

Scope of Works and Costs for Reinstatement to Cat A Standard at Fourth Floor, 65 Kingsway, London WC2B 6TD

October 2016

Quant Unit Total

The space was taken fitted out by a previous tenant with a schedule of condition. Subsequently the present tenant (the client) removed the then existing tea point and installed a large kitchen and staff area (area 1 on the demolition zones drawing), modified partitions around the space (area 2 on the demolition zones drawing) and converted the post room to a disabled toilet / shower room (area 3 in the demolition zones drawing).The space is required to be reinstated as Cat A space to match the existing as far as possible. The works will require demolition of the partitions and kitchen, reinstatement of the ceilings and lighting, reinstatement of the post room and rationalisation of the services in the areas to suit the proposed open plan office or post room use.

Note: To be read in conjunction with the following drawings:

- a) 140804 As Built Drawing's.dwg
- b) 140804 As Built Reflected Ceiling.pdf
- c) floor plan as previous.bmp
- d) floor plan as proposed.bmp
- e) floor plan demolition zones.bmp

1.00 DESIGN FEES
ITEM DESCRIPTION

1.01 Design

Sub total

2.00 SITE SET UP AND ADMINISTRATION
ITEM DESCRIPTION

2.01 Working Site Supervisor

2.02 Out of hours working & deliveries (noise & delivery restrictions)

2.03 Full Time Attendant labour

2.04 Remove all debris in relation to the strip out of the existing finishes. Wait and load lorries / bins.

2.05 Clear away all site waste as it accumulates during the course of the works

2.06 Provide small plant and access stagings

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		Quant	Unit	Total
2.07	Provide temporary site offices and meeting facilities			
2.08	Mobile communications			
2.09	Protection to common areas			
2.10	PPE Equipment as required for H & S			
2.11	Site personal welfare facilities			
2.12	Fuels, electricity, gas etc. by Client			
2.13	Security site tool boxes			
2.14	Transfer prevention dust matts and equipment			
2.15	Compliance with Health & Safety (CDM) regulations.			
2.16	Fire prevention equipment & signage			
2.17	Clean site on completion of the works			
2.18	Site survey			
	Sub total			
3.00	EXTERNAL FEES AND CHARGES			
ITEM	DESCRIPTION			
3.01	Building Control Fees – Requirement TBC			
3.02	Demolition & Refurbishment Survey - Taking of samples in accordance HSG264 and deposited with an independent UKAS accredited laboratory for analysis in accordance with HSG248. Analysis will be certified in the final report.			
	Sub total			
4.00	CDM PRINCIPAL DESIGNER & PRINCIPAL CONTRACTOR			
ITEM	DESCRIPTION			
4.01	In line with the requirements of the Construction (Design & Management) Regulations 2015, a Principal Designer must be formally appointed to co-ordinate the design aspects of the project. This role is in addition to the responsibilities of the Principal Contractor, which we have allowed for elsewhere.			
4.02	PPC to fulfil the Principal designer & Principal Contractor's role in-line with the Regulations including responsibility for:-			
4.03	Providing advice to the Client on his responsibilities under the Regulations.			
4.04	Notification and subsequent updates of project details to the H.S.E.			

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- 4.05 Establishing risk assessments for unavoidable hazards anticipated during construction.
- 4.06 Securing existing documentation relevant to Health & Safety of the project (including as-built drawings, O&M Manuals, Health & Safety file, Asbestos Register, etc.).
- 4.07 Providing advice to the Client on all aspects of Health & Safety throughout the project.
- 4.08 Develop the initial Construction phase plans.
- 4.09 Develop the initial Health & Safety Plan.
- 4.10 Provide, update and issue a Health & Safety file, at project completion.
- 4.11 Provide / collate O&M manuals

Sub total

5.00 BASE BUILDING ITEMS & STRIP OUT

ITEM DESCRIPTION

- 5.01 Take up raised floor panels to access redundant services in the floor void and re-lay on completion, based on floor area shown on plan.
- 5.02 Disconnect and remove all existing data / telephone cables, Comms cabinet etc. relating only to the reinstated area. Leave and protect all cabling to remaining office areas.
- 5.03 Isolate, disconnect and cap off the existing tea point pipe work and associated plumbing services and carry out alterations and adaptations.
- 5.04 Isolate, disconnect and cap off the existing disabled toilet / shower room pipe work and associated plumbing services and carry out alterations and adaptations.
- 5.05 Dismantle and remove existing disabled toilet / shower room fixtures and fittings complete.
- 5.06 Dismantle and remove existing tea point bases and wall cupboards and worktops leave ready as open plan space.
- 5.07 Allow to clean 600 x 600 grilles located in ceiling grid.
- 5.08
- 5.09
- 5.10

Sub total

6.00 CEILINGS

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ITEM DESCRIPTION

- 6.01 Allow to dismantle and remove plasterboard ceiling.
- 6.02 Supply and install new 600 x 600 perforated metal ceiling tiles to match existing.
- 6.03 Supply and install additional ply pattresses for supports to PIR sensors smoke detection heads, etc.
- 6.04 Allow to repair or replace damaged ceiling grid and tiles in areas of the floor. Provisional sum - £5,000

Sub total

7.00 PARTITIONS, DOORS & HARDWARE

ITEM DESCRIPTION

- 7.01 Dismantle and remove existing solid and glass partitions.
- 7.02 Dismantle and remove existing solid core doors and frames
- 7.03 MDF skirting 100mm high to all new partitions

Sub total

8.00 SMALL POWER

ITEM DESCRIPTION

- 8.01 Carry out validation of existing services
- 8.02 Disconnect and remove existing power supplies and containment from internal partitions.
- 8.03 Disconnect and remove existing electric panel heaters.
- 8.04 Disconnect and remove speakers and ceiling tiles.
- 8.05 Disconnect and remove security sensors and panel.
- 8.06 Disconnect and remove associated power supplies and independent distribution board from Comms Room, pull SWA supplies back through floor void and disconnect from main board.
- 8.07 Testing and commissioning

Sub total

9.00 LIGHTING & FITTINGS

ITEM DESCRIPTION

- 9.01 Isolate and make safe before removal of existing light fittings
- 9.02 Remove existing light fittings

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- 9.03 Supply and install new lighting control module with dedicated power supply.
- 9.04 Supply and install flush mounted 600 x 600 panel light fitting to match existing.
- 9.05 Supply and fit new lighting in existing disabled toilet / showroom to match other toilets.
- 9.06 100mm recessed LED down lights with emergency packs
- 9.07 Re-wire existing PIR sensors and connect to new LCM
- 9.10 Re-commission lighting control system

Sub total

10.00 FIRE AND EMERGENCY SYSTEMS

ITEM DESCRIPTION

- 10.01 Disconnect and remove existing smoke detection heads and store.
- 10.02 On completion of works re-instate existing heads to conform to current regulations
- 10.03 Adaption of existing fire alarm sensors to match the open plan nature of the floor
- 10.04 Re-commission existing fire system.
All works to be based on normal working hours

Sub total

11.00 WALL, CEILING FINISHES & DECORATIONS

ITEM DESCRIPTION

- 11.01 Minor making good, prepare and apply two coats of matt white emulsion paint to existing partitions.
- 11.02 Minor making good, prepare and apply two coats of matt white emulsion paint to existing perimeter walls.
- 11.03 Minor making good, prepare and apply two coats of matt white emulsion paint to existing core walls.
- 11.04 Minor making good, prepare and apply two coats of matt white emulsion paint to existing columns.
- 11.05 Minor making good, prepare and apply two coats of matt white emulsion paint to existing window reveals.
- 11.06 Minor making good, prepare and apply two coats of matt white emulsion paint to existing ceilings.

WOODWORK

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		Quant	Unit	October 2016 Total
11.07	Prepare and two coats of oil paint to existing timber skirtings.			
11.08	Prepare and apply two coats of oil paint to existing timber window plinth boxings to Atrium windows, exceeding 300mm wide.			
11.09	Clean linear grille to all areas.			
		Sub total		
12.00	FLOOR FINISHES			
ITEM	DESCRIPTION			
12.01	Lift and remove existing carpet tiles			
12.02	Lift and remove existing vinyl flooring in kitchen and disabled toilet			
12.03	Supply and lay DESSO commercial quality carpet tiles to match existing range or similar on and including Tackifier adhesive.			
12.04	Cut outs for floor boxes / grommets			
12.05	Protection to carpets on completion.			
		Sub total		

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SUMMARY SHEET

- 1.00 DESIGN FEES
- 2.00 SITE SET UP AND ADMINISTRATION
- 3.00 EXTERNAL FEES AND CHARGES
- 4.00 CDM PRINCIPAL DESIGNER & PRINCIPAL CONTRACTOR
- 5.00 BASE BUILDING ITEMS & STRIP OUT
- 6.00 CEILINGS
- 7.00 PARTITIONS, DOORS & HARDWARE
- 8.00 SMALL POWER
- 9.00 LIGHTING & FITTINGS
- 10.00 FIRE AND EMERGENCY SYSTEMS
- 11.00 WALL, CEILING FINISHES & DECORATIONS
- 12.00 FLOOR FINISHES

TOTAL