



**SPECIFICATION  
OF WORKS**

**in respect of**

**STAIRCASE REPAIRS  
41 GREAT ORMOND STREET  
LONDON WC1N 3HZ**

**On behalf of**

**GREAT ORMOND STREET  
HOSPITAL  
CHILDREN'S CHARITY**

**Contract Administrators:**

**Gould & Company  
Hamilton House  
Mabledon Place  
London WC1H 9BB**

**Tel: 020 7121 3310**

**October 2012**

# INDEX

1.00	Preliminaries Part 1 - Contract Particulars	1
2.00	Preliminaries Part 2 - Site Management	5
3.00	Preliminaries Part 3 - Workmanship and Materials	10
	Part 4 - The Works	
4.00	Ground/1 <sup>st</sup> Floor Half Landing	17
5.00	1 <sup>st</sup> / 2 <sup>nd</sup> Floor Half Landing	19
6.00	2 <sup>nd</sup> / 3 <sup>rd</sup> Floor Half Landing	21
	Summary	23

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

1.00	<p><b>PRELIMINARIES – CONTRACT PARTICULARS</b></p> <p><b>Nature Of Works</b></p> <p>1.01 The works shall consist of careful opening up, repair/provision of support to staircase half landings, and reinstatement/redecoration of 41 Great Ormond Street, London WC1N 3HZ.</p> <p><b>Specification</b></p> <p>1.02 The works shall be carried out in accordance with this Specification and AKS Ward Structural Engineers repair proposals L12 10 05 dated 19/09/12 Sheets 1 and 2.</p> <p><b>Form of Contract</b></p> <p>1.03 The successful Contractor will be required to enter into the JCT Minor Works Building Contract, 20011 Edition with the following provisions:</p> <ul style="list-style-type: none"> <li>a. The word 'Architect' shall be deleted wherever it appears on the Contract and the words 'Contract Administrator' shall be substituted.</li> <li>b. The word 'Architect' shall be deleted wherever it appears on the Contract and the words 'Contract Administrator' shall be substituted.</li> <li>c. The word 'Architect' shall be deleted wherever it appears on the Contract and the words 'Contract Administrator' shall be substituted.</li> <li>d. Liquidated damages for the purposes of clause 2.8 shall be set at £500.00 per week. This figure may include additional fees for extended site supervision and additional Contract Administration by Gould &amp; Company.</li> <li>e. The Rectification Period for the purpose of clause 2.10 shall be 6 months.</li> <li>f. For the purposes of Clause 3.6 variations shall be valued using any relevant prices in the priced Specification.</li> <li>g. For the purposes of paragraph 4.3, the retention on interim certificates shall be 5%. Interim Certificates will be issued at four weekly intervals.</li> <li>h. For the purposes of clause 4.5, the retention on the penultimate certificate shall be 2.5%.</li> </ul> <p><b>Employer</b></p> <p>1.04 The Employers for the purposes of this Contract shall be Great Ormond Street Hospital Children's Charity, C/o Ms. Majda Chew, Accommodation Services, York House, 37 Queen Square, London WC1N 3HZ.</p>		
------	---	--	--

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

	<p><b>Contract Administrator</b></p>		
1.05	<p>The Contract Administrator for the purposes of this Contract shall be Mr Tim Mole BSc (Hons) MRICS, Gould &amp; Company, Hamilton House, Mabledon Place, London WC1H 9BB.</p>		
	<p><b>Construction (Design And Management) Regulations</b></p>		
1.06	<p>The project is not considered to be Notifiable to the Health and Safety Executive.</p>		
	<p><b>Site Waste Management Plan Regulations</b></p>		
1.07	<p>Where applicable, before commencement of the works on site, the contractor is to prepare a Site Waste Management Plan in accordance with current Regulations. Upon commencement of the works, the Principal Contractor will be responsible for implementing and updating the plan, which is to be kept in the site office or on site, readily available to all Contractors. The plan is to be updated each time waste is removed from site, clearly stating how this is disposed of.</p>		
	<p><b>Inspection Of Site</b></p>		
1.08	<p>The Contractor should inspect the site before submitting his tender and should acquaint himself with the type of construction and lay-out of the building and with the general surroundings, to enable him to allow for all factors that may affect his tender, including such matters as facilities for loading, unloading and storage of plant and materials and for access to the site.</p>		
	<p><b>Scope Of Contract</b></p>		
1.09	<p>The Contractor shall provide and deliver to the site all necessary plant, machinery, tools, equipment and scaffolding and shall allow for haulage of such items to and from the site. The Contractor shall provide all necessary labour and materials, together with water, power and lighting, necessary for the proper execution of the work.</p>		
	<p><b>Safety, Health And Welfare Regulations</b></p>		
1.10	<p>The Contractor shall comply in every respect with all Acts of Parliament and the Regulations for the time being in force concerning the safety, health and welfare of the workmen employed on the site and of others authorised to be on the site.</p>		
	<p><b>Maintain And Protect Public Property</b></p>		
1.11	<p>The Contractor shall maintain and protect public and private carriageways, footways, kerbs, pipes, ducts, sewers, service mains, overhead cables, etc. and keep approaches to the site clear of mud during the execution of the works and make good or pay for the reinstatement of any damage caused thereto directly or indirectly by the execution of the works.</p>		

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

	<p><b>Annoyance To Neighbours</b></p> <p>1.12 The Contractor shall allow for executing works, which in the Contract Administrator's opinion are likely to cause annoyance to occupants in the vicinity, at such times during normal working hours as the Contract Administrator may direct.</p> <p><b>Overtime</b></p> <p>1.13 If the Contractor deems it necessary to execute work outside normal working hours to complete the works by the prescribed date, or for any other purpose, he must obtain the consent of the Contract Administrator.</p> <p><b>Dismissal Of Workmen</b></p> <p>1.14 If, in the opinion of the Contract Administrator, any workman employed on the site is incompetent or does not act in a proper manner, the Contractor shall immediately upon receiving notice to this effect from the Contract Administrator, dismiss the workman from the site and shall not re-employ him on the site without the written consent of the Contract Administrator.</p> <p><b>Access And Attendance</b></p> <p>1.15 The Contractor shall at all times during the progress of the work and defects liability period, allow access to the site by the Contract Administrator and shall attend on him at site inspections if he so requires.</p> <p><b>Insurance</b></p> <p>1.16 The Contractor shall ensure that all sub-contractors are obliged to comply with the provisions of the Contract so far as these relate to sub-contractors and the main Contractor's obligations under the Contract.</p> <p>1.17 The Contractor shall allow in his tender for all payments such as flat-rate National Insurance Contributions, Graduated Pension Contributions, Employee's Liability Insurance, Holiday Pay schemes, pay for public holidays, levies under Industrial Training Schemes, and all other payments required by Acts of Parliament, except VAT, which shall be calculated in accordance with the provisions of the Contract.</p> <p>1.18 The Contractor shall allow for all overtime payments and no alteration shall be allowed in the Contract Sum in this respect unless specifically authorised by the contract Administrator. The Contractor shall allow for all rates of wages and hours of work, not less favourable than those stipulated by the National Joint Council for the Building Industry and the Contract Sum shall be deemed to allow for the said rates and for all rules of the National Joint Council.</p>		
--	--	--	--

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

	<p><b>Fluctuations</b></p> <p>1.19 The Contractor shall be deemed to have allowed in his tender for future increases in costs that are known when his tender is submitted or which he could reasonably have ascertained at that time.</p> <p>1.20 No claim for fluctuations shall be entertained unless the Contractor produces time sheets, invoices and any other evidence reasonably required by the Contract Administrator and unless he has notified the Contract Administrator immediately of any changes in rates, prices, etc.</p> <p>1.21 Fluctuations shall be calculated by references to the following factors:</p> <ul style="list-style-type: none"> <li>a. The wage rates stipulated by the National Council for the Building Industry.</li> <li>b. The market prices for materials.</li> </ul> <p><b>Adjudication/Arbitration</b></p> <p>1.22 Disputes arising out of this Contract may be referred to an Adjudicator or an Arbitrator appointed by the President for the time being of the Royal Institution of Chartered Surveyors.</p> <p><b>Project/Health and Safety File and Operation/Maintenance Manuals</b></p> <p>1.23 The Contractor shall hand over to the Contract Administrator all relevant project information, including Finishes Schedule, Electrical Testing/Commissioning Certificates, Gas Safe Testing/Installation Certificates, Product Warranties/Guarantees, and any other relevant paperwork, irrespective of whether or not the project is subject to the Construction (Design and Management) Regulations (Item 1.06). Such information to be submitted in full, prior to the Contract Administrator issuing Certificate of Practical Completion.</p>		
	<b>Sub-Total</b>		

2.00	<p><b>PRELIMINARIES – SITE MANAGEMENT</b></p> <p><b>General Definitions And Interpretations</b></p>		
2.01	<p>OR EQUIVALENT APPROVED means that products of different manufacture may be substituted if approval has been obtained but the Contract Administrator reserves the right to insist on the named product(s). The rates or prices will be held to be based on the product(s) specified unless otherwise agreed.</p>		
2.02	<p>TO MATCH EXISTING means use products, materials and methods to closely match all visual characteristics and features of the existing work, with joints between existing and new work as inconspicuous as possible, all to approval and to additional specified requirements.</p>		
2.03	<p>REMOVE means remove existing work to described and all associated accessories, fastenings, linings and bedding materials, without damaging adjacent work to be retained, and make good. 'Form' or 'cut' openings, etc, means remove as necessary.</p>		
2.04	<p>MAKE GOOD means carry out local remedial work, including the following as appropriate and necessary to leave the work sound and neat to approval:</p> <ul style="list-style-type: none"> <li>• Remove defective parts of existing finishes and components and around any stated features.</li> <li>• Fill, dress down, piece in, patch, extend existing finishes, make minor repairs and adjustments.</li> <li>• Re-fix or re-stick.</li> <li>• Redecorate</li> </ul>		
2.05	<p>RENEW means carefully remove existing work and replace:</p> <ul style="list-style-type: none"> <li>• With materials/products identical to those used in constructing the removed work or approved substitutes.</li> <li>• Using methods similar to those used in constructing the removed work or approved alternatives</li> <li>• To meet additional specified requirements</li> </ul>		
2.06	<p>FIX ONLY means all labours in unloading, handling, storing and fixing in position, including use of all plant.</p>		
2.07	<p>SUPPLY AND FIX: unless stated otherwise, all items given in the Schedule of Works and/or on the drawings are to be supplied and fixed complete.</p> <p><b>Dimensions</b></p>		
2.08	<p>The Contractor shall be responsible for setting out on site and for checking all dimensions before commencing the works or ordering materials. Any discrepancies shall be reported to the Contract Administrator.</p>		

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

	<p><b>Attendance Upon Sub-Contractors</b></p> <p>2.09 The Contractor shall provide all necessary plant tools, scaffolding, lighting, power and water, etc, required by sub-contractors and shall generally attend upon them cutting away and making good as necessary for the proper execution of their works.</p> <p><b>Nominated Suppliers</b></p> <p>2.10 All expenses in connection with the unloading, storing and return of packings of goods and materials described as PC shall be allowed for by the Contractor.</p> <p><b>Protection Of Works</b></p> <p>2.11 The Contractor shall adequately protect the property from unauthorised entry and shall protect the building against inclement weather. The Contractor shall allow for the protection of the building and fixtures and fittings from damage and shall renew any parts subject to damage arising out of the works whether by accident or neglect. No bricklaying, plastering, concreting or pointing shall be carried out when the temperature is less than three degrees Celsius and no external painting shall be done when there is frost, rain, fog.</p> <p><b>Additional Making Good</b></p> <p>2.12 The Contractor shall take account of the age and condition of the property and shall allow for any additional making good necessary by reasons of these factors.</p> <p><b>Debris And Rubbish</b></p> <p>2.13 The Contractor shall clear from the site at regular intervals and whenever so directed by the Contract Administrator, all debris, rubbish and surplus materials and shall allow for disposing of the same. On completion of the works, the Contractor shall leave the site clean, neat and tidy to the satisfaction of the Contract Administrator, and ready for occupation.</p> <p>2.14 The Contractor shall wash off stains, clean off mortar marks and cement from all facings, bricks steps, cills, pavings, frames etc. clear out gutters and downpipes, rod out and flush down drains, ease doors, windows and ironmongery, clean floors and pavings, clean glass, both inside and out, clean all sanitary fittings (if utilised by Contractors), clear away dirt or debris from windows and doors and leave the building clean and free from debris at completion.</p> <p>2.15 The Contractor shall make good and repair any damage caused to the client's property as a result of the building project.</p>		
--	---	--	--



**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

	<p><b>Roadside Containers</b></p> <p>2.16 The Contractor shall note that roadside containers for the reception of rubbish or building materials may not be placed upon public highways without first obtaining a licence from the local authority.</p> <p><b>Police Regulations</b></p> <p>2.17 Observe any Police Regulations, including those regarding the loading and unloading of, or waiting by vehicles on the public highway.</p> <p><b>Use Of Site</b></p> <p>2.18 The Contractor shall not use the site for any purpose other than that of carrying out the work in this Contract, and he shall obtain the Contract Administrator's approval to the siting of all temporary sheds, stores and materials.</p> <p><b>Confine To Site</b></p> <p>2.19 The Contractor must confine his operations and store his materials within such boundaries as the Employer may define. The Contractor is to restrict all workmen to such boundaries and prevent trespass upon adjoining land or buildings.</p> <p><b>Tree Preservation</b></p> <p>2.20 The Contractor is to note carefully the position of any trees, shrubs, plants, etc, to be preserved where marked on site plan and must take all necessary precautions to prevent damage. Any trees, etc, so damaged are to be replaced at the Contractor's expense.</p> <p><b>Advertisements</b></p> <p>2.21 No advertisements other than normal name boards, approved by the Contract Administrator, will be allowed to be fixed anywhere on the site or approaches.</p> <p><b>Workmanship And Materials</b></p> <p>2.22 All materials are to comply with the respective British Standard Specification where appropriate, and to be best of their respective kinds. The work is to be executed in a good workmanlike manner in accordance with the best current practice.</p> <p><b>Daywork Sheets And Delivery Notes</b></p> <p>2.23 The Contractor shall deliver to the Contract Administrator as and when required or requested, daywork sheets covering the number of people employed on the works in each trade, where these refer to items covered in the specification by daywork, provisional or prime cost sums and delivery notes of all materials and goods delivered to the site where those are similarly covered.</p>		
--	--	--	--

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

	<p><b>Programme Of Works</b></p> <p>2.24 The Contractor shall prepare and deliver to the Contract Administrator before the works commence a detailed bar chart programme for carrying out the works within the contract period.</p> <p>2.25 The programme is to be prepared in such a manner that the planned programme and sequence of all the operations (including those of all Sub-Contractors) may be readily compared with actual progress of work on site.</p> <p><b>Plant, Tools And Scaffolding</b></p> <p>2.26 The Contractor is to allow for all necessary plant, to include cranes, scaffolding, lifting equipment etc as necessary to complete the works described and in accordance with the current Construction Safety Regulations. The Contractor should allow to take over the hiring of the scaffolding from the commencement of the works until the work has been completed.</p> <p>2.27 The Contractor shall provide all necessary temporary shorings, hoardings and scaffolding for the proper execution and completion of the works and pay all charges in this connection.</p> <p>2.28 The Contractor shall allow for any necessary relocation or modification to TV Aerials or satellite dishes that may be affected by access arrangements, in order to maintain the service for the duration of the works.</p> <p>2.29 All plant, tools and scaffolding shall be removed upon completion of the works together with making good of any damage.</p> <p><b>Temporary Support</b></p> <p>2.30 The Contractor shall provide all necessary temporary support and shall remove the same on completion and make good all works disturbed.</p> <p><b>Special Protection</b></p> <p>2.31 The Contractor shall provide all necessary dust sheets and temporary protection to prevent dust and debris penetrating to the remainder of the property and shall maintain the security of the property for the duration of the works.</p> <p>2.32 During wet or frosty weather, all exposed sections of work shall be properly protected. All existing structures and surfaces, including new work already completed, to be protected from impact damage, splashes etc during the course of other building trades.</p> <p><b>Site Meetings</b></p> <p>2.33 Site meetings shall normally be held at 4 weekly intervals unless otherwise agreed prior to commencement of the work.</p>		
--	--	--	--

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

2.34	<p>The Contractor shall attend such meetings and inform Named or other Sub-Contractors and Suppliers when their presence will be required.</p> <p><b>Temporary Electricity, Water, Telephone Etc.</b></p>		
2.35	<p>The Contractor will be permitted the use of existing connected electricity and water supplies. In the event that these are not available, the Contractor will provide temporary installations as appropriate.</p>		
2.36	<p>The Contractor shall execute all temporary plumbing and provide necessary storage and pay all costs, charges and fees as levied by the local Water Board for building purposes.</p> <p><b>Building Control</b></p>		
2.37	<p>The Contractor is responsible for arranging attendance of a Building Control Officer at appropriate stages of construction.</p>		
2.38	<p>Where necessary, the Contractor shall allow for physical testing of all new drainage runs in the presence of a Building Control Officer.</p>		
2.39	<p>Where necessary, the contractor shall allow for pressure testing the building to demonstrate compliance with Approved Document Part L.</p>		
2.40	<p>Where necessary, the Contractor shall allow for Acoustic Testing of robust detailing to demonstrate compliance with Approved Document Part E.</p> <p><b>Provisional Sums</b></p>		
2.41	<p>Where applicable, the Contractor shall allow for general attendance and facilities on all sub-contractors work in addition to the attendance specified for each sub-contractor, such general attendance and facilities shall include the free use of standing scaffold, provision of space for storage and plant and materials, providing light and water for their work and cleaning away any rubbish.</p>		
2.42	<p>The Contractor shall allow the following provisional sums to be expended or deducted from the Contract Sum as directed by the Contract Administrator.</p> <p>General Contingency Sum £1,000</p>	Prov.	1,000.00
2.43	<p>All provisional and PC sums specified herein shall be <u>exclusive</u> of any profit required by the Contractor. Such sums which may be required must be contained separately within the total sum allowed for the execution of the work.</p>		
	<b>Sub Total</b>		

3.00	<b>PRELIMINARIES – MATERIALS AND WORKMANSHIP</b>  <b>Demolition And Preparation</b>		
3.01	Prior to commencing demolition work, the contractor should provide a Risk Assessment and Method Statement as appropriate for the scale and nature of the works		
3.02	The Contractor shall allow for all necessary temporary support, including scaffolding, needle propping and strutting to ensure stability of the structure of the building when stripping out works are in progress.		
3.03	Demolition work should only be undertaken by competent persons who are experienced in such operations.		
	<b>Excavator</b>		
3.04	The Contractor shall allow for any necessary shoring of excavation trenches, as may be required by poor soil conditions.		
3.05	The Contractor shall allow for removing tree roots and any other obstructions which may be encountered in the ground.		
3.06	All excavations, drainage runs, oversite and damp proof membranes are to be inspected by Contract Administrator and Building Control Officer, prior to pouring concrete. After backfilling all surplus excavations to be removed from site.		
	<b>Concretor</b>		
3.07	The Contractor shall refer to the Specification of Works and drawings for concrete mix required. Site concrete should not be placed below 2° centigrade and should be of uniform mix, colour and consistency with the slump not exceeding 50mm. New foundations to be satisfactorily levelled using levelling pins.		
3.08	Any localised soft spots in ground conditions may require reinforcement in consultation with Building Control.		
3.09	Ready mixed concrete may be used, but this must be bought to site in appropriate lorries with revolving drums. All concrete should be protected against loss or gain of moisture and no further water must be added to the mix, as this may affect the design strength.		
3.10	Hand mixed concrete should be placed in its final position and left undisturbed within a maximum period of 1½ hours of either; a) introducing mixing water to the cement/aggregate, or; b) the introduction of cement to the aggregates (whichever is the longer).		

3.11	All mild steel reinforcement utilised in concrete shall be free of oil, dirt, loose rust and other deleterious material. Hot rolled bars shall conform with BS.4 and meshes will conform with BS.449 and BS.5950. All reinforcement must be properly fixed into position prior to concreting using proprietary spacers/chairs, and all bars to have minimum of 450mm overlap at any one point.		
3.12	Any drain or ducting runs passing through foundation walls should be properly supported with pre-stressed concrete plank lintels of minimum 65mm depth.		
3.13	Approval by the Contract Administrator and/or Engineer will not relieve the Contractor from his responsibilities concerning quality of materials and standard of workmanship.		
3.14	Any concreting work deemed defective by Contract Administrator or Structural Engineer shall be cut out and removed from works, or tested as appropriate.		
3.15	Water used in mixing concrete shall be free from lime, sulphate or other deleterious material. No admixtures shall be permitted to be used in the concrete.		
3.16	Partially set concrete should be rejected and must not be used within concrete construction.		
3.17	Back filling of trenches should be carried out utilising appropriate compacted hardcore or earth as appropriate.		
3.18	Existing foundations must not be cut into or damaged during the course of the works unless specifically instructed by the Contract Administrator. New foundations cast directly against existing foundations shall be separated by compressible filler board.		
3.19	If works are being carried out in proximity to site boundaries, these must be carried out strictly in compliance with any Party Wall Awards or other Agreement.		
	<b>Drain Layer</b>		
3.20	All new drainage runs to be formed with plastic pipe, carefully bedded and surrounded with appropriate material as set out in the Specification, and to an appropriate fall between 1:40 and 1:60.		
3.21	All new drainage shall be 'tested' in the presence of Building Control Officer, prior to backfilling works being carried out.		
	<b>Bricklayer</b>		
3.22	Facing bricks in external walls are to be best quality stock, approved by the Contract Administrator, and to closely match existing brickwork in both colour and texture.		

3.23	<p>Brickwork is to be accurately set out and built up to dimensions shown on the drawings. Construction tolerances should be as follows:</p> <ol style="list-style-type: none"> <li><b>Position on Plan</b> – 10mm for superstructure and ground beams, relative to building grid lines, and 35mm for foundations, relative to building grid lines.</li> <li><b>Vertically</b> – Plumbness should be within the following tolerances: <ol style="list-style-type: none"> <li>Up to and including 1.5m: +/- 5mm</li> <li></li> <li>1.5m to 4m: +/- 15mm</li> <li>over 4m height: +/- 20mm.</li> </ol> </li> <li><b>Level</b> – maximum deviation of +/- 10mm.</li> <li><b>Cross section of site constructed members</b> – dimensions of beams, slabs, columns, piers and walls – up to and including 500mm +/- 5mm, over 500mm +/- 1%.</li> </ol>		
3.24	<p>The above tolerances should be regarded as maximum permitted for general building purposes and should be improved upon in normal day to day construction. The tolerances cannot be cumulative for the purposes of the specification.</p>		
3.25	<p>New brickwork is to be cut, toothed and bonded to existing structures and shall be built 4 courses in each 300mm. In dry weather bricks should be soaked in clean water before laying and tops of brickwork left off shall be thoroughly wetted before work is recommenced.</p>		
3.26	<p>All mortar mixes are to incorporate cement to BS.12, lime to BS.890 and sand to BS.1200, Table 1. Mortar shall be mixed in a batch mixture of approved type, or on a boarded stage and used within a maximum 1.5 hour period of mixing. No set or partially set mortar shall be used. Mortar plasticisers or air entraining agents may be used by specific agreement with the Contract Administrator.</p>		
3.27	<p>Blockwork shall be as specified, although alternative manufacturers will be considered by specific agreement with the Contract Administrator. This assumes that alternative blocks are like for like in quality and thermal performance.</p>		
3.28	<p>Any below ground work should be carried out using engineering bricks or appropriate quality blockwork.</p>		
3.29	<p>All necessary care should be taken to ensure the cleanliness of facing brickwork at all times. The use of acid cleaners to remove staining shall not be encouraged.</p>		
3.30	<p>All storage of masonry material shall be protected from rain, snow and frost. All Portland cement, hydrated lime materials should be kept in a dry location. Sand/lime mixes should be appropriately stored to prevent contamination or drying out.</p>		

3.31	The height of wall being built during the period of 1 day should not exceed 1.5m without specific permission of the Contract Administrator.		
3.32	The profile of the mortar joint shall be a flush joint unless otherwise specified by the Contract Administrator.		
3.33	No laying of brickwork/blockwork should be carried out when the temperature is at or below 3° centigrade, and in all cases the temperature must remain above freezing point until the mortar has hardened.		
3.34	Top layers of brickwork should be protected from direct rainfall.		
	<b>Carpenter</b>		
3.35	All sawn softwood timbers to be tanalised SC3 grade unless otherwise specified, in accordance with BS.4471, BS.4978 and BS.5268.		
3.36	All joinery timber should be used in accordance with BS.1186 Part 1 and BS.CP112, and moisture content shall be as recommended in these documents for use in continuously heated buildings. (Where there is any discrepancy, the more stringent requirement shall be followed.)		
3.37	All structural timber shall be in accordance with BS.5268 and National Building Regulations. Timber and decking to be fixed in accordance with BS.CP112 (Part 2), and BS.CP3.		
3.38	Structural timbers should be a minimum strength class SC3 graded to BS.4978, 1973 and shall not have a moisture content exceeding 19% at the time of construction.		
3.39	Timber sizes specified are nominal square sawn section and the minimum size should not be less than specified.		
3.40	All bolted joints to have toothed plate connectors at the interface of members unless otherwise specified in the drawings.		
3.41	When utilising joist hangers or anchor plates, the ends of joists, rafters, purlins etc., shall be fixed in the plate or hanger through pre-drilled holes by wood screws, not less than 8 SWG size.		
3.42	Any notches through timber members for services shall not exceed 0.125 of the depth of a joist and should be located between 0.07 and 0.25 of the span from the support. Holes will not be permitted through timbers unless by specific agreement with Structural Engineer.		
3.43	All timber should be impregnated against rot, fungus decay and infestation conforming to BS.5268.		
3.44	No timber should be embedded or concealed within the thickness of an external wall or in contact with the ground.		



3.45	Where painting of timber is specified, all timber should be primed to BS.2521/2522.		
3.46	Timber stored on site should be appropriately protected.		
3.47	All glass should be fixed in accordance with the latest Codes of Practice.		
3.48	Glass in 'critical locations' to be suitable specification for impact performance in accordance with Building Regulations Part N and BS.6206.		
	<b>Roofing</b>		
3.49	All roofing works to be carried out in accordance with current Codes of Good Building Practice and in accordance with the Specification of Works.		
3.50	Tiles and slates used in repairs or extensions shall match existing roof coverings. Roofs which are to be completely re-tiled or re-slatted or new separate roofs shall be in tiles or slates specified in the Specification of Work and in accordance with one or more of the following British Standards: Clay tiles BS.402; Concrete tiles BS.473; Slates BS.680; Fibre Cement Slates and Sheets BS.690.		
3.51	Battens shall be sawn softwood pressure impregnated with preservative to BS.4471 and sized as per Specification of Works.		
3.52	Roofing felt should generally be of breathable type as detailed in the Specification of Works.		
3.53	Workmanship shall generally comply to requirements of the various Codes of Practice for roofing: Slating and Tiling BS.5534 Part 1. Any manufacturers instructions or recommendations for any particular material shall be followed.		
	<b>Leadworker</b>		
3.54	Lead sheeting for roofing flashings and coverings should be to BS.1178 and installed to BS.6915. All leadwork to be strictly in accordance with the recommendations of the Lead Sheeting Association as set out in their two volumes: Volume 1 – Lead Sheet Flashing Volume 2 – Lead Sheet Roofing and Cladding.		
	<b>Structural Steel</b>		
3.55	All structural steel to be strictly in accordance with BS.5950 Parts 1 and 2, BS.449 and with National Building Regulations.		
3.56	Where appropriate, accurate steelwork drawings for fabrication and erection purposes, shall be produced and specifically agreed with the Structural Engineer prior to commencement of work on site. Any such approval from the Engineer or Contract Administrator, shall in no way relieve the steelworker of his construction responsibilities.		



3.57	The steelworker should attend site in order to take all necessary dimensions and levels, and must not rely from scaling off drawings. Internal and external walls shall be plumbed to ensure that the steelwork correctly fits the aperture it is intended for.		
3.58	No service holes should be cut within structural steel members unless by specific agreement with Structural Engineer.		
3.59	All welding should comply with provision BS.5135, 1984 and shall be carried out by a competent welder with a welding certificate from an Independent Authority less than 6 months old. Any site welds must be inspected and tested by an Independent Authority, which process to be undertaken free of charge.		
3.60	All protective treatment to steelwork is to be undertaken in accordance with BS.5493, 1977 and the Specification of Works.		
3.61	Assembly and erection of all structural steelwork shall be carried out by experienced steelwork contractors.		
3.62	Any holding down bolts for fixing steelwork to concrete bases shall be supplied by the steelworker as part of his installation.		
	<b>Plasterer</b>		
3.63	All plasterwork carried out to walls and partitions where specialist DPC treatment has occurred, should be carried out strictly in accordance with the requirements of the specialist Sub-Contractor. Any work carried out not in accordance with the Sub-Contractor's specification shall be removed and made good at the Contractor's expense.		
3.64	Electrical socket boxes within plaster depth shall be backed with 1:3 waterproof sand and cement prior to fixing.		
3.65	No plaster should be allowed to come into contact with solid floor areas and shall finish at least 50mm above any screed.		
3.66	Carlite plaster should not be used on any solid walls or partitions.		
3.67	Metal lathing used in conjunction with plastering shall be stainless steel expanded metal lathing fixed in compliance with BS.1369.		
3.68	Plasterboard to be 15mm Gyproc for ceilings and wall finishes, except as specified otherwise. All plasterboard linings to be taped and jointed in preparation for plaster skim coat.		
	<b>Plumbing And Heating</b>		
3.69	All new plumbing is to conform to BS.5572.		
3.70	The installation to conform to Water Authority Bylaws and CP.310.		

3.71	<p>All work to comply with relevant British Standards and Codes of Practice. The complete system to be carried out by a 'Gas Safe' registered installer and appropriately certified.</p> <p><b>Electrical</b></p>		
3.72	<p>All electrical work to be carried out strictly in accordance with the latest (17<sup>th</sup>) edition of the IEE Regulations, and Contract Administrator's drawings.</p> <p><b>Airtightness</b></p>		
3.73	<p>Target air permeability of property 6m<sup>3</sup>/hour/m<sup>2</sup> of external surface area at 50 Pascals.</p>		
3.74	<p>Airtight envelopes are as follows, Floor: Damp Proof Membrane, sealed to DPC. Walls: 15mm plaster sealed at junctions with floors and ceilings. Ceiling: 500 gauge polythene sheet fixed between plasterboard and ceiling joists and sealed behind plasterboard at junctions with walls.</p>		
3.75	<p>All penetrations of these layers for services are to be thoroughly sealed. To walls by parging round pipes, power sockets and light switches. To floor, seal round service penetrations by thoroughly filling gaps in beam and block floor with sealant and with 'Tophat' sealers to DPM. To ceiling, seal round service penetrations and all light fittings.</p>		
3.76	<p>Enforcement. This property will be subject to pressure testing, which is to be carried out before second fix. If it fails to meet the minimum air permeability of 10m<sup>3</sup>/hour/m<sup>2</sup> of external surface area at 50 Pascals remedial work will have to be carried out. It is therefore vital that the specification of this drawing is followed.</p> <p><b>General</b></p>		
3.77	<p>All materials and workmanship are to conform to the appropriate British Standard and Code of Practice.</p>		
3.78	<p>The contractor shall ensure that all materials and workmanship are of the highest quality, having regard to the nature of the work together with accuracy of dimensions etc.</p>		
3.79	<p>Appropriate materials and goods shall be used and fixed in accordance with manufacturers' recommendations.</p>		
	<b>Sub-Total</b>		

4.00	<b>GROUND/1<sup>ST</sup> FLOOR HALF LANDING</b>		
	<p><i>The following works are to be carried out in accordance with AKS Ward Structural Engineers repair proposals L12 10 05 dated 19/09/12 Sheets 1 and 2.</i></p> <p><i>Work is to start at the ground/first floor half landing, and is to be completed sequentially one floor at a time working up the building, followed by sequential removal of temporary propping from top level downwards.</i></p> <p><u>Prepare</u></p>		
4.01	<p>Carefully take down existing plasterboard ceiling/soffit to underside of half landing and stair flight from ground to half landing, to allow access for remedial work.</p>		
4.02	<p>Carefully remove carpet from half landing and upper treads below half landing, as necessary to expose timber stair structure for remedial works. Set aside in readiness for re-laying upon completion.</p>		
4.03	<p>Carefully remove timber paneling and mouldings to central stud partition adjacent to half landing, and set aside for re-use/re-fixing upon completion. Paneling to be removed from half landing level to level of floor edge beam.</p>		
4.04	<p>Carefully take up floor boards to half landing above half landing trimmer and half landing joist at abutment with central partition, to allow installation of steel joist hanger and restraint straps.</p> <p><u>Repairs</u></p>		
4.05	<p>Carefully notch into floor edge beam to form pocket for new steel joist hanger in accordance with AKS Ward proposals. Notch depth to allow steel joist hanger to finish flush with existing face of edge beam.</p>		
4.06	<p>Supply elongated galvanized steel joist hanger as shown in AKS Ward details.</p>		
4.07	<p>Fit elongated galvanized steel joist hanger as shown in AKS Ward details:</p>		
	<ul style="list-style-type: none"> <li>a) Min. 50mm bearing onto timber edge beam.</li> <li>b) Fixing detail to be confirmed by AKS Ward on site.</li> <li>c) Half landing trimmer to be propped and lifted slightly prior to installation of joist hanger.</li> <li>d) After joist hanger is fitted, install packs to ensure a tight fit between hanger and joist.</li> <li>e) Prop to remain in place whilst works at next landing up completed, and only removed once prop above is removed.</li> </ul>		
4.08	<p>Supply 5no. 150mm x 150mm heavy duty galvanized steel restraint straps, Expament or similar, to BS EN 10142, as shown in AKS Ward details.</p>		

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

4.09	<p>Fit heavy duty galvanized steel restraint straps, as shown in AKS Ward details:</p> <ul style="list-style-type: none"> <li>a) 2no. to each stair stringer, fixed to half landing trimmer.</li> <li>b) 1no. to half landing joist, fixed to half landing trimmer.</li> <li>c) Fixing detail to be confirmed by AKS Ward on site.</li> </ul> <p><u>Reinstate</u></p>		
4.10	Re-fix half landing floorboards previously set aside.		
4.11	Re-fix partition timber paneling and mouldings previously set aside.		
4.12	Allow provisional sum £500.00 for joinery repairs to paneling and mouldings etc.		
4.13	<p>Supply and fix 15mm thick Gyproc Fireline square edge plasterboard to half landing and staircase ceiling/soffit, and finish with plaster skim.</p> <p><u>Redecorate/Recarpet</u></p>		
4.14	To new plaster skimmed ceiling and soffit, apply 1 mist coat and 2 full coats of Dulux Vinyl Matt emulsion paint. Colour to match adjacent areas.		
4.15	To reinstated timber paneling and mouldings, allow to touch in and make good damaged surfaces, to match surrounding finish.		
4.16	Reinstate carpet to half landing and stair.		
	<b>Sub-Total</b>		

**D3855: 41 Great Ormond Street, London WC1N 3HZ – Staircase repairs**

5.00	<b>1<sup>ST</sup> / 2<sup>ND</sup> FLOOR HALF LANDING</b>		
	<u>Prepare</u>		
5.01	Carefully take down existing plasterboard ceiling/soffit to underside of half landing and stair flight from first floor to half landing, to allow access for remedial work.		
5.02	Carefully remove carpet from half landing and upper treads below half landing, as necessary to expose timber stair structure for remedial works. Set aside in readiness for re-laying upon completion.		
5.03	Carefully remove timber paneling and mouldings to central stud partition adjacent to half landing, and set aside for re-use/re-fixing upon completion. Paneling to be removed from half landing level to level of floor edge beam.		
5.04	Carefully take up floor boards to half landing above half landing trimmer and half landing joist at abutment with central partition, to allow installation of steel joist hanger and restraint straps.		
	<u>Repairs</u>		
5.05	Carefully notch into floor edge beam to form pocket for new steel joist hanger in accordance with AKS Ward proposals. Notch depth to allow steel joist hanger to finish flush with existing face of edge beam.		
5.06	Supply elongated galvanized steel joist hanger as shown in AKS Ward details.		
5.07	Fit elongated galvanized steel joist hanger as shown in AKS Ward details: <ul style="list-style-type: none"> <li>a) Min. 50mm bearing onto timber edge beam.</li> <li>b) Fixing detail to be confirmed by AKS Ward on site.</li> <li>c) Half landing trimmer to be propped and lifted slightly prior to installation of joist hanger.</li> <li>d) After joist hanger is fitted, install packs to ensure a tight fit between hanger and joist.</li> <li>e) Prop to remain in place whilst works at next landing up completed, and only removed once prop above is removed.</li> </ul>		
5.08	Supply 5no. 150mm x 150mm heavy duty galvanized steel restraint straps, Expament or similar, to BS EN 10142, as shown in AKS Ward details.		
5.09	Fit heavy duty galvanized steel restraint straps, as shown in AKS Ward details: <ul style="list-style-type: none"> <li>a) 2no. to each stair stringer, fixed to half landing trimmer.</li> <li>b) 1no. to half landing joist, fixed to half landing trimmer.</li> <li>c) Fixing detail to be confirmed by AKS Ward on site.</li> </ul>		

	<u>Reinstate</u>  5.10 Re-fix half landing floorboards previously set aside.  5.11 Re-fix partition timber paneling and mouldings previously set aside.  5.12 Allow provisional sum £500.00 for joinery repairs to paneling and mouldings etc.  5.13 Supply and fix 15mm thick Gyproc Fireline square edge plasterboard to half landing and staircase ceiling/soffit, and finish with plaster skim.  <u>Redecorate/Recarpet</u>  5.14 To new plaster skimmed ceiling and soffit, apply 1 mist coat and 2 full coats of Dulux Vinyl Matt emulsion paint. Colour to match adjacent areas.  5.15 To reinstated timber paneling and mouldings, allow to touch in and make good damaged surfaces, to match surrounding finish.  5.16 Reinstate carpet to half landing and stair.		
	<b>Sub-Total</b>		

6.00	<b>2<sup>nd</sup> / 3<sup>rd</sup> FLOOR HALF LANDING</b>		
	<u>Prepare</u>		
6.01	Carefully take down existing plasterboard ceiling/soffit to underside of half landing and stair flight from second floor to half landing, to allow access for remedial work.		
6.02	Carefully remove carpet from half landing and upper treads below half landing, as necessary to expose timber stair structure for remedial works. Set aside in readiness for re-laying upon completion.		
6.03	Carefully remove timber paneling and mouldings to central stud partition adjacent to half landing, and set aside for re-use/re-fixing upon completion. Paneling to be removed from half landing level to level of floor edge beam.		
6.04	Carefully take up floor boards to half landing above half landing trimmer and half landing joist at abutment with central partition, to allow installation of steel joist hanger and restraint straps.		
	<u>Repairs</u>		
6.05	Carefully notch into floor edge beam to form pocket for new steel joist hanger in accordance with AKS Ward proposals. Notch depth to allow steel joist hanger to finish flush with existing face of edge beam.		
6.06	Supply elongated galvanized steel joist hanger as shown in AKS Ward details.		
6.07	Fit elongated galvanized steel joist hanger as shown in AKS Ward details: <ul style="list-style-type: none"> <li>a) Min. 50mm bearing onto timber edge beam.</li> <li>b) Fixing detail to be confirmed by AKS Ward on site.</li> <li>c) Half landing trimmer to be propped and lifted slightly prior to installation of joist hanger.</li> <li>d) After joist hanger is fitted, install packs to ensure a tight fit between hanger and joist.</li> <li>e) Prop to remain in place whilst works at next landing up completed, and only removed once prop above is removed.</li> </ul>		
6.08	Supply 5no. 150mm x 150mm heavy duty galvanized steel restraint straps, Expament or similar, to BS EN 10142, as shown in AKS Ward details.		
6.09	Fit heavy duty galvanized steel restraint straps, as shown in AKS Ward details: <ul style="list-style-type: none"> <li>a) 2no. to each stair stringer, fixed to half landing trimmer.</li> <li>b) 1no. to half landing joist, fixed to half landing trimmer.</li> <li>c) Fixing detail to be confirmed by AKS Ward on site.</li> </ul>		

	<u>Reinstate</u> 6.10 Re-fix half landing floorboards previously set aside. 6.11 Re-fix partition timber paneling and mouldings previously set aside. 6.12 Allow provisional sum £500.00 for joinery repairs to paneling and mouldings etc. 6.13 Supply and fix 15mm thick Gyproc Fireline square edge plasterboard to half landing and staircase ceiling/soffit, and finish with plaster skim. <u>Redecorate/Recarpet</u> 6.14 To new plaster skimmed ceiling and soffit, apply 1 mist coat and 2 full coats of Dulux Vinyl Matt emulsion paint. Colour to match adjacent areas. 6.15 To reinstated timber paneling and mouldings, allow to touch in and make good damaged surfaces, to match surrounding finish. 6.16 Reinstate carpet to half landing and stair.		
	<b>Sub-Total</b>		



<b><u>SUMMARY</u></b>		
1.00	Preliminaries Part 1 - Contract Particulars	
2.00	Preliminaries Part 2 - Site Management	
	Contingency Sum	
3.00	Preliminaries Part 3 - Materials and Workmanship	
	Part 4 - The Works	
4.00	Ground/1 <sup>st</sup> Floor Half Landing	
5.00	1 <sup>st</sup> / 2 <sup>nd</sup> Floor Half Landing	
6.00	2 <sup>nd</sup> / 3 <sup>rd</sup> Floor Half Landing	
<b>TOTAL</b>		