract before the start of work on site for this contract;</p> <p>NONE</p> | | | | |
| 3. Work by others concurrent with the contract | <p>Description of the works; Not known at this stage but the client reserves the right to instruct direct works during the contract period</p> | | | | |

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| 4. Completion work by others | | | | | | |
| Description of the works; Not known at this stage but the client reserves the right to instruct direct works during the contract period | | | | | | |
| 1.5: The contract conditions | | | | | | |
| 1. Conditions of contract | | | | | | |
| 1. [Form of contract title to be stated] | (1) Full title of the standard or bespoke form of contract, including edition, revision, and standard amendments applicable | <p>The Form of Contract will be the JCT Intermediate Building Contract (IC) 2016, issued by the Joint Contracts Tribunal;</p> <p>The Contractor's Designed Portion will be the Structural Steel connections</p> <p>Recitals</p> <p>First - THE WORKS</p> <ul style="list-style-type: none"> • The work will be described in Section 1.4.1, The Works. • Architect / Contract Administrator: See clause 1.1.5. <p>Second - the drawings are numbered/listed in "Appendix A" annexed to this Contract ('the Contract Drawings') and have for identification been signed or initialled by or on behalf of each Party</p> <p>other documents showing or describing or otherwise stating his requirements for the design and construction of the Contractor's Designed Portion ('the Employer's Requirements') Insert "are contained within Appendix A"</p> <p>Third - The employer has supplied The Works Schedules</p> <p>Fourth - Pricing Option B;</p> <p>Fifth - for the purposes of the Construction Industry Scheme (CIS) the Employer at the Base Date "is not a 'contractor'" ;</p> <p>Sixth - the Employer has NOT provided the Contractor with a schedule ('the Information Release Schedule')</p> <p>which states the information the Architect/Contract Administrator will release and the time of that release ;</p> <p>Seventh - Used</p> <p>Eighth - Used</p> <p>Nineth - Not Used</p> <p>Tenth - Supplemental Provisions 1, 2, 3, 4, 6, 7 Apply; 5,8 Does not apply</p> <p>Articles</p> <p>Article 1: Contractor's obligations</p> <p>Article 2: Contract Sum</p> | | | | |

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| Article 3: Architect/Contract Administrator; As stated in Section 1.1.5 of the Preliminaries | | | | | |
| Article 4: Quantity Surveyor; As stated in Section 1.1.5 of the Preliminaries | | | | | |
| Article 5: Principal Designer; As stated in Section 1.1.5 of the Preliminaries | | | | | |
| Article 6: Principal Contractor; As stated in Section 1.1.5 of the Preliminaries | | | | | |
| Article 7: Adjudication | | | | | |
| Article 8: Arbitration The words "apply" will be deleted | | | | | |
| Article 9: Legal proceedings | | | | | |
| Contract Particulars: General Part 1 Fifth Recital and Clause 4.6 - The Client is not a contractor for the purposes of the CIS Seventh Recital - CDM Regulations, The project is notifiable Eighth Sections Tenth - Supplemental Provisions 1, 2, 3, 4, 6, 7 Apply; 5,8 Does not apply | | | | | |
| Article 8 - Arbitration does not apply | | | | | |
| 1.1 Base Date the Base date will be the Tender return date | | | | | |
| 1.1 BIM Protocol - NOT APPLICABLE | | | | | |
| 1.1 Date for Completion • Date will be mutually agreed before a contract is placed. Sectional Completion Does not apply | | | | | |
| 1.7 Address for Service of notices | | | | | |
| Employers Representative - As Tender documentation | | | | | |
| 2.4 Date of Possession • Date will be mutually agreed before a contract is placed. Sectional possession Does not apply | | | | | |
| 2.5 Deferment of the Date of Possession Period of deferment is 6 weeks | | | | | |
| 2.23.2 Liquidated damages at the rate of £250.00 per week or part thereof | | | | | |
| 2.38 Rectification Period | | | | | |

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| 12 months | | | | | |
| 4.3 and 4.14 Fluctuations Provision - no Fluctuations Provision applies | | | | | |
| 4.7 Advance Payment Clause 4.6 does not apply | | | | | |
| 4.7 Advance Payment Bond does not apply | | | | | |
| 4.8 Interim Valuations Dates for interim valuation as set out in Section 1.7.3.6 | | | | | |
| 4.16.4 Listed items Clause 4.16.4 does not apply | | | | | |
| 4.16.5 Listed items Clause 4.16.5 does not apply | | | | | |
| 6.4.1 Contractor's Public Liability insurance: - Injury to Persons or Property Clause 6.4.1.2 - £5,000,000.00 | | | | | |
| 6.5.1 Insurance - Liability of the Employer Clause 6.5.1 - Does not apply | | | | | |
| 6.7 Insurance of the Works Clause 6.7 - Option C applies Percentage cover for fees shall be 15% Annual renewal date of insurance to be supplied by the Contractor | | | | | |
| 6.10 and Schedule 3 Terrorism Cover Information supplied by the contractor | | | | | |
| 6.15 Joint Fire Code - does not apply | | | | | |
| 7.2.1 Performance bond or guarantee from bank or other approved surety is not required | | | | | |
| 7.2.2 Guarantee from the Contractor's parent company is not required | | | | | |
| 7.3 Third Party Rights and Collateral Warranties is not required | | | | | |
| 8-9-2 Period of suspension 2 months. | | | | | |
| 8-11-1-1 to 8-11-1-5 Period of suspension 2 months. | | | | | |
| 9.2.1 Adjudication As Named by the head of The Royal Institution of Chartered Surveyors | | | | | |

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| 9.4.1 Arbitration "does not apply" | | | | | |
| (3) Reference to any amendments to clauses/conditions to standard form of contract (see note (1)) | (2) Where bespoke, or uncommon, forms of contract are used, a copy is to be appended to the bill of quantities or included as part of the tender; Not Required | | | | |
| (4) Reference to any supplementary or special clauses/conditions to standard form of contract | None | | | | |
| (5) Insertions relating to articles of agreement, articles, recitals and contract particulars or abstract of particulars (see note (1)) | See Section 1.5.1.1(2) | | | | |
| (6) Employer's insurance responsibility | See Section 1.5.1.1(2) | | | | |
| (7) Employer's requirements in respect of performance bonds | See Section 1.5.1.1(2) | | | | |
| (8) Employer's requirements in respect of parent company guarantees | TBA | | | | |
| (9) Employer's requirements in respect of collateral warranties | See Section 1.5.1.1(2) | | | | |
| TENDERING / SUBLETTING / SUPPLY MAIN CONTRACT TENDERING | | | | | |
| Scope | <ul style="list-style-type: none"> General: These conditions are supplementary to those stated in the Invitation to Tender and on the form of tender. | | | | |
| Tendering Procedure | <ul style="list-style-type: none"> General: In accordance with JCT Practice Note 6 (Series 2) 'Main Contract Tendering'. Errors: Alternative 2 is to apply. | | | | |
| Sufficiency of Tender | The tender shall be deemed to include all the items of material, labour and plant necessary to complete the works as defined by this document, specification and drawings to the entire satisfaction of the Employer Representative. | | | | |
| Alterations to Specification | No alterations in this document, specification or drawings are to be made by the tendering Contractor. Any alteration, amendment, note or addition made without permission by the Architect will not be recognised. | | | | |
| Items Under-price | In the case of the Contractor leaving un-priced or miss-pricing any of the items in the specification he will be deemed to have considered that the rates | | | | |

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| | of the remaining items are sufficient to enable him to perform the services and obligations described. | | | | |
| Priced Specification | The Contractor will be required to submit a priced document for inspection before the tender can be accepted complete with a quantified schedule of rates for variation purposes. | | | | |
| Labour Costs | <p>The tendering Contractor should provide for all costs of workmen for social security contributions, pension contributions, sick pay, holidays, travelling expenses, non-productive time and other expenses in connection with</p> <p>non-productive time and other expenses in connection with overtime. Tenderers are expected to submit a schedule of hourly rates for all classes of operatives as a basis of valuing day works and variations.</p> | | | | |
| Exclusions | <ul style="list-style-type: none"> • Inability to tender: Immediately inform if any parts of the work as defined in the tender documents cannot be tendered. • Relevant parts of the work: Define those parts, stating reasons for the inability to tender. | | | | |
| Collusive Tendering | <ul style="list-style-type: none"> • The Contractor shall submit a wholly bona fide Tender and he shall not divulge his Tender Price to any person or body before the time for submission of Tenders. | | | | |
| Acceptance of Tender | <ul style="list-style-type: none"> • The Employer and Employer's representatives: - - Offer no guarantee that any tender will be recommended for acceptance or be accepted. - Will not be responsible for any cost incurred in the preparation of any tender. | | | | |
| Standards Generally | <p>The works should be carried out to HIGHEST accepted standards of good practice and the maintenance of these standards will be at the discretion of the Architect.</p> <p>The Contractor will be required to comply with all EN and British Standards and Codes of Practice where applicable and propriety products shall be handled and installed in accordance with the manufacturers' recommendations.</p> | | | | |

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| | Fixed Price Tender | Tendering contractors will be required to submit a fixed price tender. | | | | |
| | Contingencies | Contingencies; A general contingency sum is included to be expended in whole or in part only as directed by the Architect. | | | | |
| | Sub-letting | The Contractor will be required to obtain the approval of the Architect to sub-letting of any part of the works covered by this contract. | | | | |
| 1.6: Employer's requirements: Provision, content and use of documents | | | | | | |
| 1. Definitions and interpretations | | | | | | |
| 1. Definitions | Explain how to interpret key words, terms, phrases and synonyms used in the preliminaries and specification. | <ul style="list-style-type: none"> • Meaning: Terms, derived terms and synonyms used in the General Preliminaries and Specification are as stated therein or in the appropriate British Standard or British Standard glossary. | | | | |
| 2. Communication | Definition and format of communications, and timing of response | <ul style="list-style-type: none"> • 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 1.1: Project particulars. • Response: Do not proceed until response has been received. <p>APPROVAL</p> <ul style="list-style-type: none"> • Definition: Approval (and words derived there from) means the approval in writing of the CA unless specified otherwise. | | | | |
| 3. Products | Definition and/or meaning | <ul style="list-style-type: none"> • Definition: Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works. • Includes: Goods, plant, materials, site materials and things for incorporation into the Works. | | | | |
| 4. Site equipment | | <ul style="list-style-type: none"> • Definition: All appliances or things of whatsoever nature required in or about the construction for completion of the Works but not materials or other things intended to form or forming part of the Permanent Works. • Includes: Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities. | | | | |

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| 5. Drawings | | <ul style="list-style-type: none"> Definition: All documents or things of whatsoever nature produced to convey a coherent proposal, to communicate ideas and concepts, to enable a buildings construction, as a record of the completed work, and to make a record of a building that already exists or other things intended to form or forming part of the Permanent or temporary Works. | | | | |
| 6. Contractor's choice | | <ul style="list-style-type: none"> Definition: Item or things of whatsoever nature not full specified or defined in total where the contractor is not restrained, in the execution of an element for the completion of work, such as choice of Manufacturer or Working Method | | | | |
| 7. Contractor's designed work | | <ul style="list-style-type: none"> Definition: detailed plan of the form or structure of elements of the works, emphasizing features such as its appearance, convenience, and efficient functioning such as contractors design portion or production drawings | | | | |
| 8. Submit proposals | | <ul style="list-style-type: none"> Definition: hand in or put forward for consideration, approval, or judgment elements at the contractors discretion | | | | |
| 9. Terms used in specification | Definitions and/or meaning of key words, terms, phrases and synonyms used in the specification | <p>DEFINITIONS</p> <ul style="list-style-type: none"> Meaning: Terms, derived terms and synonyms used in the General Preliminaries and Specification are as stated therein or in the appropriate British Standard or British Standard glossary. <p>APPROVAL</p> <ul style="list-style-type: none"> Definition: Approval (and words derived there from) means the approval in writing of the CA unless specified otherwise. <ul style="list-style-type: none"> Remove: Disconnect, dismantle as necessary and take out the designated products or work and associated accessories, fixings, supports, linings and bedding materials. <p>Dispose of unwanted materials. Excludes taking out and disposing of associated pipework, wiring, ductwork or other services.</p> <ul style="list-style-type: none"> Fix: Unload, handle, store, place and fasten in position including all labour and use of site equipment. | | | | |

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| | | <ul style="list-style-type: none"> • 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 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. | | | | |
| 10. Manufacturer and product references | <p>(1) Definition of terms</p> <p>(2) Version of manufacturer's technical literature applicable to tender and contract (e.g. current on the date of invitation to tender)</p> | <ul style="list-style-type: none"> • Definition: When used in this combination: - - Manufacturer: The firm under whose name the particular product is marketed. - Product reference: The proprietary brand name and / or reference by which the particular product is identified. • Currency: References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender. • General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender. | | | | |

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| 11. Substitution of products | <p>(1) Definition and/or meaning of substitute/alternative products</p> <p>(2) Process for acceptance and rejection of substitute/alternative products</p> | <ul style="list-style-type: none"> • Substitution: 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. • Products: If an alternative product to that specified is proposed, obtain approval before ordering the product. • Reasons: Submit reasons for the proposed substitution. • Documentation: Submit relevant information, including: - <ul style="list-style-type: none"> - manufacturer and product reference; - cost; - availability; - relevant standards; - performance; - function; - compatibility of accessories; - proposed revisions to drawings and specification; - compatibility with adjacent work; - appearance; - copy of warranty/ guarantee. • Alterations to adjacent work: If needed, advise scope, nature and cost. • Manufacturers' guarantees: If substitution is accepted, submit before ordering products. • The Contractor must note that some products may have been selected for environmental performance in order that the building meets various assessment criteria; for example, containing high levels of recycled material; | | | | |

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| | | <p>achieving A grading in the Green Guide to Specification; containing no, or low levels of volatile organic compounds; containing no substances with ozone depleting potential or substances with high global warming potential etc.</p> <ul style="list-style-type: none"> Proposed substitute products will not be acceptable if they diminish The Building's required rated performance. <p>APPROVAL</p> <ul style="list-style-type: none"> Definition: Following consideration of all the information presented approval or rejection of substitute/alternative products will be made in writing by the CA unless specified otherwise. | | | | |
| 12. Cross-references | Explain method of cross referencing used | <ul style="list-style-type: none"> Accuracy: Check remainder of the annotation or item description against the terminology used in the section or clause referred to. Related terminology: Where a numerical cross-reference is not given the relevant sections and clauses of the specification will apply. Relevant clauses: Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply. Discrepancy or ambiguity: Before proceeding, obtain clarification or instructions. | | | | |
| 13. Referenced documents | Order of precedence of referenced documents | <ul style="list-style-type: none"> Order of precedence: <ul style="list-style-type: none"> Main Contract Conditions The clauses contained within these Preliminaries Drawings Specification Other referenced documents. | | | | |
| 14. Equivalent products | Definition and/or meaning | <ul style="list-style-type: none"> Inadvertent omission: Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included. Compliance: Substitutions accepted for consideration will be subjected to the verification requirements of clause 1.6.1.11 (2) | | | | |
| 15. Substitution of standards | (1) Definition and/or meaning | <ul style="list-style-type: none"> Products specified to British Standard or European Standard: | | | | |

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| 16. Currency of documents | (2) Process for acceptance and rejection of substitute standards | <p>Substitution may be proposed of products 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.</p> <ul style="list-style-type: none"> • Before ordering: Submit notification of all such proposals. • Documentary evidence: Submit for verification when requested as detailed in clause 1.6.1.11 (2). Any Submitted foreign language documents must be accompanied by certified translations into English. • Compliance: Substitutions accepted for consideration will be subjected to the verification requirements of clause 1.6.1.11 (2). • Currency: References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender. | | | | |
| | Version of published documents, including revisions and amendments, applicable to tender and contract (e.g. current on the date of invitation to tender) | | | | | |
| 17. Product sizes | (1) General definition of product sizes | <ul style="list-style-type: none"> • General dimensions: Products are specified by their co-ordinating sizes. • Timber: Cross section dimensions shown on drawings are: - - Target sizes as defined in BS EN 336 for structural softwood and hardwood sections. - Finished sizes for non-structural softwood or hardwood sawn and further processed sections. | | | | |
| | (2) Exceptions to general definition | none | | | | |
| 2. Documents provided on behalf of employer | | | | | | |
| 1. Additional copies of drawings and documents | Describe procedure | <ul style="list-style-type: none"> • Additional copies: Two copies of drawings/documents (not counting any certified copy of the Contract Drawings) will be issued to the Contractor free of charge. Additional copies will be issued on request but will be charged to the Contractor. | | | | |
| 2. Dimensions | Explain ownership of scaled dimensions | <ul style="list-style-type: none"> • Scaled dimensions: Do not rely on. Any scaled dimension used for construction purposes will become the Contractors ownership and responsibility for and errors. | | | | |

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| 3. Measured quantities | Explain precedence of measured quantities | <ul style="list-style-type: none"> • Ordering products and constructing the Works: The accuracy and sufficiency of the measured quantities is not guaranteed. • Precedence: The specification and drawings shall override the measured quantities. | | | | |
| 4. The specification | <p>(1) Reference the specification, or specifications, the preliminaries</p> <p>(2) Explain the method used to cross reference specification clauses on or in other tender/contract documents</p> | <ul style="list-style-type: none"> • Co-ordination: All sections must be read in conjunction with Main Contract Preliminaries / General conditions. • Accuracy: Check remainder of the annotation or item description against the terminology used in the section or clause referred to. • Related terminology: Where a numerical cross-reference is not given the relevant sections and clauses of the specification will apply. • Relevant clauses: Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply. • Discrepancy or ambiguity: Before proceeding, obtain clarification or instructions. • Conflicts: Specification prevails over referenced documents. | | | | |
| 5. Divergence from the statutory requirements | Method for dealing with divergence from the statutory requirements should they occur | <p>DIVERGENCE:</p> <ul style="list-style-type: none"> • Inform the CA of any divergences which may be discovered between the contract documentation and statutory requirements. | | | | |
| 6. Employer's policy documents | <p>Requirements in respect of compliance with the employer's policies. Examples include:</p> <ul style="list-style-type: none"> - environmental - sustainability - corporate social responsibilities - health and safety | NOT APPLICABLE | | | | |
| 3. Documents provided by the contractor, subcontractors and suppliers | | | | | | |
| 1. Design information | <p>(1) General requirements, including design management and programming requirements</p> <p>(2) Specific requirements in respect of design documents and information</p> | <ul style="list-style-type: none"> • - General: Complete the design and detailing of parts of the Works as specified, in accordance with the Contract Requirements and to comply with obligations under the Main Contract. • The Contractor is to provide all necessary drawings and specifications <p>DRAWINGS AND INFORMATION</p> <ul style="list-style-type: none"> • Provide drawings / information: | | | | |

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| | <ul style="list-style-type: none"> - Provide: - Information based on the drawings, specification and other information. - Liaison to ensure coordination of the work with related building elements and services. - Contract programme: Make reasonable allowance for completing design/production information, submission (including to the Planning Supervisor/CDM Coordinator), comment, inspection, amendment, resubmission and re-inspection. - Design/production information: Submit three copies plus one pdf version, one can be returned with comments. Ensure that any necessary amendments are made without delay. - Contractor's changes to Contract Requirements: Support request for substitution or change with all relevant information. - Amendments to the Contract Requirements or Contractors Proposals: If considered to involve a change, which has not already been acknowledged as a change, notify without delay (maximum period 7 days or otherwise in accordance with the Contract), and do not proceed until instructed. Claims for extra cost, if made after it has been carried out, may not be allowed. | | | | |
| | <p>(3) Format</p> <p>(4) Number of copies</p> <p>(5) Submission requirements</p> <ul style="list-style-type: none"> • Hard copies and Electronic (incl a pdf file) • Following agreement of the completed information 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) • Submit: - Final version of design/production information to CA. | | | | |
| 2. Production information | <p>(1) General requirements in respect of production information</p> <ul style="list-style-type: none"> • General: Complete the Production information and detailing of parts of the Works as specified, in accordance with the Contract Requirements and to comply with obligations under the Main Contract. • The Contractor is to provide all necessary drawings and specifications • Contractor: Provide co-ordinated installation drawings, fabrication drawings, plant, material and/or other schedules all as necessary. | | | | |

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| | (2) Format | <ul style="list-style-type: none"> • Submit: <ul style="list-style-type: none"> - For comment and make any necessary amendments. - Sufficient copies of final version for distribution to all affected parties. • Hard copies and Electronic (incl a pdf file) | | | | |
| | (3) Number of copies | <ul style="list-style-type: none"> • Following agreement of the completed information 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) | | | | |
| | (4) Submission requirements | <ul style="list-style-type: none"> • Submit: - Final version of design/production information to CA. | | | | |
| 3. As-built/as-installed drawings and information | (1) General requirements | <p>AS BUILT DRAWINGS AND INFORMATION</p> <ul style="list-style-type: none"> • Provide drawings / information: <ul style="list-style-type: none"> - General: Provide the following drawings/information: As required under the Main Contract and/or as a minimum - names and address of contacts and relevant persons, - all as built drawings records, - inspection reports, - test certificates, - guarantees, - warranties, - spare parts list, - maintenance strategy, - cleaning regime and the like. | | | | |
| | (2) Submission requirements | <ul style="list-style-type: none"> • Submit: At least four weeks before the Works are likely to be completed unless noted otherwise under the Main Contract. | | | | |
| | (3) Number of copies | <ul style="list-style-type: none"> • Submit: - Final version of design/production information to CA. Following agreement of the completed information 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) | | | | |
| 4. Technical literature | (1) Literature to be maintained | <ul style="list-style-type: none"> • Information: <ul style="list-style-type: none"> - Manufacturers' current literature relating to all products to be used in the Works. - Relevant British, EN or ISO Standards | | | | |
| | (2) Requirements for literature to be available on site | <ul style="list-style-type: none"> • Information: Keep on site for reference by all supervisory personnel | | | | |
| 5. Maintenance instructions and guarantees | (1) Information requirements | <ul style="list-style-type: none"> • Components and equipment: Obtain or retain copies, register with manufacturer and hand over on or before completion of the Works. | | | | |

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| | (2) Format | • Hard copies and Electronic (incl a pdf file) | | | | |
| | (3) Number of copies | • Following agreement of the completed information 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) | | | | |
| | (4) Submission requirements | • Submit: - Final version of information to CA within Building Manual. | | | | |
| | (5) Storage and information management | • Information location: Building Manual. | | | | |
| | (6) Requirements in respect of emergency and/or out of normal working call-out services, including requirements for contact details and extent of cover) | • Emergency call out services: Provide telephone numbers for use after completion. • Extent of cover: The period of validity of all guarantees is to commence from the date the Employer takes possession of the component or equipment in respect of which the guarantee is issued or practical completion of the relevant section of the Main Contract Works, whichever is the earlier. | | | | |
| 6. Energy rating calculations | (1) Information requirements | • General: Copy of energy rating calculation to be lodged in the Building Manual. | | | | |
| | (2) Number of copies | • Following agreement of the completed information 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) | | | | |
| | (3) Submission requirements | • Submit: - Final version of information to CA within Building Manual. | | | | |
| 7. Code for Sustainable Homes | (1) Information requirements | Only applicable to residential schemes | | | | |
| | (2) Format | | | | | |
| | (3) Number of copies | | | | | |
| | (4) Submission requirements | • Submit: - Final version of information to CA within Building Manual. | | | | |
| 8. Environmental assessment information | (1) Scheme type | NOT APPLICABLE | | | | |
| | (2) Environmental targets (in respect of site activities and the works) | | | | | |
| | (3) Information requirements | | | | | |
| | (4) Format | • Hard copies and Electronic (incl a pdf file) | | | | |
| | (5) Number of copies | • Following agreement of the completed information 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) | | | | |

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| (6) Submission requirements | | | | | | |
| <ul style="list-style-type: none"> • Submit: - Final version of information to CA within Building Manual. | | | | | | |
| 4. Document and data interchange | | | | | | |
| 1. Electronic data interchange (EDI) | (1) Types and classes of communication | <ul style="list-style-type: none"> • Any communication transmitted electronically, EDI: Electronic data interchange is the electronic transfer, from computer to computer, of commercial and administrative data using an agreed standard such as; <ul style="list-style-type: none"> - Email | | | | |
| | (2) Parties communication between | <ul style="list-style-type: none"> • The Parties shall be between all parties listed in Section 1.1.5 and the contractor | | | | |
| | (3) Requirements | <ul style="list-style-type: none"> • Acknowledgement of receipt: The acknowledgement of receipt of an EDI message when requested shall be sent by the receiver. | | | | |
| 1.7: Employer's requirements: Management of the works | | | | | | |
| 1. Employer's requirements -generally | | | | | | |
| <ul style="list-style-type: none"> • General: Accept responsibility for coordination, supervision and administration of the Works, including subcontracts. | | | | | | |
| CORRUPTION | | | | | | |
| <ul style="list-style-type: none"> • The Client may cancel any orders or contracts and may recover from the Contractor the amount of any loss resulting from such cancellation, if the Contractor or any person on his behalf shall have offered or given or | | | | | | |
| agreed to give any person any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or the execution of the | | | | | | |
| contract or any other contract with the Client or for showing or forbearing to show favour or disfavour to any person in relation to the contract or any other contract with the Client or if the like acts shall have been done by | | | | | | |
| any person employed by him or acting on his behalf (with or without the knowledge of the Contractor) or if in relation to any contract with the Client the Contractor or any person employed by him or acting | | | | | | |

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| | | <p>on his behalf shall have committed any offence under the Prevention of Corruption Acts 1889 to 1916 or shall</p> <p>have given any fee or reward the receipt of which is an offence under Sections 117(2) and (3) of the Local Government Act 1972 or any amendment or re-enactment thereof.</p> | | | | |
| 1. Supervision | Specific requirements | <p>• General: Accept responsibility for coordination, supervision and administration of the Works, including subcontracts.</p> <p>• Co-ordination: Arrange and monitor a programme with each Sub-Contractor (direct and Client), supplier (direct and Client), local authority and statutory undertaker, and obtain and supply information as necessary for co-ordination of the work.</p> <p>Progress of Sub-Contract Works The Contractor shall be responsible for the supervision and administration of all sub-contracts, supplier, local authority and statutory undertaker, in accordance with the</p> <p>Conditions of the Contract and shall be responsible for the organisation and progression of all sub-contract, supplier, local authority and statutory undertaker, work.</p> | | | | |
| 2. Considerate constructors scheme | <p>(1) Registration requirements</p> <p>(2) Contact details</p> <p>(3) Compliance requirements</p> | NOT APPLICABLE | | | | |
| 3. Insurance | <p>(1) Documentary evidence required</p> <p>(2) When required</p> | <p>submit details, and / or policies and receipts for the insurances required by the Conditions of Contract.</p> <p>Before starting work on site</p> | | | | |
| 4. Insurance claims | (1) Requirements for notifying events. | <p>• Notice: 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,</p> <p>immediately give notice to the Employer, the person named in clause 1.1 and the Insurers.</p> <p>• Failure to notify: Indemnify the Employer against any loss, which may be caused by failure to give such notice.</p> | | | | |

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| (2) Requirements for indemnifying see above the Employer. | | | | | | |
| 5. Climatic conditions | Records to be maintained by contractor | <ul style="list-style-type: none"> Information: Record accurately and retain: <ul style="list-style-type: none"> - Daily maximum and minimum air temperatures (including overnight). - Delays due to adverse weather, including description of the weather, types of work affected and number of hours lost. | | | | |
| 6. Ownership of materials/products arising from the works | Requirements in respect of ownership, and removal from site | <ul style="list-style-type: none"> Alteration / clearance work: Materials arising become the property of the Contractor except where otherwise stated. Remove from site as work proceeds. <p>HARDCORE:</p> <ul style="list-style-type: none"> Brick rubble or other hard materials arising from the work may not be re-used as hardcore unless authorised by the CA <p>EXCAVATED MATERIALS:</p> <ul style="list-style-type: none"> The Contractor is strictly prohibited under any circumstances from excavating to obtain sand or gravel. <p>Any sand, gravel, ballast or the like obtained from any authorised excavation shall be the property of the Employer. If approved by the CA to be used in the works,</p> <p>the quantity used shall be measured and the value assessed by the CA and deducted from the tendered or quoted sum.</p> <p>ECOLOGY:</p> <p>As an environmentally aware and responsible employer, the client aspires to promote the protection (and wherever possible the expansion) of wildlife and its habitat within their sites in order to maintain</p> <p>biodiversity. The Contractor is to comply with all current wildlife legislation, particularly the Wildlife and Countryside Act 1981 and amendments and British Standard BS5837 "Trees in relation to construction" BSI 2005</p> <p>and is to be environmentally aware in order to minimise the negative impact of the construction process upon wildlife and its habitat.</p> | | | | |
| 2. Programme/Progress | | | | | | |

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| 1. Programme | (1) Format and content | <ul style="list-style-type: none"> • Master programme: When requested and before starting work on site, submit in an approved form a master programme for the Works, which must include details of: - - Design, production information and proposals provided by the Contractor / Sub-Contractors / Suppliers, including inspection and checking. - Planning and mobilization by the Contractor. - Earliest and latest start and finish dates for each activity and identification of all critical activities. - Running in, adjustment, commissioning and testing of all engineering services and installations - Work resulting from instructions issued in regard to the expenditure of provisional sums - Work by or on behalf of the Employer and concurrent with the Contract. The nature and scope of which, the relationship with preceding and following work and any relevant limitations are suitably defined in the Contract Documents. | | | | |
| | (2) Exclusions | <ul style="list-style-type: none"> • Exclusions: 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 and confirm this when submitting the programme. | | | | |
| | (3) Document control requirements | <ul style="list-style-type: none"> • Submission of the programme will not relieve the Contractor of the responsibility to advise of the need for further drawings or details or instructions in accordance with the Contract. | | | | |
| | (4) Submission requirements | <ul style="list-style-type: none"> • Two copies to the CA. | | | | |
| 2. Revised programme | Specific requirements for re-profiling and reissuing programme | <ul style="list-style-type: none"> • Revised programmes will be issued as and when required by the CA | | | | |
| 4. Commencement of work | Notice period to be given before the commencement of work on site | <ul style="list-style-type: none"> • Before the proposed date for commencement of work on site give minimum notice of at least five working days to the CA and to the building occupier. | | | | |

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| 5. Monitoring progress | <p>(1) Employer's specific requirements in respect of reporting and avoiding potential delay</p> <p>(2) List and description of key performance indicators (KPIs) to be maintained by contractor</p> <p>(3) Requirements for reporting against KPIs</p> <p>(4) Actions of contractor if KPIs not achieved</p> | <p>• Progress: Record on a copy of the programme kept on site.</p> <p>• Avoiding delays: If any circumstances arise which may affect the progress of the Works submit proposals or take other action as appropriate to minimize any delay and to recover any lost time.</p> <p>NOT APPLICABLE</p> | | | | |
| 6. Notification of compensation event(s) | Employer's specific requirements in respect of contractor notifying events that compensate potential delay | • General: in accordance with Main Contract requirements | | | | |
| 7. Project progress meetings | <p>(1) General requirements</p> <p>(2) Proposed agenda</p> <p>(3) Frequency</p> <p>(4) Location</p> <p>(5) Accommodation availability</p> <p>(6) Attendees</p> <p>(7) Chairperson</p> | <p>• General: Site meetings will be held to review progress and other matters arising from administration of the Contract.</p> <p>• CA to issue agenda</p> <p>• Frequency: Formal Meetings Monthly; other to be agreed.</p> <p>• Location: On site .</p> <p>• Accommodation: Ensure availability at the time of such meetings.</p> <p>• Attendees: Attend meetings and inform Sub-Contractors and suppliers when their presence is required.</p> <p>• Chairperson (who will also take and distribute minutes): The CA.</p> | | | | |
| 8. Contractor's progress report | (1) Form and content of report | <p>General:</p> <p>- Content: Notwithstanding the Contractor's obligations under the Contract the report must include:</p> <p>- A progress statement by reference to the programme for the Sub-Contract Works.</p> <p>- Details of any matters materially affecting the regular progress of the Contract Works.</p> <p>- Sub-Contractors' and suppliers' progress reports.</p> <p>- Any requirements for further drawings or details or instructions required.</p> <p>- A copy of the Contract programme marked with a drop line to indicate progress.</p> <p>- Photographic records</p> | | | | |

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| | (2) Method of presentation | - Updated Cash flow forecast PDF version issued prior to meeting and Hard copy issued at meeting | | | | |
| | (3) Submission requirements | • Submit a progress report at least 3 days before the site meeting. | | | | |
| 9. Contractor's site meetings | General requirements | • The Contractor will be required to attend site meetings when requested by the Architect and to inform sub-contractors when their presence is required. | | | | |
| 10. Photographic records | (1) Image format | • Digital (Jpeg or similar) Hard copy within Contractors Monthly report | | | | |
| | (2) Frequency | Dilapidation Survey • Prior to the execution of any works the contractor shall complete and issue a full photographic dilapidation Survey of the site and all adjoining areas and issue same to the client. • Monthly as part of Contractor's progress report | | | | |
| | (3) Number of locations | Various locations; all elevations (general and detailed); exterior and interior(general and detailed); areas of the works commencing, completing in the period; areas of interest and for record purposes | | | | |
| | (4) Number of images from each location | minimum 1 | | | | |
| | (5) Other requirements | none | | | | |
| 11. Early possession | Employer's specific requirements for early possession and taking over parts of the works before practical completion | • Period of notice (minimum):Two weeks notice and completion of all documentation as details in requirements for completion as well as all other requirements for the completion | | | | |
| 12. Notice of completion | (1) General requirements | • Requirement: Give notice of the anticipated dates of completion of the whole or parts of the Works. • Associated works: Ensure necessary access, services and facilities are complete. | | | | |
| | (2) Minimum period of notice to be given by contractor to be stated | • Period of notice (minimum): Two weeks notice | | | | |

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| 13. Extensions of time | <p>(1) Requirements in respect of notification by the contractor</p> <p>(2) Submission requirements</p> | <p>• Notice: When a notice of the cause of any delay or likely delay in the progress of the Works is given under the Contract, written notice must also be given of all other causes which apply concurrently.</p> <p>Formal written Notice, with PDF copy to be emailed to all parties covered in Section 1.1.5</p> <p>• Details: As soon as possible submit to the CA: -</p> <p>- Relevant particulars of the expected effects, if appropriate, related to the concurrent causes.</p> <p>- An estimate of the extent, if any, of the expected delay in the completion of the Works beyond the date for completion.</p> <p>- All other relevant information required by the CA.</p> | | | | |
| 3. Cost control | | | | | | |
| 1. Cash flow forecast | <p>(1) Basis of cash flow forecast</p> <p>(2) Frequency</p> <p>(3) Submission requirements</p> | <p>Forecast of monthly expenditure</p> <p>• Submission: Before starting work on site, submit a forecast showing the gross valuation of the Works at the date of each Interim Certificate throughout the Contract period as part of Contractors Monthly Report. Base on the programme for the Works.</p> <p>Electronic and Hard copy within Contractors Monthly report</p> | | | | |
| 2. Removal/Replacement of existing work | <p>(1) Location</p> <p>(2) Extent</p> <p>(3) Requirements in respect of execution</p> | <p>• location: Shown on contract drawings.</p> <p>• Extent and location: As shown on the contract drawing and/or Agreed before commencement.</p> <p>• Execution: Carry out in ways that minimize the extent of work.</p> | | | | |
| 3. Proposed instructions | <p>(1) Requirements in respect of estimates</p> <p>(2) Content of estimates</p> | <p>PROPOSED INSTRUCTIONS</p> <p>• Estimates: If a proposed instruction requests an estimate of cost, submit without delay and in any case within seven days.</p> <p>• Include: -</p> <p>- A detailed breakdown of the cost, including any allowance for direct loss and expense.</p> <p>- Details of any additional resources required.</p> | | | | |

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| <p>- Details of any adjustments to be made to the programme for the Works.</p> <p>- Any other information as is reasonably necessary to fully assess the implications of issuing such an instruction.</p> <p>(3) Other requirements</p> <p>• Inability to comply: Inform immediately if it is not possible to comply with any of the above requirements.</p> | | | | | |
| 4. Measurement of covered work | <p>(1) General requirements</p> <p>• Give not less than five working day's notice to the CA before covering up of all works subsequently to be concealed unless otherwise agreed with the CA in writing.</p> <p>• Any works requiring to be recorded for any reason; the contract administrator shall be notified in writing and not covered up until inspected unless instructed to do otherwise;</p> <p>records shall take the form of photograph (scale recognition if required), dimensioned drawings and written statements.</p> <p>(2) Notice period to be given by contractor before covering works which are to be measured</p> <p>7 days</p> | | | | |
| 5. Daywork vouchers | <p>(1) Notice period to be given by contractor before commencement of work to be carried out on a daywork basis</p> <p>• Before commencing work: Give reasonable notice to person countersigning daywork vouchers. Generally this will mean 7 days</p> <p>• No daywork of any description will be allowed except upon the written instruction of the Architect. No overtime rates will be paid unless specifically instructed in writing by the Architect.</p> <p>(2) Submission requirements</p> <p>• Content: Before delivery each voucher must be: -</p> <p>- Referenced to the instruction under which the work is authorised.</p> <p>- Signed by the Contractor's person in charge as evidence that the operatives' names, the time spent by each, the plant and materials shown are correct.</p> <p>Vouchers must specifying the time daily spent upon the work, the workmen's names, the plant and the materials employed</p> | | | | |

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| | | and shall be delivered for verification to the Architect/Contract Administrator or his authorised representative not later than 7 Business Days after the work has been executed. | | | | |
| 6. Interim valuations and payments | (1) Process for agreeing interim valuation and payment dates | The due date will be two working days after monthly site/Valuation meeting, dates to be agreed. | | | | |
| | (2) Content and submission requirements for Contractor's applications for payment | <p>The Contractor will be required to submit an itemised breakdown for monthly valuations cross referenced to specification/Schedule of Works/Pricing Document clause numbers-</p> <p>Full details of all variations shall be provided to validate each variation claimed, no information with be unreasonably be withheld.</p> <p>The application will be submitted to the Quantity Surveyor and Contract Administrator no later than 3 Working days prior to the Monthly Site / Valuation Meeting.</p> <p>INVOICES</p> <ul style="list-style-type: none"> • Provide copies of all invoices for Labour/subcontractor, materials, plant, etc. and submit these to the CA to substantiate any claim. • Variations and Extras No extra work is to be carried out or any deviation made from the contract without an estimate having been agreed and written instructions issued by the Architect. <p>In the event of works in emergency being required the Contractor is to apply to the Architect for instruction immediately before such work is commenced.</p> <p>AUDIT</p> <ul style="list-style-type: none"> • The Final Account must be submitted to the Quantity Surveyor and CA within 3 months of the date of Practical Completion and <p>may be independently audited before the Final Certificate is issued. The Contractor must assist the Project Quantity Surveyor in the production of the Final Account which must include the</p> | | | | |

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| | <ul style="list-style-type: none"> • A Final Account Summary indicating: <ul style="list-style-type: none"> - Contract Sum - Total omissions and additions relating to Architects Instructions - Total omissions and additions relating to Approximate Quantities - Total omissions and additions relating to Provisional Sums - Total omissions and additions relating to Daywork - Total omissions and additions relating to Contingency Sums - Cost of any claim for Loss and Expense - Final Account total • A copy of all of the Architects Instructions issued on the project (no variations will be accepted if not covered by a formal Architects Instruction). • A detailed costs breakdown of all variations. • All relevant timing certificates i.e. practical completion, extensions of time, etc. • A schedule of the adjustment or omission of all Approximate Quantities, Provisional Sums, Daywork and Contingency Sums. • A priced Specification or Bills of Quantities. • A detailed cost breakdown of any claim for Loss and Expense. • A note of any Liquidated and Ascertained Damages deducted on the project. <p>If the Final Account is judged to be incomplete it will be returned immediately stating which items of information are missing.</p> <p>FINAL CERTIFICATE</p> <p>Should the Contractor fail to supply the necessary documentation in accordance with contract Clauses, the CA may make adjustments to the tendered or quoted sum for extras and omissions and the account will be finalised accordingly.</p> <p>VAT</p> <ul style="list-style-type: none"> • VAT; The Contractor is required to identify those items on which VAT is chargeable and to include a total of VAT with his tender | | | | |

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| | | <ul style="list-style-type: none"> The Employer will require an authenticated VAT receipt for each interim payment. | | | | |
| | (3) Employer's specific invoicing requirements | To be agreed with the Client | | | | |
| 7. Payment for products not incorporated into the works | Information/evidence of freedom from title required from contractor in respect of products stored on site before payment is to be considered by employer | <p>Payment for materials on site may be withheld unless the Contractor can either provide/Prove</p> <ul style="list-style-type: none"> Ownership: At the time of each valuation, supply details of those products not incorporated into the Works which are subject <p>to any reservation of title inconsistent with passing of property as required by the Conditions of Contract, together with their respective values.</p> <ul style="list-style-type: none"> Evidence: When requested, provide evidence of freedom of reservation of title. Or a third party surety to the value of goods with the surety bound to recompense the Employer <p>in the event of the Employer's not acquiring legal ownership of the materials for whatever reason or the Employer being legally obliged to make payment to any third party or protect his ownership and quiet possession of the goods.</p> <p>The cost of this additional surety should be included in the Contractor's allowances.</p> | | | | |
| 8. Payment for products stored off-site | Information/evidence of freedom from title required from contractor in respect of products stored off-Site before payment is to be considered by employer | <ul style="list-style-type: none"> Materials or Goods Stored off Site will not be included in interim valuations unless (i) the Contractor can provide a third party surety to the value of goods with the surety bound to recompense the Employer <p>in the event of the Employer's not acquiring legal ownership of the materials for whatever reason or the Employer being legally obliged to make payment to any third party or protect his ownership and quiet possession of the goods.</p> <p>The cost of this additional surety should be included in the Contractor's allowances.</p> | | | | |

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| | | <p>(ii) The materials or goods to be stored and labelled in such a way that it is clear that they are owned by the Employer and that delivery to the Employer has taken place, and that the</p> <p>Contractor shall accept responsibility for the care of the materials or goods and shall insure them for their full value in the name of the Employer for the</p> <p>full term of such storage, subsequent delivery to the site and offloading on site. Any additional costs arising from this responsibility should be included in the Contractor's allowances.</p> <p>(iii) Once the CA is satisfied that the materials or goods are satisfactorily stored, labelled and insured, he will authorise payment and once payment has been made by the Employer the</p> <p>Contractor shall sign a certificate in further evidence of the Employer's ownership of the materials or goods.</p> | | | | |
| 9. Labour and equipment returns | <p>(1) Records to be maintained by the contractor</p> <p>(2) Content of records</p> | <p>• Labour, plant, materials as well as management and visitors</p> <p>LABOUR RECORD</p> <p>• Provide each week for verification by the CA a record showing the number and type of craftsmen, labourers and other</p> <p>persons employed on or in connection with the works on each day of that week, including those employed by Sub-Contractors.</p> <p>PLANT RECORD</p> <p>• Provide each week for verification by the CA a record showing the number, type and capacity of all mechanical and power-operated plant employed on the works on each day of that week.</p> <p>• The Contractor shall keep proper time sheets and wages books showing the hours worked by Employees</p> <p>on each specific job and wages paid to the work people employed. Such time sheets and wages books shall be produced whenever required for inspection by the CA.</p> | | | | |

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| (3) Submission of records | | | | | |
| Submission shall be made if elements form the basis of any item for recovery under the contract. | | | | | |
| 1.8: Employer's requirements: Quality standards and quality control | | | | | |
| 1. Standards of products and executions | | | | | |
| 1. Incomplete information | | | | | |
| (1) Requirements for dealing with products/materials are not fully specified | <ul style="list-style-type: none"> General: Where and to the extent that products or work are not fully documented, they are to be: - | | | | |
| (2) Status of works where the extent is not fully documented | <ul style="list-style-type: none"> - Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used. | | | | |
| (3) Status of omissions or errors in description and/ or quantity | <ul style="list-style-type: none"> - 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. | | | | | |
| 2. Workmanship skills | | | | | |
| Requirements in respect of: | | | | | |
| (1) Appropriateness of contractor's operatives | <ul style="list-style-type: none"> Operatives: Appropriately skilled and experienced for the type and quality of work. | | | | |
| (2) Registration schemes to which contractor's operatives should belong | <ul style="list-style-type: none"> Registration: With Construction Skills Certification Scheme. | | | | |
| (3) Evidence of scheme registration requirements | <ul style="list-style-type: none"> Evidence: Operatives must produce evidence of skills / qualifications when requested. | | | | |
| (4) Other requirements | <p>GENERAL QUALITY OF WORKMANSHIP</p> <ul style="list-style-type: none"> 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 good working practice. | | | | |

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| | <ul style="list-style-type: none"> • Provide suitable packings at screwed and bolted fixings to take up tolerances and prevent distortion. Do not over tighten. • Adjust location and fixing of components and products so that joints which are open to view are even and regular. • Ensure that all moving parts operate properly and freely. Do not cut, grind or plane pre-finished components and products to remedy binding or poor fit without approval. | | | | |
| | <p>BS 8000: BASIC WORKMANSHIP</p> <ul style="list-style-type: none"> • Where BS 8000 gives recommendations on particular working methods or other matters which are properly within the province and responsibility of the Contractor, <p>compliance therewith will be deemed to be a matter of general industry good practice and not a specific requirement of the CA under the Contract.</p> <ul style="list-style-type: none"> • If there is any conflict or discrepancy between the recommendations of BS 8000 on the one hand and the project documents on the other, the latter will prevail. <p>Where BS 8000 gives recommendations on working methods, compliance will be deemed to be a matter of industry good practice and not a requirement of the CA.</p> <ul style="list-style-type: none"> • If there is any conflict or discrepancy between the recommendations of BS 8000 on the one hand and the project documents on the other, the latter will prevail. | | | | |
| 3. Quality of products | <p>Requirements in respect of: (1) Using new and recycled products</p> <ul style="list-style-type: none"> • Generally: New. (Proposals for recycled products may be considered). • For products specified to a British or European Standard obtain certificates of compliance from manufacturers when requested by the CA. | | | | |

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| (2) Supply of products | <ul style="list-style-type: none"> Supply of each product: From the same source or manufacturer. Whole quantity of each product required to complete the Works: Consistent kind, size, quality and overall appearance. <p>Delivery</p> <ul style="list-style-type: none"> All goods and fittings delivered to the site are to be received into the charge of the Contractor who must satisfy himself that they are sound, correct and in good order <p>and he will be required to replace, at his own cost, all articles lost, or found to be damaged on completion</p> <p>NON –COMPATIBLE MATERIALS: Identify materials which are incompatible with those of the Building fabric and isolate. Inform the CA of any known alternative which is more compatible</p> | | | | | |
| (3) Tolerances | <ul style="list-style-type: none"> Tolerances: Where critical, measure a sufficient quantity to determine compliance. | | | | | |
| (4) Deterioration prevention | <ul style="list-style-type: none"> Deterioration: Prevent. Order in suitable quantities to a programme and use in appropriate sequence. | | | | | |
| (5) Other requirements | <p>PROPRIETARY PRODUCTS</p> <ul style="list-style-type: none"> Handle, store, prepare and use or fix each product in accordance with its manufacturer's current printed or written recommendations. Inform the CA if these conflict with any other specified requirement. <ul style="list-style-type: none"> Submit copies when requested. The tender will be deemed to be based on the products specified and recommendations on their use given in the manufacturers' literature current at the date of tender. <ul style="list-style-type: none"> Where British Board of Agrément certified products are used, comply with the limitations, recommendations and requirements of the relevant valid certificates. | | | | | |

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| | <p>PROTECTION OF PRODUCTS</p> <ul style="list-style-type: none"> • Prevent over-stressing, distortion and other damage. • Keep clean and free from contamination. Prevent staining, chipping, scratching or other disfigurement, particularly of products exposed to view in the finished work. <p>Keep dry to prevent premature setting, moisture movement and similar defects. Where appropriate store off the ground and allow free air movement between stored products.</p> <ul style="list-style-type: none"> • 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. • 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. | | | | | |
| 4. Quality of execution | <p>Requirements in respect of:</p> <p>(1) Fixing, application and installation of products, including alignment</p> <p>(2) Colour batching</p> <p>(3) Dimensions</p> | <ul style="list-style-type: none"> • Generally: Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment. • Colour batching: Do not use different colour batches where they can be seen together. • Dimensions: Check on-site dimensions. | | | | |

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| | (4) Finished work | <ul style="list-style-type: none"> Finished work: Not defective, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance. | | | | |
| | (5) Location and fixing of products | <ul style="list-style-type: none"> Location and fixing of products: Adjust joints open to view so they are even and regular. | | | | |
| | (6) Other requirements | <p>TROPICAL HARDWOOD AND SOFTWOOD</p> <ul style="list-style-type: none"> The employer has agreed on a policy that tropical hardwoods and softwoods should be obtained from suitable sources. <p>Therefore all timber shall originate from sustainably managed concessions or plantations approved under the Code of Conduct for UK Tropical Timber Traders which regulates the import of tropical woods.</p> <p>All timber and timber products to be clearly marked or certified as complying with the above code.</p> <p>Reference shall also be made to the publications of the 'Friends of the Earth'</p> | | | | |
| 5. Compliance | Requirements in respect of: | | | | | |
| | (1) Compliance with proprietary specifications | <ul style="list-style-type: none"> Compliance with proprietary specifications: Retain on site evidence that the proprietary product specified has been supplied. | | | | |
| | (2) Compliance with performance specifications | <ul style="list-style-type: none"> Compliance with performance specifications: Submit evidence of compliance, including test reports indicating:- <ul style="list-style-type: none"> Properties tested. Pass / fail criteria. Test methods and procedures. Test results. Identity of testing agency. Test dates and times. Identities of witnesses. Analysis of results. | | | | |
| | (3) Other requirements | <ul style="list-style-type: none"> Check all documentation and the products themselves to ensure compliance 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: - | | | | |

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| | | <ul style="list-style-type: none"> - The sources, types, qualities, finishes and colours are correct, and match any approved samples. - All accessories and fixings which should be supplied with the products have been supplied. - Sizes are correct. Where tolerances 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 in good condition. - Products which have a limited shelf life are not out of date. | | | | |
| 6. Inspections | Requirements for inspecting products and work executed | <ul style="list-style-type: none"> • 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. | | | | |
| 7. Related work | Requirements in respect of co-ordinating workmanship of trades | <ul style="list-style-type: none"> • 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. • The environmental conditions are suitable, particularly that the building is suitably weather tight. | | | | |
| 8. Manufacturer's recommendations/instructions | (1) Requirements in respect of compliance | <ul style="list-style-type: none"> • General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender. | | | | |

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| 9. Water for the works | (2) Version of manufacturer's recommendations/instructions applicable to tender and contract (e.g. current on the date of invitation to tender) | <ul style="list-style-type: none"> • 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. | | | | |
| | General requirements | <ul style="list-style-type: none"> • Mains supply: Clean and uncontaminated. • Other: Do not use until: - Evidence of suitability is provided. - Tested to BS EN 1008 if instructed. | | | | |
| 2. Samples/ Approvals | | | | | | |
| 1. Samples | Requirements in respect of samples of products, work executed and mock-ups | <ul style="list-style-type: none"> • Products or executions: Comply with all other specification requirements and in respect of the stated or implied characteristics either: - To an express approval. - To match a sample expressly approved as a standard for the purpose. <p>SAMPLES OF FINISHES</p> <ul style="list-style-type: none"> • Samples of all finishes are required for approval before proceeding with the relative works. Samples of all finishes should be completed for approval in advance of the Contractor's programme for the finishes element. • 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. <p>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.</p> | | | | |

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| 2. Approval of product samples | (1) General requirements (including programming requirements) for submission of, inspection of, and tests on samples | <ul style="list-style-type: none"> Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme. | | | | |
| | (2) Definition of approval in context of samples | <ul style="list-style-type: none"> Approval: Relates to a sample of the product and not to the product as used in the Works. Do not confirm orders or use the product until approval of the sample has been obtained. | | | | |
| | (3) Retention of complying samples, including storage requirements | <ul style="list-style-type: none"> Complying sample: Retain in good, clean condition on site. Remove when no longer required. | | | | |
| | (4) Other requirements | | | | | |
| 3. Approval of work executed/mock-ups | (1) General requirements (including programming requirements) for submission of, inspection of, tests on, work executed and mock-ups | <ul style="list-style-type: none"> Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme. | | | | |
| | (2) Definition of approval in context of work executed and mock-ups | <ul style="list-style-type: none"> Approval: Relates to the stated characteristics of the sample. (If approval of the finished work as a whole is required this is specified separately). Do not conceal, or proceed with affected work until compliance with requirements is confirmed. | | | | |
| | (3) Retention of complying work executed and mock-ups, including storage requirements | <ul style="list-style-type: none"> Complying sample: Retain in good, clean condition on site. Remove when no longer required. | | | | |
| | (4) Other requirements APPROVALS GENERALLY | <ul style="list-style-type: none"> Inspection or any other action by the CA must not be taken as approval of materials, 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 | | | | |
| 3. Accuracy/ Setting out | | | | | | |
| 1. Accuracy of instruments | General requirements | The Contractor shall be responsible for ensuring all instrument are calibrated and fit for there use | | | | |

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| 2. Setting out | General requirements | <p>The Contractor shall be responsible for setting out the works in accordance with any drawings which may be issued by the Architect.</p> <p>In the case of works of alterations dimensions shown are approximate only and the Contractor shall take his dimensions on site and be responsible for them.</p> <ul style="list-style-type: none"> • General: Submit details of methods and equipment to be used in setting out the Works. • Levels and dimensions: Check and record the results on a copy of drawings. Notify discrepancies and obtain instructions before proceeding. • Inform: When complete and before commencing construction. | | | | |
| 3. Appearance and fit | Requirements in respect of tolerances and dimensions | <ul style="list-style-type: none"> • Arrange the setting out, erection, juxtaposition of components and application of finishes to ensure satisfactory fit at junctions, no practically or visually unacceptable changes in plane, line or level and a true, regular finished appearance. • Tolerances and dimensions: If likely to be critical to execution or difficult to achieve, as early as possible either: - - Submit proposals; or - Arrange for inspection of appearance of relevant aspects of partially finished work. • General tolerances (maximum): To relevant BS/EN standard. | | | | |
| 4. Critical dimensions | Details of critical dimensions | <ul style="list-style-type: none"> • Critical dimensions: Set out and construct the Works to ensure compliance with the tolerances stated. • Location: Detailed on setting out drawings. | | | | |
| 5. Levels of structural floors | Maximum tolerances for designed levels to be stated | <p>LEVELS OF STRUCTURAL FLOORS</p> <ul style="list-style-type: none"> • tolerances set out on the drawings and specification take precedence over the following | | | | |

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| | | <ul style="list-style-type: none"> • Maximum tolerances for designed levels to be: - - Floors to be self-finished, and floors to receive sheet or tile finishes directly bedded in adhesive: +/- 10 mm. - Floors to receive dry board / panel construction with little or no tolerance on thickness: +/- 10 mm. - Floors to receive mastic asphalt flooring/ underlays directly: +/- 10 mm. - Floors to receive mastic asphalt flooring / underlays laid on mastic asphalt levelling coat(s): +/- 15 mm. - Floors to receive fully bonded screeds / toppings / beds: +/- 15 mm. - Floors to receive unbonded or floating screeds / beds: +/- 20 mm. | | | | |
| 6. Record drawings | <p>(1) Requirements in respect of recording details of grid lines, setting-out stations, benchmarks and profiles</p> <p>(2) Information retention requirements</p> <p>(3) Submission requirements</p> <p>(4) Other requirements</p> | <ul style="list-style-type: none"> • Site setting out drawing: Record details of all grid lines, setting-out stations, benchmarks and profiles. Retain on site throughout the contract and hand over on completion. | | | | |
| 4. Services | | | | | | |
| 1. Services regulations | General requirements | New or existing services: Comply with the Byelaws or Regulations of the relevant Statutory Authority. | | | | |
| 2. Water regulations/ byelaws notification | General requirements | <ul style="list-style-type: none"> • Requirements: Notify Water Undertaker of any work carried out to or which affects new or existing services and submit any required plans, diagrams and details. • Consent: Allow adequate time to receive Undertaker's consent before starting work. Inform immediately if consent is withheld or is granted subject to significant conditions | | | | |

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| 3. Water regulations/ byelaws contractor's certificate | <p>(1) Content of certificate</p> <ul style="list-style-type: none"> • On completion of the work: Submit (copy where also required to the Water Undertaker) a certificate including: - - The address of the premises. - A brief description of the new installation and / or work carried out to an existing installation. - The Contractor's name and address. - A statement that the installation complies with the relevant Water Regulations or Byelaws. - The name and signature of the individual responsible for checking compliance. - The date on which the installation was checked. <p>(2) Submission requirements</p> <ul style="list-style-type: none"> • Issue: When work is completed. • Original certificate: To be lodged in the O&M Manual. <p>(3) Other requirements</p> | | | | | |
| 4. Electrical installation certificate | <p>(1) Submission requirements</p> <ul style="list-style-type: none"> • Issue: When work is completed. • Original certificate: To be lodged in the O&M Manual. <p>(2) Other requirements</p> | | | | | |
| 5. Gas, oil and solid fuel appliance installation certificate | <p>(1) Content of certificate</p> <ul style="list-style-type: none"> • Before the completion date stated in the contract: Submit a certificate stating: - - The address of the premises. - A brief description of the new installation and / or work carried out to an existing installation. - Any special recommendations or instructions for the safe use and operation of appliances and flues. - The Contractor's name and address. - A statement that the installation complies with the appropriate safety, installation and use regulations. - The name, qualification and signature of the competent person responsible for checking compliance. - The date on which the installation was checked. | | | | | |

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| (2) Submission requirements | | | | | | |
| | | | | | | |
| (3) Other requirements | | | | | | |
| 6. Mechanical and electrical services | (1) Requirements in respect of final tests and commissioning | <ul style="list-style-type: none"> • Issue: When work is completed. • Original certificate: To be lodged in the O&M Manual. | | | | |
| | (2) Requirements in respect of Building Regulations notice | <ul style="list-style-type: none"> • Final tests and commissioning: Carry out so that services are in full working order at completion of the Works. • Building Regulations notice: Copy to be lodged in the O&M Manual. | | | | |
| | (3) Other requirements | | | | | |
| | | | | | | |
| 5. Supervision/ inspection/defective work | | | | | | |
| 1. Supervision | (1) General requirements | <ul style="list-style-type: none"> • General: The Contractor shall employ and retain on site during all working hours a competent Foreman and any instruction given by the Architect to the Foreman shall be deemed to have been to the Contractor; this person may be a working Foreman. • General: In addition to the constant management and supervision of the Works provided by the Contractor's person in charge, issued to the Contractor. By agreement with the Architect all significant types of work must be under the close control of competent trade supervisors to ensure maintenance of satisfactory quality and progress. • The Contractor's person in charge shall be available to give any information as may be required by the CA on site during the Contract Period and, through the Contractor's office, during the final measurement period. • The CA may issue instructions requiring the removal from the works of any person employed thereon. | | | | |
| | ACCESS FOR OTHER CONTRACTORS | <ul style="list-style-type: none"> • The Contractor shall permit the execution of work, not forming part of his contract, by other parties engaged by the Employer. The Employer shall be responsible for these 'other parties'. | | | | |

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| <p>(2) Notice period for replacement of contractor's person in charge by contractor.</p> <p>• Replacement: Give maximum possible notice before changing person in charge or site agent but period should not be less than 2 weeks.</p> | | | | | | |
| 2. Co-ordination of mechanical and electrical engineering services | (1) General requirements. | <p>The Client attaches great importance to the quality of the mechanical and electrical systems that will form an integral part of the building, both during construction and in subsequent use.</p> <p>The effective co-ordination of the mechanical and electrical Sub-Contractors' works, throughout construction but particularly during the commissioning stages, are key to achieving successful completion and handover of the project.</p> <p>• The Client will therefore expect the successful tenderer to allocate an individual, as part of his contract management team, with Co-ordinator, in support of the Site Agent, during the construction phase of the project.</p> <p>This individual may be an existing member of the successful tenderer's team, or an individual contracted specifically for the project. In either case, the Authority will expect the individual to be an experienced building services engineer having sufficient knowledge and appreciation of the complexities and importance of the engineering services to be installed, with access to sufficient resources and level of responsibility to carry out the supervisory duties as required to ensure successful completion of the engineering works and their integration into the completed building.</p> <p>• In evaluating tenders, the Client will wish to satisfy itself that the above requirements have been allowed for.</p> | | | | |
| | (2) Requirements for documentary evidence of contractor's staff | <p>• Evidence: Submit when requested CVs or other documentary evidence relating to the staff concerned.</p> | | | | |

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| 3. Overtime working | General requirements | <ul style="list-style-type: none"> • Notice: Prior to overtime being worked, submit details of times, types and locations of work to be done. • Minimum period of notice: Two working days. • Concealed work: If executed during overtime for which notice has not been given, it may be required to be opened up for inspection and reinstated at the Contractor's expense. • The costs of any form of bonus or other incentive payment scheme, including the payment of rates and wages above those laid down, together with the cost of overtime necessary to complete the works within the stipulated <p>time on the Form of Tender will be deemed to be included in the Tender. All other overtime will only be carried out with the written instruction of the CA.</p> | | | | |
| 4. Defects in existing work | <p>(1) Process for dealing with undocumented defects</p> <p>(2) Process for dealing with documented remedial work</p> | <ul style="list-style-type: none"> • Undocumented defects: When discovered, immediately give notice to the CA. Do not proceed with affected related work until response has been received. <p>EXISTING FINISHES</p> <ul style="list-style-type: none"> • The extent to which existing finishes are renewed must be agreed with the CA before the work is started. Remove existing finishes in ways which will minimise the amount of removal or renewal. • Documented remedial work: Do not execute work which may: - - Hinder access to defective products or work; or - Be rendered abortive by remedial work. | | | | |
| 5. Access for inspection | General requirements. | Provide access: At all reasonable times to the Works and to all other places of the Contractor or Sub-Contractors where work is being prepared for the contract. | | | | |

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| | | <ul style="list-style-type: none"> • Removal: Before removing scaffolding or other facilities for access, give notice of not less than three working days. | | | | |
| 6. Tests and inspections | (1) Timing requirements | <ul style="list-style-type: none"> • Timing: Agree and record dates and times of tests and inspections to enable all affected parties to be represented. • Confirmation: One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time. | | | | |
| | (2) Records required | <ul style="list-style-type: none"> • Records: Submit a copy of test certificates and retain copies on site. | | | | |
| | (3) Submission requirements | <ul style="list-style-type: none"> • Issue: When work is completed. • Original certificate: To be lodged in the O&M Manual. | | | | |
| | (4) Other requirements | | | | | |
| 7. Air permeability | (1) Method | <ul style="list-style-type: none"> • (If Required) As required by Building Control and the requirements of the specification | | | | |
| | (2) Performance requirements | <ul style="list-style-type: none"> • Comply with Part L of the Current Building Regulations | | | | |
| | (3) Submission requirements (results) | <ul style="list-style-type: none"> • Original certificate: To be lodged in the O&M Manual. | | | | |
| | (4) Other requirements | | | | | |
| 8. Continuity of thermal insulation | (1) General requirements | <ul style="list-style-type: none"> • Record and report: Confirm that work to new, renovated or upgraded thermal elements has been carried out to conform to specification. | | | | |
| | (2) Content of reports | Include: - - The address of the premises. - The Contractor's name and address. - The name, qualification and signature of the competent person responsible for checking compliance. - The date on which the installation was checked. | | | | |

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| | (3) Submission requirements | <ul style="list-style-type: none"> • Submit: Before completion of the Works. • Copy: To be lodged in the Building Manual. | | | | |
| | (4) Number of copies | one for each element in each building manual | | | | |
| | (5) Other requirements | | | | | |
| 9. Resistance to passage of sound | (1) Method | | | | | |
| | (2) Compliance requirements | | | | | |
| | (3) Submission requirements | | | | | |
| | (4) Other requirements | | | | | |
| 10. Energy performance certificate | (1) General requirements | | | | | |
| | (2) Format of certificate and report | | | | | |
| | (3) Submission requirements | | | | | |
| | (4) Other requirements | | | | | |
| 11. Proposals for rectification of defective products/ executions | General requirements | <ul style="list-style-type: none"> • Proposals: Immediately any execution or product is known, or appears, to be not in accordance with the Contract, submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution. • Acceptability: Such proposals may be unacceptable and contrary instructions may be issued. | | | | |
| | | | | | | |
| 12. Measures to establish acceptability | General requirements | <ul style="list-style-type: none"> • General: 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. - Will not be considered as grounds for extension of time. | | | | |
| | | | | | | |
| 13. Quality control | (1) Procedural requirements | <ul style="list-style-type: none"> • Procedures: Establish and maintain to ensure that the Works, including the work of Sub-Contractors, comply with specified requirements. | | | | |

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| (2) Records required | | | | | | |
| | | | | | | |
| (3) Content of records | | | | | | |
| | | | | | | |
| (4) Other requirements | | | | | | |
| 6. Work at or after completion | | | | | | |
| 1. Work before completion | (1) General requirements | <p>CONTRACT COMPLETION</p> <ul style="list-style-type: none"> • General: Make good all damage consequent upon the Works. Temporary markings, coverings and protective wrappings. Remove unless otherwise instructed. • Cleaning: Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials. • Cleaning materials and methods: As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction. • COSHH dated data sheets: Obtain for all materials used for cleaning and ensure they are used only as recommended by their manufacturers. • Minor faults: Touch up in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions. • Moving parts of new work: Adjust, ease and lubricate as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls. <p>The Employers Agent will require the following work completed to conclude the work to be Practically Complete</p> | | | | |

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| under the Contract; only relevant items need be complied with | | | | | |
| 1.00 Confirmation that all contract works are completed | | | | | |
| 2.00 Confirmation that commissioning has been carried out and certificates have been issued for the whole of the mechanical and Electrical installation | | | | | |
| 3.00 Confirmation that any Warranties / Guarantees etc. have been properly executed | | | | | |
| 4.00 Confirmation that all planning conditions have been discharged and written confirmation has been received for the same | | | | | |
| 5.00 Full Documentation detail Building Regulation approval | | | | | |
| 6.00 Building Control Completion Certificate | | | | | |
| 7.00 Energy efficiency Certificates | | | | | |
| 8.00 Lightning Protection certificates | | | | | |
| 9.00 Fire Protection Certificates | | | | | |
| 10.00 Emergency Lighting Completion Certificates | | | | | |
| 11.00 Health & Safety File incl. O&M Manuals, Maintenance Certificates, schedule of tools and spares | | | | | |
| 12.00 Fire Alarm Commissioning Certificate | | | | | |
| 13.00 Means of Escape signage complete | | | | | |
| 14.00 Wiring Completion certificate | | | | | |
| 15.00 Commissioning Data & Wiring test results | | | | | |
| 16.00 Chlorination Certificate | | | | | |
| 17.00 Handover of Keys, all keys required for Internal & External Doors/windows all properly labelled and in a key box | | | | | |
| 18.00 Public Utilities supplies inspected and signed off | | | | | |
| 19.00 Meter agreement - Electricity | | | | | |
| 20.00 Meter agreement - Water Supply | | | | | |
| 21.00 Training of Clients Staff | | | | | |
| 22.00 Point of Contact for emergency services repairs | | | | | |

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| 23.00 | Tools and spares | | | | |
| 24.00 | Drainage CCTV Survey | | | | |
| 25.00 | Letter or certificate confirming building constructed without the use of deleterious materials | | | | |
| | <p>(2) Cleaning requirements, including cleaning materials and methods of cleaning</p> <p>• Cleaning: Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials.</p> <p>The Contractor shall remove all rubbish from the site as it accumulates from time to time and at completion. The Contractor will be required to provide for cleaning the whole of the works on completion and leaving the building in clean, neat and tidy condition suitable for continual habitation.</p> <p>The Contractor is to allow for the hire and fuel of any heaters, dehumidifiers etc., which may be required during the course of, or completion of, the works.</p> <p>(3) Requirements for rectifying minor faults</p> <p>• Touch up minor faults in newly painted / repainted work, carefully matching colour, and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions</p> <p>(4) Requirements in respect of moving parts</p> <p>• Adjust, ease and lubricate moving parts of new work as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.</p> <p>(5) Other requirements</p> <p>• Rod all new drains including all existing drain runs into which the new foul and storm water will discharge. Rod the existing drains to the next manhole after the new connections.</p> | | | | |

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| 2. Security at completion | (1) General requirements | <ul style="list-style-type: none"> General: Leave the Works secure with, where appropriate, all accesses closed and locked. Security systems engaged and all information provided to the client for its proper implementation | | | | |
| | (2) Requirements in respect of keys | <ul style="list-style-type: none"> Keys: Account for and adequately label all keys and hand over to Employer with itemized schedule, retaining duplicate schedule signed by Employer as a receipt. | | | | |
| 3. Making good/rectification of defects | (1) Access arrangements | <ul style="list-style-type: none"> Remedial work: Arrange access with the CA, Employer and Occupier. The Employer may at any time during the Defects liability Period ask the Contractor to carry out repairs or replace items that are defective, at the Contractor's cost. Due to the nature of the business carried out by the Employer it is important that any defects that occur are attended to without delay. Consequently the following time periods allowed for making good defects will be applied by the Employer depending on the severity of the defects: - (i) Very urgent defects are to be made good within 24 hours of receipt of notification. (ii) Urgent defects are to be made good within 3 days of receipt of notification. (iii) Routine defects are to be made good within one week of receipt of notification. Should the Contractor fail to rectify the defects within these periods the Employer may instruct a selected contractor to do so and deduct the cost from such monies due to the Contractor. The Contractor will be held liable at the end of the maintenance period for making good decorations and shrinkage where affected by the drying out of the building and should allow either here or in the rates for the cost of carrying out this work. | | | | |

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| | <ul style="list-style-type: none"> The Contractor will be required to agree a 'defects list' in conjunction with the CA two weeks before the end of the Defects Liability Period. The Contractor is to fully complete the items listed within two weeks from the issue of the list. | | | | |
| (2) Notice periods | <ul style="list-style-type: none"> Rectification: Give reasonable notice for access to the various parts of the Works but normally give 5 working days notice. | | | | |
| (3) Completion requirements | <ul style="list-style-type: none"> Completion: Notify in writing when remedial works have been completed. | | | | |
| 4. Highway/sewer adoption | <p>(1) Description of work to be adopted</p> <ul style="list-style-type: none"> Work to be adopted under the Highways Act, Section 38, or the Roads (Scotland) Act, Section 16 to 18, or the Water Industry Act, Section 104: <p>(2) Requirements in respect of work for adoption</p> <ul style="list-style-type: none"> Work for adoption must be: - - Completed by the Contractor to the satisfaction of the Highway / Sewer Authorities before the certificate stating the Works are complete is issued. - Subject to a Defects Liability / Rectification Period of 12 months (see Appendix to the Contract / Contract Particulars). - Maintained during the Defects Liability / Rectification Period, including making good of damage due to reasonable wear and tear occurring during the Period and cleaning at the end of the Period, all to the satisfaction of the Highway/Sewer Authorities. | | | | |
| 1.9: Employer's requirements: Security, safety and protection | | | | | |
| 1. Security/health and safety | CONSTRUCTION (DESIGN & MANAGEMENT) REGULATIONS | | | | |
| | <ul style="list-style-type: none"> For notifiable projects, the Contractor will be employed as the Principal Contractor under the above regulations up to the date of Practical Completion. | | | | |

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| SAFETY, HEALTH AND WELFARE | <ul style="list-style-type: none"> • Allow for complying with enactment's regulations and working rules relating to safety, health and welfare of work people. The Contractor's policy statement with respect to Health and Safety at Work of his employees must be available on site for the inspection of the CA or their representative. The policy statement must contain the name and telephone number of the Contractor's safety manager and the name of his representative on site. • Comply with the Control of Substances Hazardous to Health Regulations 2002 (COSHH). The Contractor's Policy Statement must be made available for the inspection by the CA or his representative. | | | | |
| | <p>SITE SAFETY MEASURES / PRECAUTIONS</p> <ul style="list-style-type: none"> • The Contractor shall provide all safety measures including safety fencing, hoardings, screens, planked footways, guard rails, gantries and the like as may be necessary for protecting the public and others during the execution of the works. • This shall include all necessary measures by the Contractor to meet his obligations under the Health and Safety Regulations and requirements by local and other Authorities <p>pertinent to all work people (including those employed by sub-contractors), employed on the site.</p> <ul style="list-style-type: none"> • The Contractor's attention is particularly directed to Guidance Note GS7 issued by HM Factory Inspectorate entitled 'Accidents to Children on Construction Sites' which states that the minimum protection around the building site area shall be 2000mm high chain link fencing adequately supported with posts and rails in order to provide a secure barrier. The foregoing is to be regarded as a minimum to afford protection around the complete building site area. | | | | |

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| | | <ul style="list-style-type: none"> Should the Contractor consider that additional measures are required to meet his obligations for site safety or those imposed by the Health and Safety Regulations then he shall include here for such additional requirements. <p>A statement must be submitted with the tender describing the organisation and resources which the contractor proposes and</p> <p>undertakes to provide to safeguard the health and safety of operatives, including those of sub-contractors and of any person who may be affected by the works.</p> <p>WHEEL CLEANING APPARATUS</p> <ul style="list-style-type: none"> Provide wheel cleaning apparatus as required by the Local Authority. | | | | |
| 1. Pre-construction information | Location of information (WHERE REQUIRED) | <ul style="list-style-type: none"> Location: Included as a separate document, including but not restricted to the following Sections: - - Description of project and appointed parties: Sections 1.1 & 1.3. - Existing information: Sections. - Client's consideration and management requirements: Sections 1.1 & 1.3. - Environmental restrictions and on-site risks: Section 1.3 & 1.9. - Significant design and construction hazards: Section 1.9. - The Health and Safety File: Section 1.12 & Appendix C | | | | |
| 2. Execution hazards | (1) Management requirements for common hazards | <ul style="list-style-type: none"> Common hazards: Not listed. Control by good management and site practice. | | | | |
| | (2) Details of significant hazards incorporated in the design of the project | <ul style="list-style-type: none"> Significant hazards: Any identified in the design, will be issued with the Pre-Construction Information. | | | | |
| 3. Product hazards | (1) Requirements in respect of hazardous substances | <ul style="list-style-type: none"> Products containing asbestos shall not be used in any part of the construction. | | | | |

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| | <ul style="list-style-type: none"> • Products containing any of the chemicals listed below shall not be used without the written approval of the CA:- <ul style="list-style-type: none"> - DDT: insecticide (organochlorine) - PARAQUAT: bipyridyl herbicide (garden and agricultural use) - LINDANE / HCH: insecticide - 245T: phenoxy herbicide - THE DRINS: Dieldrin, Aldrin and Entrin - CHLORDANE / HEPTACHLOR: organochlorine insecticide - PENTACHLOROPHENOL: organochlorine insecticide - CAMPHECLOR: organochlorine insecticide (used as DDT substitute) - PARATHION: organophosphorous insecticide (nerve poison) - ETHYLENE DIBROMIDE: nematocide / fumigant halocarbon - CHLORDINEFORM: organochlorine insecticide (used on tobacco and cotton) - TRIBUTYL TIN OXIDE • Hazardous substances: Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document EH40: Occupational Exposure Limits. | | | | |
| | <p>(2) Management requirements for common hazards</p> <ul style="list-style-type: none"> • Common hazards: Not listed. Control by good management and site practice. | | | | |
| | <p>(3) Details of significant hazards in specified construction materials</p> <ul style="list-style-type: none"> • Significant hazards: Any identified in the design, will be issued with the Pre-Construction Information. | | | | |
| 4. Construction phase health and safety plan | <p>(1) General requirements</p> <ul style="list-style-type: none"> • Submission: The Construction Phase Health and Safety Plan developed from the Pre-tender Health and Safety Plan must be presented to the Employer / Client no later than two weeks before the proposed date for the start of the construction works. | | | | |

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| | <ul style="list-style-type: none"> • 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 visiting the site. • Confirmation: Do not start construction work until the Employer has confirmed in writing that the Construction Phase Plan includes the procedures and arrangements required by the CDM Regulations. | | | | |
| (2) Content | <ul style="list-style-type: none"> • Content: Develop the plan from the outline Construction Phase Plan, Appendix C and draw on the Pre-construction Information. <p>METHOD STATEMENTS; • Will be required during the course of construction, as follows: The Principal (or Lead) Contractor is to carry out a risk analysis of the project and prepare method statements as</p> <p>required to maintain the health and safety of all workmen and contractors engaged in the Works.</p> <p>The method statements should not be limited to those required by current regulations and those required/outlined in the Pre-Construction Information or deemed necessary by the CA and/or CDM Co-ordinator</p> <p>HSE APPROVED CODES OF PRACTICE</p> <ul style="list-style-type: none"> • Comply with the following: - - Management of health and safety at work. - Managing construction for health and safety | | | | |
| (3) Submission requirements | <ul style="list-style-type: none"> • Following agreement of the Completed file 4nr copies are to be issued to the client (3nr Hard copies and 1 number Electronic) • Prepare and co-ordinate information for Health and Safety File and issue draft copy of completed File 10 days prior to practical completion. | | | | |

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| 5. Security | <p>(1) Requirements for protecting the site, the works, products, materials, and existing buildings affected by the works, from damage and theft</p> <p>(2) Requirements for preventing unauthorised access to the site, the works, and adjoining property</p> <p>(3) Description of any special security requirements</p> | <p>• Protection: Safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft.</p> <p>• Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.</p> | | | | |
| 6. Stability | Requirements for maintaining the stability and structural integrity of the works and adjoining property during the contract | <p>• Responsibility: Maintain the stability and structural integrity of the Works during the Contract.</p> <p>• Design loads: Obtain details, support as necessary and prevent overloading.</p> | | | | |
| 7. Occupied premises | <p>(1) Extent existing buildings will be occupied and/or used during the contract</p> <p>(2) Method of working</p> <p>(3) Requirements in respect of overtime working</p> | <p>Extent: Existing buildings will be occupied and / or used during the Contract.</p> <p>CLEANING OCCUPIED PREMISES</p> <p>• The Contractor shall be responsible for any additional cleaning costs incurred by the Employer which are caused by dust settlement, etc. in non-refurbished areas of the building.</p> <p>• Works: Carry out without undue inconvenience and nuisance and without danger to occupants and users.</p> <p>• 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,</p> <p>the extra cost will be paid to the Contractor, provided that such overtime is authorized in advance.</p> | | | | |
| 8. Passes | (1) Details of controlled areas | <p>• Controlled areas: Passes may be issued to all building operatives, including sub-contractors, professional advisors and client representatives if required by the client.</p> | | | | |

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| | | <p>Works in all restricted areas as a minimum shall carried out with a contractors supervisor agreed with the client.</p> <p>• Authorised persons: Submit a list of the names of all persons requiring passes (if required by the client) together with any other related information reasonably required. Criminal checks may also be required depending on nature of premises</p> <p>(2) Procedures for obtaining and returning passes</p> <p>• Return of passes: When requested or on completion of the work to which the pass relates.</p> | | | | |
| 9. Occupier's rules and regulations | (1) General requirements | | | | | |
| | (2) Location of rules and regulations | | | | | |
| | (3) Arrangements for inspection | | | | | |
| 10. Use of mobile telephones | Requirements relating to use of mobile telephones on-site | • Use: currently permitted in occupied areas, however the client reserves the right to restrict mobile phone use as they see fit. | | | | |
| 11. Employer's representatives site visits | (1) Safety requirements | <p>• Safety: Submit details in advance, to the Employer or the person identified in clause 1.1: Project particulars, of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site.</p> | | | | |
| | (2) Protective clothing and/or equipment requirements | <p>• Protective clothing and / or equipment: Provide and maintain on site for the Employer and the person stated in clause 1.1: Project particulars and other visitors to the site</p> | | | | |
| 12. Working precautions/restrictions | (1) Details of hazardous areas | <p>• Make adequate arrangements to cope with the dangers arising in emergency situations, e.g. gas escapes, etc.</p> <p>• Ensure that site supervisors are familiar with arranged procedures.</p> | | | | |

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| | | <ul style="list-style-type: none"> Schedule all appropriate emergency telephone numbers and advise all staff on site, including Employer's representatives, of these numbers. | | | | |
| (2) Permit to work requirements | | <p>WORK PERMIT SYSTEM</p> <ul style="list-style-type: none"> Hot work is deemed to include welding and cutting, brazing and the use of blow lamps, soldering equipment, bitumen boilers and any other equipment producing heat, sparks or having naked flames. The Contractor shall nominate a person on site who will act as "Site Fire Safety Co-ordinator" (the SFSC) and that person will be responsible for ensuring compliance with the Hot Work Permit System. No Hot Work shall be commenced until the SFSC has issued a Hot Work Permit to carry out the work. A copy of the Hot Work Permit and the Precautions and Conditions applying to Hot Work will be supplied to the Contractor upon request and the Contractor is to take such copies as may be required for the completion of the Contract Works. The SFSC shall be responsible for the issue of the Hot Work Permit under part 1 of the Hot Work Permit and for carrying out the Final Check Up and for signing Part 3 of the Hot Work Permit. The Hot Work Permit shall only be valid for the day of issue. A copy of all issued Hot Work Permits shall be forwarded to the Contract Administrator at the end of each week. | | | | |
| 2. Protection against | | | | | | |
| 1. Explosives | (1) Use (2) Details of restrictions | <ul style="list-style-type: none"> Use: Not permitted | | | | |
| 2. Noise consent by local authority | (1) General requirements | <ul style="list-style-type: none"> Standard: Comply generally with the recommendations of BS 5228-1, clause 9.3 to minimize noise levels during the execution of the Works. | | | | |
| | (2) Special requirements | | | | | |

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| 3. Noise control | (1) General requirements | <ul style="list-style-type: none"> Equipment: Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles. | | | | |
| | (2) Special requirements | <ul style="list-style-type: none"> Restrictions: Do not use: - - Pneumatic drills and other noisy appliances without consent during the hours of 6pm to 8am or at any time during the weekend, without the consent of the CA. - Radios or other audio equipment or permit employees to use in ways or at times that may cause nuisance. | | | | |
| 4. Pollution control | (1) General requirements | <ul style="list-style-type: none"> Prevention: Protect the site, the Works and the general environment including streams and waterways against pollution. | | | | |
| | (2) Special requirements | <ul style="list-style-type: none"> Contamination: If pollution occurs inform immediately, including to the appropriate Authorities and provide relevant information. | | | | |
| 5. Pesticides | (1) Use (2) Details of restrictions (3) Disposal requirements (4) Operatives competency requirements | <ul style="list-style-type: none"> Use: Not permitted. | | | | |
| 6. Nuisance | (1) General requirements | <ul style="list-style-type: none"> Duty: Prevent nuisance from smoke, dust, rubbish, vermin and other causes. | | | | |
| | (2) Special requirements | <ul style="list-style-type: none"> Surface water: Prevent hazardous build-up on site, in excavations and to surrounding areas and roads. | | | | |
| 7. Asbestos containing materials (ACM)s | (1) General requirements | <ul style="list-style-type: none"> Check the Asbestos Register for the premises – sign to confirm that this has been done. | | | | |
| | (2) Special requirements | <ul style="list-style-type: none"> Duty: Report immediately any suspected materials discovered during execution of the Works. Do not disturb. Agree methods for safe removal or encapsulation. | | | | |

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| 8. Antiquities | (1) General requirements | <ul style="list-style-type: none"> Duty: Report immediately any fossils, antiquities and other objects of interest or value discovered during execution of the works. | | | | |
| | (2) Special requirements | <ul style="list-style-type: none"> Preservation: Keep objects in the exact position and condition in which they were found. | | | | |
| 9. Fire prevention | (1) General requirements | <ul style="list-style-type: none"> Duty: Prevent personal injury or death, and damage to the Works or other property from fire. | | | | |
| | (2) Details of standards to which contractor is to comply | <ul style="list-style-type: none"> Standard: Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by the Construction Confederation and The Fire Protection Association (The 'Joint Fire Code'). FLAMMABLE MATERIALS: Do not store flammable materials in the building without prior agreement with the CA. Minimise the amount and time flammable materials are used on site. Remove at the end of each work period. Inform the CA of any known non flammable alternative. FIRE is a major cause of damage during works to the buildings fabric. No hot works or hazardous works permits procedures must be adopted during these works. | | | | |
| 10. Smoking on-site | (1) General requirements | <p>Smoking will not be permitted on the site or within the Grounds. Prevent, except in designated areas, which must be carefully controlled,</p> <p>equipped with fire fighting equipment and receptacles for the safe disposal of smokers' materials and inspected to guard against risk of fire.</p> | | | | |
| | (2) Special requirements | <p>Put up sufficient no smoking signs around the site and ensure that all operatives and visitors observe the restrictions</p> | | | | |
| 11. Burning on-site | (1) General requirements | <ul style="list-style-type: none"> Burning on site: Not permitted. | | | | |
| | (2) Special requirements | | | | | |

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| 12. Moisture | (1) Requirements for preventing wetness and dampness | Prevent damage from storm and /or surface water. • Wetness or dampness: Prevent, where this may cause damage to the Works. | | | | |
| | (2) Requirements for drying out | • Drying out: Control humidity and the application of heat to prevent: - - Blistering and failure of adhesion. - Damage due to trapped moisture. - Excessive movement. | | | | |
| 13. Infected timber/contaminated materials | General requirements | • Removal: Where instructed to remove timber affected by fungal / insect attack from the building, minimize the risk of infecting other parts of the building. | | | | |
| 14. Waste | (1) Definition of waste | All material, substance, or by-products, eliminated or discarded as no longer useful or required after the completion of the works. including Rubbish, debris, spoil, containers and surplus material | | | | |
| | (2) General requirements, including minimizing waste, removing waste and excluding waste from voids and cavities in the construction | • Minimize: Keep the site and Works clean and tidy. The Contractor shall implement the hierarchy of waste removal: 1) REDUCE, 2) RECOVERY, 3) RECYCLE, 4) LANDFILL The Contractor shall comply will all current Environmental Regulations, Acts and approved Codes of Practice and co-operate in the implementation and management of Environmental issues on site including preparation of the Site Waste Management Plan. | | | | |
| | (3) Requirements in respect of 'site waste management plans' | The Contractor will be responsible for the production and updating of the Site Waste Management Plan (SWMP) for the life of the scheme. | | | | |

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| | <p>The Contractor is to ensure that the SWMP is kept up to date and contains the required level of detail commensurate with the nature and value of the works</p> <p>Include for all costs associated with the administration of the SWMP and putting its requirements into practice on site.</p> <ul style="list-style-type: none"> The Contractor and all Sub-Contractors (domestic or otherwise) are reminded that they have a statutory duty of care with regard to the disposal of waste under the Environmental Protection Act. <p>The statutory duty of care imposes four main constraints: -</p> <ul style="list-style-type: none"> - to prevent other persons committing an offence through unlicensed disposal, breach of disposal conditions, or to cause pollution or harm - to prevent escape of waste material - to ensure that waste is only transferred to an authorised person - to ensure that when waste is transferred to an authorised person an adequate description of the material involved is maintained for two years to prevent an offence under (a) or (b) above. <ul style="list-style-type: none"> Allow for all charges, fees etc. in connection with the primary law on LANDFILL Tax as contained in the Finance Act 1996 (sections 39 to 71 inclusive, and schedule 5). <p>The contractor is responsible for all payments of Land fill Tax, irrespective of the nature of the material removed from site</p> | | | | |
| (4) Documentation requirements | <p>The Contractor should produce an outline SWMP during the Tender period and submit this as part of his Tender Submission.</p> <p>Waste transfer documentation: Retain on site.</p> | | | | |

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| | (5) Details of key performance indicator (KPI) data to be provided | None | | | | |
| | (6) Information and documentation submission requirements | See requirements for Practical Completion | | | | |
| 15. Electromagnetic interference | General requirements | <ul style="list-style-type: none"> Duty: Prevent excessive electromagnetic disturbance to apparatus outside the site. | | | | |
| 16. Laser equipment | General requirements | <ul style="list-style-type: none"> Construction laser equipment: Install, use and store in accordance with BS EN 60825-1 and the manufacturer's instructions. Class 1 or Class 2 laser equipment: Ensure laser beam is not set at eye level and is terminated at the end of its useful path. Class 3A and Class 3B laser equipment: Do not use without approval and subject to submission of a method statement on its safe use. | | | | |
| 17. Power actuated fixing systems | General requirements | Clause not used | | | | |
| 18. Invasive species | (1) General requirements for the prevention of invasive species (e.g. plants and animals) (2) Details of any special precautions required (3) Requirements in respect of discovery and reporting | Protect against any invasive species that is defined as an organism (plant, animal, fungus, or bacterium) that is not native and has negative effects on our economy, our environment, or our health. Notify the environmental agency concerned and take action and precautions as required | | | | |
| 3. Protection | | WORK IN ALL SECTIONS <ul style="list-style-type: none"> 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. | | | | |

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| | <p>The Contractor shall safeguard the works, materials and plant together with existing structures against damage, theft, fire, inclement weather or his own operations, and shall make good all such damage at his own expense.</p> <p>Particular attention is drawn to the existing driveway which will not be replaced</p> <p>PROTECTION OF EXISTING BUILDING AND SITE</p> <ul style="list-style-type: none"> • Remaining structures: The Contractor should include for costs of protecting all elements of the remaining structure and site works. Any damage to these areas will be made good at the contractors cost. <p>ENVIRONMENTAL CONTROL (FOR THE FABRIC DURING WORKS):</p> <p>Protect internal fabric from external weather conditions, in particular the ingress of rain snow and frost.</p> <p>Protect the building from invasive flora and fauna.</p> <p>Allow an adequate flow of fresh air over/through the fabric.</p> <p>STABILITY OF THE STRUCTURE</p> <p>STABILITY GENERALLY:</p> <p>The stability of an building may rely upon structures/materials/load paths which are not immediately apparent when based upon modern building practices.</p> <p>Access and take responsibility for the stability and structural integrity of the fabric.</p> <p>When providing additional supports take account of the new load paths introduced.</p> <p>Do not increase the load on any part of the fabric where it is likely to affect the existing fabric in any way.</p> <p>SUPPORTING STRUCTURES:</p> | | | | |

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| | | <p>Provide and maintain integrity of structures during dismantling and repair work. Submit method statements for comment by SE and CA prior to commencement.</p> <p>Provide and maintain all incidental shoring, strutting, needling and other supports as may be necessary to preserve the stability of existing structures on the site, that may be endangered or affected by the Works.</p> <p>Support existing structure as necessary during cutting of new openings or replacement of structural part.</p> <p>Do not remove supports until new work is strong enough to support the existing structure.</p> <p>Prevent oversteering of completed work when removing supports.</p> <p>Remove protection on completion and make good all damage to the satisfaction of the CA at the contractor's expense.</p> <p>CONTAMINATION: Take all reasonable precautions to prevent contamination of the existing fabric. Notify the CA immediately of any contamination</p> | | | | |
| 1. Existing services | (1) Requirements in respect of notifying services authorities, statutory undertakers and/or adjoining adjacent owners | <p>EXISTING SERVICES</p> <ul style="list-style-type: none"> • Confirmation: Notify all service authorities, statutory undertakers and / or adjacent owners of proposed works not less than one week before commencing site operations. • Identification: Before starting work, check and mark positions of Mains / services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners. • The Contractor shall establish the location of and maintain all drains, water, gas pipes, electric mains and other public service which may be exposed during the progress of the works and leave all in proper working order on completion. | | | | |

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| | | <ul style="list-style-type: none"> • Work adjacent to services: - - Comply with service authority's/ statutory undertaker's recommendations. - Adequately protect, and prevent damage to services: Do not interfere with their operation without consent of service authorities / statutory undertakers or other owners. | | | | |
| | (2) Requirements for identification of existing services | <ul style="list-style-type: none"> • Identifying services: - - Below ground: Use signboards, giving type and depth; - Overhead: Use headroom markers. | | | | |
| | (3) Requirements should damage occur to existing services | <ul style="list-style-type: none"> • Damage to services: If any results from execution of the Works: - - Immediately give notice and notify appropriate service authority / statutory undertaker.. - Make arrangements for the work to be made good without delay to the satisfaction of service authority / statutory undertaker or other owner as appropriate. - Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability. All costs arising from damage to existing services shall be the responsibility of the Contractor. | | | | |
| | (4) Other requirements | <ul style="list-style-type: none"> • Marker tapes or protective covers: Replace, if disturbed during site operations, to service authority's / statutory undertakers recommendations. | | | | |
| 2. Roads and footpaths | (1) General requirements | <ul style="list-style-type: none"> • Duty: Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris. | | | | |
| | (2) Requirements should damage occur to existing roads and/or footpaths | <ul style="list-style-type: none"> • Damage caused by site traffic or otherwise consequent upon the Works: Make good to the satisfaction of the Employer, Local Authority or other owner. | | | | |
| | (3) Other requirements | | | | | |

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| 3. Existing topsoil and subsoil | <p>(1) Requirements for preventing over compaction of existing topsoil and subsoil</p> <ul style="list-style-type: none"> • Duty: Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, <p>temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works.</p> <p>(2) Details of protective measures</p> <ul style="list-style-type: none"> • Protection: Before starting work submit proposals for protective measures. | | | | | |
| 4. Retained trees, shrubs and grassed areas | <p>(1) Details of protective measures</p> <ul style="list-style-type: none"> • Protection: Preserve and prevent damage, except those not required. <p>(2) Requirements should damage occur to retained trees, shrubs and grassed areas</p> <ul style="list-style-type: none"> • Replacement: Mature trees, hedges and shrubs if uprooted, destroyed, or damaged beyond reasonable chance of survival in their original shape, <p>as a consequence of the Contractor's negligence, must be replaced with those of a similar type and age at the Contractor's expense.</p> <p>(3) Other requirements</p> | | | | | |
| 5. Areas of retained trees | <p>Details of protective measures</p> <ul style="list-style-type: none"> • Protected area: Unless agreed otherwise do not: - - Dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within an area which is the larger of the branch spread of the tree or an area with a radius of half the tree's height, measured from the trunk. - Sever roots exceeding 25 mm in diameter. If unintentionally severed give notice and seek advice. - Change level of ground within an area 3m beyond branch spread. | | | | | |
| 6. Wildlife species and habitats | <p>(1) General requirements</p> <ul style="list-style-type: none"> • The buildings and/or environment may contain flora or fauna protected by legislation, principally but not exclusively by the Wildlife and Countryside Act 1980, disturbance of which is an offence. | | | | | |

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| | (2) Details of protective measures | • Protection: Prevent damage to flora or fauna protected by legislation, which are to remain in position during execution of the Works. | | | | |
| | (3) Other requirements | | | | | |
| 7. Existing features | (1) Details of protective measures | • Protection: Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features, which are to remain in position during execution of the Works. | | | | |
| | (2) Special requirements | | | | | |
| 8. Existing work | (1) Details of protective measures | • Protection: Prevent damage to existing property undergoing alteration or extension. | | | | |
| | (2) Requirements for removing and replacing existing work | <ul style="list-style-type: none"> • Removal: Minimum amount necessary. • Replacement work: To match existing. | | | | |
| 9. Building interiors | Details of protective measures | • Protection: Prevent exposure to weather during course of alteration work with temporary enclosures of sufficient size to permit execution of the work and which will remain weather tight in severe weather. | | | | |
| 10. Existing furniture, fittings and equipment | (1) Details of protective measures | <ul style="list-style-type: none"> • Protection: Prevent damage or move as necessary to enable the Works to be executed. • Reinstall in original positions. | | | | |
| | (2) Extent of removal work to be carried out by the employer | none | | | | |
| 11. Especially valuable and vulnerable items | (1) Details of protective measures | <ul style="list-style-type: none"> • Protection: Prevent damage or move as necessary to enable the Works to be executed. • Reinstall in original positions. | | | | |
| | (2) Extent of removal work to be carried out by the employer | None | | | | |
| 12. Adjoining property | Permission requirements | • Permission: Obtain as necessary from owners if requiring to erect scaffolding on or otherwise use adjoining property. | | | | |

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| <p>The Contractor shall take such precautions as may be necessary for the safety and convenience of the adjacent occupiers and shall avoid making nuisance during the course of the works</p> <p>The Contractor shall be entirely responsible for the safety of all existing and surrounding properties and will be required to make good any damage caused in the course of the works.</p> | | | | | | |
| 13. Adjoining property restrictions | (1) Precautions to be taken by the contractor | <ul style="list-style-type: none"> • 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. | | | | |
| | (2) Consequence of damage | <ul style="list-style-type: none"> • Damage: Bear cost of repairing damage arising from execution of the Works. | | | | |
| 14. Existing structures | General requirements | <ul style="list-style-type: none"> • 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 and BS EN 12812. | | | | |
| 15. Materials for recycling and/or reuse | (1) Sorting and damage prevention requirements | | | | | |
| | (2) Storage requirements | | | | | |
| 1.10: Employer's requirements: Specific limitations on method, sequence and timing | | | | | | |

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| 1. General | <p>Statement explaining that limitations described in this section of the preliminaries bill are supplementary to limitations described or implicit in information given in other sections or on the drawings</p> <p>ACCESS TO THE SITE:</p> <p>SCAFFOLDING:</p> | <p>• General: The limitations described in this section are supplementary to limitations described or implicit in information given in other sections or on the drawings.</p> <p>- Arrangements for the work to be carried out will be agreed between the Contractor and the CA/Client/Building Occupier, including when the works can be expected to be carried out.</p> <p>- On arrival at the premises report to the Office / Reception.</p> <p>- On leaving the premises and completion of the works, report to the Office / Reception.</p> <p>- Any variation to this procedure must be agreed with the CA/Client, before Any work commences.</p> <p>- Have means of identification when visiting the premises, giving the name of the personnel, the name of the Company and Have some authority for the visit.</p> <p>Ensure that standing scaffolding is erected early enough and / or dismantled late enough to suit programmes of all Sub-Contractors.</p> <p>Take special care with scaffolding to avoid damage to the fabric, stone, timber.</p> <p>Scaffold design and installation to comply with all current regulations and standards.</p> <p>Ensure that all scaffold ends within 50mm of the building surface are capped with plastic caps.</p> <p>Design scaffolding to minimise risk of damage during erection, maintenance, alterations and dismantling.</p> <p>Adequately spread loads through points of contact, spreader boards or other suitable means. Do not stress weak fabric.</p> <p>Protect fabric likely to be affected by the transporting, erection, alterations, or disassembly of scaffolding.</p> | | | | |

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| | <p>Scaffold design and installation to comply with all current regulations and standards.</p> <p>Ensure that all scaffold ends within 50mm of the building surface are capped with plastic caps.</p> <p>Design scaffolding to minimise risk of damage during erection, maintenance, alterations and dismantling.</p> <p>Adequately spread loads through points of contact, spreader boards or other suitable means. Do not stress weak fabric.</p> <p>Protect fabric likely to be affected by the transporting, erection, alterations, or disassembly of scaffolding.</p> <p>Do not use historic fabric to store or transport scaffolding materials.</p> <p>Do not pass scaffolding through any unprotected opening.</p> <p>Do not throw or drop scaffolding materials on the site.</p> | | | | |
| WORKING AREA | <ul style="list-style-type: none"> The working area for the Contractor will be confined to the actual site of the works or such areas as the CA may direct, or indicated on the drawings. | | | | |
| SUPPLIED ITEMS | <ul style="list-style-type: none"> Supplied items: The Employer may specify items that he will supply to and for fixing by the Contractor. The Contractor shall: - - Supply all necessary labour for unloading as and when delivered and carrying the items into that part of the building designated as the temporary store. - be responsible for ensuring that all the items in each delivery are complete. - On completion of the Building, the Contractor will be required to supply the necessary suitable labour to carry the furniture from the temporary store and distribute it to various parts of the Building as and where directed. | | | | |

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| COMPLETION IN SECTIONS OR IN PARTS | <ul style="list-style-type: none"> • General: Where the Employer is to take possession of any Section or part of the Works and such Section or part will, after its practical completion, depend for its adequate functioning on work located elsewhere on the site: Complete such other work in time to permit such possession to take place. • Remainder of the Works: During execution, ensure that completed Sections or parts of the Works have continuous and adequate provision of services, fire precautions, means of escape and safe access. | | | | |
| ENVIRONMENTAL PROTECTION | <ul style="list-style-type: none"> • The Contractor shall at all times take suitable measures to ensure that owners and occupiers of any property adjacent to the works are not unduly or unreasonably inconvenienced by the works. <p>This shall include problems which may be associated with noise, smell, access and other disturbance which might have a detrimental effect on the local community, owners and occupiers.</p> <ul style="list-style-type: none"> • In the event of complaints arising from any of the aforementioned then the Contractor shall take immediate steps to eliminate the cause of the problem and rectify any damage done and shall indemnify the Employer and his advisers from and against all claims arising out of such clauses. • The Contractor will be deemed to have satisfied himself before tendering that the general or specific processes he intends to use during the contract should not result in problems for adjoining owners / occupiers and their property and no claim will be entertained if the Contractor is forced to alter his method of working as a result of complaints due to the aforementioned | | | | |

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| 2. Design constraints | Details of any design constraints | | | | |
| 3. Method/sequence of work | Specific limitations relating to method and sequence of working, including phasing requirements to be included in the programme | | | | |
| 4. Use or disposal of materials found | <p>• materials arising from the work may not be re-used, unless authorised by the CA, and properly disposed of off site unless otherwise directed by the CA.</p> <p>Specific limitations</p> | | | | |
| 5. Use or disposal of materials found | Specific limitations | | | | |
| 6. Working hours | <p>(1) Definition of work hours</p> <p>• Specific limitations: Construction work shall only take place between 8am and 5pm Mondays to Fridays, and between 8am and 1pm Saturdays, with no work on Sundays or Bank Holidays.</p> <p>Approval from the CA shall be obtained for any work done outside normal working hours, prior to that work commencing.</p> <p>Any works that may require access to existing buildings outside of normal working hours will be accommodated where possible, although a minimum of 24 hours notice of such a need must be given and 'out of hours' access cannot be guaranteed.</p> <p>(2) Definition of normal working hours</p> <p>8am and 5pm Mondays to Fridays, and between 8am and 1pm Saturdays, with no work on Sundays or Bank Holidays</p> | | | | |
| 7. Completion of any section or part of the works | | | | | |
| 1. Employer requirements for possession | <p>(1) General requirements</p> <p>(2) Special requirements</p> | | | | |
| 2. Remainder of the works | <p>Requirements in respect of:</p> <p>(1) Provision of services</p> <p>(2) Fire precautions</p> <p>(3) Means of escape and safe access</p> <p>(4) Other requirements</p> | | | | |

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| 1.11: Employer's requirements: Site accommodation/services/facilities/temporary work | | | | | | |
| 1. Generally | | | | | | |
| 1. Spoil heaps, temporary works and services | Requirements in respect of the siting of spoil heaps and the maintenance, alteration, movement and removal of temporary works | <ul style="list-style-type: none"> Location: Give notice of intended siting. Maintenance: Alter, adapt and move as necessary. Remove when no longer required and make good. | | | | |
| 2. Site accommodation | | | | | | |
| 1. Room for meetings | (1) Specific requirements, including furniture and equipment, to be stated | <ul style="list-style-type: none"> Facilities: Provide suitable temporary accommodation for site meetings, adequately heated and lit. The room may be part of the Contractor's own site offices. Furniture and Equipment: Provide table and chairs for up to 12 people. | | | | |
| | (2) Cleaning and maintenance requirements | <ul style="list-style-type: none"> The Contractor shall be responsible for any all cleaning costs relating to temporary buildings. | | | | |
| 2. Site offices | (1) Specific requirements, including furniture and equipment, to be stated | <ul style="list-style-type: none"> 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. | | | | |
| | (2) Cleaning and maintenance requirements | <ul style="list-style-type: none"> The Contractor shall be responsible for any all cleaning costs relating to temporary buildings. | | | | |
| 3. Off-site offices/ room for meetings | (1) Specific requirements, including furniture and equipment | Section not used | | | | |
| | (2) Preparatory works, including painting, decoration and applied finishings (e.g. carpet) | | | | | |
| | (3) Cleaning and maintenance requirements | | | | | |
| 4. Sanitary accommodation | Specific requirements, including furniture and equipment | <ul style="list-style-type: none"> Proposals for temporary Sanitary accommodation for the Works: Submit two weeks prior to the Commencement Date. Details to be included: Type of Sanitary accommodation, its siting and the programme for site installation and removal. | | | | |

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| 5. Use of accommodation/ land not included in the site | <p>(1) Identification of accommodation and or land that may be used by the contractor for the duration of the contract without charge</p> <p>(2) Limitations/ restrictions on use</p> <p>(3) Requirements for temporary adaptations</p> <p>(4) Cleaning and maintenance requirements</p> <p>(5) Accommodation/land use</p> <p>(6) Location of accommodation/ land</p> <p>(7) Reinstatement requirements on vacation of accommodation/land</p> | None | | | | |
| 6. Car parking | Specific requirements for the provision of car parking for representatives of the employer | <ul style="list-style-type: none"> At least one space is to be maintained on site for the clients representatives | | | | |
| 3. Services and facilities | | | | | | |
| 1. Lighting | Specific requirements for the provision temporary lighting for finishing work and inspection | <ul style="list-style-type: none"> Finishing work and inspection: Provide temporary lighting, the intensity and direction of which closely resembles that delivered by the permanent installation. | | | | |
| 2. Lighting and power | <p>(1) Requirements in respect of:</p> <p>(a) Use of employer's mains supply</p> <p>(b) Responsibility for continuity of supply</p> <p>(2) Metering requirements</p> <p>(3) Location of supply point</p> <p>(4) Available capacity, frequency, phase and current type</p> <p>(5) Conditions/restrictions imposed on the contractor</p> | <ul style="list-style-type: none"> Supply: Electricity for the works will be supplied and paid for by the Contractor unless: - - Subject to prior agreement with the Occupier for use. - The Contractor is responsible for providing all required equipment for lighting and power for the works and making temporary arrangements for distributing about the site. Continuity: The Employer will not be responsible for the consequences of failure or restriction in supply. Contractor to provide At Contractors discretion Contractor to provide All electricity for hand tools etc. is to be 110 volt only. | | | | |
| 3. Water | (1) Requirements to be stated in respect of: | | | | | |

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| 4. Contractor's on-site telephones | (a) Use of employer's mains supply | <ul style="list-style-type: none"> • Supply: Water for the works will be supplied and paid for by the Contractor unless: - - Subject to prior agreement with the Client for use. - The Contractor is responsible for providing all required equipment and making temporary arrangements for distributing about the site. | | | |
| | (b) Responsibility for continuity of supply | <ul style="list-style-type: none"> • Continuity: The Employer will not be responsible for the consequences of failure or restriction in supply. | | | |
| | (2) Metering requirements | <ul style="list-style-type: none"> • Contractor to provide | | | |
| | (3) Source of supply | <ul style="list-style-type: none"> • At Contractors discretion | | | |
| | (4) Location of supply point | <ul style="list-style-type: none"> • Contractor to provide | | | |
| | (5) Conditions/restrictions imposed on the contractor | | | | |
| | (1) Date to be installed | <ul style="list-style-type: none"> • Direct communication: As soon as practicable after the Date of Possession provide the Contractor's person in charge with a telephone. | | | |
| | (2) Responsibility for paying installation and all rental charges, including paying the cost of calls | <ul style="list-style-type: none"> • Telephones are to be supplied and paid for by the Contractor | | | |
| | (3) Requirements for disseminating telephone number | <ul style="list-style-type: none"> • Telephones and infrastructure to be removed on completion | | | |
| | (4) Other requirements | | | | |
| 5. Mobile telephones | Requirements in respect of: | | | | |
| | (1) Contractor's staff required to be provided with mobile telephones | <ul style="list-style-type: none"> • Direct communication: As soon as practicable after the Date of Possession provide the Contractor's person in charge with a mobile telephone. | | | |
| | (2) Responsibility for paying installation and all rental charges, including paying the cost of calls | <ul style="list-style-type: none"> • Mobile Telephones are to be supplied and paid for by the Contractor | | | |
| | (3) Requirement for disseminating telephone numbers | <ul style="list-style-type: none"> • Mobile Telephones and infrastructure to be removed on completion | | | |
| | (4) Other requirements | | | | |
| 6. Telephones | (1) System requirements | <ul style="list-style-type: none"> • At Contractors discretion | | | |
| | (2) Date to be installed | <ul style="list-style-type: none"> • soon as practicable after the Date of Possession | | | |

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| | (3) Responsibility for paying installation and all rental charges, including paying the cost of calls | • Telephones are to be supplied and paid for by the Contractor | | | | |
| | (4) Other requirements | | | | | |
| 7. Fax installation | (1) System requirements | • At Contractors discretion | | | | |
| | (2) Date to be installed | • soon as practicable after the Date of Possession | | | | |
| | (3) Responsibility for paying installation and all rental charges, including paying the cost of calls | • Fax Machines and Infrastructure are to be supplied and paid for by the Contractor | | | | |
| | (4) Other requirements | | | | | |
| 8. Computers | (1) System requirements, including computers, software, printers, cables and consumables | • Direct communication: As soon as practicable after the Date of Possession provide the Contractor's person in charge with a Computer Facilities. | | | | |
| | (2) Responsibility for paying the cost of consumables | • Computer equipment and Consumables are to be supplied and paid for by the Contractor | | | | |
| | (3) Date to be installed | • soon as practicable after the Date of Possession | | | | |
| | (4) Other requirements | | | | | |
| 9. Email and internet facilities | (1) System requirements | • At Contractors discretion | | | | |
| | (2) Date to be installed | • soon as practicable after the Date of Possession | | | | |
| | (3) Responsibility for paying installation and all rental charges | • Email/Internet equipment and Charges are to be supplied and paid for by the Contractor | | | | |
| | (4) Other requirements | • Client and Representative to be given free unrestricted access to internet/network facilities | | | | |
| 10. Photocopier | Employer's requirements | • None other than free use of Facilities | | | | |
| 11. Temperature and humidity | Levels to be maintained by the contractor | | | | | |
| 12. Use of permanent heating systems | (1) Confirmation or otherwise that the contractor is permitted to use permanent heating systems for drying out the works, services and controlling temperature and humidity levels | • Permanent heating installation: May be used for drying out the Works and controlling temperature and humidity levels. | | | | |

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| | <p>(2) Requirements for operation, maintenance and remedial work</p> <p>(3) Requirements for contractor to arrange supervision of use by subcontractor and indemnification of subcontractor</p> <p>(4) Other requirements</p> | <p>• Installation: If used: - - The Employer does not undertake that it will be available.</p> <p>- Take responsibility for operation, maintenance and remedial work. - Arrange supervision by and indemnification of the appropriate Sub-Contractors.</p> <p>- Pay costs arising.</p> | | | | |
| 13 Beneficial use of permanent installed systems | Details of services systems, including lifts and sanitary installations, which can be used by the contractor to complete the works | <p>• Permanent systems: Unless specific permission is given by the Employer and installer, do not use for any purpose other than running in, testing and commissioning.</p> <p>• Other uses: If permission is given for any other use of a system before the Works are accepted as complete, it must be subject to a separate written agreement</p> <p>between the parties and in accordance with the recommended procedures given in NJCC Guidance Notes.</p> | | | | |
| 14. Meter readings | Requirements for obtaining meter readings | <p>• Charges for service supplies: Where to be apportioned ensure that: - - Meter readings are taken by relevant authority at possession and / or completion as appropriate. - Copies of readings are supplied to interested parties.</p> | | | | |
| 15. Thermometers | Requirements for providing maximum and minimum thermometers for measuring atmospheric shade temperature | <p>• General: Provide on site and maintain in accurate condition a maximum and minimum thermometer for measuring atmospheric shade temperature, in an approved location.</p> <p>• Other: Provide thermometer for measuring concrete and ground temperatures.</p> | | | | |
| 16. Surveying equipment | Requirements for providing surveying equipment | | | | | |

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| 17. Personal protective equipment | Specific requirements for those acting on behalf of the employer | <ul style="list-style-type: none"> • General: Provide for the sole use of those acting on behalf of the Employer, in sizes to be specified: - - Safety helmets to BS EN 397, neither damaged nor time expired. Number required: Six. - High visibility waistcoats to BS EN 471 Class 2. Number required: Two. - High visibility waterproof jackets. Number required: Two. - Safety boots with steel insole and toecap to BS EN ISO 20345. Pairs required: Two. | | | | |
| 18. Other requirements. | Specific requirements | | | | | |
| 4. Temporary works | | | | | | |
| 1. Roads, hard standings and footpaths | Requirements in respect of permanent roads, hard standings and footpaths on the site, including restrictions on use and protective and/or remedial measures | <p>General: Make good all damage caused during the Contract Works.</p> <ul style="list-style-type: none"> - Temporary markings and coverings protective : Remove unless otherwise instructed. - Cleaning: Clean the areas around the Contract Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials. | | | | |
| 2. Temporary works | Specific requirements (e.g. fences, hoardings, screens and roofs) | <p>- Generally: Any temporary works provided by the Contractor shall be fully supported by manufactures data and/ or Engineers calculations/ drawings to prove the suitability for the purpose that they are intended.</p> <p>ACCESS SCAFFOLDING</p> <ul style="list-style-type: none"> - Generally: Where supplied by the Contractor access scaffolding shall provide all other scaffolding necessary for the carrying out of their Works to ensure that they comply with all relevant Health and Safety legislation and Water safety requirements. | | | | |
| 3. Temporary protection measures to existing trees/vegetation | (1) Location of temporary protection (by reference to drawing) | NONE | | | | |

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| | <p>(2) Standards of protective barriers and any other applicable physical protection measures</p> <p>(3) Design details of physical protection measures (by reference to drawing)</p> <p>(4) Areas of structural landscaping to be protected from construction operations</p> <p>(5) Requirements for maintaining integrity of protection for the duration of the works</p> <p>(6) Requirements for removing protection on completion of the works</p> | <ul style="list-style-type: none"> • Temporary protection: Provide proposals before starting work in any locations within the Contractors Compound / Working areas. • Protective barriers and any other relevant physical protection measures: To BS 5837. • Design details of the proposed physical means of protection: 2 metre high fencing of type to Contractors choice. • Areas of structural landscaping to be protected from construction operations: Locate fencing at the outer limit of the branch spread or a distance equal to half the height of the tree, whichever is the greater. • Integrity of protection: Maintain for the duration of the Works. • Remove on completion of the works and make good disturbed area. | | | | |
| 4. Name boards | Specific requirements | <ul style="list-style-type: none"> • General: Obtain approval, including statutory consents, and provide a temporary name board displaying: - <ul style="list-style-type: none"> - Title of project. - Name of Employer. - Names of Consultants. - Names of Contractor. - Special requirements: Allow for a board size of 2400 x 1220 overall, with sign-written text in 150 high ARIAL BOLD font. • Spaces are required for affixing four standard RIBA / RICS, etc. name plates each 1200 x 300 for the Architect and other professionals, together with space for the Contractor. • Wording and layout to be confirmed/approved by the CA prior to order. • Colours for the site name board: <ul style="list-style-type: none"> - Background (face and board edges): White - Lettering: Black. | | | | |

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| | | <ul style="list-style-type: none"> The board is to be mounted on a single frame, in a horizontal format, unless otherwise agreed by the CA. Location is to be agreed with the CA. No other boards or advertisements will be permitted without approval. | | | | |
| 5. Advertising | Specific requirements | - Do not display or permit advertisements to be displayed on site without consent of the CA. | | | | |
| 6. Other requirements | Specific requirements | | | | | |
| | TEMPORARY FENCES AND GATES | <ul style="list-style-type: none"> Should be provided to completely enclose at all times the Contractors' working area (including areas for deliveries, accommodation, and storage of materials), to provide safety and security. The Contractor should fence around any other areas of the site that he deems necessary for reasons of safety, security and protection. The site perimeter shall be kept secure at all times and any gates kept locked when the site is not occupied. Areas of the site outside the Contractor's compound can only be used by agreement with the Client and subject to compliance with all Health and Safety requirements. | | | | |
| | TEMPORARY SCREENS | <ul style="list-style-type: none"> Provide internal temporary screens where described in the works / on the drawings, maintain and remove upon completion of the works | | | | |
| 1.12: Employer's requirements: Operation/maintenance of finished building | | | | | | |
| 1. Operation and maintenance manual | | | | | | |
| 1. Generally | (1) Purpose | <p>GENERALLY (FOR NOTIFIABLE PROJECTS ONLY)</p> <p>THE HEALTH AND SAFETY FILE (INCORPORATING THE BUILDING MANUAL AND / OR SERVICES OPERATION AND MAINTENANCE MANUALS) hereinafter referred to as "The File".</p> | | | | |
| | The operation and maintenance information, the health and safety file, and all other information can be combined as a single document. In this case, the document is referred to as the 'building manual'. | | | | | |

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| | <ul style="list-style-type: none"> • Purpose: The File is to be a comprehensive information source and guide for the building owner and end users providing a complete understanding of the building and its systems to enable efficient and safe operation and maintenance. | | | | |
| (2) Scope | <ul style="list-style-type: none"> • Compilation: - <ul style="list-style-type: none"> - Prepare all information including for Contractor designed or performance specified work including as-built drawings. - Obtain or prepare all other information to be included in The File. • Content: In accordance with Client/CDM Co-ordinator requirements. | | | | |
| (3) Responsibility for preparation | <ul style="list-style-type: none"> • The Principal Contractor must: - <ul style="list-style-type: none"> - Ensure that the Client is provided with sufficient information about what has been built and installed to enable them to manage health and safety in the building over its life and ultimate demolition. - Provide the Client with information about how the completed work will be operated and maintained safely, including obtaining relevant information from their Sub-Contractors and suppliers. - Consider whether any risks are left over from the project that need to be managed in future and, if so, inform the Client how they are to be managed. • Provision of information: The information must be provided in a presentable format i.e. in a file, clearly indexed and divided in order that the Client can create or update existing Health and Safety Files as appropriate • The Principal Contractor is to supply all appropriate information as applicable to this project. | | | | |
| (4) Information to be provided by others | | | | | |

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| (5) Review process | <ul style="list-style-type: none"> • Reviewing process: - - Submit to the CDM Co-ordinator, two complete copies of the information to be included in the Health and Safety File (including the appendices section). - Submit to the Services Consultant(s), the Services Operation and Maintenance Manual(s) for technical approval prior to two complete and approved copies being forwarded to the CDM Co-ordinator. - Where no Services Consultant has been appointed, the Principal Contractor must submit two copies of the Operation and Maintenance Manuals directly to the CDM Co-ordinator - with the Principal Contractor's written confirmation that their content is complete and accurate. - Provide any additional items and / or amendments in timely manner. | | | | |
| (6) Number of copies | - Full size paper copies plus two digital copies on CD's. | | | | |
| (7) Latest date for submission of final manual | - Latest date for submission: Two weeks before the completion of the project (any outstanding Items should be identified and forwarded as soon as they are available). | | | | |
| (8) As-built/as-installed drawings: | As-built drawings: - - Number of copies: Two per folder. - Medium: Full size paper copies plus two digital copies on CD's. | | | | |
| (a) format and standard | <ul style="list-style-type: none"> • Presentation of The File: - - Format - A4 size, plastics covered, loose leaf binders with hard covers, each indexed, divided and appropriately cover titled. | | | | |

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| | | <p>- Selected drawings needed to illustrate or locate items mentioned in The File: Where larger than A4, to be folded and accommodated in plastics pockets in the binders so that they may be included without being hole punched.</p> <p>(b) number of copies</p> <p>- Number of copies: Three. - Medium: Two Full size paper copies plus digital copies on CD's.</p> | | | | |
| 2. Content | Specific requirements | | | | | |
| 2. Health and safety file | <p>THE HEALTH AND SAFETY FILE (INCORPORATING THE BUILDING MANUAL AND / OR SERVICES OPERATION AND MAINTENANCE MANUALS) hereinafter referred to as "The File".</p> | | | | | |
| 1. Generally | (1) Purpose | <p>• Purpose: The File is to be a comprehensive information source and guide for the building owner and end users providing a complete understanding of the building and its systems to enable efficient and safe operation and maintenance.</p> | | | | |
| | (2) Scope | <p>• Compilation: - - Prepare all information including Contractor designed or performance specified work including as-built drawings. - Obtain or prepare all other information to be included in The File.</p> | | | | |
| | (3) Responsibility for preparation | <p>• Responsibility: - - preparation of all information including Contractor designed or performance specified work including as-built drawings is the responsibility of the Contractor.</p> | | | | |
| | (4) Information to be provided by the contractor, where not responsible for preparation | | | | | |
| | (5) Review process. | <p>• Reviewing process: - - Submit to the CDM Co-ordinator, two complete copies of the information to be included in the Health and Safety File (including the appendices section).</p> | | | | |

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| | | <p>- Submit to the Services Consultant(s), the Services Operation and Maintenance Manual(s) for technical approval prior to two complete and approved copies being forwarded to the CDM Co-ordinator.</p> <p>- Where no Services Consultant has been appointed, the Principal Contractor must submit two copies of the</p> <p>Operation and Maintenance Manuals directly to the CDM Co-ordinator – with the Principal Contractor’s written confirmation that their content is complete and accurate.</p> <p>(6) Number of copies - Number of copies: Three. - Medium: Two Full size paper copies plus digital copies on CD’s.</p> <p>(7) Latest date for submission of final file - Latest date for submission: Two weeks before the completion of the project (any outstanding Items should be identified and forwarded as soon as they are available). - Provide any additional items and / or amendments in timely manner.</p> | | | | |
| 2. Content | Specific requirements | <ul style="list-style-type: none"> Content: In accordance with Client/CDM Co-ordinator requirements. Presentation of The File: - - Format - A4 size, plastics covered, loose leaf binders with hard covers, each indexed, divided and appropriately cover titled. - Selected drawings needed to illustrate or locate items mentioned in The File: Where larger than A4, to be folded and accommodated in plastics pockets in the binders so that they may be included without being hole punched. | | | | |
| 3. Other information | Specific requirements | | | | | |
| 4. Presentation of documents | | | | | | |
| 1. Operation and maintenance manual | Specific requirements in respect of format and presentation | See above | | | | |
| 2. Health and safety file | Specific requirements in respect of format and presentation | See above | | | | |

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| 3. Other documents | Specific requirements | See above | | | | |
| 5. Other employer specific requirements | | | | | | |
| 1. Maintenance services | Specific requirements for post completion maintenance (planned and reactive) | | | | | |
| 2. Information for commissioning services | Specific requirements | <p>INFORMATION FOR COMMISSIONING OF SERVICES</p> <ul style="list-style-type: none"> • General: Submit relevant drawings and preliminary performance data to enable the building user's staff to familiarise themselves with the installation. • Time of submission: At commencement of commissioning. | | | | |
| 3. Training | Specific requirements | <ul style="list-style-type: none"> • Objective: Before Completion, explain and demonstrate to the Employer's maintenance staff the purpose, function and operation of the installations <p>including items and procedures listed in The File, in order to ensure that they are able to operate equipment, etc., safely and efficiently.</p> <ul style="list-style-type: none"> • Operating time: Include a minimum of two days. | | | | |
| 4. Spare parts | Specific requirements | <ul style="list-style-type: none"> • General: Before Completion submit a priced schedule of spare parts, that the Contractor recommends should be obtained and kept in stock for maintenance of the services installations. • Content: Include in the priced schedule for: - - Manufacturers' current prices, including packaging and delivery to site. - Checking receipts, marking and numbering in accordance with the schedule of spare parts. - Referencing to the plant and equipment list in the Operation and Maintenance Manuals. - Painting, greasing, etc. and packing to prevent deterioration during storage. • Latest date for submission: Two weeks before the date for completion stated in the contract. | | | | |

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| 1 Preliminaries | | | | | |
| 1.1 Main contractor's preliminaries | | | | | |
| Part 2: Pricing schedule | | | | | |
| 2.1: Employer's requirements | | | | | |
| 2.1.1: Site accommodation | | | | | |
| 1 Site accommodation | | | | | |
| Site accommodation for the employer and the employer's representatives where separate from main contractor's site accommodation, including: | Excluded Site accommodation, furniture and equipment, telecommunication and IT systems for the employer and the employer representatives where an integral part of the main contractor's site accommodation (included in Section 2.2: in contractor's cost items, as appropriate) | | | | |
| - site offices | Time-related charge | | wks | | |
| - sanitary accommodation | Time-related charge | | wks | | |
| - welfare facilities | Time-related charge | | wks | | |
| - foundations to site accommodation | Time-related charge | | wks | | |
| - temporary drainage to accommodation | Time-related charge | | wks | | |
| - temporary services | Time-related charge | | wks | | |
| - intruder alarms | Time-related charge | | wks | | |
| Type and extent of accommodation to be provided to be stated; with each type separately quantified | Time-related charge | | wks | | |
| 1 Bringing to site and installing, including all temporary drainage, services and intruder alarms | Fixed charge | | item | | |
| 2. Adaptations/alterations during works | Fixed charge | | item | | |
| 3. Dismantling and removing from site, including rectifying any damage | Fixed charge | | item | | |
| 4. Maintaining | Time-related charge | | wks | | |
| 5. Cleaning | Time-related charge | | wks | | |
| 6. Charges | Time-related charge | | wks | | |
| 7. Off-site rented temporary accommodation | Time-related charge | | wks | | |
| 8. Rectifying damage to off-site rented temporary accommodation | Fixed charge | | item | | |
| 2. Furniture and equipment | | | | | |
| Furniture and equipment for the employer and the employer's representatives where separate from main contractor's site accommodation. For example, desks, chairs, meeting table and chairs, cupboards, kettles, coffee maker, photocopier and consumables. | | | | | |
| 1. Bringing to site and installing | Fixed charge | | item | | |
| 2. Cleaning | Time-related charge | | wks | | |
| 3. Charges | Time-related charge | | wks | | |



| | | | | |
|---|---------------------|------|--|--|
| 4. Dismantling and removing from site | Time-related charge | wks | | |
| 3 Telecommunications and IT systems | | | | |
| Telecommunication and IT systems for the employer and the employer's representatives where separate from main contractor's site accommodation, including telephones, fax machines, photocopier, computers, printers and consumables | | | | |
| 1. Purchase charges | Fixed charge | nr | | |
| 2. Hire charges | Time-related charge | wks | | |
| 3. Consumables | Time-related charge | wks | | |
| 2.1.2: Site records | | | | |
| 1. Site records | | | | |
| 1. Operation and maintenance manuals | Fixed charge | item | | |
| 2. Compilation of health and safety file | Fixed charge | item | | |
| 2.1.3: Completion and post-completion requirements | | | | |
| 1. Handover requirements | | | | |
| 1. Training of building user's staff in the operation and maintenance of the building engineering services systems | Fixed charge | item | | |
| 2. Provision of spare parts for maintenance of building engineering services | Fixed charge | item | | |
| 3 Provision of tools and portable indicating instruments for the operation and maintenance of building engineering services systems | Fixed charge | item | | |
| 2. Operation and maintenance services | | | | |
| 1. Operation and maintenance of building engineering services installations, mechanical plant and equipment and the like during the defects liability period, period for rectifying defects, maintenance period or other specified period (i.e. additional services that are normally required by the contract) | Time-related charge | wks | | |
| 3. Landscape management services | | | | |
| 1. Maintenance of internal and external planting | Time-related charge | wks | | |
| 2.2: Main Contractor's cost items | | | | |
| 2.2.1: Management and staff | | | | |
| 1. Project specific management and staff | | | | |
| Main contractor's project specific management and staff such as: | | | | |
| 1. Project manager/director | Time-related charge | wks | | |
| 2. Construction manager | Time-related charge | wks | | |



| | | | | |
|--|---|---------------------|-----|--|
| 3. Supervisors, including works/trade package managers, building services engineering managers/co-ordinators and offsite production managers | Time-related charge | wks | | |
| 4. Health and safety manager/officers | Time-related charge | wks | | |
| 5. Commissioning manager (building engineering services) | Time-related charge | wks | | |
| 6. Planning/programming manager and staff | Time-related charge | wks | | |
| 7. Senior/managing quantity surveyor | Time-related charge | wks | | |
| 8. Project/package quantity surveyors | Time-related charge | wks | | |
| 9. Procurement manager | Time-related charge | wks | | |
| 10. Design manager | Time-related charge | wks | | |
| 11. Project engineers | Time-related charge | wks | | |
| 12. Environmental manager | Time-related charge | wks | | |
| 13 Temporary works design engineers | Time-related charge | wks | | |
| 14. Materials management staff (e.g. storeman) | Time-related charge | wks | | |
| 15 Administrative staff, including secretary, document controllers, finance clerks and the like. | Time-related charge | wks | | |
| 16. Other management and staff | Time-related charge | wks | | |
| 2. Visiting management and staff | | | | |
| 1. Managing director, regional director, operations director, commercial director and the like | 1 Visiting management and staff for which an allowance has been made within the main contractor's overheads | Time-related charge | wks | |
| | | Time-related charge | wks | |
| 2. Quality manager | Time-related charge | wks | | |
| 3. Contracts/commercial manager | Time-related charge | wks | | |
| 4. Health and safety manager | Time-related charge | wks | | |
| 5. Environmental manager/consultant | Time-related charge | wks | | |
| 6. Other visiting management and staff | Time-related charge | wks | | |
| 3. Extraordinary support costs | | | | |
| 1. Legal advice costs (i.e. solicitors) | Fixed charge | item | | |
| 2. Recruitment costs | Fixed charge | item | | |
| 3. Team building costs | Fixed charge | item | | |
| 4. Other extraordinary support costs | Fixed charge | item | | |



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| 5. Day transport | Time-related charge | wks | | |
| 6. Personnel transport (i.e. transportation of work operatives to site) | Time-related charge | wks | | |
| 7. Temporary living accommodation (e.g. long/medium term accommodation costs) | Time-related charge | wks | | |
| 8. Subsistence payments | Time-related charge | wks | | |
| 9. Out of normal hours working, including non-productive overtime allowances | Time-related charge | wks | | |
| 4. Staff travel | | | | |
| Costs associated with off-site visits such as: | | | | |
| 1. Visits to employer's and consultants' offices | Fixed charge | nr | | |
| 2. Visits to subcontractors' offices/works | Fixed charge | nr | | |
| 3. Overseas visits | Fixed charge | nr | | |
| 4. Accommodation charges and overnight expenses | Fixed charge | nr | | |
| 2.2.2: Site establishment | | | | |
| 1. Site accommodation | Excluded | | | |
| Main contractor's and common user temporary site accommodation such as: | 1 Employer's accommodation, where not an integral part of the main contractor's site accommodation (included in section 2.1.1: Site accommodation) 2 Temporary bases, foundations and provision of drainage and services to temporary site accommodation (included in section 2.2.2.3: Temporary works in connection with site establishment) 3 Service provider's charges for temporary services (included in sub-element 2.2.12: Fees and charges) 4 Rates for temporary services (included in section 2.2.12: Fees and charges) | | | |
| – offices | Time-related charge | wks | | |
| – conference/meeting rooms | Time-related charge | wks | | |
| – canteens and kitchens | Time-related charge | wks | | |
| – drying rooms | Time-related charge | wks | | |
| – toilets and washrooms | Time-related charge | wks | | |
| – first aid room | Time-related charge | wks | | |
| – laboratories | Time-related charge | wks | | |
| – workshops | Time-related charge | wks | | |
| – secure stores | Time-related charge | wks | | |
| – compounds, including containers for material storage | Time-related charge | wks | | |
| – security control room | Time-related charge | wks | | |
| – stairs and office staging | Time-related charge | wks | | |
| Type and extent of accommodation to be provided to be stated, with each type separately quantified | | | | |
| 1. Purchase charges | Fixed charge | nr | | |



| | | |
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| 2. Hire charges | Time-related charge | wks |
| 3. Employer's accommodation, where an integral part of the main contractor's site accommodation | Time-related charge | wks |
| 4. Delivery of temporary site accommodation to site, erection, construction and removal | Fixed charge | item |
| 5. Temporary accommodation made available by the employer | Time-related charge | wks |
| 6. Intruder alarms | Fixed charge | item |
| 7. Land/property rental where site accommodation located off site | Fixed charge | item |
| 8. Alterations and adaptations to site accommodation, including partitioning, doors, painting and decorating, and the like | Fixed charge | item |
| 9. Relocation and alterations of temporary accommodation during construction stage | Fixed charge | item |
| 10. Reinstating temporary site accommodation to original condition prior to removal from site | Fixed charge | item |
| 11. Removal of site accommodation and temporary works in connection with site accommodation | Fixed charge | item |
| 2. Temporary works in connection with site establishment | | |
| 1 Provision of temporary services to site establishment (included in sub-element 2.2.3: Temporary services) | | |
| 2 Provision of temporary drainage to site establishment (included in sub-element 2.2.3: Temporary services) | | |
| 3 Hoardings, fans, fencing and the like to site boundaries and to form site compounds (included in sub-element 2.2.4: Security (Hoardings, fences and gates)) | | |
| 1. Temporary bases and foundations for site accommodation, including maintenance and reinstatement of existing surfaces on completion of the works | 1. Fixed charge 2. Time-related charge | m2 m2 |
| 2. Connections to temporary service, including maintenance and removal on completion of the works | 1. Fixed charge 2. Time-related charge | nr nr |



| | | | | |
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| 3. Connections to temporary drainage, in including maintenance and removal on completion of the works | 1. Fixed charge 2. Time-related charge | nr nr | | |
| 4. Temporary site roads, paths and pavings (including on-site car parking), including reinstatement of existing surfaces on completion of the works | 1. Fixed charge 2. Time-related charge | m2 m2 | | |
| 5. Temporary surface water drainage to temporary site roads, paths and pavements, including maintenance and removal on completion of the works | 1. Fixed charge 2. Time-related charge | m m | | |
| 3. Furniture and equipment | | | | |
| 1. Workstations for staff, including maintenance | 1. Fixed charge 2. Time-related charge | nr nr | | |
| 2. General office furniture, including maintenance | 1. Fixed charge 2. Time-related charge | item item | | |
| 3. Conference/meeting room furniture, including maintenance | 1. Fixed charge 2. Time-related charge | item item | | |
| 4. Photocopiers, including purchase/rental, maintenance and other running costs | 1. Fixed charge 2. Time-related charge | item item | | |
| 5. Canteen furniture, including maintenance | 1. Fixed charge 2. Time-related charge | item item | | |
| 6. Canteen equipment, including purchase/rental, maintenance and other running costs | 1. Fixed charge 2. Time-related charge | item item | | |
| 7. Floor coverings, including maintenance | 1. Fixed charge 2. Time-related charge | item item | | |
| 8. Water dispensers, including purchase/rental, maintenance and other running costs | 1. Fixed charge 2. Time-related charge | item item | | |
| 9. Heaters, including maintenance of heaters | 1. Fixed charge 2. Time-related charge | item item | | |
| 10. Other office equipment, including maintenance | 1. Fixed charge 2. Time-related charge | item item | | |
| 11. Removal of furniture and equipment | 1. Fixed charge 2. Time-related charge | item item | | |



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| 12. Maintenance furniture and floor covering | 1. Fixed charge 2. Time-related charge | item item | | |
| 4. IT systems | 1 Computer and printer consumables (included in section.2.2.5: Consumables and services) 2 Document management, including electronic data management systems (EDMS) (included in section 2.2.6: Brought in services) | | | |
| 1. Computer hardware, including purchase/rental, installation, initial set up, maintenance and running costs, such as: | 1. Fixed charge 2. Time-related charge | item item | | |
| – desktop computers and laptop computers | | | | |
| – CAD stations | | | | |
| – server and network equipment | | | | |
| – printers and plotters | | | | |
| – other computer system hardware | | | | |
| 2. Software and software licences | 1. Fixed charge 2. Time-related charge | item item | | |
| 3. Modem lines, modems and connections (i.e. email and internet capability) | 1. Fixed charge 2. Time-related charge | item item | | |
| 4. WAN lines and connections (if on WAN) | 1. Fixed charge 2. Time-related charge | item item | | |
| 5. Line rental charges | Time-related charge | wks | | |
| 6. Internet/website addresses | Fixed charge | nr | | |
| 7. Internet service provider (ISP) charges | Fixed charge | nr | | |
| 8. Line calls charges | Time-related charge | wks | | |
| 9. IT support and maintenance | Time-related charge | wks | | |
| 5. Consumables and services | | | | |
| 1. Stationery | Time-related charge | wks | | |
| 2. Computer and printer consumables (e.g. ink cartridges) | Time-related charge | wks | | |
| 3. Postage | Time-related charge | wks | | |
| 4. Courier charges | Time-related charge | wks | | |
| 5. Tea, coffee, water bottles and the like | Time-related charge | wks | | |
| 6. First aid consumables | Time-related charge | wks | | |
| 7. Photocopier consumables (e.g. paper and toners) | Time-related charge | wks | | |
| 8. Fax consumables (e.g. paper and toners) | Time-related charge | wks | | |



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| 9. Drawing printer consumables (e.g. ink cartridges) | Time-related charge | wks | | |
| 6. Brought-in services Services outsourced by the main contractor such as: | | | | |
| 1. Catering | Time-related charge | wks | | |
| 2. Equipment maintenance | Time-related charge | wks | | |
| 3. Document management, including management | Time-related charge | wks | | |
| information systems and electronic data management systems | Time-related charge | wks | | |
| (EDMS) | Time-related charge | wks | | |
| 4. Printing (purchasing), including reports and drawings | Time-related charge | wks | | |
| 5. Staff transport | Time-related charge | wks | | |
| 6. Off-site parking charges | Time-related charge | wks | | |
| 7. Meeting room facilities | Time-related charge | wks | | |
| 8. Photographic services | Time-related charge | wks | | |
| 9. Other | Time-related charge | wks | | |
| 7. Sundries | | | | |
| 1. Main contractor's signboards | Fixed charge | item | | |
| 2. Safety and information notice boards | Fixed charge | item | | |
| 3. Fire points | Fixed charge | item | | |
| 4. Shelters | Fixed charge | item | | |
| 5. Tool stores | Fixed charge | item | | |
| 6. Crane signage | Fixed charge | item | | |
| 7. Employer's composite signboards | Fixed charge | item | | |
| 2.2.3: Temporary services | | | | |
| 1. Temporary water supply | | | | |
| 1. Temporary connections | 1. Fixed charge 2. Time-related charge | nr nr | | |
| 2. Distribution equipment, installation and adaptations | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Meter charges | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Temporary gas supply | | | | |
| 1. Gas connection nr | Fixed charge | nr | | |
| 2. Distribution equipment, installation and adaptations | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Charges | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Bottled gas | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Temporary electricity supply | | | | |



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| 1. Temporary connections. | Fixed charge | nr | | |
| 2. Temporary electrical supply for tower cranes | Fixed charge | item | | |
| 3. Charges – power consumption for site establishment | Time-related charge | item | | |
| 4. Charges – power consumption for the works | Time-related charge | item | | |
| 5. Distribution equipment, installation and adaptations | Fixed charge | item | | |
| 6. Attendance nr (number of man hours per week by number of weeks) | Time-related charge | nr | | |
| 7. Uninterrupted power supply (UPS) | Fixed charge | item | | |
| 8. Temporary substation modifications | Fixed charge | item | | |
| 4. Temporary telecommunication systems | | | | |
| 1 Landlines (including connection and rental charges), including: | 1 Fax consumables (included in section | | | |
| – telephone and fax lines | 2.2.5: Consumables and services) | | | |
| – ISDN lines | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 2. Telephone and facsimile equipment (including connection and rental charges), including: | | | | |
| – PABX equipment | | | | |
| – handsets, including purchase or rental | | | | |
| – fax machines, including purchase or rental | | | | |
| – installation of equipment | | | | |
| – maintenance of equipment | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 3. Mobile (cellular) phones, including: | | | | |
| – mobile phones, including purchase or rental and connection charges | | | | |
| – spare batteries | | | | |
| – mobile phone charges | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 4. Telephone charges, including: | | | | |
| – telephone call charges | | | | |
| – fax charges | | | | |
| – fax and telephone consumables | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 5. Radios (including purchase or rental charges), including: | | | | |
| – base set | | | | |
| – handsets and chargers | | | | |
| – repairs and maintenance | | | | |
| – licences | | | | |
| – spare batteries | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 5. Temporary drainage | | | | |
| 1. Temporary mains | 1. Fixed charge | item | | |



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| | | 2. Time-related charge | | | wks | | |
| 2. Septic tanks | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 3. On-site treatment plant | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 4. Holding tanks | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 5. Sewage pumping | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 6. Distribution pipework, etc. | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 7. Drainage installation and adaptations item | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 8. Disposal charges (i.e. rates) | | Time-related charge | | | wks | | |
| 9. Disposal costs (i.e. tanker charges) | | Time-related charge | | | wks | | |
| 2.2.4: Security | | | | | | | |
| 1. Security staff | | | | | | | |
| 1. Security guards (day and night) | nr (number of staff by number of man hours per week by number of weeks) | Time-related charge | | | wks | | |
| 2. Watchmen (day and night) | | Time-related charge | | | wks | | |
| 2. Security equipment | | | | | | | |
| 1. Site pass issue equipment, including maintenance and removal | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 2. Site pass consumables | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 3. CCTV surveillance installation, including maintenance and removal | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 4. Temporary vehicle control barriers, including maintenance and removal | | 1. Fixed charge | | | nr | | |
| | | 2. Time-related charge | | | wks | | |
| 3. Hoardings, fences and gates | | | | | | | |
| 1. Perimeter hoardings and fencing and the like to site boundaries and to form site compounds | | 1. Fixed charge | | | m | | |
| | | 2. Time-related charge | | | wks | | |
| 2. Access gates, including frames and ironmongery | | 1. Fixed charge | | | nr | | |
| | | 2. Time-related charge | | | wks | | |
| 3. Painting of hoardings, fencing, gates, and the like | | 1. Fixed charge | | | m | | |
| | | 2. Time-related charge | | | wks | | |
| 4. Temporary doors | | 1. Fixed charge | | | nr | | |
| | | 2. Time-related charge | | | wks | | |



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| 5. Modification to line of hoarding and fencing during construction | 1. Fixed charge | nr | | |
| | 2. Time-related charge | wks | | |
| 6. Dismantling and removal of hoarding, fencing, gates, and the like | 1. Fixed charge | m | | |
| | 2. Time-related charge | wks | | |
| 2.2.5: Safety and environmental protection | | | | |
| 1. Safety programme | | | | |
| Works required to satisfy requirements of CDM Regulations: | Excluded | | | |
| | 1 Health and safety manager/officers (included in section.2.1: Management and staff). | | | |
| | 2 Welfare facilities (included in section 2.2: Site establishment). | | | |
| | nr (number of staff by number of man hours per week by number of weeks) | | | |
| 1. Health and safety manager/officers | Time-related charge | wks | | |
| 2. Safety audits, including safety audits carried out by external consultant | 1. Fixed charge | nr | | |
| | 2. Time-related charge | wks | | |
| 3. Staff safety training | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 4. Site safety incentive scheme | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 5. Notices and information to neighbours | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |
| 6. Personal protective equipment (PPE), including for employer and consultants | 1. Fixed charge | sets | | |
| | 2. Time-related charge | wks | | |
| 7. PPE for multi-service gangs | 1. Fixed charge | sets | | |
| | 2. Time-related charge | wks | | |
| 8. Fire points | 1. Fixed charge | nr | | |
| | 2. Time-related charge | wks | | |
| 9. Temporary fire alarms | 1. Fixed charge | nr | | |
| | 2. Time-related charge | wks | | |
| 10. Fire extinguishers | 1. Fixed charge | nr | | |
| | 2. Time-related charge | wks | | |
| 11. Statutory safety signage | 1. Fixed charge | nr | | |
| | 2. Time-related charge | wks | | |
| 12. Nurse | Time-related charge | wks | | |
| 13. Traffic marshals | Time-related charge | wks | | |
| 2. Barriers and safety scaffolding | | | | |
| 1 Guard rails and edge protection (e.g. to edges of suspended slabs and roofs) | 1. Fixed charge | item | | |
| | 2. Time-related charge | wks | | |



| | | | | |
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| 2 Temporary staircase balustrades (i.e. to new staircases during construction) | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Lift shaft protection | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Protection to holes and openings in ground floor slabs, suspended slabs and the like | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. Debris netting/plastic sheeting | 1. Fixed charge 2. Time-related charge | item wks | | |
| 6. Fan protection | 1. Fixed charge 2. Time-related charge | item wks | | |
| 7. Scaffold inspections nr | 1. Fixed charge 2. Time-related charge | nr wks | | |
| 8. Hoist run-offs | 1. Fixed charge 2. Time-related charge | item wks | | |
| 9. Protective walkways | 1. Fixed charge 2. Time-related charge | item wks | | |
| 10. Other safety measures | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Environmental protection measures | | | | |
| 1. Control of pollution | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Residual control of noise | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Environmental monitoring | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Environmental manager/consultant | 1. Fixed charge 2. Time-related charge | nr wks | | |
| 5. Environmental audits, including safety audits carried out by external consultant | 1. Fixed charge 2. Time-related charge | nr wks | | |
| 2.2.6: Control and protection | | | | |
| 1. Survey, inspections and monitoring | | | | |
| 1. Surveys | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Topographical survey | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Non-employer dilapidation survey | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Structural/dilapidations survey adjoining buildings | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. Environmental surveys | 1. Fixed charge 2. Time-related charge | item wks | | |
| 6. Movement monitoring | 1. Fixed charge 2. Time-related charge | item wks | | |



| | | | | |
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| 7. Maintenance and inspection costs | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Setting out | | | | |
| 1. Setting out primary grids | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Grid transfers and level checks | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Maintenance of grids | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Take over control and independent checks (i.e. on change of subcontractors) | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. Instruments for setting out | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Protection of works | | | | |
| 1. Protection of finished works to project handover | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Protection of stairs, balustrades and the like works to project handover | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Protection of fittings and furnishings works to project handover | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Protection of entrance doors and frames works to project handover | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. Protection of lift cars and doors works to project handover | 1. Fixed charge 2. Time-related charge | item wks | | |
| 6. Protection of specifically vulnerable products to project handover | 1. Fixed charge 2. Time-related charge | item wks | | |
| 7. Protection of all sundry items | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Samples | | | | |
| 1. Provision of samples | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Provision of sample room | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Mock-ups and sample panels | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Testing of samples/mock-ups, including testing fees | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. On-site laboratory equipment | 1. Fixed charge 2. Time-related charge | item wks | | |
| 6. Mock-ups of complete units (e.g. residential units, student accommodation units, hotel accommodation and the like) | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. Environmental control of building | | | | |



| | | | | | | |
|---|---|---|--|-------------|--|--|
| 1. Dry out building | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 2. Temporary heating/cooling | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 3. Temporary waterproofing, including over roofs | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 4. Temporary enclosures | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 2.2.7: Mechanical plant | | | | | | |
| 1. Generally | | | | | | |
| Common user mechanical plant and equipment used in construction operations | Excluded Plant and equipment used for specific construction operations, such as: | | | | | |
| | 1 Earthmoving plant 2 Piling plant 3 Paving and surfacing plant 4 Wheel spinners, and road sweepers (included in section 2.2.11: Cleaning) 5 Access scaffolding (included in section 2.2.8: Temporary works) | | | | | |
| 2. Tower cranes | | | | | | |
| Type of craneage to be provided shall be stated; with each type separately quantified. | 1 Temporary electrical supply to tower crane (included in section 2.2.3: Temporary services) | | | | | |
| 1. Hire charges | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 2. Crane operator | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 3. Overtime for crane and operator | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 4. Piles for tower crane bases, including maintenance removal | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 5. Temporary bases for tower cranes, including anchors, maintenance; removal and reinstatement on completion (size, in m ² , to be stated) | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 6. Ties week Time-related charge | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 7. Connections to temporary electrical supply | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 8. Bring to site, erection, test and commission | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 9. Periodic safety checks/inspections week Time- related charge | | Time-related charge | | wks | | |



| | | | | | | |
|---|---|---|--|-------------|--|--|
| 10. Dismantling and removing from site nr Fixed charge | | Fixed charge | | item | | |
| 11. Other costs specific to tower crane such as: | | | | | | |
| – chain pack and sundries | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| – relief operator | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| – banksman | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| – man cage | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 12. Temporary voids in building structure for craneage, hoists and the like including filling voids after removal | | Fixed charge | | item | | |
| 3. Mobile cranes | | | | | | |
| Type of craneage to be provided shall be stated; with each type separately quantified. | | | | | | |
| 1. Mobile crane hire charges, including driver/operator charges | | Time-related charge | | wks | | |
| 2. Attendance | nr (number of man hours per visit by number of visits) | Time-related charge | | wks | | |
| 3. Other costs specific to mobile crane hire | | Fixed charge | | item | | |
| 4. Hoists | | | | | | |
| Type of hoist to be provided shall be stated; with each type separately quantified. | 1 Temporary services to hoist installations (included in section 2.2.3: Temporary services) | | | | | |
| 1. Goods and passenger hoists, including protection cages and embedment frames | | Time-related charge | | wks | | |
| 2. Hoist bases | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 3. Bringing to site, erecting, testing and commissioning | | Fixed charge | | item | | |
| 4. Dismantling and removing from site | | Fixed charge | | item | | |
| 5. Protection systems | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 6. Hoist operator, including overtime | week (number of staff by number of man hours per week by number of weeks) | Time-related charge | | wks | | |
| 7. Beam hoists | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 8. Periodic safety checks/inspections | | Time-related charge | | month | | |
| 9. Other costs specific to temporary hoist installations | | 1. Fixed charge 2. Time-related charge | | item wks | | |
| 5. Access plant | | | | | | |
| 1. Folk lifts | | 1. Fixed charge | | item | | |



| | | | | | | | |
|---|---|------------------------|--|--|------|--|--|
| | | 2. Time-related charge | | | wks | | |
| 2. Scissor lifts | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 3. Loading platforms | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 4. Maintenance of mechanical access equipment | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 5. Other costs specific to mechanical access equipment | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 6. Concrete plant | | | | | | | |
| | 1 Temporary service to concrete plant (included in section 2.2.3: Temporary services) | | | | | | |
| 1. Concrete plant | | 1. Fixed charge | | | item | | |
| | | 2. Time-related charge | | | wks | | |
| 2. Plant operator | | Time-related charge | | | wks | | |
| 3. Overtime for plant and operator | | | | | | | |
| | | Time-related charge | | | wks | | |
| 4. Bases for concrete plant | | 1. Fixed charge | | | nr | | |
| | | 2. Time-related charge | | | wks | | |
| 5. Power connections, including cabling and statutory undertaker's charges for temporary connection to their supply | | 1. Fixed charge | | | nr | | |
| | | 2. Time-related charge | | | wks | | |
| 6. Bring to site, erection, test and commission | | Fixed charge | | | nr | | |
| 7. Maintenance of concrete plant | | | | | | | |
| | | Time-related charge | | | wks | | |
| 8. Dismantling and removing from site | | Fixed charge | | | nr | | |
| 7. Other plant | | | | | | | |
| 1. Small plant and tools | | Time-related charge | | | wks | | |
| 2.2.8: Temporary works | | | | | | | |
| 1. Access scaffolding | | | | | | | |
| Common user access scaffolding (type of access scaffolding to be specified): | 1 Scaffolding specific to works packages (included in appropriate element or sub element) | | | | | | |
| | 2 Scaffold inspections (included in sub element 2.2.5: Safety and environmental protection) | | | | | | |
| – access scaffolding to elevations, lift shafts and the like, including: fans and mesh screens | | | | | | | |
| – structural scaffolding (e.g. to party walls) | | | | | | | |
| – birdcage scaffolding | | | | | | | |
| – cantilever access scaffolding | | | | | | | |
| – staircase platforms | | | | | | | |
| – primary loading platforms | | | | | | | |
| – travelling access platforms | | | | | | | |
| 1. Bringing to site, erecting and initial safety checks | | Fixed charge | | | nr | | |



| | | | | |
|---|---|-----|--|--|
| 2. Hire charges | Time-related charge | wks | | |
| 3. Altering and adapting during construction | Fixed charge | nr | | |
| 4. Dismantling and removing from site | Fixed charge | nr | | |
| Common user temporary works: | | | | |
| – support scaffolding and propping | 1 Temporary works design (included in section 2.1.1: Management and staff). | | | |
| – crash decks | 2 Temporary bases, drainage and services to site accommodation (included in section 2.2.2: Site establishment). | | | |
| – temporary protection to existing trees and/or vegetation | | | | |
| – floodlights | | | | |
| | 3 Temporary roads, paths and pavement, including on-site car parking (included in section 2.2.2: Site establishment (i.e. builder's work in connection with site accommodation)). | | | |
| | 4 Hoardings, fans, fencing and the like to site boundaries and to form site compounds (included in section 2.2.4: Security (hoardings, fences and gates)) | | | |
| | 5 Temporary earthwork support basement excavations | | | |
| | 6 Temporary props and walings to support contiguous bored pile wall of basement excavations | | | |
| | 7 Traffic management, including traffic marshals and temporary traffic lights (included in section 2.2.5: Safety and environmental protection) | | | |
| 1. Bringing to site, erecting and initial safety checks | Fixed charge | nr | | |
| 2. Hire charges | Time-related charge | wks | | |
| 3. Altering and adapting during construction | Fixed charge | nr | | |
| 4. Dismantling and removing from site | Fixed charge | nr | | |
| 2.2.9: Site records | | | | |
| 1. Site records | | | | |
| Unless otherwise indicated, costs associated with the following shall be deemed to be included in management and staff costs: | | | | |
| 1. Photography: | | | | |
| – camera purchase | Fixed charge | nr | | |
| – consumables | Fixed charge | nr | | |
| – printing and presentation | Time-related charge | wks | | |
| 2. Works records: | | | | |
| – progress reporting | Time-related charge | wks | | |
| – site setting out drawings | Fixed charge | nr | | |



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| – condition surveys and reports | | Fixed charge | nr | | |
| – operation and maintenance manuals | | Fixed charge | nr | | |
| – as-built/installed drawings and schedules | | Fixed charge | nr | | |
| – co-ordinating, gathering and compiling health and safety information and presentation to CDM co-ordinator | | Fixed charge | nr | | |
| – compilation of health and safety file (if required) | | Fixed charge | nr | | |
| 2.2.10: Completion and post-completion requirements | | | | | |
| 1. Testing and commissioning plan | | | | | |
| Costs associated with the following shall be deemed to be included in section 2.2.1: Management and staff costs: | | Excluded 1 Testing and commissioning of services | | | |
| 1. Preparation of Commissioning Plan | | Fixed charge | item | | |
| 2. Handover | | | | | |
| Unless otherwise indicated, costs associated with the following shall be deemed to be included in section 2.2.1: Management and staff costs: | | | | | |
| 1. Preparation of Handover Plan. | | Fixed charge | item | | |
| 2. Training of building user's staff in the operation and maintenance of the building engineering services systems | | Fixed charge | item | | |
| 3. Provision of spare parts for maintenance of building engineering services | | Fixed charge | item | | |
| 4. Provision of tools and portable indicating instruments for the operation and maintenance of building engineering services systems | | Fixed charge | item | | |
| 5. Pre-completion inspections | | Fixed charge | item | | |
| 6. Final inspections | | Fixed charge | item | | |
| 3. Post-completion services | | | | | |
| | | week (number of staff by number of man hours per week by number of weeks) | | | |
| 1. Supervisory staff (employer/tenant care) | | Time-related charge | wks | | |
| 2. Handyman | | Time-related charge | wks | | |
| 3. Minor materials and sundry items | | Fixed charge | item | | |
| 4. Insurances | | Fixed charge | item | | |
| 5. Other post-construction staff | | week (number of staff by number of man hours per week by number of weeks) | | | |
| | | Time-related charge | wks | | |



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| 2.2.11: Cleaning | | | | | |
| 1. Site tidy | | | | | |
| 1. Cleaning site accommodation – internal, including cleaning telephone handsets, other office furniture and equipment and window cleaning | Time-related charge | | wks | | |
| 2. Periodic maintenance of site accommodation, including redecoration (internal and external) | Time-related charge | | wks | | |
| 3. Waste management, including rubbish disposal (including compactor visits; skips and waste bins; roll-off, roll-on waste bins) and other disposal | Time-related charge | | wks | | |
| 4. Pest control | Time-related charge | | wks | | |
| 2. Maintenance of roads, paths and pavings | | | | | |
| 1. Maintenance of temporary site roads, paths, and pavements | Time-related charge | | wks | | |
| 2. Maintenance of public and private roads, including wheel spinners and road sweepers | Time-related charge | | wks | | |
| 3. Building clean | | | | | |
| 1. Final builder's clean | Fixed charge | | item | | |
| 2.2.12: Fees and charges | | | | | |
| | Excluded | | | | |
| | 1 Building control fees, where paid by the employer | | | | |
| | 2 Oversailing fees, where paid by the employer | | | | |
| | 3 Scheme registration fees or similar fees, where paid by the employer | | | | |
| 1. Fees | | | | | |
| 1. Building control fees, where not paid by the employer | 1. Fixed charge | | item | | |
| | 2. Time-related charge | | wks | | |
| 2. Oversailing fees, where not paid by the employer | 1. Fixed charge | | item | | |
| | 2. Time-related charge | | wks | | |
| 3. Considerate Constructors' Scheme fees (or alternative scheme operated by local authority) | 1. Fixed charge | | item | | |
| | 2. Time-related charge | | wks | | |
| 4. Scheme registration fees or similar fees, where not paid by the employer | 1. Fixed charge | | item | | |
| | 2. Time-related charge | | wks | | |
| 2. Charges | | | | | |
| | 1 Statutory undertaker's charges in connection with permanent services to the building | | | | |
| | 2 Statutory undertaker's charges in connection with temporary services | | | | |
| 1. Rates on temporary accommodation | Time-related charge | | wks | | |



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| 2. Licences in connection with hoardings, scaffolding, gantries and the like. | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Licences in connection with crossovers, parking permits, parking bay suspensions and the like. | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2.2.13: Site services | | | | | |
| 1. Temporary works | | | | | |
| Excluded | | | | | |
| 1 Temporary screens in connection with minor demolition works and alteration works | | | | | |
| 2 Supports to small openings cut into existing walls or after removal of internal walls or the like in connection with minor demolition works and alteration works | | | | | |
| 3 Temporary or semi-permanent support for unstable structures or facades - façade retention works (i.e. structures not to be demolished) | | | | | |
| | Item/ nr/ m/ m ² / m ³ | | | | |
| 1. Temporary works that are not specific to an element | | 1. Fixed charge 2. Time-related charge | item unit | | |
| 2. Multi-service gang | week (number of staff by number of man hours per week by number of weeks) | | | | |
| 1. Ganger | | Time-related charge | wks | | |
| 2. Labour | | Time-related charge | wks | | |
| 3. Fork lift driver | | Time-related charge | wks | | |
| 2. Multi-service gang | | Time-related charge | wks | | |
| 4. Service gang plant and transport | | Time-related charge | wks | | |
| 2.2.14: Insurance, bonds, guarantees and warranties | | | | | |
| 1. Works insurance | | | | | |
| 1. Contractor's 'all risks' (CAR) insurance | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 2. Contractor's plant and equipment insurance | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 3. Temporary buildings insurance | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 4. Terrorism insurance | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 5. Other insurances in connection with the works | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 6. Insurance premium tax (IPT) | | 1. Fixed charge 2. Time-related charge | item wks | | |
| 7. Allowance for recovery of all or part of insurance premium | | 1. Fixed charge | item | | |



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| | 2. Time-related charge | | | wks | | |
| 2. Public liability insurance | | | | | | |
| 1. Non-negligence insurance | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 2. Professional indemnity insurance | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 3. Insurance premium tax (IPT) | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 4. Allowance for recovery of all or part of insurance premium excess | | | | | | |
| | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 3. Employer's (main contractor's) liability insurance | | | | | | |
| 1. Management and staff, including administrative staff | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 2. Works operatives | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 3. Insurance premium tax (IPT) | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 4. Allowance for recovery of all or part of insurance premium excess | | | | | | |
| | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 4. Other insurances | | | | | | |
| 1. Employer's loss of liquidated damages | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 2. Latent defects cover | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 3. Motor vehicles | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 4. Other insurances | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 5. Insurance premium tax (IPT) | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 6. Allowance for recovery of all or part of insurance premium excess | | | | | | |
| | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 5. Bonds | | | | | | |
| 1 Tender bonds (if applicable) | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 2 Performance bonds | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 6. Guarantees | | | | | | |
| 1. Parent company guarantees | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 2. Product guarantees, insurance backed guarantees | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 7. Warranties | | | | | | |
| 1. Collateral warranties | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |



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|--|------------------------|--|--|------|--|--|
| 2. Funder's warranties | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 3. Purchaser's and tenant's warranties | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| 4. Other warranties | 1. Fixed charge | | | item | | |
| | 2. Time-related charge | | | wks | | |
| | | | | | | |
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| | | | QNTY | UNIT | RATE | TOTAL |
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| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | <u>SPECIFICATION PRICING SCHEDULE</u> | | | | | |
| | <p>All items are to be read in conjunction with the drawings and specification included within the contract documents. The rates shall include for all works relative to the item whether specifically mentioned or not (including temporary works but not limited to protection of the works).</p> <p>Any clarification as to the extent of and item should be raised during the tender period and no further enhancement for lack of knowledge will be accepted once a bid has been accepted.</p> <p>Ensure the clients operations are not effected at anytime by the works</p> <p>NOTE PV CANOPY & TERRACE DO NOT FORM PART OF THIS CONTRACT</p> | | | | | |
| | 1 Demolitions | | | | | |
| | 1 Demolitions | | | | | |
| | <p>1 All structures.</p> <p>Removal of Existing Buildings & Structures</p> <p>Demolition works: 1 All structures (including Substructures, Tanks etc)</p> <p>Contractor is advised to inspect the structure(s) to be demolished.</p> | | | | | |
| | <p>To the client before allowing for disposal. including any left in-situ. Ascertain whether items are to be reused within the completed scheme, if so carefully store and clean ready for re-fixing in accordance with the works schedule. If not to be reincorporated, offer any item to the client before allowing for disposal. including any making good where necessary</p> | | | | | |
| | Removal of old work | | | | | |
| | <p>Demolishing parts of structures incl existing Foundations etc.</p> <p>Outbuilding/Extention/Form New Opening 7.70 x 1.20m; Prepare to receive New Extention</p> | | | | | |
| | <p>Masonry internal walls in cement mortar</p> | | | | | |
| | Removal of windows and doors | | | | | |
| | <p>Window incl boards and bearers; Prepare to receive new</p> | | | | | |
| | <p>External Doors; Prepare to receive new</p> | | | | | |
| | <p>internal doors and frames; Prepare to receive new</p> | | | | | |
| | <p>Openings through concrete/masonry</p> <p>Form opening for door/window frame through external masonry wall plastered one sides and with skirting; take off skirting, cut opening through wall, square up reveals, insert intumescent cavity barriers, make good existing (drawing 008/23/2.1)</p> | | | | | |
| | <p>Ditto internal door plastered both sides</p> | | | | | |
| | <p>Reduce openings for door/window frames through exterior wall plastered one sides and with skirting one side;</p> | | | | | |
| | <p>Fill opening where door/window removed in masonry wall bond to existing brickwork at jambs and wedge and pin up at head;</p> | | | | | |

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| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | <u>SPECIFICATION PRICING SCHEDULE</u> | | | | | |
| | Removal of roof coverings corrugated sheeting to roofs; including any under sheeting; Prepare to receive new | | 1 | item | | |
| | Asbestos and other hazardous materials Asbestos roof sheeting disposal by approved contractor to designated waste centre Asbestos to plant and kitchen area | | 1 | item | | |
| | felt to roofs; Existing Flat Roof over new kitchen; including ply sheeting; Prepare to receive new | | 1 | item | | |
| 2 | Excavating and filling | | | | | |
| | Site clearance/preparation Preliminary site work 1 Locating underground services. Locate Mark and Protect Buried Cables, Pipes etc. adjacent to or contained within the site; Means of locating service left to discretion of contractor. | | 1 | item | | |
| | Site clearance 1 Clear site of all vegetation and other growth and dispose off site. 1 All growth includes trees and tree stumps less than 500mm girth, bushes, scrub, hedges and the like unless specifically designated to remain. | | 1 | item | | |
| | Site preparation GROUND LEVELS Generally excavate topsoil and remove vegetation from site. Reduce levels or raise levels by selected imported well consolidated fill as indicated on consultant structural engineers details. Remove topsoil Excavate 150 topsoil and remove excess spoil. All areas necessary for the works; retain sufficient topsoil on site for making good | | 1 | item | | |
| | Remove hard surface paving: 1 Method of breaking left to discretion of contractor. Breaking out existing hard paving's; extra over any types of excavating irrespective of depth | | 1 | item | | |
| 3 | Substructures | | | | | |
| | All items included; In-situ concrete; Surface finishes to in-situ concrete; Formwork; Reinforcement; Designed joints in in-situ concrete; Accessories cast in to in-situ concrete; In-situ concrete sundries | | | | | |
| | Foundation excavation/Concreting etc. | | | | | |
| | FOUNDATIONS To be RC35 concrete trench fill foundations 600mm wide x min 750mm deep for cavity wall construction foundations 600mm wide x 225mm deep for cavity wall construction All foundations are to be a min. 1.0m below ground level to the underside, the foundation is to finish 150mm below finished external ground level. Note ground investigations have not been carried out on the site prior to construction, Where building near trees, foundations should be deepened in accordance with Building Control Standards, for soil of medium volume change potential. Where foundations are stepped to take account of the influence of trees they should be stepped gradually with no step exceeding 0.50m. If foundations are stepped, the steps are to be coursed to ensure that no mortar makeup is required deeper than 12mm. | | | | | |

| | | | QNTY | UNIT | RATE | TOTAL |
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| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | SPECIFICATION PRICING SCHEDULE | | | | | |
| | Foundation trench to be clear of roots, and have clean and clear firm base, sides to be solid faces and not to be caving in. Any soft or loose material in the base of foundation excavations should be removed and replaced with compacted lean mix concrete prior to pouring the foundations. Foundation trenches are to have all ground water removed (or rain water) before concrete is poured. Foundation concrete not to be poured under a falling thermometer (falling temperature). | | | | | |
| | Allowance is to be made for the bend at the bottom of the S&VP's over the foundations, care is to be taken to ensure that no clash of the foul drainage pipe and the footing of the foundation occurs. Composite reinforced concrete lintels are to be provided over the foul drainage runs in each leaf of wall, with a min. 150mm bearing on each side for the lintel. Lintels are to be sized using manufacturers span tables (and or structural engineers details/calculations/drawings if provided). Where the drainage run passes through an external cavity wall the opening is to be large enough that any movement or settlement of the building will not damage the pipe, a 150mm gap all around the pipe must be maintained, the gap must then be in-filled with a Rodent control product to ensure that the ingress of rodents is not possible. | | | | | |
| | Drawing 06048E-SK01 - Foundations | | 1 | item | | |
| | pad foundation (canopy support column) | | | | | |
| | pad foundations 600mm x 600mm x 400mm deep for cavity wall construction; with A393 mesh in the bottom founding min 750mm below ground level | | 1 | item | | |
| 4 | In-situ concrete works | | | | | |
| | GROUND FLOOR - GROUND BEARING SLAB | | | | | |
| | Drawing 06048E-SK01 - Foundations | | 1 | item | | |
| | To be 150mm thick RC35 concrete slab with level floated finish laid over 1200g polythene DPM over 50mm sand blinding on a base of 150mm well consolidated hardcore free from organic material. | | | | | |
| | Overlay floor structure with 1200g polythene DPM , | | | | | |
| | 120 to 150mm Kingspan Kooltherm K103 insulation (depending on floor finish), | | | | | |
| | 500g polythene separating layer and | | | | | |
| | 75mm sand/cement screed finish with 25mm thick Kingspan Kooltherm K103 insulation upstand to external edge of screed. | | | | | |
| | including jointing/linking with existing floor | | | | | |
| | Bike Rake Slab | | | | | |
| | To be 150mm thick RC35 concrete slab with level brushed finish & trowelled margins laid over 1200g polythene DPM over 50mm sand blinding on a base of 150mm well consolidated hardcore free from organic material. | | 1 | item | | |
| 5 | Upper Floors | | | | | |
| | Primary or structural timbers | | | | | |
| | Roof and floor joists. | | | | | |
| | Bat Loft | | | | | |
| | One layer of 25mm thick OSB laid on 50 x 250mm @ 400 centres Floor members & plates; block Joist strutting as required; joist hangers, galvanized Steel by BAT Building Products Ltd or similar approved; | | 1 | item | | |
| | 170mm PIR insulation between members; 75mm min air gap to lower side; including battering; | | | | | |
| | existing loft areas | | | | | |
| | PROVISIONAL SUM - Upper level structure to be inspected and made good to withstand loft floor loading, clad with OSB | | 1 | item | 2,000.00 | 2,000.00 |
| 6 | Structural metalwork | | | | | |
| | Structural Steelwork | | | | | |
| | 1 Framed members, framing and fabrication | | | | | |
| | Contractor to provide final working drawings for Architects/SE | | | | | |
| | comments prior to fabrication | | | | | |

| | | | QNTY | UNIT | RATE | TOTAL |
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| | <u>SPECIFICATION PRICING SCHEDULE</u> | | | | | |
| | New structural steel frame/members all as the structural Engineers Drawings; Framing, fabrication; including shop and site black bolts, nuts and washers for structural framing to structural framing connections The following items are to be priced including all items associated with the works; such as but not limited to Canopy Support 1 Columns - 89.0 x 5.0 CHS with base plate onto pad foundation. 2 Beams - 203 x 102 x 23 UB's bolted back to the masonry with end plates and 4No. M12 | | | | | |
| 7 Walls | EXTERNAL WALLS | | | | | |
| | SUBSTRUCTURE WALLS - CAVITY WALL CONSTRUCTION (BLOCK INNER LEAF) | | | | | |
| | Extension Loadbearing brick and blocks to have a minimum crushing strength of 7 N/msq, cross sectional area respectively. Non ferrous wall ties, wall ties to be fixed at 750mm horizontal and 450mm staggered vertically. Wall ties to be fixed at 300mm vertical C/crs at all reveals and with additional ties provided at all openings. To be 100mm dense concrete blockwork outer skin; cavity filled with concrete as shown on drawing 008/23/2.0 C; with a 50mm full fill cavity wall insulation, tightly butted with foil taped vertical and horizontal joints, fixed to the external face of the inner leaf of 140mm dense concrete blockwork to DPC. Wall lengths to be checked by structural engineer and brick manufacturer and vertical movement joints to be provided as necessary to minimise the risk of major cracking in accordance with their details and recommendations. Movement joints to be positioned in corners or behind rainwater downpipes where possible. As a guide, NHBC standards ask for movement joints to be provided at 12m (15m maximum) intervals for Clay bricks, 7.5 to 9m intervals for calcium silicate bricks and 6m intervals for concrete blocks and bricks. The spacing of the first movement joint from corners should not be more than half the above distance. Any masonry in a parapet wall should be half the above distance and 1.5m from corners (double the frequency). When different materials are used together, consideration should be given to potential differential movement. Wall ties are needed on either side of the movement joints as detailed by the structural engineer. Internal movement joints are not usually required but consideration should be given to rooms with unbroken lengths of walls over 6m, except when using clay bricks to the inner leaf and bed joint reinforcement as an alternative to movement joints in areas of risk such as under window openings. | | 1 | item | | |
| | SUPERSTRUCTURE WALLS - CAVITY WALL CONSTRUCTION | | | | | |
| | Extension External cladding/framework/insulation measured elsewhere Loadbearing brick and blocks to have a minimum crushing strength of 7 N/msq, cross sectional area respectively. Non ferrous wall started ties, wall ties to be fixed 450mm vertically. Wall ties to be fixed at 300mm vertical C/crs at all reveals and with additional ties provided at all openings. 008/23/2.0 C; inner leaf of 140mm dense concrete blockwork to recieve 13mm plaster and skim finish (NOT REQUIRED AS PART OF THIS CONTRACT). Walls that are not to be plastered are to be pointed and close texture blocks ready for decoration. External finish to be as shown on elevational drawings (measured elsewhere) Wall lengths to be checked by structural engineer and brick manufacturer and vertical movement joints to be provided as necessary to minimise the risk of major cracking in accordance with their details and recommendations. | | 1 | item | | |

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| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | SPECIFICATION PRICING SCHEDULE | | | | | |
| | <p>Movement joints to be positioned in corners or behind rainwater downpipes where possible. As a guide, NHBC standards ask for movement joints to be provided at 12m (15m maximum) intervals for Clay bricks, 7.5 to 9m intervals for calcium silicate bricks and 6m intervals for concrete blocks and bricks.</p> <p>The spacing of the first movement joint from corners should not be more than half the above distance. Any masonry in a parapet wall should be half the above distance and 1.5m from corners (double the frequency).</p> <p>When different materials are used together, consideration should be given to potential differential movement. Wall ties are needed on either side of the movement joints as detailed by the structural engineer.</p> <p>Internal movement joints are not usually required but consideration should be given to rooms with unbroken lengths of walls over 6m, except when using clay bricks to the inner leaf and bed joint reinforcement as an alternative to movement joints in areas of risk such as under window openings.</p> | | | | | |
| | SUPERSTRUCTURE WALLS - EXTERNAL CLADDING | | | | | |
| | <p>External Cladding</p> <p>75 x 50mm timber battens and counter battens (NOTE DIFFERENT TO ENGINEERS DRAWINGS BUT AS ARCHITECT DETAILS) laid perpendicular and infilled with 2 layers of 75mm PIR insulation between members and fixed to masonry walls using resin anchors;</p> <p>mechanically fixed to masonry or PCC structure using M10 resin anchors.</p> <p>See drawing 06048E-06 Cladding Battens fo setting out</p> <p>External wall cladding in Western Red Cedar, KD, Feather Edge Cladding-Sawn Finish: 15-8mm x 125mm (face); fixed to 50 x 50mm vertical lathes over DuPont Tyvek FireCurb breather membrane or similar;</p> <p>Single Western Red Cedar strip to bottom of cladding to form weather edge with a powder coated</p> <p>Intumescent cavity barrier protection to head of all walls and openings</p> | 1 | item | | | |
| | BAT LOFT - INTERNAL LINING WALL | | | | | |
| | <p>75 x 50mm timber battens and counter battens laid perpendicular and infilled with 2 layers of 50mm insulation between members and fixed to masonry walls using resin anchors; mechanically fixed to masonry or PCC structure using M10 resin anchors.</p> | 1 | item | | | |
| | BAT LOFT - INTERNAL LINING WALL | | | | | |
| | <p>Internal surfaces lined with untreated timber 18mm OSB with baffles and features as specified during design development with ecological consultant</p> | 1 | item | | | |
| | DPC'S IN NEW CAVITY WALLS | | | | | |
| | <p>New Extension</p> <p>To be Visqueen or equal approved and 150mm min. above ground level in external levels and otherwise at floor level.</p> <p>DPC's to be positioned at all vertical and horizontal cavity closures: 30 minute fire rated Thermobate / Dacatie cavity closers to be used as cavity closures (or equal approved).</p> | 1 | item | | | |
| | CAVITY TRAYS | | | | | |
| | New Extension | 1 | item | | | |
| | New kitchen Roof (replacement of existing) | 1 | item | | | |
| | <p>Cavity trays to be Visqueen or equal approved. Minimum height to be 150mm. Provide patent plastic type weep holes through perp-ends at 900mm Max. c/c in all cavity walls where cavity trays are installed, and proprietary stop-ends at ends of trays over lintels etc.</p> | | | | | |
| | CAVITY CLOSERS | | | | | |
| | <p>Windows & Doors</p> <p>Cavities to be closed with proprietary intumescent insulated closer's installed in accordance with manufacturers recommendations</p> | 1 | item | | | |

| | | | QNTY | UNIT | RATE | TOTAL |
|--------------------------------|---|--|------|------|------|-------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | <u>SPECIFICATION PRICING SCHEDULE</u> | | | | | |
| | BLOCKWORK PARTITIONS | | | | | |
| | Blockwork partitions: to be 100mm concrete blockwork (as engineers Requirement) built up to the underside of first floor/Roof finish | | 1 | item | | |
| 8 Roof | PITCHED ROOF STRUCTURE - CUT ROOF | | | | | |
| | Extension | | 1 | item | | |
| | Form standard pitched 150 x50mm roof structure to pitch as shown on drawing from cut roof members all as detailed by the Structural Engineer. | | | | | |
| | Rafters to be fixed using Catnic mild steel galvanised rafter clips to 100mm x 50mm treated softwood timber wall plates. Wall plates to be strapped to supporting walls at max. 1.80m centres with 5 x 30mm section mild steel galvanised straps. At gables the last three roof trusses are to be strapped to the gable walls at max. 1.80m centres using 5 x 30mm section mild steel galvanised straps, where straps pass between rafters solid noggins are to be provided to prevent distortion of roof members. Roof to be anchored at 2.0m max. c/c with 30 x 6mm mild steel straps secured to the wall plate and then taken 450mm down inner leaf and securely fixed trusses securely fixed to wall plate. | | | | | |
| 9 Sheet roof coverings | PITCHED ROOF | | | | | |
| | Main Roof | | 1 | item | | |
| | To be pitch as indicated on the drawings. Roof covering to be QuadCore KS1000RW LEC Roof Panel or similar performance panels, in accordance with manufacturers recommendations; incorporating 100mm thick PIR insulation standard colour; complete with matching ridge/hips/fascia/soffits etc. | | | | | |
| | Fascia/soffits/barges to be aluminium powder | | | | | |
| | Fixed to timber members | | | | | |
| | ditto uninsulated | | | | | |
| | bat loft | | 1 | item | | |
| | FLAT ROOFS - NEW KITCHEN | | | | | |
| | new kitchen area | | 1 | item | | |
| | 100mm Kooltherm or similar approved laid over existing structure | | | | | |
| | sarna single ply membrane or similar approved, vapour control layer and insulation installed by licensed contractor in strict accordance with manufacturers details & specification, on 12.5mm exterior grade ply, laid on tapered insulation or 50mm wide timber firrings to fall a minimum of 1 in 60. | | | | | |
| | Firrings fixed over flat roof joists (as detailed on Architects Drawings) | | | | | |
| 10 Windows, screens and lights | WINDOWS | | | | | |
| | All new windows to be Aluminium framed units by Rationel or similar approved double glazed with opening lights as indicated on drawings. All windows to have min. | | | | | |
| | 1/20th opening lights/floor area served unless the light opens less than 30 degrees in which case 1/10th opening | | | | | |
| | lights/floor area served is to be provided. All windows to be fitted with trickle vents in the head not less than 8000mm/sq. All fixed glazing below 800mm to be safety glass all glazing within 300mm of a door opening to be safety glass to comply with the Building Regulations Part K, 2013 issue, i.e. 6mm laminated safety glass (to resist the loads given in BS EN 1991-1-1 with its National Annex and PD 6688 1-1). Windows to have 16mm sealed (or more) Argon filled air gap | | | | | |
| | between glass (All to have Low - E Glass to give a min. 1.4 indicative U-Value set out by the Energy Assessor in the SAP report). | | | | | |
| | Escape windows to be provided to any first floor habitable rooms with an unobstructed openable area that is 0.33m/sq and at least 450mm high & | | | | | |

| | | | QNTY | UNIT | RATE | TOTAL |
|----|---|--|------|------|------|-------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | SPECIFICATION PRICING SCHEDULE | | | | | |
| | 450mm wide, (the route through the window may be at an angle rather than straight through). The bottom of the openable area should not be higher than 1100mm above finished floor level, to comply with the current Building Regulations ' B1 '. | | | | | |
| | Works to include making good to reveals & sills due to positional change | | | | | |
| | All as drawing 008/23/2.1 B | | | | | |
| | W1 3nr 400 x 910 | | 1 | item | | |
| | W2 1nr 500 x 1200 | | 1 | item | | |
| | W3 2nr 650 x 485 | | 1 | item | | |
| | W4 2nr 650 x 955 | | 1 | item | | |
| | W5 1nr 910 x 910 | | 1 | item | | |
| | W6 5nr 1200 x 500 | | 1 | item | | |
| | W7 1nr 1010 x 1510 | | 1 | item | | |
| | W8 3nr 1360 x 910 | | 1 | item | | |
| | W9 1nr 1155 x 1130 | | 1 | item | | |
| | W10 2nr 1580 x 1400 | | 1 | item | | |
| | W11 3nr 1660 x 1510 | | 1 | item | | |
| 11 | Doors, shutters and hatches | | | | | |
| | EXTERNAL DOORS | | | | | |
| | All new external doors to be upvc double glazed with openings as indicated on drawings. All windows to have min. lights/floor area served is to be provided. All windows to be fitted with trickle vents in the head not less than 8000mm/sq. All fixed glazing below 800mm to be safety glass all glazing within 300mm of a door opening to be safety glass to comply with safety glass (to resist the loads given in BS EN 1991-1-1 with its National Annex and PD 6688 between glass (All to have Low - E Glass to give a min. 1.4 indicative U-Value set out by the Escape windows to be provided to any first floor habitable rooms with an unobstructed 450mm wide, (the route through the window may be at an angle rather than 1100mm above finished floor level, to comply with the current Building Regulations ' B1 '. | | | | | |
| | Works to include making good to reveals & sills due to positional change | | | | | |
| | All as drawing 008/23/2.1 B | | | | | |
| | D1 2110 x 1810 1nr | | 1 | item | | |
| | D2 2110 x 1510 3nr | | 1 | item | | |
| | D3 2000 x 1810 1nr | | 1 | item | | |
| | D4 2110 x 910 1nr | | 1 | item | | |
| | D5 2100 x 710 1nr | | 1 | item | | |
| | D6 2110 x 1010 2nr | | 1 | item | | |
| | D7 2110 x 1476 1nr | | 1 | item | | |
| | D8 2110 x 910 2nr | | 1 | item | | |
| | INTERNAL DOORS | | | | | |
| | All as Door schedule | | | | | |
| | Bat Loft - Timber solid core external quality, as drawing 008/23/2.0 C | | | | | |
| | DOOR to match existing, Timber | | | | | |
| | FRAME - Softwood 32mm thick, Width to suit wall width. | | | | | |
| | ARCHITRAVE 25mm x 50mm Chamfered Softwood painted; Glued, Plugged screwed & Pelleted | | | | | |
| | STOPS Sized to suit location/Specification Softwood painted; Glued, Plugged screwed & Pelleted | | | | | |
| | Ironmongery | | | | | |
| | Ladies WC Access 1nr - no lock, kick panel, self closing | | 1 | item | | |

| | | | QNTY | UNIT | RATE | TOTAL |
|----|--|--|------|------|------|-------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | SPECIFICATION PRICING SCHEDULE | | | | | |
| | Ladies WC 2nr - locked internal with indicator, large lever fittings, stick on kick panel, no closer | | 1 | item | | |
| 12 | General joinery | | | | | |
| | Unframed isolated trims, skirtings, or sundry joinery items | | | | | |
| | SILLS | | | | | |
| | 25mm Softwood sill painted; Glued, Plugged screwed & Pelleted | | 1 | item | | |
| | Windows - remove existing sill and replace or extend sill where window repositioned | | 1 | item | | |
| | Doors - create sill where new door openings formed to cover missing finishes | | 1 | item | | |
| 13 | Floor, wall, ceiling and roof finishing's | | | | | |
| | WALL | | | | | |
| | black silicon-based or epoxy paint | | | | | |
| | Existing stepping out to be retained and painted in accordance with manufacturers recommendations | | 1 | item | | |
| | | | 1 | item | | |
| | CEILINGS | | | | | |
| | BAT LOFT - INTERNAL LINING | | | | | |
| | Internal surfaces lined with untreated timber 18 OSB with baffles and features as specified during design development with ecological consultant | | 1 | item | | |
| 14 | Decoration | | | | | |
| | Painting and clear finishes | | | | | |
| | FIRE PROTECTION | | | | | |
| | New steel beams supporting floor structure to be applied with intumescent paint or boxed in using 2 layers of 15mm Fireline board to achieve 1 hour fire resistance. | | | | | |
| 15 | Furniture, fittings and equipment | | | | | |
| | General fixtures, furnishings and equipment | | | | | |
| | Bat Boxes as Biodiversity Specification #4 | | | | | |
| | Bat crevice box | | 1 | item | | |
| | Bat entry to consultant specification | | 1 | item | | |
| | Sparrow Box | | 1 | item | | |
| 16 | Drainage above ground | | | | | |
| | Rainwater installations | | | | | |
| | ROOF DRAINAGE | | | | | |
| | Main roof | | 1 | item | | |
| | Gutter integrated powder coated steel system by Kingspan; External gutter system to be used in conjunction with a range of Kingspan insulated roof panel, discharging into 68mm downpipes to rodable gullies | | | | | |
| | Flat roof | | 1 | item | | |
| | Gutter ogee powder coated Aluminium system; External gutter system to colour match main roof, discharging into 68mm downpipes to rodable gullies | | | | | |
| 17 | Drainage below ground | | | | | |
| | Storm water drain systems | | | | | |
| | Foul drain systems | | | | | |
| | 1 Works of alteration | | | | | |
| | INSERT NEW JUNCTION IN EXISTING DRAIN -excavate for and trace and expose existing drain, break into drain | | 1 | item | | |

| | | | QNTY | UNIT | RATE | TOTAL |
|--|---|--|------|------|------|-------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | <u>SPECIFICATION PRICING SCHEDULE</u> | | | | | |
| | and insert junction with 100mm branch, including short length of new pipe and double collar and joint to existing drain; support earthwork, make good concrete bed and haunching and backfill existing 100mm diameter drain, include sealing end where drain abandoned | | | | | |
| | Extra Existing drainage that is made redundant by the new works is to be grubbed out or sealed with concrete bungs | | 1 | item | | |
| | extra make good to external surfaces to match existing. | | 1 | item | | |
| | INSERT NEW BRANCH BEND IN BOTTOM OF EXISTING MANHOLE - break into bottom and side of manhole, insert new pipe section, branch or bend to discharge in existing main channel, build in end of new drain and make good benching and side of manhole to match existing Invert level of existing manhole provided by South West Water - TO BE CONFIRMED ON SITE PRIOR TO COMMENCEMENT. New connection into existing manhole to be agreed with South West Water prior | | 1 | item | | |
| | 2 Drain runs | | | | | |
| | Excavating trenches to receive pipes not exceeding 200mm nominal size; disposing of surplus excavated material by removing from site Backfilling on completion. Granular material, 10mm nominal size pea shingle, to be obtained off site in Beds and surrounds Plain in-situ concrete; BS 5328, ordinary prescribed mix, ST3, 20mm aggregate in Beds and surrounds where required. Drains; UPVC , with flexible joints-ring seal joints Including all fixtures, fittings, gullies etc and builders work through structures | | | | | |
| | Foul System | | 1 | item | | |
| | Surface Water System | | 1 | item | | |
| | Ditto land drain and surrounded to rear of retaining walls incl wrapping | | 1 | item | | |
| | 3 Manholes | | | | | |
| | Excavating pits; Working space allowance to excavation; Compacting bottoms of excavations; depositing off site of Excavated material; Earthwork support; Engineering bricks class B; Building in/fitting ends of pipes; Inspection chamber or brick built (see schedule). covers and frame as detailed on the drainage schedule Recessed Manhole Covers to be used in hard landscaping Areas Varying depths to invert Including Silt traps where required | | | | | |
| | Foul System | | 1 | item | | |
| | Surface Water System | | 1 | item | | |

| | | | QNTY | UNIT | RATE | TOTAL |
|----|---|--|------|------|-----------|-----------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | SPECIFICATION PRICING SCHEDULE | | | | | |
| | Repair Flush and test complete system | | 1 | item | | |
| | CCTV of whole drain system on completion | | 1 | item | | |
| | Presenting full report to the CA before PC | | | | | |
| | Contingency for drainage repairs not identified | | 1 | item | 250.00 | 250.00 |
| 18 | Site works | | | | | |
| | Road and path paving's | | | | | |
| | Hard landscaping | | | | | |
| | 12 Coated macadam and asphalt | | | | | |
| | Bitmac Pathways | | 1 | item | | |
| | Supply, lay and compact minimum of 100mm of crushed stone sub-base material to falls and levels. | | | | | |
| | Supply, lay and compact 50mm base course and a 25mm wearing course to fall from levels. | | | | | |
| | All tarmac to comply with BS4987. | | | | | |
| 19 | Fencing | | | | | |
| | 1 Fencing, | | | | | |
| | Railings | | 1 | item | | |
| | Remove refurbish and reinstate existing Galvanized Steel railings to main entrance ramp; As Drawing 008/23/1.4.2 E | | | | | |
| | Bike Rake/Stand | | 1 | item | | |
| | Sheffield Cycle Stand; 50mm diameter tubular mild steel Galvanised cast into concrete slab/bases | | | | | |
| | CONTINGENCIES | | | | | |
| | Allow the clients contingency for changes required by the fire officer etc | | 1 | item | 1,500.00 | 1,500.00 |
| | Clients General Contingency | | 1 | item | 15,000.00 | 15,000.00 |
| | FINAL CLEAN | | | | | |
| | Full clean internally and externally to whole of the works including all gutters/roofs/windows doors and external walking surfaces. | | 1 | item | | |
| | | | | | | |
| | | | | | | 18,750.00 |

| | | | QNTY | UNIT | RATE | TOTAL |
|----|---|--|------|------|------|-------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) ADDENDUM SPECIFICATION PRICING SCHEDULE NOTE THE BELOW ITEMS MAY NOT BE EXECUTED AS PART OF THE WORKS EACH ITEM SHOULD BE CONSIDERED INDIVIDUALLY & PRICED ACCORDINGLY All items are to be read in conjunction with the drawings and specification included within the contract documents. The rates shall include for all works relative to the item whether specifically mentioned or not (including temporary works but not limited to protection of the works). Any clarification as to the extent of and item should be raised during the tender period and no further enhancement for lack of knowledge will be accepted once a bid has been accepted. Ensure the clients operations are not effected at anytime by the works | | | | | |
| 1 | Demolitions | | | | | |
| | 1 Demolitions To the client before allowing for disposal. including any left in-situ. Ascertain whether items are to be reused within the completed scheme, if so carefully store and clean ready for re-fixing in accordance with the works schedule. If not to be reincorporated, offer any item to the client before allowing for disposal. including any making good where necessary Removal of old work Openings through timber floor Form opening for staircase through timber floor construction plastered one sides and boarding the other; cut opening through floor; trim structural members, make good existing plaster & floor up to new opening both sides extend floor and coverings; apply finishes through opening and make good up to existing Store Door Form openings for door/window frames through interior wall plastered both sides and with skirting both sides; extend plaster to faces of lintel and make good junction with existing plaster; make good existing plaster up to new frame both sides and form fitted ends on existing skirtings up to new frame; good up to existing | | 1 | item | | |
| | | | 1 | item | | |
| | | | 1 | item | | |
| 11 | Doors, shutters and hatches | | | | | |
| | INTERNAL DOORS Store 1nr - Refitting door removed from hall DOOR FRAME - Softwood 32mm thick, Width to suit wall width. ARCHITRAVE 25mm x 50mm Chamfered Softwood painted; Glued, Plugged screwed & Pelleted STOPS Sized to suit location/Specification Softwood painted; Glued, Plugged screwed & Pelleted Ironmongery as existing | | 1 | item | | |
| 17 | Stairs, walkways and balustrades | | | | | |
| | STAIRCASES Loft Access Provide softwood timber staircases. Pitch of stairs not to exceed 42° with goings a minimum of 220mm and maximum of 300mm and a rise of minimum | | 1 | item | | |

| | | | | | | |
|--|---|--|---|------|--|--|
| | <p>150mm and maximum of 220mm. Provide a 900mm high balustrade on stair flights and landings. No part of the stair flight is to allow a 100mm sphere to pass through it, all balustrade to be vertical. Depth of any landings is to be at least equal to the unobstructed width of the flight of stairs, and landing should be provided at both top and bottom of the flight of stairs. Minimum head height of 2m above the stair pitch line is to be provided. Where doors open onto landings the door swing must not be within 400mm of the stair flight all to comply with Part K of the current Building Regulations.</p> <p>CONTINGENCIES</p> <p>Allow the clients contingency for changes required by the fire officer etc</p> <p>Clients General Contingency</p> <p>FINAL CLEAN</p> <p>Full clean internally and externally to whole of the works including all gutters/roofs/windows doors and external walking surfaces.</p> | | | | | |
| | | | 1 | item | | |
| | | | 1 | item | | |
| | | | 1 | item | | |
| | | | | | | |
| | | | | | | |

| | | | QNTY | UNIT | RATE | TOTAL |
|--|---|--|------|------|------|-------|
| | Chittlehampton Village Hall (Phase 1 Extension and External over clad) | | | | | |
| | M & E PRICING SCHEDULE | | | | | |
| 38 Mechanical services | | | | | | |
| | Mechanical Works - As Employers Requirements Works required taking consideration of full design below 22mm water feed to the kitchen (along the hall roof) | | 1 | item | | |
| | CWS & HWS General arrangement - Drawing number: 527 L53 01 T CWS & HWS General arrangement Roof space - Drawing number: 527 L53 02 T Heating General arrangement - Drawing number: 527 L56 03 T Heating General arrangement Roof Space - Drawing number: 527 L56 04 T | | | | | |
| | Disconnect and reinstatement of retained systems effected by the works | | 1 | item | | |
| | Brought forward from Mechanical summary of Contractors including Above ground foul drainage systems | | 1 | item | | |
| 39 Electrical services | | | | | | |
| | Electrical Works - As Employers Requirements Works required taking consideration of full design below Cbl_SM-3 as specified, the armoured cable to the kitchen (along the hall roof) | | 1 | item | | |
| | Potential for additional work (to be priced separatly by may be omitted from the final contract sum | | | | | |
| | Panel board and connection to source. | | 1 | item | | |
| | All remaining armoured cables to future sites of distribution boards | | 1 | item | | |
| | Connection of distribution board for Hall (using existing DB) | | 1 | item | | |
| | Lighting in Hall and the connected areas. | | 1 | item | | |
| | Distribution boards General arrangement - Drawing number: 527 L61 11 T Small power General arrangement - Drawing number: 527 L62 05 T Small power General arrangement Roof Space - Drawing number: 527 L62 06 T Lighting General arrangement - Drawing number: 527 L62 07 T Lighting General arrangement Roof Space - Drawing number: 527 L62 08 T Fire alarm systems General arrangement - Drawing number: 527 L68 09 T Fire alarm systems General arrangement Roof Space - Drawing number: 527 L68 10 T | | | | | |
| | Disconnect and reinstatement of retained systems effected by the works | | 1 | item | | |
| | Utilities Relocating of existing SWEB Power entry/source point | | 1 | item | | |
| 41 Builder's work in connection with mechanical, electrical and transportation installations | | | | | | |
| | BUILDERS WORK IN CONNECTION BWIC Mechanical and Electrical installation including all mortises, chases, pattresses to all walls & ceilings; including all decks and stands within roof spaces | | 1 | item | | |
| | Boxing in of pipes and cables, including sufficient access panels; All exposed plastic pipes to be boxed in, using timber framing MDF covered and decorated | | 1 | item | | |
| | | | | | | |

| | | | | | | |
|--|--|--|--|--|--|--|
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| | <div>Chittlehampton Village Hall (Phase 1 Extension and External over clad)</div> <div>APPENDIX A</div> <div>THE TENDER DRAWINGS & DOCUMENTS</div> <div><div>008-23-0.1-D</div><div>008-23-0.4-T1</div><div>008-23-1.0-D</div><div>008-23-1.1-F</div><div>008-23-1.2-C</div><div>008-23-1.3-D</div><div>008-23-1.4.1-B</div><div>008-23-1.4.2-F</div><div>008-23-1.4-A</div><div>008-23-2.0-C</div><div>008-23-2.1-T1</div><div>008-23-SK01-D</div></div> <div><div>Chittlehampton Village Hall - Architectural Specification_Draft</div></div> <div><div>Structural Engineer</div><div><div>06048E - SK01 - Foundations</div><div>06048E - SK02 - PV Frame Pads (NOT PART OF THESE WORKS)</div><div>06048E - SK03 - Terrace Pads (NOT PART OF THESE WORKS)</div></div><div><div>06048E - SK04 - Terrace Structure (NOT PART OF THESE WORKS)</div><div>06048E - SK06 - Cladding Battens</div><div>06048E - SK07 - Extension Superstructure</div></div><div><div>Mechanical & Electrical Engineer</div><div><div>527 L 62 05 T</div><div>527 L 62 06 T</div><div>527 L 62 07 T</div><div>527 L 62 08 T</div><div>527 L 61 011 T</div><div>527 L XX 012 T</div><div>Luminaire Schedule</div></div><div><div>Other design information not forming part of these works</div><div><div>527 L 53 01 T</div><div>527 L 53 02 T</div><div>527 L 56 03 T</div><div>527 L 56 04 T</div><div>527 L 68 09 T</div><div>527 L 68 010 T</div></div></div><div><div>CDM</div><div><div>Chittlehampton Village Hall - Health and Safety File</div><div>CVH - Pre-Construction Risk Register</div></div></div></div></div> | | | | | |
| | | | | | | |

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