

Kitchen Specification

and

Schedule of Works

Rev 2

February 2013

**SPECIFICATION & SCHEDULE OF WORKS FOR KICTHEN PROVIDE AND INSTALLATIONS DATED 14th FEBRUARY 2013**

1.0 OBJECTIVES

The main objectives of this contract are:

1. To provide high quality kitchen Provide and installations.

2. To invest in high quality materials and workmanship to maximise the life expectancy of components.

3. To efficiently implement the improvement programmes on time and within defined cost budgets.

2.0 BEST PRACTICE

Contractors are expected to demonstrate Best Practice throughout. Examples would be:

• All communication (e.g. letters) must be easy to understand and identify the point of contact (name, address, telephone number etc.). Residents with any language difficulties are to be provided with extra assistance in all communication.

• All workers must wear a photographic identity card at all times.

• The client’s permission must be sought before the contractor (or anyone acting for him) works/inspects etc. within the curtilage of the property or on the property itself.

• All workers will act as quietly as possible and take steps to minimise disruption to

residents.

• Tenant Liaison Officer to be provided.

• TLO to assist in identifying vulnerable tenants.

• Clients may request that all contractors workforce are CRB checked prior to commencing any works.

TLO should organise a personal visit 4 week prior to the refurbishment work starting. During this visit they should outline the work being carried out, complete a pre-entry survey, go through the colour choices of the materials and pass on contact details should the resident have any further questions.

7 - 14 days before work starts a reminder letter should be posted or hand delivered by one of the team.

48 hours before the start date the TLO should make contact by phone or in person to make sure the resident is ready for work to begin.

Once work is underway the TLO should visit once a day to check the customer is happy with the progress and has no queries regarding what's happening next. If for any reason work cannot be carried out that day the TLO should ring the customer before 10am to explain the reason and let them know when the work will restart.

Before the handover the TLO should explain the importance of the tenant satisfaction form and arrange collection of the form.

Throughout the work the TLO should be available for the resident to call should they have any concerns.

3.0 OCCUPIED HOMES

You will be working in homes which are occupied whilst the works are carried out. The contractor must, through suitable instruction and training, ensure that the workforce engaged in this contract (including sub-contractors) adopt a high standard of resident care at all times. Any additional staff brought in after the start of the contract must be instructed as above.

• The use of radios or personal entertainment equipment for site entertainment is not permitted.

• European and UK smoking legislation to be adhered to.

• All residents must be treated with proper respect and in particular the requirements of the elderly and those with special needs must be sensibly and sensitively dealt with.

• The use of tenant’s equipment, tools and utilities is not permitted.

The contractor must treat the property of the resident with respect. Specifically, it shall be brought to the contractor’s notice that he shall be working around the residents own white goods in confined areas and must make all attempts to minimise disruption and damage. The contractor shall be liable for any damage he causes to the residents own property.

The contractor, any workers, or sub-contractors must not make any comment or pass opinions relating to housing maintenance decision or an SHP Policy.

4.0 RESIDENT CARE

The contractor is required to ensure that the following areas of resident liaison are carried out:

• Write to the residents to inform them of the work which is to be undertaken.

• Initiate, organise and attend any necessary resident meetings.

• Arrange appointments with the residents.

• Obtain any tenant specific needs.

• Visit with the relevant surveyors and designers and identify potential social or technical problems.

• Assist the residents to make any necessary decisions and choices.

• Ensure the resident signs the necessary choice forms.

• Explain the process for the works, and advise them on any precautions they will need to take, such as rolling back carpets and creating working space.

• Organise access for the improvement works.

• Communicate with the resident throughout the works as appropriate to specific needs.

• Ensure that handover and completion procedures operate in a resident friendly fashion.

• Ensure that the resident can use the new components fitted within the property and provide the resident with documentation.

• Liaise with the resident for the rectification of any defects; aim for zero defects and provide the resident with a timescale for rectification.

• Initiate and manage any complaints procedure.

• Provide regular feedback on progress, resident satisfaction and procedures to the project team.

5.0 EQUAL OPPORYUNITIES

Contractors should:

1. Adopt their own equal opportunities policies and procedures.

2. Take steps to ensure that they recruit people to reflect the ethnic mix of communities in which they are working.

3. Abide by the statutory requirements of the Race Relations Act, the Sex Discrimination

Act, the Age Discrimination Act and their respective codes of practice.

4. Where appropriate, seek advice from bodies such as the Council for Racial Equality

(C.R.E.) and the Equal Opportunities Commission (E.O.C.).

Discriminatory behaviour or racial or sexual harassment towards its agents, employees, clients or residents will not be tolerated. Any allegation of such behaviour will be investigated thoroughly by the SHP and appropriate action will be taken if allegations are found to be sustained.

Equally through its Tenancy Agreement the SHPs require residents not to harass any neighbour, employee or agent of the SHP. Contractors or their employees who have suffered harassment should bring this to the attention of the SHP who will fully investigate the allegations.

6.0 HEALTH AND SAFETY

All contractors are expected to fully comply with all health and safety legislation.

Safety precautions shall be observed at all times. All new operatives shall be formally trained in the safe use of all tools and Provide and installation companies shall ensure that their operatives have the correct equipment including personal protective equipment. Full training and assessment records of all operatives must be kept in an acceptable manner. Important safety precautions include:

1. The contractor and all persons (including sub-contractors) employed by him on the work shall comply fully with the Health and Safety at Work Act 1974 and all appropriate existing enactment’s which are relevant statutory provisions under that Act and with all other relevant safety requirements and with appropriate Codes of Practice and Health and Safety Executive’s Good Practice Guidance Notes.

2. The contractor shall provide all necessary equipment and safe provision for power to the works. The contractor will not be allowed to use the existing properties and their services, amenities or the residents own property. The contractor shall not use the residents electricity for recharging. This shall apply irrespective of any permission and/or arrangements given or made between the contractor and the resident at the dwelling.

3. Prior to the commencement of works, the contractor, in conjunction with the client, [or clients representative] at the planning and investigation stage of the project, will establish the scope and nature of asbestos containing materials [ACMs] likely to be encountered.

Under no circumstances shall any ACM be removed or disturbed until agreed with the client. The contractor shall provide an appropriate work plan, based on a suitable and sufficient risk assessment, prior to removal or disturbance.

A number of projects will be subject to compliance with the current Construction Design and Management (CDM) Regulations. The contractor shall comply with all duties and obligations under this enactment in the role of the principal contractor.

7.0 ACCREDITATION AND QUALIFICATION

Contractors must be members of the NICEIC roll of Approved Contractors/ ECA or any other governing body and must be registered as a domestic Provide and installer to comply with approved document part P. Contractors must have been assessed as competent in carrying out electrical work to the required standards; all work completed must comply with all relevant regulations for electrical Provide and installations. As per the accreditation, contractors must carry out electrical Provide and installation works that complies with current regulations and are required to employ only competent and fully trained persons to carry out work and who are adequately and appropriately supervised. A competent person is someone with the necessary technical knowledge, skill and experience relevant to the nature of the work being undertaken, who is able to prevent danger and where appropriate injury.

Contractors will be required to issue the relevant NICEIC certification on completion of a new Provide and installation or changes to an existing Provide and installation.

8.0 GENERAL WORKS DESCRIPTION

The following general works description is intended to give the contractor a schedule of items required to be executed as amplification only of the works shown as being required on the contract drawings.

The various items are not intended to be fully descriptive in every detail of the work entailed in each item but contain sufficient information to enable the contractor to understand the scope of the work required.

8.1 MAKING GOOD

Contractors shall make allowance in the rates for the works or builder’s quantities for all that is necessary for the completion of the works to the satisfaction of the Project Manager. No claims will be considered for additional quantities that could not have been reasonably foreseen.

Any damage caused by the contractor’s negligence must be made good to the satisfaction of the project manager, at no cost to this contract.

The prices of all items included in this schedule shall be deemed to include for all making good given in the descriptions of the items.

8.2 GENERALLY

The contractor’s prices for any Provide and installation shall be deemed to include the work involved in all trades to the extent that can reasonably be foreseen and expected including disposal of all debris, rubbish, etc., arising from the works unless otherwise stated. All timber must be removed from site, no burning of surplus materials will be permitted at any time.

When working on services i.e. gas & electric a permit to work system is to be in place which is signed off at start and end of every working day. This must be overseen by a competent and qualified manager.

The prices of all items included in this schedule shall be deemed to include for storage of materials as required. It is the contractor’s responsibility to ensure that any storage facilities are secure and allow for appropriate access for loading and unloading.

Any contract drawings (where provided) and the specification are each to be considered explanatory of the other. Should any item appear in one that is not described in the other, no advantage shall be taken and the contractor will be deemed to have taken account of such item in formulating his rates.

8.3 GOOD PRACTICE

Where and to the extent that materials, products and workmanship are not fully detailed or specified they are to be:

Of a standard appropriate to the works and suitable for the functions stated in or reasonably to be inferred from the project documents, and in accordance with relevant good building practice.

Implement Site Waste Management Plans throughout the design and construction period that comply with regulatory requirements (where applicable) and include in such plans project-specific targets for waste recovery and reused and recycled content (below) and for waste reduction;

Measure and report progress against the corporate KPIs for the quantity of waste produced and the quantity of waste sent to landfill (measured in tonnes per £100k construction value4) [using the WRAP Waste to Landfill Reporting Portal5 and guidance – delete reference as necessary];

Recover at least [70% – state target] of construction materials, and aim to exceed [80% – state target];

Recover at least [80% – state target] of demolition, strip-out and excavation materials (where applicable), and aim to exceed [90% – state target]; and

Ensure that at least [15% – state target] of total material value derives from reused and recycled content in new construction, select the top opportunities to exceed this figure without increasing the cost of materials, and report actual performance.

8.4 CHECKING COMPLIANCE OF PRODUCTS

Upon delivery check all delivery tickets, labels, identification marks and, where appropriate, the products themselves to ensure that all products comply with the project documents. Where different types of any product are specified, check to ensure that the correct type is being used in each location. In particular, check that:

- The sources, types, qualities, finishes and colours are correct, and match any approved

samples.

- All accessories and fixings which should be supplied with the goods have been supplied.

- Sizes and dimensions are correct. Where tolerances of components are critical, measure a sufficient quantity to ensure compliance.

- The delivered quantities are correct, to ensure that shortages do not cause delays in the

work.

- The products are clean, undamaged and otherwise in good condition.

- Products which have a limited shelf life are not out of date.

8.5 GENERAL QUALITY OF WORKMANSHIP

- Operatives must be appropriately skilled and experienced for the type and quality of work.

- Take all necessary precautions to prevent damage to the work from frost, rain and other hazards.

- Inspect components and products carefully before fixing or using and reject any which are defective.

- Fix or lay securely, accurately and in alignment.

- Where not specified otherwise, select fixing and jointing methods and types, sizes and spacing’s of fastenings in compliance with section Z20 SMM7. Fastenings to comply with relevant British Standards.

- Provide suitable, tight packing’s at screwed and bolted fixing points to take up tolerances and prevent distortion. Do not over tighten fixings.

- Adjust location and fixing of components and products so that joints which are to be finished with mortar or sealant or otherwise left open to view are even and regular.

- Ensure that all moving parts operate properly and freely. Do not cut, grind or plane pre- finished components and products to remedy binding or poor fit without approval.

GENERAL NOTES:

1. Clauses in this section are provided for detailed description of the works that will be required as part of the planned maintenance programme.

1. Prior to ordering materials, the contractor must undertake a pre-entry survey at each property, the purpose of which being to;
2. Determine property specific requirements and design considerations.
3. Record sufficient information to prepare the system design including pipe runs, layout arrangements, and positioning of units, location of consumer unit and positioning of electrical fittings, extractor fan existing and proposed.
4. The extent of making good following removal of units, and services must be determined.
5. The extent of any variations necessary to complete the works, whether covered by the standard variations clauses or otherwise.

c. The contractor will be responsible for and must carry out the ordering of all materials and components. All orders are to be placed to ensure that all materials are available for Provide and installation in accordance with the programme issued by the contractor and to take into account all material lead times.

d. All standard details will be cross-referenced to each clause where applicable. Standard details where applicable will apply to clauses whether specifically cross-referenced or not.

e. The contractor is to allow for all making good required as a consequence of the works and for the daily removal of all debris from site.

f. The contractor is to allow for the provision of access to allow the safe Provide and installation of all systems/elements and the safe movement of materials both new and redundant.

g. The contractor is to allow for all removal and reinstatement of services as required due to the consequence of the works. This shall include all data or voice cabling equipment, all electrical services, alarm Provide and installations, water and gas services, and TV aerial Provide and installations, together with satellite and cable Provide and installations. Any works which result in temporary removal and therefore loss of service shall be minimised and must be reinstated either temporarily or permanent within two hours.

h. All gas Provide and installer/fitters to be Gas Safe Registered. Each operative shall carry his or her ‘Gas Safe’ card at all times.

i. All electrical work to which the requirements of Part P (Electrical Safety) apply, will be designed, Provide and installed, inspected and tested by a person competent to do so. Prior to completion of works the Local Authority must be satisfied that either:-

An electrical certificate issued under a ‘Competent Persons’ scheme has been issued; or appropriate certificate and forms defined in BS 7671 (as amended) have been submitted that confirm that the work has been inspected and tested by ‘a competent person’ will have a sound knowledge and suitable experience relevant to the nature of the work undertaken and to the technical standards set out in BS 7671, be fully versed in the inspection and testing procedures contained in the regulations and employ adequate testing equipment.

j. Contractor to ensure all new works such as positioning ironmongery and electrical switches etc. to communal areas is positioned for accessibility in accordance with Part M of the Building Regulations and BS8300.

k. On completion of the Provide and installation the contractor is to instruct a nominated person who will be identified in due course on the use of any new/altered systems and provide instruction manuals.

l. The contractor shall be responsible for arranging access to each property. The contractor shall allow for carding properties up to 3 times. Where access cannot be obtained, these shall be referred to the CA with details of when access was attempted. No claim for additional cost can be considered if access procedures have not been correctly followed and notified.

m. Protection to floor coverings & furniture must be provided by the contractor for all trades visiting the properties. Specific care shall be taken to protect electrical equipment e.g. televisions.

n. The contractor shall keep a complaints/compliments book on site at all times and record all tenant matters reported. This is to be present at site meetings.

o. The contractors’ rates shall be fully inclusive of

* preliminaries
* overheads and profit

• Kitchen base & wall units incl. doors/hinges

• Kitchen drawers

• Handles

• Worktops

• Worktop jointing strips

• Worktop end caps

• Worktop edging strips

• Filler panels

• Plinths & end caps

• Sink

• Tap(s)

• Worktop supports

• Wall tiles

• Plaster

• Grout

• Mastic

• Tile Trim

• Adhesive

• Screed

• Door Threshold

• Copper tube• Accessories e.g. elbows and other fittings

• Waste Pipe & Fittings

• All screws nails and fixings as applicable

• Pipe clips

• Dust sheets

• Skirting’s

• Plywood

• Architraves

• Isolating Valves

• Cabling

• Trunking

• Switches

• Consumer Unit

• Sockets

• Electrical boxes

• Cable ties

• Labels Clips

1.0 KITCHEN UPGRADE

1.1 Common work requirements within a kitchen have been grouped together to form a package of works. This work package has then been classified by archetype into the following kitchen types.

Note: The actual sizes of kitchen units will vary to suit individual kitchen design layouts.

* + 1. Provide and install Type KR1 Kitchen (One Bedroom Bungalow)

- Provide and install up to 3 No. base units and 2 No. wall units

- Wall tiles not exceeding 4 m2

- Floor covering not exceeding 7 m2

1.1.2 Provide and install Type KR2 Kitchen (One Bedroom Flat)

- Provide and install up to 3 No. base units and 2 No. wall units

- Wall tiles not exceeding 4 m2

- Floor covering not exceeding 7 m2

1.1.3 Provide and install Type KR3 kitchen (One Bedroom House)

- Provide and install up to 3 No. base units and 2 No. wall units

- Wall tiles not exceeding 4 m2

- Floor covering not exceeding 7 m2

1.1.4 Provide and install Type KR4 kitchen (Two Bedroom Bungalow)

- Provide and install up to 4 No. base units and 2 No. wall units

- Wall tiles not exceeding 4.5 m2

- Floor covering not exceeding 12 m2

1.1.5 Provide and install Type KR5 kitchen (Two Bedroom Flat)

- Provide and install up to 4 No. base units and 2 No. wall units

- Wall tiles not exceeding 4.5 m2

- Floor covering not exceeding 12 m2

1.1.6 Provide and install Type KR6 kitchen (Two Bedroom House)

- Provide and install up to 4 No. base units and 2 No. wall units

- Wall tiles not exceeding 4.5 m2

- Floor covering not exceeding 12 m2

1.1.7 Provide and install Type KR7 kitchen (Three Bedroom Bungalow)

- Provide and install up to 5 No. base units and 3 No. wall units

- Wall tiles not exceeding 5 m2

- Floor covering not exceeding 14 m2

1.1.8 Provide and install Type KR8 kitchen (Three Bedroom Flat)

- Provide and install up to 5 No. base units and 3 No. wall units

- Wall tiles not exceeding 5 m2

- Floor covering not exceeding 12 m2

1.1.9 Provide and install Type KR9 kitchen (Three Bedroom Maisonette)

- Provide and install up to 5 No. base units and 3 No. wall units

- Wall tiles not exceeding 5 m2

- Floor covering not exceeding 12 m2

1.1.10 Provide and install Type KR10 kitchen (Three Bedroom House)

- Provide and install up to 5 No. base units and 3 No. wall units

- Wall tiles not exceeding 5 m2

- Floor covering not exceeding 11 m2

1.1.11 Provide and install Type KR11 kitchen (Four Bedroom House)

- Provide and install up to 5 No. base units and 3 No. wall units

- Wall tiles not exceeding 5 m2

- Floor covering not exceeding 12 m2

1.1.12 Provide and install Type KR12 kitchen (Five Bedroom House)

- Provide and install up to 6 No. base units and 3 No. wall units

- Wall tiles not exceeding 5.5 m2

- Floor covering not exceeding 16 m2

PROVIDE AND INSTALLATION OF EACH KITCHEN TYPE SHALL INCLUDE THE FOLLOWING WITHIN THE STANDARD SCOPE OF WORKS (SECTIONS 1.1 TO 1.8)

1.2 RELOCATE TENANTS' APPLIANCES AND FITTINGS

Allow for relocating white goods during course of work in accordance with the following: -

1.2.1 Relocate Gas Cooker (as required)

a) Disconnect gas supply/electrical supply as appropriate to cooker and carefully relocate to an alternate room for temporary storage. Allow for relocation to kitchen, for the provision of temporary cooking facilities whilst works are on-going and allow for relocation upon completion of works. Reconnect the cooker to electrical/gas supply as appropriate, including the provision of a safety bracket/chain, to meet current regulations. All gas work to be completed by Gas Safe Registered Provide and installer.

1.2.2 Relocate Electric Cooker (as required)

a) Disconnect electrical supply as appropriate to cooker and carefully relocate to an alternate room for temporary storage. Allow for relocation to kitchen, for the provision of temporary cooking facilities whilst works are on-going and allow for relocation upon completion of works. Reconnect the cooker to electrical supply as appropriate.

1.2.3 Relocate Washing Machine (as required)

a) Disconnect electrical supply and isolate water supply to automatic washer and carefully re-locate into an alternate room for temporary storage. Allow for relocation to kitchen at the end of each working day (minimum service loss to be 24hrs) and reconnection of water and electrical services. Note –reconnection using existing washing machine hoses.

1.2.4 Relocate Fridge Freezer (as required)

a) Disconnect electrical supply to fridge freezer unit and carefully relocate into an alternate room and reconnect immediately for temporary storage and use by resident. Allow for relocation to kitchen upon completion of works and reconnect to electrical supply.

1.2.5 Relocate Dryer (as required)

a) Disconnect electrical supply to dryer, remove vent unit as appropriate, and carefully relocate into an alternate room for temporary storage. Allow for relocation to kitchen upon completion of works and reconnection to electrical supply and vent unit.

1.2.6 Relocate Chest Freezer (as required)

a) Disconnect electrical supply to chest freezer unit and carefully relocate into an alternate room and reconnect immediately for temporary storage and use by resident. Allow for relocation to kitchen upon completion of works and reconnect to electrical supply.

1.2.7 Relocate Dishwasher (as required)

a) Disconnect electrical supply and isolate water supply to dishwasher and carefully re-locate into an alternate room for temporary storage. Allow for relocation to kitchen upon completion of works and reconnection of water and electrical services.

NOTE:

i) Contractor should ensure that all appliances are temporarily relocated and reconnected at the end of every work day.

ii) Contractor to record make/model/reference number and condition of appliances before works commence and provide a copy to CA. The record should show an agreed signature of the resident. Damage to appliance not recorded before works commence will require to be rectified by contractor.

1.3 STRIPPING OUT WORKS

1.3.1 Remove All Existing Floor Coverings:

a) Carefully remove existing vinyl tiles/lino/cushion floor/vinyl sheet/carpet from kitchen floor including all adhesive as applicable and clear from site.

1.3.2 Strip Out Kitchen Units:

a) Isolate from water services and wastes as required, strip out and dismantle sink unit and all wall/base units, work tops, sink tops, built-in units, meter cupboards, fixings and cleats etc., and clear from site. Do not allow debris arising from the kitchen strip out to accumulate on site. Temporarily strip back and blank off existing hot and cold water supply and waste connection as required by the extent of the works. Temporarily isolate and strip back existing gas service as necessary to accommodate new layout. Temporarily isolate electricity supply and remove all electrical outlets and redundant cabling and containment etc. Allow for temporary connection/provision of kitchen sink during course of the works.

NOTE:

i) The contractor is to ensure that the tenant has adequate provision of hot & cold water and washing up facilities at the end of each working day until the new kitchen and sink are operational.

1.3.3 Hack Off Existing Wall Tiles:

a) Carefully hack off all existing wall tiles up to height of 500mm above sink tops, work tops to cooker space and window cills and clear from site. Make good disturbed finishes.

1.3.4 Remove Skirting Boards:

a) Carefully remove existing skirting boards to base of walls to kitchen, as necessary to accommodate the new kitchen layout and clear from site. Make good and extend disturbed finishes.

1.3.5 Remove Pipe Boxing Shall Mean:

a) Strip out timber pipe boxing to distribution pipe/SVP waste pipes etc., including all framework, as necessary to accommodate new kitchen layout and clear from site. Make good and extend disturbed finishes.

1.4 KITCHEN UNITS

1.4.1 Provide and install New Kitchen Units

a) Provide and install new kitchen units in accordance with manufacturers proposed layout drawings to include all plinths, end panels, ironmongery etc. to provide a complete Provide and installation.

1.4.2 Kitchen Design

a) The kitchen manufacturer will carry out the kitchen design and will be responsible for creating a design that provides the resident with the optimum kitchen layout within the constraints of the specification provided by the client. There may be a need for input and consultation with the contractor and resident at the design stage to ensure that layouts have been agreed with effective Provide and installation in mind. The resident will be provided with a layout plan by the designer which the resident will sign to give their approval. The kitchens are not being Provide and installed in new build homes and therefore a level of adjustment is to be expected around areas such as movement of meters and cutting out of units to allow for pipe runs.

1.4.3 Installation and Specification

a) Provide and install new kitchen units as follows:

i) Provide and install base units~~.~~ Units to be constructed using minimum 18mm thick with minimum 65mm service gap to rear, allow for 50 x 25mm s.w. timber rear rail for fixing base units to wall. Units to be concealed metal cam and dowel construction. Units to be provided complete with adjustable legs. Allow to form tray spaces as required by the kitchen design.

ii) Provide and install wall units located 450mm above work top level (measured to underside). Units to be constructed using minimum 18mm thick with 15mm service gap to rear and hung on concealed adjustable hanging brackets. Units to be concealed metal cam and dowel construction. Units to be provided with 2 adjustable shelves. Allow for 50 x 15mm s.w. timber rear rail for fixing to allow for wall. Allow for additional support where wall units are to be fixed to plasterboard/ paramount wall partitions.

iii) Provide and install drawer lined base units c/w doors and full height doors to wall units with matching handles to all door and drawer fronts in accordance with manufacturer’s layout drawings.

iv) Allowance to be made to fit units around all meters, service pipes/cables and stop cock.

v) All drawer boxes to have enamelled steel runners and nylon rollers. All drawer bottoms to be 15mm thick.

vi) Provide and install inset single drainer stainless steel sink top and fittings with 2 No. tap hole and chrome 3 in” lever action deck sink mixer. Treat and seal edge of worktop where cut out for sink in accordance with the manufacturers recommendations.

vii) Provide and install 40mm thick double bull nosed scratch resistant worktops manufactured from laminate backed to high density water resistant P5 core board. Lip and seal exposed edges with Bostik/Evostik impact adhesive. Fit stainless steel edging strips to ends of worktops to cooker and fridge space recess and satin aluminium joint at work top joints and intersections. Worktop over an under-counter fridge space to be removable.

viii) Hinges to be all metal, three way fully adjustable and allow opening to a full 170°, unless otherwise indicated as 90° (e.g. within 150mm of a cooker space).

ix) All base and wall unit carcases to be veneered to match door fronts.

x) All units to have one piece backs manufactured from white hardboard grooved into units.

xi) Plinth shall be finished in co-ordinating colours and shall be front fixed to allow for cleaning and maintenance to rear.

xii) During the pre-entry Inspection it will be ascertained what white goods (i.e. fridge, cooker, washer etc.) the residents currently have, or are purchasing, the layouts will then be tailored so that the aforementioned white goods are incorporated into the design.

No additional costs will be accepted and paid in response to a claim that each kitchen layout is different.

xiii) The contractor shall allow for all necessary liaison with the kitchen designer in relation to any redesigns.

xiv) Allow for temporary connection/provision of kitchen sink during course of works.

NOTE:

i) All units to be delivered to site, pre-assembled by supplier.

ii) Colour choices as per resident choices sheet.

1.5 JOINERY WORKS

1.5.1 Provide New Skirting Boards:

a) Provide and install wrought s.w. skirtings’ on s.w. treated grounds to match existing in all respects to base of kitchen walls as necessary to accommodate new kitchen layout. Make good and extend disturbed finishes.

1.5.2 Provide Pipe Boxing

a) Provide and fix 50mm x 38mm s.w. frame to wall on 15mm s.w. framing cover to all exposed pipework. Supply and fix 6mm thick WPB plywood front fixed with brass cups and screws.

b) Allow for sealant where boxing abuts decoration/units.

1.5.3 Provide Vertical Pipe Boxing:

a) Provide and fix 50mm x 25mm s.w. frame to wall on 15mm s.w. framing cover to all exposed vertical service pipework (incl. boiler feeds, HW and CW drops). Supply and fix 6mm thick WPB plywood front fixed with brass cups and screws.

b) Allow for sealant where boxing abuts decoration/units.

1.6 MECHANICAL SERVICES

NOTE: All gas Provide and installers/fitters to be Gas Safe Registered. Each operative shall carry his or her ‘Gas Safe’ card at all times.

Contractor to carry out gas soundness test on the existing gas supply pipework before work commences.

1.6.1 Renew Existing Hot and Cold Water Supply to Kitchen

a) Allow for isolating using existing stop tap or where stop tap cannot be accessed or located, by freezing feed and provide new water services to required location. New copper feed pipework shall be provided to the following fittings as applicable:

i) Kitchen sink: 15mm diameter

ii) Washing Machine: 15mm diameter

b) Allow to extend existing pipework as necessary to accommodate new kitchen layout. Allow for all builders work in connection with the works for forming new openings, bricking up redundant openings and for all making good and extending of finishes.

All couplings to be in an accessible location where possible (e.g. within washing machine space) .

c) Supply and fix the following as applicable:

i) Peglers isolating/servicing valves adjacent to all hot and cold feed connections. Provide and install Pegler double check valves to connections, which do not have required air gap, and to mixer taps.

ii) Peglers washing machine taps (15mm) to washing machine and dishwasher positions as applicable.

iii) Stop valve to boiler as recommended by boiler manufacturer (as necessary).

d) Include for all works to expose existing pipework, for all making good and sleeving and clipping pipes.

e) Carry out test, label all working parts.

f) Allow for the reconnection of all earth bonding and provision of new where required in accordance with the latest IEE Regulations.

NOTE:

i) Double Check valves to be appropriate classification to meet with current Water Regulations.

1.6.2 Relocate/Provide Gas Supply to New Cooker Location

a) Temporarily isolate and cut back existing gas service pipes as necessary to accommodate new kitchen layout.

b) Provide, run and connect from new copper feed pipework from existing service to cooker position shown on kitchen plan, and in accordance with Gas Safe Regulations (allow for relocation of cooker point up to 1.5m away from existing position).

c) Fit micropoint bayonet connection to cooker outlet and cooker chain.

d) Test gas service and label all working parts.

e) Allow for all general attendance and builders work.

f) Include for all works to expose existing pipework, for all making good and sleeving and clipping of pipes.

g) Test all services upon completion.

1.7 ELECTRICAL SERVICES

1.7.1 Provide and install New Power Ring Main & Cooker Circuit to Kitchen

a) Isolate electrical services and strip out all existing power services within kitchen back to consumer unit as required and reconnect as necessary to maintain ring to remainder of property. Remove fittings, back boxes etc., and clear from site. Retain and adapt existing power circuits to remainder of property.

b) Supply, Provide and install and wire to centre position new 45 amp double pole cooker control unit by Volex or equal and approved c/w single switched socket and 6mm2 cable and cooker outlet/connection plate located 600mm above floor level.

c) Provide and install new power ring main to kitchen and supply, fix and wire back to consumer unit including new recessed sockets and fuses/switches & isolators from the Volex range or equal and approved as follows:

i) 3 No. switched double sockets over worktop level (1070mm above floor level/one tile above worktop height). Sockets to be evenly spaced and generally not less than 300mm from end of worktop.

ii) 2 No. fused spurs

iii) 2 No. Low level single sockets

iv) 1 No. light switch

d) All new cables are to recessed beneath plaster finishes c/w metal cappings. Allow to make good plaster finish.

e) Allow for all general attendance, builder’s work and making good in connection with the works, including making good to ceilings

f) Ensure all work including bonding is in full accordance with BS 7671: current I.E.E. Regulations and provide NICEIC Provide and installation Certificate upon completion to the client/CA. Allow costs for registering the new Provide and installation with the NICEIC and submission of the Building Regulations Compliance Certificate in accordance with the electrical notes.

NOTES: ELECTRICAL

i) All spurs to be etched with name of designated appliance and be supplied with neon indicator.

ii) Contractor's responsibility to ensure that the electrical Provide and installation is designed in accordance with all current regulations and requirements and

comply to BS 7671-requirements for Electrical Provide and installations (17th Edition).

iii) All electrical works to be undertaken in full accordance with Part P of the Building Regulations 2004.

iv) Works to be undertaken by ‘competent persons’ registered with Part P Self Certification Scheme, certificate to be provided to CA upon completion of works and the appropriate notice forwarded to Local Authority not more than 30 days after completion of the works. Contractor to submit appropriate notice to Local Authority at his own cost with approval received prior to commencement of electrical works on site.

v) The contractor will be responsible for the positioning of all electrical outlets in accordance with the tenants requirements, best practice and current regulations.

1.7.2 Supply and install supplementary bonding and equipotential bonding including bonding conductor and terminators.

1.8 FINISHES

1.8.1 Provide Wall Tiling

a) Provide and install 150mm x 150mm wall tiles complete with white plastic trims to all exposed external angles as follows from CTD Tiles as tenants' choice.

i) Three courses above kitchen worktops, with tile quadrant.

ii) Within cooker space to floor level and to finish level with tiling above worktop.

iii) Window cills and reveals located within 450mm (vertical) of worktop.

b) Apply white sealant to horizontal and vertical junctions of wall tiling/fittings.

c) Contractor to allow for all cutting around sockets etc.

1.8.2 Provide New Vinyl Floor Covering

a) Level floor as required using Latex screed and Supply and lay Tarkett Texstar to kitchen with polished aluminium threshold strip up to 1000mm in length at doors.

b) Flooring to extend 45mm behind plinth below base units.

c) Run silicone sealant to all edges and abutment to fittings colour to be agreed with client. Allow to remove trim down and re-hang door to allow new flooring height.

1.8.3 Renew Plaster (allowance of 3 sq.m per kitchen)

a) Key and prepare wall surfaces including removal of paint where applicable to obtain key.

b) Dub out as required and render/plaster in thistle bonding coat or other equal and approved plaster and apply skim finish to areas indicated in schedule, to finish flush with adjacent surfaces.

1.8.4 Redecorate Kitchen Complete

a) Allow for all preparation of surfaces ready to receive decorations including removal of wall paper where required.

b) Decorate ceiling as follows:

1. To existing plaster: 2 No. coats of vinyl silk emulsion.

ii) To new plaster: Apply mist coat and 2 No. coats of vinyl silk emulsion.

c) Decorate walls as follows:

i) To existing plaster: 2 No. coats of vinyl silk emulsion.

ii) To new plaster: Apply mist coat and 2 No. coats of vinyl silk emulsion.

d) Apply knotting solution as necessary and 1 No. primer coat, 2 No. undercoats and

1 No. gloss coat to all new and bare woodwork.

e) Fill, sand and prepare existing woodwork and apply 1 No. undercoat and 1 No. gloss coat.

f) Prepare as necessary, sand, apply primer and apply 2 No. undercoats and 1 No. gloss coat to all new and exposed metalwork/pipework (paint colour of pipework to match background).

NOTE:

i) All paints to supplied by the Provide and installer. Paint to be Dulux Trade or equal and approved.

ii) The rate for the above decoration will be multiplied by 1.5 No. for properties with through kitchen dining rooms.

2.0 KITCHEN VARIATIONS & ADDITIONAL WORKS (OUTSIDE STANDARD SCOPE OF WORKS)

FINISHES & PLASTERING

KR13 Skim Kitchen Walls Complete: UOM – (kitchen complete)

a) Prepare wall surfaces including removal of paint where applicable to obtain key.

b) Disconnect light switches, light fittings etc.

c) Allow for all new angle beads where required around windows, doors and external corners. Scrim walls and apply PVA bonding agent. Apply skim coating to walls.

d) Allow any patch repairs to all walls including plasterboard repairs, patch plastering to solid masonry walls etc.

KR14 Patch Plaster Ceiling: UOM - Per sq.m

a) Cut out defective plaster and Provide and install s.w. noggin and packing as required. Fix 12.5mm foil backed plasterboard, scrim and skim to finish flush with adjacent surfaces.

KR15 Renew Plaster: UOM - Per sq.m (above patch plaster allowance of 3 sq.m per kitchen)

a) Key and prepare wall surfaces including removal of paint where applicable to obtain key.

b) Dub out as required and render/plaster in thistle bonding coat or other equal and approved plaster and apply skim finish to areas indicated in schedule, to finish flush with adjacent surfaces.

KR16 Renew Plasterboard: UOM - Per sq.m

a) Key and prepare wall surfaces, including removal of paint where applicable to obtain key.

b) Supply and install Gyproc wallboard 12.5mm thick (vapour check grade) using the Gyproc dry wall fixing system to external walls and Gyproc wallboard 12.5mm thick to internal walls. All components and installation to be in accordance with British Gypsum current regulations.

c) Scrim all joints and apply skim finish with skim beads to external corners.

KR17 Flooring; Vinyl Tiles: UOM - per sq.m (above standard allowance for kitchen type)

1. Supply and Provide and install 300x300mm tiles/sheet from the spectrum safetred range by Tarkett Marley

SUNDRY VARIATIONS

KR18 Supply & Provide and install Sure Stop – UOM Each

a) Supply and Provide and install Surestop water isolation switch in a visible/accessible location. To be Provide and installed in accordance with manufacturer’s instructions.

KR19 Asbestos Management Works

a) Contractor to undertake non-licensed tasks within each property to adequately safeguard other trades and enable other works to be undertaken to asbestos containing material.

b) Contractor to allow for the following:

i) Drilling, coring and chasing into walls/ceilings containing a textured finish.

ii) Scrape back any textured finishes to allow for wall paper removal and removal of any items fixed to the textured finish.

iii) Remove textured coatings to surfaces to be stripped out such as ceilings etc.

iv) Removal of floor coverings and adhesives containing asbestos.

c) All tasks and removal works are to be undertaken by suitably qualified operatives and in strict accordance with the Control of Asbestos Regulations 2012 and requirements for ‘notifiable none licensed works’ (NNLW) and HSE Essential Task Sheets for non-licensed work.

d) Allow for all necessary tools and equipment to undertake the works such as H-vacs, disposable dust sheets etc.

e) Provide all necessary protection to adjacent areas and safety measures to protect

the tenant and property from contamination resulting from the works.