



LOW VALUE CONTRACTORS FRAMEWORK

INVITATION TO TENDER

Crewe Cemetery Lodge - Change of Use Alterations

Appendix 2 - Commercial Submission

PRELIMINARIES & PRICING SCHEDULE

Cheshire East Borough Council
Asset Management Service
Delamere House EC
Delamere Street
Crewe
CW1 2JZ

Low Value Contractors Framework
INVITATION TO TENDER
Crewe Cemetery - Chang of Use Alterations

TENDERER NAME:

Build Cost from Pricing Schedule	£35,560.80	CEBC Comment/Notes
Main Contractor's Preliminaries (format as RICS New Rules of Measurement)	TOTAL	
Employer's requirements:-		
Site accommodation		
Site accommodation	£0.00	
Furniture and equipment	£0.00	Not required
Telecommunication and IT systems	£0.00	Not required
Site records		
Site records	£0.00	
Completion and post-completion requirements		
Handover requirements	£0.00	
Operation and maintenance services	£0.00	
Main contractor's cost items:-		
Management and staff		
Project specific management and staff	£1,081.60	
Visiting management and staff	£0.00	
Extraordinary support costs	£0.00	
Staff travel	£0.00	
Site establishment		
Site accommodation	£877.50	
Temporary works in connection with site establishment	£0.00	
Furniture and equipment	£0.00	
IT systems	£0.00	
Consumables and services	£0.00	
Brought in services	£0.00	
Sundries	£0.00	signage
Temporary services		
Temporary water supply	£0.00	Water charges paid by employer
Temporary gas supply	£0.00	
Temporary electricity supply	£0.00	Electricity charges paid by employer
Temporary telecommunication systems	£0.00	
Temporary drainage	£0.00	
Security		
Security staff	£0.00	
Security equipment	£0.00	
Hoardings, fences and gates	£188.00	
Safety and environmental protection		
Safety programme	£0.00	
Barriers and safety scaffolding	£0.00	
Environmental protection measures	£0.00	
Control and protection		
Surveys, inspections and monitoring	£0.00	
Setting out	£0.00	
Protection of works	£0.00	
Samples	£0.00	
Environmental control of building	£0.00	
Mechanical plant		
Generally	£162.40	
Tower cranes	£0.00	Not required
Mobile cranes	£0.00	Not required
Hoists	£0.00	Not required
Access plant	£0.00	Not required
Concrete plant	£0.00	
Other plant	£0.00	
Temporary works		
Access scaffolding	£81.20	
Temporary works	£0.00	
Site records		
Site records	£0.00	
Completion and post-completion requirements		
Testing and commissioning plan	£0.00	
Handover	£0.00	
Post-completion services	£0.00	
Cleaning		
Site tidy	£0.00	
Maintenance of roads, paths and pavings	£0.00	
Building clean	£202.98	
Fees and charges		
Fees	£0.00	Building control fees paid by employer.
Charges	£0.00	
Site services		
Temporary works	£0.00	
Multi-service gang	£0.00	
Insurance, bonds, guarantees and warranties		
Works insurances	£0.00	Employer to insure works within existing building
Public liability insurances	£0.00	
Employer's (main contractor's) liability insurances	£0.00	
Other insurances	£0.00	
Bonds	£0.00	
Guarantees	£0.00	
Warranties	£0.00	
Others, please specify	£0.00	
Total Preliminaries carried to summary	£2,593.68	

Summary	TOTAL
Build Cost from Pricing Schedule	£35,560.80
Preliminaries	£2,593.68
Sub-Total	£38,154.48
Overheads & Profit (or Management Fee)	8.50% £3,243.13
(Percentage to be inserted from Framework Agreement)	
Total Cost to Form of Quotation	£41,397.61

Crewe Cemetery Lodge

Schedule of Works - Change of Use Alterations

Collection Page

Section 1 : General	£	2,634.38
Section 2 : Internal Works	£	18,555.02
Section 3 : Services	£	13,758.50
Section 4 : External Maintenance	£	612.90

Total Cost	£	35,560.80
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Crewe Cemetery Lodge

Schedule of Works - Change of Use Alterations

Collection Page

David Trowler Associates

(1806 - September 2014)

Issue 1

Section 1 : General

Item	Description	£	p
	SITE SETUP & ACCESS		
A	The Contractor will provide his own welfare facilities throughout the duration of the works and shall be located within a fenced compound final location to be agreed. Welfare facilities shall include toilets, office and welfare accommodation. Temporary power and water supplies may be obtained free of charge from the existing building.	inc	
B	The site compound shall be enclosed with block and mesh fencing, minimum 1800mm high and provided with pedestrian access gates at entry/exit points.	inc	
C	The works will be phased in such a way as to minimise disturbance to the building users.	inc	
D	The Contractor will be restricted to the actual areas of working and access routes agreed in advance with the Employer's Representative.	inc	
E	All deliveries must be made when the Contractor is on site to accept them. No items will be accepted by the Employer's staff if the Contractor is absent. All arrangements must be made in advance.	inc	
F	Deliveries are not to interfere with the normal operation of the cemetery buildings and reduce congestion.	inc	
G	On site parking is limited and the Contractor must ensure that access to site parking is not obstructed.	inc	
H	Skips shall be located away from any building and be fully enclosed, and removed periodically.	inc	
	WORKING ARRANGEMENTS / SUPERVISION		
J	The Contractor shall appoint a Site Supervisor who shall be responsible for liaising with the Employer's Representative on a daily basis. The Site Supervisor shall not be changed without prior consent.	inc	
K	The Contractor will be restricted to the actual areas of working and access routes agreed in advance with the Employer.	inc	
L	During initial phase of works when strip out / alteration works are being carried out allow for protecting flooring to the area of works and access route with temporary protective sheeting.	inc	
N	The external entrance door shall be used to access the areas of working. Contractor to liaise with client representative on a daily basis to access the building and arrange appropriate protocol regarding maintain security etc.	inc	

Section 1 : General

Item	Description	£	p
	Carried Forward	£0.00	

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(1806 - September 2014)

	Brought Forward	£0.00	
	DISPOSAL		
A	All items to be stripped out, hacked off, removed etc. shall be disposed off site unless it is stated to be retained for re-use.	inc	
B	All rubbish/debris arising from works, shall be bagged, sealed and removed from site at regular intervals. No accumulation of rubbish will be permitted.	inc	
	PROTECTION		
C	Protect all floor and ground finishes to be retained, with suitable proprietary protective sheeting, where required during the works and or delivery of materials etc.	inc	
D	Protect all fixtures and fittings with dust sheets and clean down upon completion to remove all loose dust and debris. Erect dust screens over openings leading into adjoining areas and fully seal against dust ingress.	inc	
	UPON COMPLETION		
E	Remove all temporary accommodation etc. and reinstate the site as required.	inc	
F	Clean down all areas and leave free of markings, dust debris and damage. If this item is not fully complied with, the Contract Administrator will instruct an industrial cleaner to carry out the necessary works and the cost, together with any costs incurred by the Employer, will be omitted from any payments due to the Contractor.	inc	
	STATUTORY NOTIFICATION		
G	Allow for notifying the Local Authority Building Control prior to works commencing and at each appropriate stage of the works to allow for inspection of the same and the acquisition of the completion certificate.	inc	

[illegible]

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Brought Forward	£0.00
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Brought Forward		£0.00
ASBESTOS		
A	A management asbestos survey and report of the building was undertaken in September 2014 and a copy of the report is included in the Pre-construction Information.	inc
B	A Refurbishment and Demolition Survey Report will be provided prior to the work commencing on site.	inc
C	The removal works shall be undertaken by a specialist licensed contractor, who shall be responsible for notification of the works and preparing the Plan of Work and Method	inc
D	Include for AEC Ltd attendance to undertake air clearance tests before and after alteration works. Works to be undertaken with appropriate RPE, PPE and allow for the use of shadow vacuum in semi-controlled conditions.	inc
E	Provide and permit access to AEC Limited representatives during the course of the asbestos removal works.	inc
F	Remove existing asbestos containing materials to the following work areas:	inc
G	Bathroom Heating Cupboard - Grey floor tiles and debris to floor - Chysotile Asbestos.	£634.38
H	Upon completion all associated elements of structure shall be cleaned using a suitable dustless method, for example, sealed vacuum cleaner fitted with a high efficiency filter to extract dust/particles etc.	inc
J	Waste to be disposed of in accordance with the Control of Pollution Act (Special Waste) Regulations and other relevant Regulations and Codes of Practice.	inc
CONTINGENCY		

Section 1 : General

Item	Description	£	p
M	Allow the Contingency Sum of £2,000.00 (Two Thousand Pounds) to be expended at the direction of the Contract Administrator in the event of unforeseen works. The sum will be deducted from the contract sum if not required.	£2,000.00	
N	Allow for profit and overheads.	inc	
To Collection		£2,634.38	

Section 2 : Internal Works

Item	Description	£	p
	PREPARATION		
	STRIP OUT		
	Kitchen		
A	Carefully remove the following Kitchen Units and set aside for refitting upon completion of the works: 2 no. 1000mm Base units complete with plinth. 1 no. 3000mm long worktop. 1 no. stainless steel sink and taps. 1 no. 600 base unit complete with worktop and plinth. 1 no. cooker 1 no. 2000mm long worktop complete with support leg.	£121.80	
B	Retain existing drainage for re-use.	inc	
C	Remove vinyl tiled flooring and dispose.	£136.19	
D	Remove timber skirtings to full perimeter of room including beading and dispose.	£10.86	
E	Hack off tiled splashbacks and cills and dispose.	£39.85	
F	Remove existing floorboards to full extent of room and retain for re-use. Include for removing any existing insulation found between floor joists and dispose.	£151.20	
G	Strip out existing internal door D1 and dispose.	£5.89	
	Living Room		
H	Furniture within room will be removed by client prior to works starting.	inc	
J	Remove existing carpet including underlay and threshold trim and dispose.	£61.86	
K	Remove timber skirtings to full perimeter of room and dispose.	£29.72	
L	Remove existing floorboards to full extent of room and retain for re-use. Include for removing any existing insulation found between floor joists and dispose.	£109.52	
M	Strip out existing internal door D2 and dispose.	£5.89	
N	Prepare door D2 and frame for rehanging in opposite swing direction. Include for removing, chiseling out hinge plates and latch strike plate to suit new swing. Make good areas disturbed with timber packing pieces.	£22.33	
P	Remove curtains and curtain pole and dispose from site.	£2.23	
Q	Carefully remove ceiling plaster, boarding / laths and nails from below the ceiling joists to area of damaged plaster and dispose. Approx Areas: 1000mm x1000mm - Above W8 3600mm x 1000mm - Above W9	£23.64	

Section 2 : Internal Works

Item	Description	£	p
	Carried Forward	£720.98	

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(1806 - September 2014)

		Brought Forward	£720.98
	Bedroom		
A	Furniture within room will be removed by client prior to works starting.	inc	
B	Remove floor coverings and skirtings to full extent of area.		£84.72
C	Remove existing floorboards to full extent of room and retain for re-use. Include for removing any existing insulation found between floor joists and dispose.		£99.90
D	Strip out existing internal door D3 and dispose.		£5.89
E	Prepare door D3 and frame for rehanging in opposite swing direction. Include for removing, chiseling out hinge plates and latch strike plate to suit new swing. Make good areas disturbed with timber packing pieces.		£22.33
F	Remove curtains and curtain pole and dispose from site.		£2.23
G	Carefully remove ceiling plaster, boarding / laths and nails from below the ceiling joists to area of damaged plaster and dispose. Approx Areas: 2800mm x 800mm - Above W7		£11.82
	Store		
H	Remove floor coverings and skirtings to full extent of area.		£19.03
J	Remove existing floorboards to full extent of room and retain for re-use. Include for removing any existing insulation found between floor joists and dispose.		£15.54
K	Strip out existing internal door D4 and dispose.		£5.89
L	Remove curtains and curtain pole and dispose from site.		£2.23
M	Remove existing high level cupboard, dispose and make good surfaces disturbed.		£15.53

Section 2 : Internal Works

Item	Description	£	p
	Carried Forward	£1,006.09	

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(1806 - September 2014)

Brought Forward £1,006.09

	Bathroom		
A	Remove floor coverings and skirtings to full extent of area.	£95.57	
B	Remove tiles to walls throughout.	£79.70	
C	Remove existing sanitaryware and drainage pipework to sink , w.c and bath including timber panel framework. Remove towel ring, toilet roll holder and shower fittings complete. Temporary blank off water supplies in the interim of new installations. Include for infilling hole in external wall were WC pipework removed.	£126.88	
D	Remove the cylinder and expansion tank within the storage cupboard and roof space above and dispose. Temporarily blank off supplies.	£80.80	
E	Remove stud partition wall forming storage / cylinder cupboard include for removing shelves.	£57.26	
F	Remove all wall covering from walls with care and advise Contract Administrator in order for inspection and evaluation of plaster repairs (described elsewhere).	£30.45	
G	Remove existing floorboards to full extent of room and retain for re-use. Include for removing any existing insulation found between floor joists and dispose.	£85.40	
H	Strip out existing internal door D5 and dispose.	£5.89	
J	Remove blinds and dispose from site.	£2.23	
	Hall		
K	Remove floor coverings and skirtings to area indicated on drawing 1826/02 & 04.	£16.60	
L	Remove existing floorboards to area indicated on drawing 1826/04 and retain for re-use. Include for removing any existing insulation found between floor joists and dispose.	£37.00	
M	Remove curtains and curtain pole and dispose from site.	£2.23	
N	Carefully remove existing handrail as indicated. Include for retaining all brackets and fixings were possible for re-use.	£40.60	

Section 2 : Internal Works

Item	Description	£	p
P	Remove wall covering to Staircase compartment wall and remove plaster to expose partition construction. Report to Contract Administrator construction of partition. E.g Layers of plasterboard etc installed and insulation within void etc. Include for the removal of full extent of plaster to compartment wall to staircase.	£89.92	
Q	Remove door DE2 and dispose. Retain existing frame.	£5.89	
	Roofspace		
R	Removing existing decking boards within roofspace to allow the installation of roof insulation and dispose.	£480.70	
S	Remove all loose laid insulation carefully between ceiling joists and associated debris, maintaining ceiling in tact. Protect as works proceed with boards	£258.11	
Carried Forward		£2,501.32	

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(1806 - September 2014)

Brought Forward		£2,501.32	
	GROUND FLOOR - RAISE LEVELS TO FLOOR		
A	Remove door DE1 and set aside for re-use. Cut door to reduce height to suit new raised floor level. Chase out floor and install new threshold water bar to full width of door DE1. Install new hardwood 38mm x 50mm hardwood batten over weather bar.	£76.13	
B	Remove all dust and debris and clean base thoroughly to area of works. Supply and lay 2 no layers of 18mm plywood sheets to existing floor to Entrance Lobby and Ground Floor staircase lobby as per details on 1806/04. Ensure 190mm going is maintained to stairs. Allow for cutting sheets around door frames etc.	£182.96	
C	Install hardwood timber weather bar to Door DE1.	£20.30	
	FLOOR CONSTRUCTION - FIRE & ACOUSTIC UPGRADE		
	<i>Supply and install the following Floor upgrade construction to achieve 60 minutes fire resistance between the Ground Floor and First Floor as indicated on drawing 1806/04. All works to be undertaken from first floor, no access required to Ground Floor to install system.</i>		
	<i>The quality of the installation of the system on site will have a impact on the acoustic levels achieved. Contractor to contact manufactuer to obtain installation best practice and standard details prior to undertaking works.</i>		
D	Supply and install Hush-System LP-HD1030. System comprises of: Hush (UK) Limited 44 Canal Street, South Sefton, Merseyside, L20 8QU Tel No. 0151 933 2026	inc	

Section 2 : Internal Works

Item	Description	£	p
E	Ensure dust and debris is removed between exposed joists and Supply and Install Hush-Mesh Firewire across back of existing ground floor ceiling between joists and up sides of all joists.	£495.55	
F	Install Hush-Slab 100 Sound absorber insulation slab between exposed joists.	£545.60	
G	Refit existing floorboards to top of joists.	£703.45	
H	Overlay with floorboards with Gyproc 19mm plasterboard plank. Plasterboard sheets 600mm wide x 2400mm long.	£488.40	
J	Overlay plasterboard planks with Hush-Panel 28 floating floor panels. System raises existing floor level by 38mm. Panels to be tongued and grooved P5 moisture resistant chipboard panels. Lay in a conventional broken bond pattern. All joints to be glued and installed in accordance with manufacturers instructions. Overlay areas to receive vinyl flooring finish with 4mm flooring grade plywood. Plywood to be laid half bonded over the chipboard joints stapled or nailed. Ensure plywood is grade 'good one side' specification CSA 0121 sanded suitable for installation of vinyl safety flooring.	£1,441.79	
K	Allow for leaving expansion joints to perimeter of all rooms and install Hush-Seal 20 perimeter seal prior to fixings skirtings as described elsewhere.	£172.98	
L	Allow the provisional sum of £750.00 (Seven Hundred and Fifty Pounds) for replacement floorboards.	£750.00	
Carried Forward		£7,378.48	

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(1806 - September 2014)

Brought Forward		£7,378.48	
COMPARTMENT WALL - FIRE PROTECTION UPGRADE			
A	Infill exposed compartment stud wall with 50mm thick Isowool APR 1200 insulation.	£41.40	
B	Plate First Floor flat side of compartment wall using 2 no. layer 12.5mm Gyproc Fireline board scrim tape joints and apply skim plaster finish.	£190.35	
C	Supply and fix 150mm x 19mm splayed softwood skirtings to length of wall upgrade. Mitre and scribe internal and external corner joints.	£46.14	
D	Include for installing timber cap to top of lining / balustrade detail with 50mm x 18mm timber. Timbers to protrude 20mm past plaster finish of wall.	£12.33	
PLASTERING			
E	Where walls have been removed back to main perimeter walls, where wall coverings are to be removed and where damaged ceilings have been removed within layout prepare areas ready to receive and apply 2 no. coats of cement sand render to walls. First coat 1:1:9 mix, second coat 1:1:6 mix allowing each coat to dry prior to next being applied.	£362.36	

Section 2 : Internal Works

Item	Description	£	p
F	Apply 6mm skim finish in Gypsum Thistle multi finish over surface to a smooth, plumb and even finish feathered into adjoining areas to reduce cracking.	inc	
G	Allow for 5m2 of plaster repair works to main walls for the event existing areas of plaster are found to be debonded to walls etc.	inc	
ROOF INSULATION			
H	Report any signs of past water ingress / damage through the roof structure / or water sources such as storage tanks etc to the contract administrator prior to undertaking works.		£20.30
J	Inspect electrical wiring and hot and cold water pipework are in a state of good repair or arrange for Contract Administrator inspection prior to works commencing. Any large gaps running through the ceiling from the loft space are to be sealed using appropriate filler.		£35.52
L	Supply and lay Knauf Earthwool Loft Roll 44 or equal insulation to suit existing joist widths. Lay 100mm depth between exposed ceiling joists and 170mm depth over ceiling joists at right angles to joists. All joints between insulation to be close butted. Ensure insulation is continuous and taken up the sides of all storage tanks.		£540.50
M	Insulation to be laid in close proximity to eaves ventilation but ensure cross ventilation air path is maintained and not covered.	inc	
N	Ensure insulation is cut back at least 75mm around electrical junction boxes, any electrical cables 6mm-10mm should not be covered with insulation due to heating issues. Ensure cables are laid over the top of the insulation. Light fittings which penetrate the ceiling should have a minimum insulation free area of 75mm in all plains.	inc	
P	All hot and cold pipework were possible to be incorporated in the insulation layer to protect against freezing, where this is not possible fit lagging to exposed pipework.		£253.75
Carried Forward			£8,881.13

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(1806 - September 2014)

Brought Forward			£8,881.13
NEW PARTITIONS			
A	Construct new stud partition walls to form new toilet layout comprising 70mm Gypframe C metal studwork built to full height, to underside of ceiling. Allow for anchor fixing head and sole plates and securely fixing to walls. Frame out to form door openings.		£153.50
B	Infill with 50mm thick Isowool APR 1200 insulation.		£28.86

Section 2 : Internal Works

Item	Description	£	p
C	Plate both sides of new stud partition walls using 1 no. layer 12.5mm Gyproc plasterboard, scrim tape joints and apply skim plaster finish.	£194.82	
	JOINERY		
D	Supply and fix 150mm x 19mm splayed softwood skirtings to perimeter of all rooms. Mitre and scribe internal and external corner joints.	£462.52	
E	Construct timber framework to suit new raised height of Kitchen to window W1 and plate with plywood to create new upstand to worktop to be tiled.	£33.80	
	Staircase Alterations		
E	Supply and fix 2 no. 260mm wide x 18mm plywood sheets to each going and landing to staircase as per details on 1806/04 to ensure 190mm going is maintained after compartment floor alterations are complete. Install nosings as described elsewhere. Goings - 260mm deep x 850mm wide. Landings - 850mm x 850mm Risers - 14 no. 190mm high	£340.02	
	Handrail Modification		
F	Refix existing set aside handrail complete with brackets and fixings. Handrail to fixed between 900mm - 1000mm from top of handrail to pitch line or landing.	£187.78	
	KITCHEN REFIT		
G	Refit set aside Kitchen to original layout comprising of the following units: 2 no. 1000mm Base units complete with plinth. 1 no. 3000mm long worktop. 1 no. stainless steel sink and taps. 1 no. 600 base unit complete with worktop and plinth. 1 no. cooker 1 no. 2000mm long worktop complete with support leg.	£268.98	
H	Reconnect waste pipework complete with 75mm deep seal bottle trap, connections for sink and all support brackets, bends, joints.	£80.80	
Carried Forward		£10,632.21	

	Brought Forward	£10,632.21
DOORS AND FRAMES		

Section 2 : Internal Works

Item	Description	£ p
A	Door frames D6 & D7 : Supply and fix 2 no. 38mm thick treated softwood door linings for single door set with solid 12mm rebate. Supply and fix 75mm splayed softwood architraves to both sides of new door frames. All timbers to be primed on all sides prior to fixing.	£147.78
B	Doors D1 - D3 : Supply and fit 44mm FDS30S plywood faced solid core door hung on 3 no. 100mm ball bearing hinges. Include for vision panel 200mm x 1440mm in georgian wired frosted glass for privacy. Include for intumescent and smoke seals. Doors to be rehung in existing frames.	£548.10
C	Doors D4-D7 : Supply and fit 44mm plywood faced solid core doors hung on 3 no. 100mm ball bearing hinges. Door D5 to be rehung in existing frame.	£527.80
	IRONMONGERY	
D	D1-D4 Supply and fit the following ironmongery : 1 No. Dorma TS92B closer with silver cover. 1 No. pair Laidlaw Centurion lever handles (LA02SS) 1 No. Laidlaw Centurion thumb turn. (LA18) 2 No. Laidlaw Centurion escutcheon (LA17SS). 1 No. Europrofile deadlock 2 No. 150mm deep SAA kick plates. 1 No. SAA Fire Door Keep Locked Sign 1 No. Floor Mounted Door Stop	£827.23
E	D5, D6 & D7 Supply and fit the following ironmongery : 1 No. Dorma TS92B closer with silver cover. 1 No. Laidlaw Centurion pull handle(LA06SS). 1 No. Laidlaw Centurion push plate (LA23SS). 1 No. Laidlaw Centurion thumb turn. (LA18). 2 No. Laidlaw Centurion escutcheon (LA17SS). 1 No. Europrofile deadlock. 2 No. 150mm deep SAA kick plates. D6-D7 - 1 No. Toilet Signage. 1 No. Floor Mounted Door Stop	inc
Carried Forward		£12,683.12

Section 2 : Internal Works

Item	Description	£	p
David Trowler Associates		Page 2/7	
(1806 - September 2014)			
	Brought Forward	£12,683.12	
	FLOORING - VINYL SAFETY		
A	New Vinyl Safety Flooring to be laid in Kitchen, WC1, WC2 & WC Corridor,	£599.87	
B	Supply and lay new Polyflor Vogue Ultra vinyl sheet safety flooring laid in accordance with Code of Practice BS 8203 1996 and manufacturers recommendations, with neat hot-welded joints. Manufacturers adhesives to be used appropriate to location and use of vinyl. Supply and fix Gradus SI 150 50 2P set in skirtings to perimeter of each room.	inc	
C	Seal skirtings to walls and floors and ensure each joint is fully bonded.	inc	
D	Finish at junctions with floor finishes using Gradus TA16 edging trim.	inc	
	FLOORING - CARPET TILES		
E	New carpet to be laid in Office, Meeting Room, Store Ground & First Floor Hall area as indicated 1826/04.	£1,258.60	
F	Prepare surface ready to receive and apply new Gradus Predator 500mm x 500mm x 6.5mm tufted loop pile carpet tiles. Install with manufacturers approved adhesive and ensure all joints are seam sealed using manufacturers approved seam sealer. Colour to be confirmed.	inc	
G	Provide labour and all necessary equipment to lay tiles. Tiles to be laid symmetrically and centrally about each area from centre of room outwards.	inc	
H	Install Gradus AFT 14 Form top carpet trim between changes in floor finishes to adjoining areas. Colours of trim to be confirmed upon selection of carpet.	inc	
J	Form neat joint with carpet at door openings and finish with Gradus ACS52 cover strip.	inc	
K	Provide and install Gradus nosing with coloured inserts to staircase. Gradus G65 with steel interior coloured LRV 26.94 infill. Final colours to be approved.	inc	
L	To front and last steps provide a contrasting colour insert to Gradus G65 nosing. Final colour to be agreed.	inc	
	FLOORING - BARRIER MATTING		
M	Prepare floor areas ready to receive finishes	inc	
N	Provide and lay Burmatex Grimebuster 50 Entrance Matting Tile to Entrance Lobby and Ground Floor staircase lobby, as indicated on drawing. Matting bonded using an approved adhesive.	£132.97	

Section 2 : Internal Works

Item	Description	£	p
	Carried Forward	£14,674.56	

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(1806 - September 2014)

Brought Forward £14,674.56

	SANITARYWARE		
	Supply and fit the following sanitaryware:		
A	2 no. Twyfords white vitreous china Option HO close-coupled wash down WC (OT2361WH) complete with cistern, white seat unit and chrome fittings.	£424.20	
B	2 no. Twyfords white vitreous china Parmis 500 wash-hand basin complete with chrome plated bottle traps, captive waste, fixing brackets and 2 no. pillar taps (Ref: LG5200CP). Ensure taps are secured with an anti slip / friction washer and beaded in silicone as per revised manufacturers recommendations to prevent loosening.	£383.80	
	WALL TILING - TOILETS		
C	Tile above wash hand basins using H & R Johnson plain colour range gloss-finished tiles comprising 150mm x 150mm x 6.5mm thick modular tiles fixed using BAL Blue Star adhesive, used in accordance with manufacturers recommendations. Include for proprietary white PVCu stop beads. Colour : White Locations: Above Wash basins = 600mm x 300mm high	£9.13	
D	Grout tiles throughout using BAL Microflex coloured wall grout, applied in accordance with manufacturers instructions. Colour: White.	inc	
E	Tile walls to areas in Kitchen above worktop using 2 no. rows of 250mm x 330mm x 6.5mm thick coloured ceramic wall tiles. Tiles fixed using BAL Blue Star adhesive, used in accordance with manufacturers recommendations. Include for proprietary white PVCu stop beads. Colour : TBC Locations: Above Kitchen Units = 3000mm x 660mm Above Kitchen Units = 1725mm x 660mm Above Kitchen Units = 1430mm x 660mm	£166.46	
F	Grout tiles throughout using BAL Microflex coloured wall grout, applied in accordance with manufacturers instructions. Colour: White.	inc	

[illegible]

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		Brought Forward	£15,658.15
ABOVE GROUND DRAINAGE			
A	All new drainage/waste pipework for all new sanitaryware to be designed and installed in accordance with the principles outlined in BRE 249. Sanitary Pipework: Part 2 - Design of Pipework and other relevant manufacturers recommendations.		£166.65
B	Supply and fit new waste pipework to WCs and, WHB fittings comprising MuPVC (modified unplasticised polyvinyl chloride). Colour: White. Include for the following: (1) 76mm 'P' or 'S' trap with screw fittings (2) 50mm common branch to w.c fittings in line or where connected to other fittings. (3) 100mm connection to waste outlets. (4) Access at all bends to comprise screw fittings. (5) Minimum 75mm radius to bends. (6) Branch gradients to be set at 1' to 5' (18 to 90mm/m) (7) All brackets, fittings etc.	inc	
C	All branch pipework after traps to have solvent welded joints.	inc	
D	Install new 100mm above ground drainage pipework to WC's and route and connect to existing SVP externally as indicated on drawings.	inc	
E	Waste pipes from wash hand basins to 100mm above ground drainage pipework. Clip pipe to wall with saddle clips at maximum 600mm centres. Colour cap screw heads.	inc	
F	Supply and fit Pendock Profile MX plywood casing system - type A, box in exposed drainage pipework . Boxing in to be 200mm x 200mm. Include for constructing timber softwood frame.		£90.96
FITTINGS			

Section 2 : Internal Works

Item	Description	£	p
G	Supply and fix 2 no. 6mm thick rectangular, silver-backed glass mirrors with polished bevelled edges, fixed using chrome-plated domed headed fixings and adhesive to backgrounds. Contractor to contact Contract Administrator regarding exact locations for mirrors to be fitted.	£63.44	
H	Locations: Size : 400mm x 600mm - Above Wash hand basins.	inc	
J	Supply and fit 2 no. SAA coat hooks in Toilets. Locations to be agreed with Contract Administrator.	£7.52	
K	Install client supplied fittings comprising of soap dispensers, towel holders, toilet roll dispensers in both toilets. Locations agreed with Contract Administrator.	£30.48	
	WINDOW BLINDS (W1-W9)		
L	Supply and fit vertical fabric adjustable blinds, Astralux 1000, or equal to windows. Include for headrail, self aligning louvres with cord operation. Colour: Century fabric (white)	£913.50	
Carried Forward		£16,930.70	

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Brought Forward £16,930.70

	DECORATION		
	Extent of Works		
A	Prepare and decorate all new and previously decorated surfaces to the following rooms including walls, ceilings, window and door frames, doors, skirtings, radiators, pipework etc. Ground Floor / First Floor Staircase & Hallway. Kitchen Office Meeting Room Store WC1 & WC2	£1,624.32	
	Ceilings and Walls		
B	Ensure surfaces are clear and free from contaminants.	inc	
C	Fill all cracks, holes or other surface defects, after cleaning out, using a flexible filler. Rub down smooth when dry.	inc	
D	Apply one coat primer sealer to new plasterboard and plastered areas.	inc	

Section 2 : Internal Works

Item	Description	£	p
E	Decorate walls with two coats eggshell paint in colour to be agreed.	inc	
	Woodwork		
F	Knot stop and prime all new timber and apply one coat wood primer to all sides.	inc	
G	Decorate with one coat undercoat and two coats acrylic / or oil -based gloss coat.	inc	
H	Ensure all edges of doors and tops of architraves are painted.	inc	
	Metalwork		
J	Wash down surface and remove rust, burrs from works carried out.	inc	
K	Prime bare metal or new metalwork with one coat high build zinc phosphate primer within in 2 hours of preparation.	inc	
L	Decorate with two coats high build allkyd paint.	inc	
M	Pipework to be decorated to match background using full gloss.	inc	
To Collection		£18,555.02	

Section 3 : Services

Item	Description	£	p
	GENERAL		
A	All electrical works to be undertaken by an NICEIC Electrical Contractor to the 17th Edition.	inc	
B	Include for all associated builders workers in connection with electrical works and for opening up, and making good all disturbed ceiling, wall and floor finishes as required including plaster work and joinery, to match existing.	inc	
C	All redundant equipment shall be removed from site. Existing redundant services terminated.	inc	
D	Where new walls etc; are formed all new wiring and pipework should be concealed. Where new surface mounted wiring is required it shall be contained in metal conduit complete with all junctions, bends fixing brackets etc.	inc	
E	Twin switched sockets to be 13A with outboard rockers.	inc	
F	Provide earthing and bonding to new installations.	inc	
G	Allow for blanking off any outlets that become redundant as a result of the works.	inc	
H	Unless stated otherwise lights to be wired to ceiling mounted PIR presence detectors located in each room. The number of presence detectors is dependant on that which is required to detect movement from each direction of travel. Where no movement detected the lights are to turn off after 10 - 15 minutes.	inc	
J	New hot and cold water distribution pipework to be 22mm or 15mm copper with copper soldered joints. Insulate pipe runs in floor void and exposed positions. Include for in-line isolation valves prior to connection to each appliance to allow for servicing etc. All pipe runs to be located in ceiling or floor voids or existing ducts, wherever possible and dropped to appliances locally.	inc	
K	The domestic hot and cold water service system shall be sterilised in accordance with the requirements of BS 6700 by a nationally recognised specialist water treatment company.	inc	
L	A bacteriological examination certificate shall be issued giving test results and comments relating to the quality of the water.	inc	
M	Allow for testing and commissioning upon completion and provision of certificates prior to handover.		£242.40
N	Provide draft manual at Practical Completion and completed versions within one month of completion.	inc	
P	Allow for attendance at a Post Contract induction meeting to instruct Client and maintenance staff on the operation and maintenance of the installed services.	inc	

Section 3 : Services

Item	Description	£	p
	Carried Forward	£242.40	

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	Brought Forward	£242.40
	ELECTRICAL SERVICES	
	Strip Out	
A	Strip out lighting to the following rooms: Kitchen Living Room Bedroom Store Bathroom First Floor Hall.	£262.60
B	Isolate and remove existing electric heater in Hall and dispose from site.	inc
C	Remove obsolete extract and sink controls located on First Floor Hallway and dispose.	inc
D	Remove extract fan and controls in Toilet and dispose.	inc
E	Remove electric shower and controls in Bathroom an dispose.	inc
F	Retain all existing power outlet etc as indicated on drawings.	inc

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Brought Forward		£505.00
LIGHTING		
<i>Include for cutting and making good chases, sundry holes. All concealed work. All switches to be MK Aspect.</i>		
Kitchen		
A	Supply and install 1 no. Dextra Graduate I surface luminaries (2 x 28W) complete with lamps and prismatic controller. Supply and connect to new PIR presence detector and override light switch as indicated.	£313.10
B	Fitting to have 3 hour non-maintained emergency pack conversion, complete with test switches.	inc
Office		
C	Install 2 no. light fittings comprising Crompton Synthesis suspended luminaire with 65-1000cd/m2 louvres. Include for new wiring conduit etc. as required. Supply and connect to new PIR presence detector and override light switch with switch dimming facility as indicated. 1 no. fittings to be 3 hour non-maintained emergency pack conversion, complete with test switches.	£853.45
Meeting Room		
D	Install 2 no. light fittings comprising Crompton Synthesis suspended luminaire with 65-1000cd/m2 louvres. Include for new wiring conduit etc. as required. Supply and connect to new PIR presence detector and override light switch with switch dimming facility as indicated. 1 no. fittings to be 3 hour non-maintained emergency pack conversion, complete with test switches.	£853.45
Store		
E	Provide and install Cooper Bijou IP54 range (BJSBSIL) 275mm diameter low profile compact fluorescent for ceiling mounting. IP54 rated with injection moulded polycarbonate opal diffuser	£171.70
Toilet 1		

Section 3 : Services

Item	Description	£	p
F	Provide and install Cooper Bijou IP54 range (BJSBSIL) 275mm diameter low profile compact fluorescent for ceiling mounting. IP54 rated with injection moulded polycarbonate opal diffuser Supply and connect to new PIR presence detector.	£171.70	
	Toilet 2		
G	Provide and install Cooper Bijou IP54 range (BJSBSIL) 275mm diameter low profile compact fluorescent for ceiling mounting. IP54 rated with injection moulded polycarbonate opal diffuser Supply and connect to new PIR presence detector.	£171.70	
Carried Forward		£3,040.10	

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Brought Forward £3,040.10

	Ground / First Floor Hall		
A	Provide and install 2 no. new Dextra AMED Elite ceiling mounted / wall mounted luminaires with polycarbonate body and diffuser. Supply and connect to new PIR presence detector and override two way light switch. Fittings to be 3 hour non-maintained emergency pack conversion, complete with test switches.	£565.60	
B	Provide and install new Dextra EXI 8W T5 self-contained exit sign luminaire ceiling mounted self contained emergency lamps completed with illuminated running man and directional down arrow.	£146.45	

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Brought Forward		£3,752.15
SMALL POWER		
Kitchen		
A	Supply and fit 3 no. fused switched spurs for extract fan, water heater and electric heater as shown on drawings and connect to items as described elsewhere.	£242.40
B	Provide 1 no. twin switched outlets as indicated.	£85.85
Office		
C	Provide 3 compartment dado trunking to two sides of room complete with 3 no. twin switched outlets.	£282.80
D	Supply and fit 2 no. fused switched spurs for electric heaters as shown on drawings and connect to items as described elsewhere.	£191.90
Meeting Room		
E	Provide 2 no. twin switched outlets as indicated.	£191.90
F	Supply and fit 2 no. fused switched spurs for electric heaters as shown on drawings and connect to items as described elsewhere.	£191.90
Store		

Section 3 : Services

Item	Description	£	p
G	Provide 1 no. twin switched outlet at high level above Door D4 for Server installation.	£111.10	
	WC1 & WC2		
H	Supply and fit 2 no. fused switched spurs for wall mounted extract fan as shown on drawings and connect to fans described elsewhere.	£222.20	
J	Supply and fit 4 no. fused switched spurs for electric heaters and water heaters as shown on drawings and connect to items as described elsewhere.	£343.40	
	IT SERVER/ DATA INSTALLATION		
K	IT Server / Data installation works to be undertaken and commissioned by CoSocius. Allow for liaising with contractor to ensure all works are programmed in advance and ensure no delays are caused due to the works.	£0.00	
L	Supply and install 4 core fibre uplink cable to Lodge as indicated. Cable to be taken from Cemetery Office opposite and routed above ground.	£0.00	
M	Supply and install 3 no. double data outlets in Meeting Room.	£0.00	
N	Provide 3 no. double data outlets in 3 compartment dado trunking.	£0.00	
P	Configuration and installation of Network Switch and fibre SFP's.	£0.00	
Q	Installation of Comms Cabinet in Cemetery Office.	£0.00	
Carried Forward		£5,615.60	

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Brought Forward		£5,615.60	
	ELECTRIC HEATERS		
A	Provide and install Ecolec ECO wall mounted radiant panel heater to the following rooms and sizes: Kitchen - 1 no. Ecolec ECO 1500D/RP/PC/RX - 1200 Watt Output. Office - 2 no. Ecolec ECO 1500D/RP/PC/RX - 1200 Watt Output each. Meeting Room - 1 no. Ecolec ECO 1500D/RP/PC/RX - 1200 Watt Output. Meeting Room - 1 no. Ecolec ECO 1000D/RP/PC/RX - 800 Watt Output. WC1 - 1 no. Ecolec ECO 500D/RP/PC/RX - 400 Watt Output. WC2 - 1 no. Ecolec ECO 500D/RP/PC/RX - 400 Watt Output. First Floor Hallway - 1 no. Ecolec ECO 1000D/RP/PC/RX - 800 Watt Output.	£3,009.80	
B	Colour: Powder Coated White. Include for supply and installing Wireless Controller (transmitter).	inc	
C	Each unit to be set to desired internal temperature as indicated by Contract Administrator such that the heater will cycle on / off to maintain room temperature. Units to incorporate frost protection.	inc	

Section 3 : Services

Item	Description	£	p
D	Connect each heater to fused spurs as described elsewhere.	inc	
	FIRE ALARM INSTALLATION		
E	Supply and install integrated fire alarm system, as indicated on drawings, include for addressable panel, call points, detectors and sounders. System to be L1 standard and open protocol.	£2,272.50	
F	Addressable panel to be located in Hallway as shown on drawing 1806/03.	inc	
G	Cabling to be FP200 Gold with red LSF oversheath. Horizontal cable runs to be within floor/ roof voids where possible. Vertical runs to be concealed within walls. Include for making good walls were disturbed.	inc	
H	Arrange for manufacturer to commission and test the system and provide certificates to Contract Administrator.	inc	
Carried Forward		£10,897.90	

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	Brought Forward	£10,897.90	
	MECHANICAL SERVICES		
A	Include for all associated builders works in connection with mechanical works including for opening up, and making good all disturbed surfaces as required including plasterwork and joinery, to match existing.	£60.88	
B	Include for all cutting, chasing as required, protection to cables and making good where disturbed.	inc	
	Preparation		
C	Isolate feeds and remove existing storage cylinder in Bathroom and dispose from site.	inc	
	HOT AND COLD WATER		
D	Isolate hot and cold feeds to redundant sanitary fittings.	inc	

Section 3 : Services

Item	Description	£	p
E	Supply and install Zip Inline CEX 9.6kW water heater. Include also for all associated pipework. Install in accordance with manufacturers instructions. Provide new hot water feeds to Sink and dishwasher. Water heater to be installed in base unit as indicated. Connect to fused spur. Provide ball-o-fix isolation valve prior to each connection.	£368.65	
F	Supply and install 2 no. Zip Inline ES3 water heaters. Include also for all associated pipework. Install in accordance with manufacturers instructions. Provide new hot water feeds to wash hand basins. Water heater to be installed below basins. Connect to fused spur. Provide ball-o-fix isolation valve prior to each connection.	£563.58	
G	Provide new cold water feeds to sink, wash basins and W.C's. Provide ball-o-fix isolation valve prior to each connection.	£282.80	
	Completion		
H	The domestic hot and cold water service system shall be sterilised in accordance with the requirements of BS 6700 by a nationally recognised specialist water treatment company.	£392.89	
J	A bacteriological examination certificate shall be issued giving test results and comments relating to the quality of the water.	inc	
	VENTILATION		
K	Form openings in external walls as required, location to be agreed.	inc	
L	WC1 & WC2 - Supply and fit 2 no. Vent Axia Silhouette 100TM fans complete with integral PIR sensor and transformer in position as indicated. Fan to be set with 15 minute overrun and wired to lighting. Connect to fused spur as described elsewhere.	£323.20	
M	Kitchen - Supply and fit Vent Axia LoWatt TX12WL wall mounted extractor fan complete with wireless controller and air quality sensor. Fan to be set with 15 minute overrun. Supply and fit grille externally.	£868.60	
N	Include for condensation trap and back draught shutters.	inc	
To Collection		£13,758.50	

Section 4 : External Maintenance

Item	Description	£	p
	REPOINTING OF CRACKS		
A	Rake out and repoint approximate 1m2 section to top corner of parapet wall on front elevation. Repoint in hydraulic lime mortar 1 part lime putty to 3 parts washed, well graded, sharp sand or other equal similar and approved to match sample analysed.		£21.86
B	Cut out and remove existing mortar to a depth of at least twice the thickness of the joint minimum 25mm to a square backing exposing the masonry bricks to the bottom, top and both sides of the cut.	inc	
C	Use a quirk, plugging chisel, handsaw or other devise specially devised for the purpose. DO NOT use grinders or mechanical saws or other mechanical tools.	inc	
D	Ensure that the line of cutting out does not depart from the line of the joint with the masonry works.	inc	
E	Ensure that the width of the cut out does not exceed the original joint thickness.	inc	
F	Flush out joints with clean water to remove all debris and dust.	inc	
G	Brush out debris in joints and dampen but do not over wet immediately prior to pointing.	inc	
H	Pack mortar into joints using a pointing iron of suitable width to fit joint.	inc	
J	Strike off and finish joints to the profile agreed with the Contract Administrator.	inc	
K	Rake out mortar joints in patch areas to a depth of 20mm. Clean and dampen and re-point in 1:1:6 cement:lime:sand mortar finished with a neat struck weathered joint.	inc	
	WINDOW REPAIRS (W1-W8)		
L	Clean down existing window frame to remove all loose, failing, deteriorated or suspect paint work. Remove grey and denatured surfaces by rubbing down with abrasive paper and mechanical sander and round all sharp edges. Do not leave isolated areas of paint.		£341.04
M	Completely strip the sills, bottom rails and approximately 600mm up the side rails to a firm feathered edge. Thoroughly sand all remaining areas.	inc	
N	Remove all organic growth and treat affected areas with Fungicidal Wash. Thoroughly rinse afterwards with water to neutralise.	inc	
P	All surfaces to be cleaned off to remove all oil, grease or other surface contamination.	inc	
Q	Carefully prise lower opening light to enable opening.	inc	
R	Allow the provisional sum of £250.00 (Two Hundred and Fifty Pounds) for additional repairs to woodwork.		£250.00

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