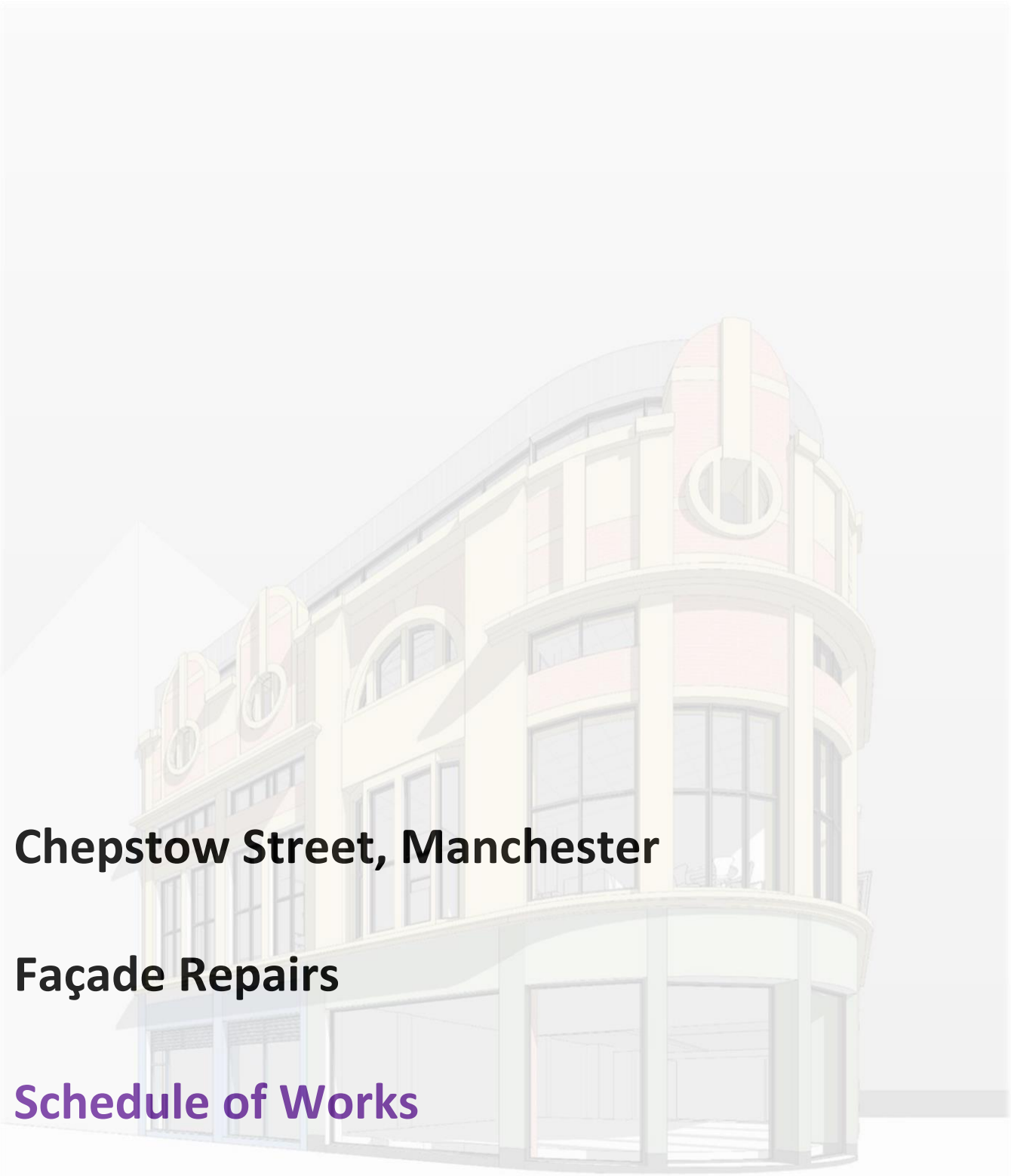




Chepstow Street, Manchester

Façade Repairs

Schedule of Works

October 2021

Stone MC Limited

Tel: 0161 236 1532

Web: www.stonemc.com

 [@StoneManchester](https://twitter.com/StoneManchester)

52 Princess Street

Manchester

M1 6JX



FORM OF TENDER

for

External Repairs & Decorations at

Chepstow Street, Manchester

Tenders should be returned no later than 12.00 noon on Friday 1st October 2021

After careful consideration of the documents referred to in the invitation to tender, we hereby offer to enter into the prescribed Form of Contract and carry out the whole of the above works to your satisfaction for the sum of: -

£	_____	(Figures)

	_____	(Words)

- The price remains open for acceptance within 13 weeks from the date hereof.
- We are in a position to commence the works
- The Contract period would beweeks

We understand the Employer is not bound to accept the lowest, or any tender.

Name: _____

Signed: _____

Position: _____

Company: _____

Address: _____

Date: _____

REF DESCRIPTION

1.0 GENERAL COST ITEMS

1.1 Generally

1.1.1 The works briefly comprise the following:

- Masonry/terracotta repairs
- Repointing
- External redecoration
- Façade Cleaning
- Removal of vegetation
- Gutter repairs/lining/replacement
- Window Overhaul

1.2 THE WORKS

- 1.2.1 The contractors are deemed to include everything necessary to enable the contractor to capture the full scope of works, the complete execution of the required scope of works and proper operation including all sundry components of the works.
- 1.2.2 The items are not intended to be fully descriptive in every detail of the work entailed, but contain sufficient information to enable the Contractor to understand the scope of the works.
- 1.2.3 The works also includes the whole of the labour and supply of materials unless otherwise stated. All works to be in accordance with current legislation and good working practice and manufacturers recommendations.
- 1.2.4 If additional areas of works are identified by the Contractor during the tendering stage, these items are to be priced and stated in the covering letter. Should additional works be identified during the contract period that should have been foreseen by the Contractor during tendering, the cost of such works shall be borne by the Contractor.
- 1.2.5 During tender stage, should any items or discrepancies come to the attention of the contractor, he is to inform the Contract Administrator (CA) without delay and request clarification.
- 1.2.6 All items are to be priced separately and in conjunction with the preliminaries, trade preambles and accompanying drawings.
- 1.2.7 All measurements and dimensions are approximate and the contractor is to verify all dimensions and quantities on site.
- 1.2.8 Prior to the pricing of any item within the Schedule, the Contractor is to fully and certainly ascertain the extent of the works and any local features, and all other factors of construction which affect the nature of the works described.
- 1.2.9 Where works are described within the schedule and not shown on the drawing or vice-versa, these items are to be deemed included and again should the Contractor during the tender stage notice any discrepancies, these are to be brought to the attention of the Contract Administrator for clarification.

- 1.2.10 The Contractor must, before tendering examine the Specification, assess the full extent and nature of the works, visit site to ascertain the nature of the site, accessibility, and all local conditions and restrictions likely to affect the execution of the works, and assess elements likely to affect labour and the execution of the Contract. No claim for any extra that arose out of the Contractors omission or neglect in this respect will be admitted.
- 1.2.11 The employer and his professional advisers reserve the right to request any member of the Contractor's management or staff to leave site and not return to site when found to be in breach of health and safety legislation and requirements included within this document.

1.3 Acceptance of Tender

- 1.3.1 The employer does not warrant himself to accept the lowest of any tender.

1.4 Interpretation

- 1.4.1 The contractor is to include for all necessary work to be complete the works, whether or not the same is specifically stated or implied provided that it may be reasonably inferred.

1.5 Working Hours

- 1.5.1 The works are to be undertaken during normal working hours from 8:00am until 5:30pm Monday to Friday. Working outside these hours will be allowed subject to CA approval, not to be unreasonably withheld.
- 1.5.2 The Contractor is advise of any necessary out of hours working to complete tasks which could potentially create noise or nuisance to surrounding users. The Contractor is to have carried out a noise assessment for all tasks to ensure these do not create noise nuisance which may interfere with the residents in the immediate vicinity.
- 1.5.3 A minimum notification period of 5 working days applies.

1.6 Occupancy

- 1.6.1 The Ground Floor of the unit is occupied by a McDonald's restaurant (24 hours) and a William Hill betting shop. The contractor is responsible to ensure that the works do not unnecessarily hinder the operation of these tenants, and that access to both businesses is safe and clear at all times.

1.7 Health & Safety

- 1.7.1 The Contractor is to make due allowance for compliance with the CDM Health and Safety Plan and all relevant HSE Legislation. Provide all necessary barriers and guarding to prevent falling from heights.
- 1.7.2 It should be noted that hard hats are to be worn by the Contractor's Employees at all times throughout the duration of the works without exception. The Contractor's Employees are also to wear all necessary personal protective equipment associated with the type of work being carried out in accordance with HSE Requirements, CDM Health and Safety Plan and Contractor's Method Statement. Where Contractor's Employees are found to be in breach of these requirements they will be asked to leave site.

1.8 Protection & Security

- 1.8.1 The contractor is to allow for the protection of all existing and new structures, landscaping, finishes, and equipment, etc. both around the site and within the adjacent building during the execution of the works. All emergency access routes and means of escape are to be maintained clear at all times.
- 1.8.2 Any damage caused by the contractor to the existing structure, landscaping, finishes, equipment, etc. shall be reinstated and reimbursed as required at works completion, reinstatement/remediation to match the condition of the respective element prior to the work commencement. Any making good will be at the expense of the contractor to the satisfaction of the Contract Administrator.
- 1.8.3 Any damage caused by the contractor to the existing and new structure, landscaping, finishes, equipment, etc shall be reimbursed at works completion, to match the condition of the respective element prior to the work commencement. Any making good will be at the expense of the contractor to the satisfaction of the Contract Administrator.

1.9 Site Rules

- 1.9.1 No radios are permitted on site.
- 1.9.2 No smoking is permitted anywhere within the building. Should the contractors wish to smoke, then he must be outside the site boundary in a designated area.

1.10 Preparation Works

- 1.10.1 Before commencement of the works, the contractor is to compile a photographic record of the building and the surrounding areas to provide condition, as any damage resultant from the works will have to be made good at the contractors expense.
- 1.9.2 Contractor must advise immediately of any additional works apparent to being necessary following detailed condition survey once high level access is in place.

1.11 Scaffold

- 1.11.1 The Contractor is to allow for the provision and erection of all necessary access scaffold to complete the work as detailed in Section 2.
- 1.11.2 The scaffold is to provide unhindered access to work areas.

1.12 Shoring and Temporary Support

- 1.12.1 The Contractor is to allow for providing all necessary shoring and temporary support required to facilitate the works described.

1.13 Small Plant and Equipment

- 1.13.1 The Contractor is to make due allowance for all necessary small plant and equipment required for the full execution of the works. Pricing of this item should be included within the preliminaries.

- 1.13.2 The contractor is to allow for and provided a temporary power supply i.e. a temporary generator to undertake the works during the contract period, as it is not know at this stage whether the client will allow the use of services.

1.14 Skips

- 1.14.1 Provide all necessary skips for the disposal of debris from the works include for all necessary Local Authority licenses for the siting of skips and associated protection, lighting, etc.
- 1.14.2 Skips are to be secured overnight

1.15 Traffic and Parking Management

- 1.15.1 The contractor is to ensure that all operatives vehicles are parked away from the site.

1.16 Programme

- 1.16.1 The Contractor is to provide his scheme programme with his tender return to show completion of the works in the requisite time period. The programme is to highlight the duration of the works from instruction to completion, including site set up and clearance at the end of the works. The programme should indicate the phasing of the works as necessary.
- 1.16.2 The contractor is to attend both a pre-start meeting and any scheduled site meetings for the duration of the contract.

1.17 Clearance

- 1.17.1 Rubbish should not be permitted to accumulate during the works and should be cleared away on a daily basis. Skips shall only be located in a position agreed with the Employer.
- 1.17.2 The contractor is to ensure that the site is left clean , tidy and safe at the end of each day. Following completion of the works allow for a thorough clean throughout to leave all affected areas clean.

1.18 Health and Safety

- 1.18.1 The contractor will be responsible for all aspects of health and safety on the site and the immediate surrounding areas.
- 1.18.2 The contractor shall take all necessary precautions to ensure that the works are carried out in a safe manner and in accordance with their obligations under the Health & Safety at Work Act 1974 and any subsequent Regulations and Rules enacted under this Act.
- 1.18.3 The contractor shall take all steps necessary to secure the site, or plant, machinery and tools against misuse by unauthorized persons particularly out of working hours.
- 1.18.4 The contractor is to check the fire evacuation procedures to the existing site/building and ensure all fire escape routes are clear at all times.
- 1.18.5 The contractor is to allow for the provision of all necessary safety equipment to comply with all relevant Health and Safety Regulations. Correct PPE is to be worn at all times.

1.19 Statutory Approvals

- 1.19.1 The contractor shall ascertain and allow for all costs in complying with the requirements of the Local Authority and constabulary as they may affect the cleaning and restoration works and in particular regarding:-
- 1.19.2
- Loading and unloading materials and equipment
 - Road closures or diversions
 - Erecting, maintaining, adapting and dismantling scaffolding
 - Providing notices, traffic control equipment, kerb buffers, chevron painted boards, painted scaffold, lighting, fans, sheeting and all safety requirements and protective measures
 - Discharge of runoff waste and maintenance of drainage

1.20 Materials and Workmanship

- 1.20.1 Materials and workmanship are to be fit for purpose, of the type and quality described herein and of the best quality described herein and of the best quality of their respective kinds. Those for which there is a British Standard are to conform thereto.
- 1.20.2 Description of materials and workmanship given in any one trade is to apply throughout this Specification unless otherwise described.
- 1.20.3 The Contractor shall employ only fully qualified, competent and experienced tradesmen through the Contract period.
- 1.20.4 All electrical works are to be undertaken by an NICEIC registered contractor and all test certificates are to be forwarded to the CA.
- 1.20.5 Any redundant building mounted fittings are to be carefully removed and the envelope made good

1.21 Approval

- 1.21.1 The whole of the work and materials are to be to the approval of the CA and to the satisfaction of all relevant British Standards, European Standards and other similar technical standards, all Trade Associations and all relevant manufacturer's instructions.
- 1.21.2 Where the Contractor discovers any discrepancies or ambiguities, or should there be any item of work which the Contractor is unclear as to what is required, the Contractor must obtain clarification or instructions from the CA before proceeding.
- 1.21.3 No qualifications or alterations of any kind are to be made by the Contractor to this schedule of works without the written agreement of the CA.

1.22 Setting Out The Works

- 1.22.1 The Contractor is to set out the work and will be responsible for the accuracy of same.

1.23 Care of the Works

- 1.23.1 The Contractor is to keep all persons (including those employed by sub-contractors) under his control and within the boundaries of the site.

- 1.23.2 The Contractor will be held responsible for the care of the works generally until their completion, including all work executed and materials deposited on the site by himself or subcontractors and suppliers, together with all risks arising from the weather, carelessness of operatives, damage or loss by theft or any other such cause; and he is to make good all such damage or loss.

1.24 Covering and Protection

- 1.24.1 The Contractor is to cover up and protect the works from any persons on the site and will be responsible for the costs of replacing any elements which become damaged due to inadequate covering and protection

1.25 Clearing Away

- 1.25.1 The Contractor is to take down and clear away all plant and temporary works etc. and make good and remove all rubbish and surplus materials from site and leave in a clean and tidy state.

1.26 Period of Validity

- 1.26.1 Tenders must remain open for consideration for a period of 3 month from the date fixed for submission of tenders.

1.27 Welfare Facilities

- 1.27.1 The contractor may use the onsite welfare facilities however he is to ensure that they are kept in a clean and tidy condition and any damage is to be rectified prior to handover.

1.28 CDM Regulations

- 1.28.1 The Construction (Design & Management) Regulations 2015 apply to this Project and tenderers must familiarise themselves with the requirements of the Regulations and include fully for them within their tendered prices.
- 1.28.2 The Contractor appointed to carry out the works will be appointed the Principal Contractor. The Principal Contractor shall prepare the Construction Phase Health and Safety Plan.
- 1.28.3 The Construction Phase will not commence until the successful Contractor has provided all necessary RAMs for the works.
- 1.28.4 The Principal Contractor will ensure that all other Contractors employed on the site either directly or indirectly by him or the Employer are made aware of the requirements of the CDM Regulations.

1.29 Practical Completion

- 1.29.1 Practical Completion will only be reached once the CA issues the relevant completion certificate.
- 1.29.2 In order to achieve practical-completion, the Contractor must- deliver to the CA all relevant certificates, guarantees, planning condition discharge confirmations, Building Regulations approval notices and other similar documentation.

- 1.29.3 All operational, maintenance and testing procedures must be notified by the Contractor to the CA and/or the Employer during the final completion meeting.
- 1.29.4 In order to achieve practical completion, the Contractor must deliver to the CA all relevant certificates, guarantees, planning condition discharge confirmations, Building Regulations approval notices and other similar documentation.
- 1.29.5 All operational, maintenance and testing procedures must be notified by the Contractor to the CA and/or the Employer during the final completion meeting.

2.0 SCAFFOLDING

2.1 General

- 2.1.1 Allow for the erection, adaptation and dismantling of all scaffold necessary to undertake the works to all elevations.
- 2.1.2 Erect full access scaffold to all elevations from ground to roof level.
- 2.1.3 Include for fully hoarding the scaffold to 3.0m above ground level and provide fan board protection over entrances. Provide hoarding lighting as required by Highways authority. Backprop down to basement level scaffold standards to central courtyard garden area.

2.2 Requirements of Controlling Authorities

- 2.2.1 Contactor to read and refer to-Manchester City Councils Terms & Conditions for erecting scaffolding within the City Centre and in conjunction with the works listed below.

2.3 Scaffolding – Design

- 2.3.1 Contractor to design and erect all scaffolding to facilitate the works. The design of the scaffolding will be the responsibility of the Contractor and is to be in accordance with the recommendations with current British Standards, Codes of Practice and Health & Safety legislation.
- 2.3.2 As the work involved is to a listed building, the scaffold should essentially be regarded as independent of the existing structure and designed accordingly. Where tying to the existing structure cannot be avoided the positions and type of any such ties shall be submitted and agreed with the CA prior to the erection of any scaffold. No additional costs will be granted after the acceptance of any tender where this requirement has been overlooked.
- 2.3.3 Compliance with the various Acts and Regulations is the responsibility of the Contractor
- 2.3.4 Compliance with all aspects of Health & Safety during erection, use, and dismantling in the responsibility of the Contractor.
- 2.3.5 The design of the scaffold is to take account of the requirements of all trades which will require access, use as a working platform or storage. No claims will be entertained for additional scaffold for amending scaffold already erected to suit the requirements of trades contained within the specification.

2.4 Scaffolding – Proposals

- 2.4.1 The contractor is to submit his proposals for scaffolding on or before the date of possession and not less than 7 days before the commencement of the scaffold.
- 2.4.2 The Contractors proposals are to include clear drawings and structural calculations in duplicate, sufficient to prove the stability of the proposed temporary structures.
- 2.4.3 These drawings will clearly indicate positions where any scaffold is to be tied back to the fabric of the building.
- 2.4.4 No scaffolding shall commence on site until the Contractors proposals have been submitted and agreed with the CA. Agreement of the Contractor proposals does not relieve the Contractor of his responsibilities to ensure full compliance of all requirements.

2.5 Scaffolding : Programme

- 2.5.1 Prior to commencement of any scaffolding the Contractor shall submit a programme indicating the commencement date, completion date and period for dismantling for each area of scaffolding.
- 2.5.2 Scaffold maybe required for inspection purposes prior to confirmation of scope of the work and the Contractor is to indicate this period on his programme and ensure their proposals are submitted early enough to ensure that this period is not compromised.
- 2.5.3 The programme is to take account of all requirements of the sub-contractors who require the use of the scaffold.

2.6 Scaffolding – Erection Requirements

- 2.6.1 All scaffold tubing and fittings are to be galvanised and in good condition and free from corrosion. Rusty components will not be accepted.
- 2.6.2 No steel component (including capped tubes) is to be in contact with the fabric of the building except where specific approval has been given.
- 2.6.3 Where It is necessary to brace the scaffold from the masonry then timber packing of a minimum thickness of 20mm is to be placed between the scaffolding and the masonry.
- 2.6.4 No scaffolding shall rest on any roof coverings unless agreed in writing prior to commencement.
- 2.6.5 The ends of ALL scaffold tubes are to be protected with plastic caps, which are to be fitted prior to delivery to site. Where it is necessary to cut scaffold tubes during erection the end is to be re-capped immediately.
- 2.6.6 Scaffold tubes are not to encroach within 200mm of the surface of the building except where required for support or stabilising. This is to prevent accidental damage to the fabric by minor movement of the scaffold.
- 2.6.7 Unless unavoidable it will not be permitted to brace scaffold through window or door openings. Should this prove necessary the existing finishes are to be protected with 20mm thick timber packers both internally and externally. The opening is to be boarded up with access only for the scaffold tubes and made good on completion.

2.7 Scaffolding – Supervision

- 2.7.1 The Contractor is to exercise particular care in supervising the erection and dismantling of the scaffold to ensure that no damage occurs to the fabric of the building.
- 2.7.2 It should be noted that in many instances damage to the historic fabric cannot easily be rectified. Any damage due to the scaffold use, erection or dismantling will be rectified at the Contractor's expense.

2.8 Scaffolding – Security

- 2.8.1 All external scaffolding shall be designed and erected so as to prevent unauthorised access. It should be noted that the property will be occupied by the tenants and as such will require 24 hour access.
- 2.8.2 Access to the scaffold is to be via a lockable door.
- 2.8.3 Ladders to the lower lift are to be removed at night. Any areas that may be accessible from adjoining structures, roofs, etc., are to be similarly protected by boarding or by other approved means.
- 2.8.4 The contractor is to provide suitable security to the scaffold at all times when there is no contractor attendance on site i.e. nights and weekends. This should be by means of an alarm to the lower lifts or alternative proposal by the contractor.
- 2.8.5 The contractor is to allow for providing suitable plywood hoarding to columns up to 2.4m high on Dale Street in line with Manchester City Council Requirements. Allow for decorating hoarding. Colour TBC.

2.9 Scaffolding – Protection

- 2.9.1 All surfaces at ground level are to be suitably protected to prevent the scaffold damaging existing external finishes.
- 2.9.2 Ensure any architectural features or areas prone to damage are suitably protected.
- 2.9.3 Where protection measures are considered inadequate the Contractor will, at his own expense, provide additional protection as directed by the CA.
- 2.9.4 Sheeting to side walls to the scaffold structure shall be reinforced translucent sheets which are self-extinguishing and flame retardant (e.g. Monoflex). Details of any alternative proposals shall be submitted for approval with the tender.
- 2.9.5 All sheeting to be adequately secured against wind uplift, etc. Kick / toe boards used to guard against falling materials and tactile tape / protection to street level scaffold poles.
- 2.9.6 All sheeting to be checked by a competent person at least once a week and a signed record kept on site. Any defects to be rectified immediately.

2.10 Scaffolding – Dismantling

- 2.10.1 Ensure all necessary care is taken to ensure that no damage occurs to the fabric of the building.

2.10.2 Scaffold tubes to be carefully lowered to ground level and not thrown or dropped.

2.10.3 No dismantled components shall be left on site outside working hours.

2.11 Scaffolding Certificates

2.11.1 Copies of all handover certificates issued by the scaffold sub contractor shall be forwarded to the CA upon receipt by the Main Contractor.

2.11.2 No scaffolding shall be used unless handover certificates and test certificates have been issued.

3.0 Roof

3.1 As part of the overall project, the existing roof is to be removed, therefore no roof remediation works are required.

3.2 The contractor is responsible for identifying roof level façade remediation items not already identified

3.3 The same safety precautions as previously mentioned are to be adopted for protection of existing surfaces and materials, in line with all CDM regulations.

4.0 MASONRY REPAIRS

4.1 Cleaning

4.1.1 Specialist contractor to be appointed to undertake cleaning of facade using DOFF Cleaning System. Ensure the system is set to enable the heavy deposits of soiling and algae to be removed from the elevations. Carefully clean down all faience and granite to each elevation. More stubborn staining and soiling should be removed with a soft bristle brush. All abrasive cleaning methods, strong acids or metal bristle brushes MUST be avoided. Test panel of cleaning should be provided for approval prior to commencement of works.

4.1.2 Contractor to allow for cleaning all areas of Chepstow House elevations

4.1.3 Keep all drains/ gullies clear during the works and clear out and flush down afterwards.

4.1.4 Care shall be taken to prevent ingress of moisture to the interior of the building and nuisance and damage to the building occupants, adjoining properties, roads & footways. The contractor shall be wholly responsible for any damage that may arise from washing and cleaning processes and shall be made good at his own cost any damage that may occur.

4.1.5 No works are to be carried out in conditions where damage is likely to result from frost action. Min ave temp t be +5degrees

4.1.6 Consideration to be given to protecting windows, doors delicate architectural features and any other areas not being treated e.g. Tank Tape and polythene to reduce water ingress through openings.

4.1.6 No chemical or abrasive clean will be accepted

4.2 Repointing

- 4.2.1 Carefully remove all loose pointing by hand being careful not to damage the arises of the faience blocks. Under no circumstances will the use of mechanical tools be permitted.
- 4.2.2 Carefully repoint open or defective mortar joints with a lime based mortar with a fine sand aggregate. Care must be taken to ensure that new mortar pointing is compatible with existing mortar in terms of colour. Care must also be taken to ensure that mortar does not stain the surface of the faience.
- 4.2.3 Contractor to confirm rate for additional repointing at £_____sq/m rate for areas of repointing over 1sq/m
- 4.2.4 Contractor to confirm rate for additional repointing at £_____line m rate for all isolated areas of repointing under 1 sq/m subject to minimum of measure of 0.5 line m
- 4.2.5 Allow for providing mortar test panel for approval of CA prior to commencement of works

4.3 Repairs

- 4.3.1 Contractor shall allow for all necessary protection of the building façade in advance of the repair and cutting out works.
- 4.3.2 Undertake any minor repairs to the faience including redundant fixing holes with hydraulic lime mortar. Care must be taken that mortar matched the faience in terms of colour and that it completely seals the hole to prevent further moisture ingress.
- 4.3.3 Following completion of repointing works, the contractor to clean down all areas on completion using clean water and bristle brush only. Acid cleaners are not to be used.

5.0 STEELWORK

5.1 Generally

- 5.1.1 Contractor to include any items not identified as part of their overall tender price.

6.0 WINDOWS

6.1 Generally

- 6.1.1 Provide all labour materials, equipment and services required to complete metal window restoration and redecoration. It is the intent that repairs will maximise retention of original fabric while making windows weather resistant for long term use and serviceable for cyclical maintenance.

6.1.2 Metal window restoration may include but not limited to the following:-

- Restore damaged and inoperable metal casement window.
- Paint and finish all external metal elements.
- Glue or replace broken, missing or cracked glass.
- Remove all detreated putty and replace with new.
- Consolidate and repair deteriorated sections and cills.
- Clean all glass

6.1.3 As soon as practically possible after access is provided, to carry out full inspection of all metal windows to determine extent of corrosion and necessary repairs.

6.1.4 Contractor to allow for carefully removing and replacing the identified smashed/cracked glass to match existing.

6.1.5 Contractor to carefully remove all loose/defective putty, clean and sand rebate.

6.1.6 Prime and apply DRY Seal UN (or equally approved product) with dispensing gun. Smooth the surface using Dry Seal UN applicator. Contractor to clarify and provide technical specification if an alternative product proposed within their tender return.

6.1.7 Contractor to Allow to cure and remove any excess Dry Seal UN from the glass. Leave ready to receive decoration in accordance with manufacturer's recommendations.

7.0 Timber

7.1 Generally

7.1.1 Contractor to include any items not identified as part of their overall tender price.

8.0 Preliminaries

8.1 Generally

8.1.1 Contractor to include overall cost for preliminary items.

8.1.2 Contractor to include all necessary establishment and operational costs required to complete the works, including any foreseen items to meet CDM, HSE or LA requirements.