

**Sampford Courtenay Village Hall - Replacement Roof Coverings & Associated Works**

<b>Item</b>	<b>Works Description</b>	<b>Quantity</b>	<b>£</b>
<b>1.00</b>	<b><u>GENERAL CLAUSES/PRELIMS</u></b>		
	<i>The following clauses below are to be read in conjunction with supporting information.</i>		
<b>2.00</b>	<b><u>SCOPE OF WORK</u></b>		
2.01	The Contract involves complete removal and replacement of slate roof and ancillary items, and associated repair/replacement works to chimney stacks. Refurbishment of rainwater goods, repairs to windows, redecoration of external facias, soffits, bargeboards and joinery generally.		
2.02	The village hall and paved areas adjacent to this site will be in use throughout the contract period and access to all areas surrounding the Contractor's site must be maintained free from all obstructions at all times for the use of the Client's staff and other authorised personnel (unless by prior arrangement with the Client) and the Contractor is to liaise with all others working within the village hall on the mutual use of access routes and any necessary diversions.		
2.03	The contractor will be expected to provide a scaffolding design for approval to ensure that scaffold does not impinge on the village halls operations during the contract.		
2.04	Appropriate measures must be in place to provide adequate segregation between construction operatives and members of the public.		
<b>3.00</b>	<b><u>CONTRACTOR'S SITE INSPECTION</u></b>		
3.01	The Contractor is advised to visit the site of the works and is to satisfy themselves to the facilities for access, storage of materials and other site conditions and the like, to view the premises and ascertain for themselves the nature and requirements of the conditions. Claims for lack of knowledge in such respects or otherwise will not be admitted.		
<b>4.00</b>	<b><u>TENDER PRICE</u></b>		
4.01	The whole of the work detailed within the Specification provided are to be undertaken under contract on a fixed price basis. The contractor will be deemed to have included in the tender figure for all matters necessary for the completion of the works to the reasonable satisfaction of the Contract Administrator and to the true intent and meaning of the Contract Documents. The Contractor is deemed to have checked all dimensions on site as necessary before submitting a tender.		
4.02	The Contractor is to price each clause in this document, wherever applicable.		
4.03	The items of work incorporated in this document have been described in reasonable detail but the Contractor is to consider this in conjunction with drawings and actual conditions and character of the work on site and where necessary the contractor is to take all dimensions and particulars from buildings or works.		

<b>5.00</b>	<b><u>TEMPORARY SUPPORT</u></b>		
5.01	Allow for all temporary support, where required, and protection to existing building structures, external works and the like. Allow for all temporary protection, dust proofing and the like to existing building and site.		
<b>6.00</b>	<b><u>TEMPORARY SERVICES</u></b>		
6.01	Maintain, alter, adapt and move services as necessary to carry out the works. All thoroughfares are to be kept clear at all times. The Contractor will be responsible for the regular clearing and disposal of all unwanted materials from site.		
6.02	<b>THE CONTRACTOR IS TO TAKE RESPONSIBILITY FOR TRACING AND LOCATING EXISTING SERVICES, AND FOR MAINTAINING SERVICES DURING THE COURSE OF THE WORKS.</b>		
6.03	The Contractor is to ensure that all mains services are adequately protected during the Works and are in full working order at Completion.		
6.04	The contractor is to provide adequate weather protection to the building for the duration of the works.		
<b>7.00</b>	<b><u>HEALTH &amp; SAFETY</u></b>		
7.01	Allow for compliance with CDM 2015 requirements and other site related health and safety issues.		
7.02	Ensure safety to the general public, persons employed on site and other persons who may visit the site as applicable. Prevent damage to external areas etc. Any damage existing on commencement on site is to be brought to the Contract Administrator's attention before work commences.		
7.03	Prevent the spread of dust, noise, etc. that is likely to cause nuisance during the works.		
<b>8.00</b>	<b><u>SITE MANAGEMENT</u></b>		
	The Contractor is to allow for the following during the course of the Works:-		
8.01	Accept responsibility for co-ordination, supervision and administration of the works that include all sub-contracts.		
8.02	Designate a competent person to superintend the work on site. Any instructions given to this person shall be deemed to have been given to the Contractor.		
8.03	Provide all necessary tools, plant, scaffolding, materials, haulage, labour, ladders mobile access platforms etc. necessary to carry out the works and clear away upon completion.		
8.04	Provide suitable welfare facilities for the duration and complexity of the works. Where applicable siting of temporary accommodation to be agreed with the Client. An indicative site setup plan has been included within the tender documents.		
8.05	Check all dimensions on site before starting work on site.		
8.06	Allow for all attendance relating to sub-contract works and works by specialists, including Main Contractor priced items and Provisional Sum Items, as necessary.		

8.07	The Contractor will allow for making the necessary arrangements for attending upon the Local Authority and other Statutory Authorities/Approved Inspectors/Ecologists when a representative makes an inspection.		
8.08	The contractor is to maintain a site signing in logbook.		
	<b><u>MATERIALS</u></b>		
8.08	All materials, fittings and the like to be handled, and fixed in accordance with the manufacturers' recommendations. Should this conflict with that specified the Contract Administrator is to be informed. Materials and fittings if not stored at the Contractor's premises, must be kept within the confines of the site, and none to be left within internal areas, or block access routes, doors etc.		
8.09	Where materials, products and workmanship are not specifically detailed they are to be suitable for the purpose for which they are intended, as far as can be reasonably inferred from the Tender Documents; all in accordance with the relevant British Standard Code of Practice and to the approval of the Contract Administrator.		
8.10	Prevent damage by frost and other weather conditions and maintain, as far as practicable, continuity of work and productivity during inclement weather.		
<b>9.00</b>	<b><u>CLEANING ON COMPLETION</u></b>		
9.01	Remove any protective material not referred to elsewhere in the Specification and clean all floors, clean all glass inside and out, remove all mortar and cement marks and other stains and disfigurements to external walls, roof coverings, paving and the like, clean paintwork and ironmongery and other decorations as necessary, clean the external windows and doors and the whole of the Works and the site clean and in good order on completion all to the satisfaction of the Client.		
<b>10.01</b>	<b><u>MAKING GOOD</u></b>		
10.01	All works disturbed by reason of the operations specified herein shall be made good in a proper manner although not specifically mentioned and brought to a finish to match adjoining surfaces.		
<b>11.00</b>	<b><u>PERIODICALLY CLEAR AWAY</u></b>		
11.01	Clear away and remove all rubbish, waste material and debris, from whatever cause arising, as it accumulates from time to time during the progress of the contract and upon completion. Provide all project completion packs including waste consignment notes for the asbestos removal.		
<b>12.00</b>	<b><u>CONTRADICTIONS</u></b>		
12.01	Where contradictions are found between the Specification and Drawings they are to be referred to the Contract Administrator for decision.		
<b>13.00</b>	<b><u>VARIATIONS</u></b>		
13.01	No extra work is to be carried out or any deviation made from the Contract without an estimate having first been agreed and written confirmation provided by the Contract Administrator.		
<b>14.00</b>	<b><u>DAY WORKS</u></b>		

14.01	No dayworks of any description will be allowed except upon the written order of the Client.		

<b>15.00</b>	<b><u>GRASS, FLOWER BEDS, SHRUBS ETC.</u></b>		
15.01	The Contractor shall protect all grass areas flowerbeds and any other individual plants whosoever positioned within the vicinity of the site. Any damaged shall be repaired/replaced at the Contractor's own expense with a plant of similar maturity.		
<b>16.00</b>	<b><u>NEW TIMBER</u></b>		
16.01	Where new timber is to be painted and in contact with masonry/plaster, the hidden face is to be primed.		
<b>17.00</b>	<b><u>OFFENSIVE GESTURES</u></b>		
17.01	The Contractor is expressly forbidden from displaying any sexist or racist material on site and must remove any present at the commencement of the Contract. This includes the obliteration of any racist or sexist graffiti.		
17.02	In the same manner, gestures and comments in similar vein will not be appreciated.		
<b>18.00</b>	<b><u>WORKMANSHIP</u></b>		
18.01	The Contractor is reminded that the project should comply in all respect with the requirements of BS 8000.		
18.02	Where applicable, all work is to be carried out strictly in accordance with the manufacturer's instructions and recommendations.		
18.03	Mask off adjacent surfaces to achieve a clean and well decorated finish. Include for sheeting floors/pavings etc.		
<b>19.00</b>	<b><u>CLEANLINESS</u></b>		
19.01	The Contractor is to ensure that any debris is bagged and cleared from site at the end of each working day.		
19.02	Clean down access areas walkways, paths, corridors, entrance hallways etc at the end of each day.		
<b>20.00</b>	<b><u>ROOFS - WEATHER PROTECTION</u></b>		
20.01	The Contractor is to maintain on site a number of suitable tarpaulins to protect the works in the event of rain or other precipitation whilst the roof/dormers are exposed to the elements. The tarpaulins are to be supported to allow run off and of sufficient area to cover any openings formed by the operations.		
<b>21.00</b>	<b><u>DOMESTIC SUB-CONTRACTORS</u></b>		
	<u>Generally</u>		
21.01	The Contractor is to price for the various works set out below which can be carried out by either Specialist members of the Contractor's own organisation or by Specialist Sub-Contractors. Any person or organisation undertaking such works shall be suitably qualified and shall comply with all statutory regulations and all requirements of the various public utility services.		
	<u>Contract Matters</u>		

21.02	The employment of a Sub-Contractor shall not imply any contractual relationship between the Client and such Sub-Contractor.		
21.03	The Contractor shall remain contractually responsible for all works carried out by such Sub-Contractor and liable for any defects in any work carried out.		
	<u>Attendance</u>		
21.04	The Contractor's estimate shall include for providing general facilities including cutting away for and making good, cutting and forming holes through walls, floors and ceilings, and making good all finishes and works disturbed by the specialist, including chases.		
21.05	It shall also be deemed to include allowing use of standing scaffolding, safety, health and welfare facilities; of plant materials, providing power, light and water for working purposes, clearing away rubbish, allowing use of all temporary means of access already fixed or placed in position on the site for men and materials.		
	<u>Pricing sub-contractor works</u>		
21.06	Enter a price against the relevant clause in the works section. Price to include profit and attendance as applicable.		
<b>22.00</b>	<b><u>SECURITY AND SAFETY OF THE CLIENT, BUILDING USERS ETC.</u></b>		
22.01	If during the course of the works it becomes necessary for the efficient and proper progress of the contract to carry out works that require temporary restrictions of access to the building/site the Contractor must give as much notice as possible to the occupiers and must keep the period of restriction to a minimum.		
22.02	Under no circumstances whatsoever is the restriction of movement to extend beyond the normal working day of the Contractor and at all times whilst the restriction is in operation a responsible operative is to be in attendance at the property.		
22.03	Storage and access to works to be by agreement with the Client.		
<b>24.00</b>	<b><u>WORKING HOURS</u></b>		
24.01	The Client will not generally, in the normal course of working, permit operations to commence before 08.00 hours and not to continue after 17.30 hours each day (Monday to Friday inclusive).		
<b>25.00</b>	<b><u>USE OF RADIOS AND OTHER SUCH DEVICES</u></b>		
25.01	The use of transistor or pocket radio receivers, or high frequency short-range transmitters, MP3 players and such devices, will not be permitted at any time upon any part of the site.		
<b>26.00</b>	<b><u>FINAL ACCOUNT</u></b>		
26.01	The final account for this project is to be completed within one calendar month of Completion.		
<b>27.00</b>	<b><u>ELECTRICAL EARTHING FACILITIES</u></b>		

27.01	The Contractor's attention is drawn to the fact that it is essential that proper electrical earthing facilities are maintained and extended as required by current IEE Regulations.		

27.02	Where lightening conductors may have to be temporarily removed or altered during the course of the works the contractor is to notify the Client immediately. On completion, conductor strips are to be reinstated and re-commissioning certificates provided. Additional conductors are to also be provided as part of these works.		
<b>28.00</b>	<b><u>WEEKEND AND OUT OF HOURS WORKING</u></b>		
28.01	The Contractor is to allow within his tender for all necessary out of hours and weekend working to complete the Works as stipulated to achieve the Completion Date. The requirement for weekend working is not anticipated.		
<b>29.00</b>	<b><u>SCAFFOLDING</u></b>		
	<u>Generally</u>		
29.01	A suitable access scaffold will be required to all elevations of the building to enable the works to be undertaken in a safe manner whilst working at height.		
29.02	The Contractor is to submit a scaffold design showing the building elevation, scaffold stanchions and platforms for assessment by the Client prior to erection of the scaffold. All entrance/exit doors are to be suitably protected.		
	<u>Design</u>		
29.03	The scaffold design, construction and maintenance of the scaffolding is in compliance with BS EN 12810/12811 or NASC guidance TG20:08 and subsequent revisions and that the scaffold is erected, altered and dismantled in accordance with the Work at Height Regulations 2005.		
29.05	Access for the works is to be off scaffold only. It is NOT to be by ladder except for access to the scaffold. A mechanical lift will be required for moving materials.		
29.06	The general public and site operatives are to be protected at all times and suitable debris protection is to be provided, protruding end caps to scaffold tubes are to be provided with suitable end caps, together with stanchions marked clearly visible.		
	<u>MEWPs</u>		
29.07	Where it is not achievable to use a full scaffold in full or part alternative measures should be used such as MEWPs or similar plant equipment.		
	<u>Working at Height/Protection of Operatives and General Public</u>		
29.08	Working at height is to be undertaken in accordance with the Working at Height Regulations 2005 and HSE recommended guidance notes.		
29.09	Ladder access to scaffolding or towers is to be removed at night or securely enclosed. Scaffolding to be secured at the end of each day.		



	<b><u>Photographic Record</u></b>		
29.10	Where damage has occurred, internally or externally to be building/site due to poor handling and carelessness of the contractor, the contractor at his own cost will rectify and make good the damaged areas to the satisfaction of the Contract Administrator. It is recommended that the Contactor takes record photographs prior to commencement of the Contract.		
	<b><u>THE WORKS</u></b>		
<b>1.00</b>	<b><u>Site and Scaffolding</u></b>		
1.01	Supply and erect heras fencing to create the Contractor's site compound and material storage area. Final siting of compound to be agreed with the Contract Administrator.	Item	
1.02	Supply and erect heras fencing to all elevations of the building to gain access to all roof areas, barge boards, soffits, chimney stacks etc to provide a safe working platform.	Item	
1.04	Scaffolding to all elevations of the slate roof. Adequatley protect the flat roof single storey addition before installing scaffolding. Prtovide suitable debris netting, with suitable apertures to allow for bat flight paths (if required) to roosts during the course of the Works.	Item	
1.05	Strike scaffold and remove from site on completion and make good any damage caused.	Item	
1.06	Allow for the re-instatement of garden/lawn area borders/shrubs/plants/decking which may have been affected during the course of scaffolding erection/striking.	Item	
	<i>Carried through to summary sheet</i>		
<b>2.00</b>	<b><u>Roof Strip</u></b>		
	<b><u>Roof Slates</u></b>		
2.01	Remove all existing cast iron/uPVC (but not limited to) rainwater goods and set aside.	Item	
2.02	Carefully remove all existing slates and set aside for reuse.	Item	
2.03	<u>Carefully</u> remove all clay ridge tiles and sort and stack suitably for reuse.	Item	
2.04	Carefully remove sarking board over the rafters (if any) and dispose of off site.	Item	
	<b><u>Leadwork</u></b>		
2.05	Remove all lead to valleys, roofs and flashings/soakers to chimney stacks, battons, lead weathering details to dormers and tiles (roof penetrations) and the like and dispose of the material off-site. Also remove any sarking boards is installed. Tin flashings to also be removed(if any)	Item	
2.06	Include the removal of lead replacement (*Ubiflex or Similar) to all low level roofs including the roof lanterns.	Item	
	<i>Timber Fascia Boards etc:</i>		

	<u>Gables/Dormers</u>		
2.08	Carefully removedefective timber fascias, soffit boards and dispose from site. Undertake any repairs/replacement necessary either by full replacement or splicing new timber.	Item	
	<i>All Other Perimeter Fascia boards</i>		
2.09	To all other pitched roof areas, allow to carefully remove defective timber fascia boards and dispose from site. Undertake any repairs/replacement necessary either by full replacement or splicing new timber	Item	
	<u>Aerial</u>		
	Remove and dispose of redundant aerial and associated cabling(if any).		
	<i>Carried through to summary sheet</i>		
<b>3.00</b>	<b><u>Roof Structure (Pitched)</u></b>		
3.01	The Contractor is to inspect the existing roof timbers in order to ensure the structural integrity, and that the existing timbers are sufficient to be used for the new roof covering and that all Building Regulations are adhered to. Any defective timbers are to be reported to the Contract Administrator who will attend to witness the condition of the roof structure and agree the extent and methodology for timber replacement and treatment as necessary. Allow for a 10% replacement of structural elements	Item	
3.03	Allow for the replacement of the valley deck lay boards. Inspect timber lay and sole boards. Where boards are found to be defective replace boards with new 18mm roofing grade marine plywood laid at a fall of 1:40 towards outlet.	Item	
3.05	Allow for forming the valley gutters using single ply membrane over rigid insulation.	Item,	
3.07	Allow for carefully removing damaged and defective existing timber fascia and soffit boards in isolated areas (provisional allowance of 20lm). Replace with new timber to match existing. Prepare joinery for decoration.	Item	
	<i>Timber Treatment</i>		
3.10	NOTE: - All replacement timber is to be treated using chemical timber treatment of a type	Item	
	<i>Carried through to summary sheet</i>		
<b>4.00</b>	<b><u>Chimneys</u></b>		

	<i>Repairs (stonework &amp; Render)</i>		
4.01	Once the scaffolding has been fully erected, the contract administrator will attend to witness the condition of the existing chimneys stacks/pots and agree the specific remedial works required for each stack, but generally the following works are envisaged and should be priced for:		
4.02	Remove all vegetation to all affected areas of masonry and undertake measures to kill the roots with an approved weedkiller.	Item	
4.03	To all brickwork, Allow to rake out all joints of stonework to a minimum depth of 25mm and re-point with a neat flush joint in NHL 5 lime mortar mix (lime/sharp sand 1:2 ratio). Mortar colour: to match existing. Few areas of loose pointing were noted during the survey.	Item	
	<i>Chimney Pots</i>		
4.05	Remove existing flaunching, prepare and re-bed Existing chimney pots (or replacements to match existing) in NHL 5 and flaunch in NHL 5.	Item	
	<i>Leadwork Preparation</i>		
4.07	Allow to undertake all necessary chasing of leadwork, and re-pointing works to chimney stacks as works proceed, prior to the installation of new leadwork as described below and drawings.	Item	
	<i>Carried through to summary sheet</i>		

<b>5.00</b>	<b><u>Windows</u></b>		
5.01	Allow to remove and replace the two large hall windows on the southern and eastern elevations. This to include the upgrading of the glazed to suitable double glazed units to comply with current regulations.	Item	
5.04	Works to windows to be in compliance with the Building Regulations Approved Document L and K.		
<i>Carried through to summary sheet</i>			
<b>6.00</b>	<b><u>Roof Insulation Upgrade</u></b>		
6.01	Remove any insulation that is currently in the roof voids (no insulation evident from preliminary surveys)	Item	
6.02	Provide Kingspan KoolTherm K107 rigid insulation. Insulation must have 20mm air gap to be installed on all the sloped ceiling sections. Where there is a roof void available make up the existing insulation (if any) to 300mm in depth.	Item	
<i>Carried through to summary sheet</i>			
<b>7.00</b>	<b><u>Lead Reinstatement</u></b>		
7.01	All lead sheet is to comply with BSEN 12588 and fixed generally in accordance with BS 6915 and installed in accordance with the recommendations set out in the publication 'Rolled Lead Sheet - The Complete Manual' produced by the Lead Sheet Association.	Item	
7.02	Provide and install new sheet lead to all new roof pitched and lead flat roof coverings as follows to include for all lead wedges/chasing in work, lead welding:  <i>Leadwork bays to valley gutters</i>	Item	
7.03	All detailing to be in accordance with the drawings included within this tender.  <i>Generally: Valleys/Flashings/Soakers/Protrusions/Back Gutters etc</i>	Item	
7.04	Allow for all necessary sheet leadwork across the roof structure/coverings to pitched roof and previously lead covered flat roof areas, and at all changes of roof slope of more than 5 degrees including, but not limited to providing leadwork details to all junctions/protrusions/dormer valley cheeks/dormer cills/Dormer flashings/chimney stack abutments/valley gutters to ensure that the roof covering is fully watertight. Details included within this tender.  <i>Lead Valleys</i>	Item	
7.05	Provide and lay Code 6 lead to valley gutters.  <i>Chimneys</i>	Item	
7.07	Provide and lay Code 6 lead to chimney flashings.  <i>Protrusions/SVPs etc.</i>	Item	

7.09	Generally, provide and fix Code 4 and 5 flashings to protrusions such as SVPs, pipework outlets as necessary.		
		Item	
	<i>Carried through to summary sheet</i>		
<b>8.00</b>	<b><u>Roof covering re-instatement</u></b>		
	<i>Sarking Felt</i>		
8.01	Provide and fit to all pitched roof areas Tyvek or similar breathable membrane. A sample of the felt should be provided to the CA for sign-off prior to its installation. Starting from the eaves and working upwards, lay and fix with specified nails, parallel to eaves with horizontal laps as specified and vertical laps not less than 100mm wide. As per the <del>manufacturers specification</del>		
		m2	
	<i>Battens/Tilting Fillets</i>		
8.02	Provide and fix to all pitch roof areas pressure treated softwood battens (38mm x 25mm) with Copper nails of suitable length to match slate thickness.		
		lm	
8.03	As described above, provide and fix, sarking felt.		
		Item	
8.04	Provide and install all necessary tilting fillets at eaves.		
		lm	

	<i>Sole/layboards - Valley Gutters</i>		
8.05	Provide and lay new softwood treated timber sole and layboards to valley gutters as		
		lm	
	<i>Replacement Slate</i>		
8.06	You should allow for a 30% loss of existing slates during the removal process. All replacement slates to match exist size and type. To be laid to the lasps and spacing as seen on the orginal roof.		
	<i>Ridge Tiles</i>	m2	
8.07	You shoud allow for a 20% loss of ridge tiules during the removal process All replacement		
8.11	Additional fixing criteria (generally to ridges and verges), for the site location is deemed to be included as part of the contractor's roofing costs.		
		Item	
8.12	Provisional Sum for bat measures.		
		Item	£2,000
8.13	Provide and install new hip irons as works proceed, securely fixed to the hip rafter.		
		Item	
	<i>Bedded Mortar Verge</i>		
8.14	As roof tiling progresses, apply 1:3 cement:sharp sand mortar mix with plasticiser to form		
		Item	
<i>Carried through to summary sheet</i>			
<i>New Timber Fascia Boards</i>			
8.15	Provide and fix new softwood treated timber fascia boards, to rafters, to match existing profiles. Prepare, prime/stop timber prior to decoration.		
		Item	
<i>Carried through to summary sheet</i>			
<b>9.00</b>	<b><u>Guttering/RWG re-instatement</u></b>		
	<i>Repair of Existing Cast Iron RWG</i>		
9.06	Allow for reconditioning of the existing cast iron rainwater goods, including, downpipes, box hoppers brackets etc). Rub down sections to remove all external and internal rust. Allow for a coat of primer and 2no coats of exterior gloss (Hammerite or equal/approved). Joints to be sealed when re-assembled. Allow for a coat of bitumen to the internal surface of the gutter. Replace broken sections/fitting to match the existing		
		Item	
<b>11.00</b>	<b><u>Decorations</u></b>		

10.01	Prepare, knot, prime and stop with an appropriate surface filler and apply one coat of Dulux Weathershield Primer/Undercoat and two coats Dulux Weathershield Gloss to all new timber to be decorated and previously painted external joinery (fascia boards/soffits/decorative gable work (surface fixed timber to elevations) from eaves level and above to ridge): White/Black to match existing		
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		Item	
10.02	Allow for the preparation and re-painting or staining of all retained exterior timberwork, to include dormers/windows casement frames from ridge level to soffit level. Wash and rub down existing painted surfaces. Prepare, prime and stop with an appropriate surface filler and apply one coat of Dulux Weathershield Primer/Undercoat and two coats Dulux Weathershield Gloss. Colour: White/Black to match existing.		
		Item	
	<i>Carried through to summary sheet</i>		
	<i>Carried through to summary sheet</i>		
<b>13.00</b>	<b><u>Miscellaneous</u></b>		
13.01	Reinstate all previously removed electrical cables/wires/pipework/signage/telephone wires etc on completion of roofing works. Re-fix in a methodical and tidy fashion.		
		Item	
	<i>Carried through to summary sheet</i>		
	END.		