

OUTLINE CONSTRUCTION MANAGEMENT & PHASING STATEMENT

AT

LONDON ROAD FIRE STATION, MANCHESTER

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Construction Management & Phasing Statement - Phase 1 / 1A works

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1 Introduction

- 1.1.1 London Road Fire Station is a Grade II* listed building positioned at the gateway to Manchester, opposite Piccadilly Station.
- 1.1.2 The London Road Fire Station proposals represent an opportunity to deliver a landmark scheme at a prominent city centre location.
- 1.1.3 The building is to comprise a mix of uses and will include a hotel, workspace, event space, leisure facilities and food & beverage units. The scheme involves the extensive refurbishment of the existing building as well as the construction of an extension to the hotel.
- 1.1.4 The Construction Management & Phasing Statement provides outline information on the construction phase strategy and the key activities that will be undertaken. Consideration of potential impacts during the construction and any necessary mitigation measures are provided in each chapter of this document.
- 1.1.5 The following narrative explains the methodology prior to developing more definitive proposals alongside a selected phase 2 contractor. This will include preparation of detailed plans to incorporate: The Construction Phase Health and Safety Plan, Environmental Management, Traffic and Pedestrian Management Plan.



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2 Construction Sequence

2.1.1 The construction for London Road Fire Station will be phased, with three key construction phases, sequenced 1 to 3.

Construction Phase	Description of Activity
1	Essential Fabric Repair Works & Asbestos Removal: This phase of work will involve restoration and repair works comprising: masonry & terracotta cleaning and repair; repairs and renewals to windows and external doors; repair and replacement to rainwater goods and miscellaneous metalwork; repairs to roof structure and coverings; and repairs to structural metal frame; together with provision of scaffolding to facilitate access, sampling and investigation works. This phase of work will also involve the removal of asbestos containing materials (ACM's) from the site. This work is to be completed by a licensed asbestos removal contractor.
2	Soft Strip and Site Construction Work: This phase of work will involve the soft strip of non-original features of the building that hold no historic significance prior to commencement of the refurbishment works to the existing building as well as the construction of the new build hotel extension.
3	Tenant Fitout and Public Realm Works: This phase of work will involve the fit-out of tenant hotel, workspace, leisure and food & beverage units within the building. Public realm works to the courtyard surface and surrounding pavements shall also be undertaken.

Note:

- Working hours are anticipated to be 7am to 5pm Monday to Friday with all deliveries within the same period. Occasional weekend working is anticipated such as moving materials within the site to create space to ease deliveries and traffic congestion for the following weeks work (subject to agreement with MCC). Any further out of hours working will be generally limited to internal fit out operations.
- The proximity of residents / offices on Fairfield Street, Minshull Street and Whitworth Street is a consideration. The methodology contained in this document is to be followed by the appointed contractor in protecting the residential amenity.
- To reduce the impact on the local community most deliveries to and from the project will be into the courtyard via London Road.



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2.2 Project description

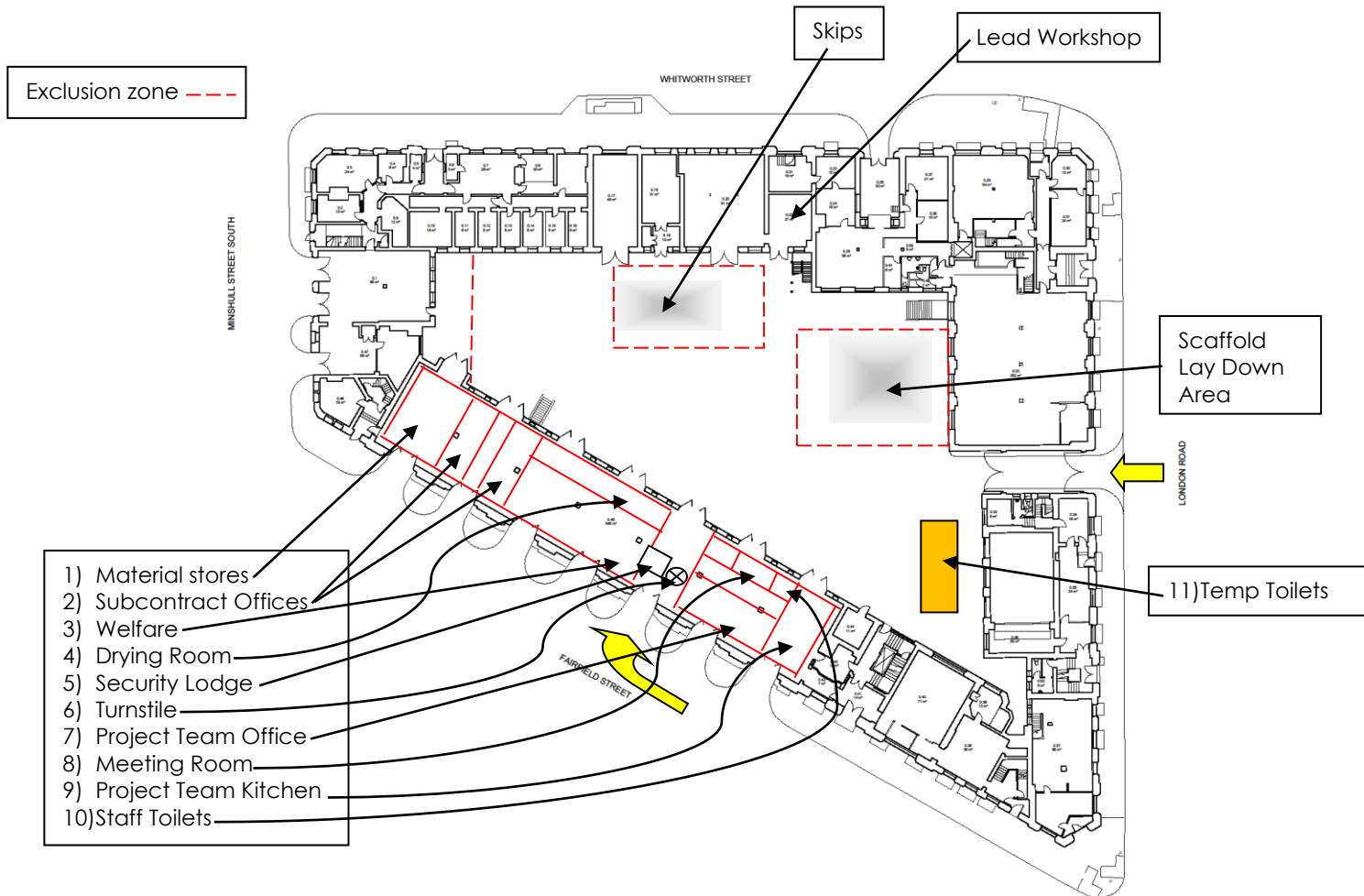
- 2.2.1 The following is a brief overview of the methodology to be adopted for the refurbishment of the building and retained spaces and the construction of the hotel extension.

2.3 General Site Logistics

- 2.3.1 The soft strip activities will be undertaken from within the building. This will not affect the public or adjacent highways.
- 2.3.2 Scaffolding shall be erected around the entire building during the essential fabric repair works.
- 2.3.3 All debris, to be removed, will be safely loaded into vehicles that will leave the site via the courtyard onto London Road.
- 2.3.4 There will be security personnel located at the site entrance locations to manage access / egress from the site.
- 2.3.5 The dedicated site office and welfare facility will be located in the engine room with a turnstile access point positioned off Fairfield Street.
- 2.3.6 The courtyard will be utilised as a laydown area for all new material brought to the site.
- 2.3.7 Any temporary road closures / lane closures / parking bay closures will be agreed with Manchester City Council operational services department together with any special logistical requirements.
- 2.3.8 Appropriate wheel wash and banksman facilities are to be provided by the contractor for activities where wheel washing is required, to ensure the cleanliness of surrounding highways.
- 2.3.9 Unloading and storage will be contained within the courtyard.
- 2.3.10 Waste material will be screened and sorted, prior to removal via skips. A site waste management plan will be put into place by the contractor.
- 2.3.11 The site will be fully secured based on an access permit system with security staff at vehicular entrances, with two security personnel on-site 24HRS a day.
- 2.3.12 Deliveries of materials and the removal of waste from the site will generally take place from within the courtyard.

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2.4 Existing site plan



2.5 Site Compounds (Courtyard)

- 2.5.1 The courtyard will be utilised as the main site compounds for the duration of the construction works.
- 2.5.2 Staff personnel will access the site and compounds via controlled site access gates.
- 2.5.3 The site compounds will act as delivery drop off zones, waste collection points and lay down areas for construction materials.

2.6 Main Site Access Routes

- 2.6.1 The main entrance gateway off Fairfield Street will operate as an entrance route for staff and the gateway off London Road will allow access/egress for vehicles.



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2.6.2 The site access routes will be monitored throughout the day by a gateman. It will be the responsibility of the gateman to ensure that the access route gates remain closed throughout the day when not in use.

2.6.3 The staff entrance off Fairfield Street will be a turnstile entrance with fingerprint scanning system to control entry and exit from site. The turnstile site entrance will be positioned adjacent to the site security hub.

2.6.4 The site access route gates will be locked each evening by the contractor's staff and security using an appropriate locking mechanism.

2.7 Material Storage

2.7.1 Storage of materials shall generally take place within the internal courtyard. The selected contractors will adopt a "just in time" delivery procedure. This will help to limit the number of materials stored on site.

2.8 Operational Efficiency

2.8.1 The anticipated core hours of working will be 07:00 – 17:00, Monday to Friday. In order to maintain the above working hours, the Principal Contractor may require at certain times a period of up to one hour before and after normal working hours to start and close down activities. Specialist construction operations and deliveries may also be required to be carried out outside of these core hours in agreement with MCC and other relevant parties.

2.8.2 Certain operations may need to be undertaken during engineering hours, weekends or blockage periods (including night-time working).

2.9 Pedestrian Routing

2.9.1 Pedestrians, the public and local residents will be kept separate from the construction activities at all times.

2.9.2 It is envisaged that pedestrian routes will be maintained following scaffold erection.

2.9.3 Pedestrian routes may need to be temporarily closed during pavement improvement works and scaffold take down periods.

2.10 Monitoring, Review & Complaints

2.10.1 A programme of monitoring and review will be implemented to generate information by which the success of the construction process can be evaluated.

2.10.2 Monitoring and review of construction activity to the site will be the responsibility of the principal contractor.

2.10.3 This process will provide the opportunity for construction operations and procedures on the site to be reviewed and new management measures to be implemented (if necessary).



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- 2.10.4 A public contact address will be made available to members of the public. The contract address will be published so that the Contractor can hear any queries or complaints from members of the public.

3 Construction Phases

3.1 Phase 1

- 3.1.1 The existing façade of the building is to be retained. Minimal repairs and replacement to some areas of the existing façade will be made where necessary. All repairs will be in line with the fabric & repair strategy.
- 3.1.2 The essential fabric repair works to the building will be monitored by the principal contractor of the phase 1 works. The principal contractor will coordinate the trade package construction works to ensure that the works are phased adequately, and good working practices and safe access routes/scaffold access are maintained on-site to enable repair works to complete.
- 3.1.3 All asbestos removal works must be undertaken with reference to the Refurbishment & Demolition Survey which locates and describes as far as reasonably practical the Asbestos Containing Material (ACM's) within the structure. Asbestos works must also be undertaken alongside an asbestos analyst.

3.2 Phase 1-a

- 3.2.1 The strip out of non-original features that hold no historic significance will form the second phase of works alongside the main construction and refurbishment building works. The new build hotel extension and works to the courtyard balconies will also be undertaken within phase two.
- The following control measures will be considered for the soft strip & main construction works phase:
- 3.2.2 Erection of a boarded timber hoarding around sections of the site perimeter.
- 3.2.3 Regular cleaning down/maintenance of the site perimeter.
- 3.2.4 Damp down to control any strip-out material arising's.
- 3.2.5 Maintain a solid, cleanable surface for vehicles.
- 3.2.6 Daily visual inspections of roadways to the perimeter.
- 3.2.7 Access to a road sweeper for the possibility of an emergency response being needed.
- 3.2.8 Sub-Contract orders to include the requirement for any muck away vehicles to be fully sheeted.
- 3.2.9 All materials to be sheeted and damped down as required if stored externally but incoming materials will be moved internally as soon as is reasonably practicable.



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3.2.10 Installation of appropriate air quality monitoring equipment.

3.2.11 Demarcated areas for the laydown of materials.

4 General Construction Management Principles

4.1 Traffic Management Plan

4.1.1 A traffic management plan will be prepared to address the following issues:

- Site management procedures.
- Integration of traffic management plan co-ordinated with other projects going on in the area.
- Access / egress turning points.
- Temporary or permanent alterations to local traffic routes (vehicle and cycle).
- Additions or alterations to signage and road markings (incl. pedestrian crossings).
- Temporary suspension of existing parking bays.
- Safe maintenance of existing cycle lanes.
- Traffic / pedestrian segregation on the site.
- Car parking.
- Loading bays.
- Strategy to always keep the roads and pavements around the site clean.
- On-going liaison with the local highway authority.

4.1.2 In preparing the Traffic Management plan the contractor will be required to consider:

- A site delivery and booking in system.
- Pre-fabrication to reduce deliveries.
- A materials transport plan to include methodology for deliveries, unloading and distribution of materials.



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4.2 Deliveries

4.2.1 Delivery routes for the delivery of large items of construction plant: Telehandler, Dumpers, Excavator etc. and building components: steelwork, M&E plant etc. will be discussed and agreed with Manchester City Council Highways Department, with operations undertaken during agreed periods, to minimise disruption to local traffic and the normal workings of the surrounding properties.

- Extra-large loads will only be allowed passage into / out of the city centre outside of peak hours (times to be determined by GMP).
- Delivery / vehicle drop off will initially be via the courtyard or Minshull Street South.
- Deliveries must be completed within site working hours (unless under a special movement order).

4.3 Parking

There will be no on-site parking. Metered parking spaces are available on Fairfield Street adjacent to the site. Site personnel will be encouraged to utilise local public transport when travelling to the site.

4.4 Water Management Plan

4.4.1 The objective of the plan is to implement the water hierarchy approach to the management of water on site as set in order of preference; the highest options will be adopted where reasonably practicable, but usually a combination of options will be appropriate.

- Eliminate - eliminate water use by identifying if the water-using process or activity is necessary and/or if there is a cost-effective alternative to using water.
- Substitute – identify and use alternative 'non-potable' sources and eliminate inappropriate use of drinking (potable) water. Assess whether rainwater or grey water can be used for the activity/process.
- Reduce - explore options that improves efficiency, e.g., by regular maintenance of water using equipment (to ensure they are working to maximum efficiency), metering and monitoring supplies, updating fittings and/or processes.
- Reuse – identify whether water (including grey water) can be treated/filtered for reuse in a process or activity, e.g., wheel washing.
- Recycle – identify if and where water can be recycled for use offsite.
- Disposal - dispose of excess water legally and responsibly to ensure there is no flooding, pollution, or inconvenience to stakeholders



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5 Trade Packages

The works have been broken down to multiple trade packages as per the below table.

Phase 1		
1.1	TC1 Sampling & Investigation Works	Quadriga Contracts Ltd.
1.2	TC2 Scaffolding & Temporary Works	Quadriga Contracts Ltd.
1.3	TC3 Masonry & Terracotta Cleaning & Herbicide Treatments	Quadriga Contracts Ltd.
1.4	TC4 Masonry & Terracotta Repairs & Replacements	Quadriga Contracts Ltd.
1.5	TC5 Windows, External Doors & Gates Repair & Replacement	Quadriga Contracts Ltd.
1.6	TC6 External Rainwater Goods & Miscellaneous Metalworks	Calibre Metalworks
1.7	TC7 Roof Coverings & Leadwork	Swindells Roofing
1.8	TC8 Courtyard Rainwater Goods	Swindells Roofing
1.9	TC9 Timber Repair & Timber & Masonry Treatment Works	Trace Remedial
1.10	TC12 Decoration (external windows and doors)	A&E Gibson
1.11	TC13 Drill Tower Steelwork Replacements	Warrington Fabrications
1.12	TC14 Site Welfare Accommodation	Quadriga Contracts Ltd.
1.13	TC15 Lighting Protection System	Omega Red Group
1.14	Construction Management Appointment	Quadriga Contracts Ltd.
1.15	Asbestos Removal Works	ARD
Phase 1 A		
2.1	TC20 Soft Strip & Further Investigation Works	Fibrem
2.2	TC21 Drill Tower Concrete Demolition & Replacement Works	Quadriga Contracts Ltd.
2.3	TC22 Internal Floor Repairs & Replacements to Hose Drying Tower	Quadriga Contracts Ltd.
2.4	TC23 Coroners Court Internal Repair & Restoration Works	Quadriga Contracts Ltd.
2.5	TC24 Structural Balcony Demolition; Foundations; Drainage; Slabs; Finishes; Waterproofing; Scaffolding; Intumescent Paint; Fascia; Protection	Quadriga Contracts Ltd.
2.6	TC25 Structural Balcony Steelwork	Warrington Fabrications
2.7	TC26 Demolition & Alteration Works	Quadriga Contracts Ltd.

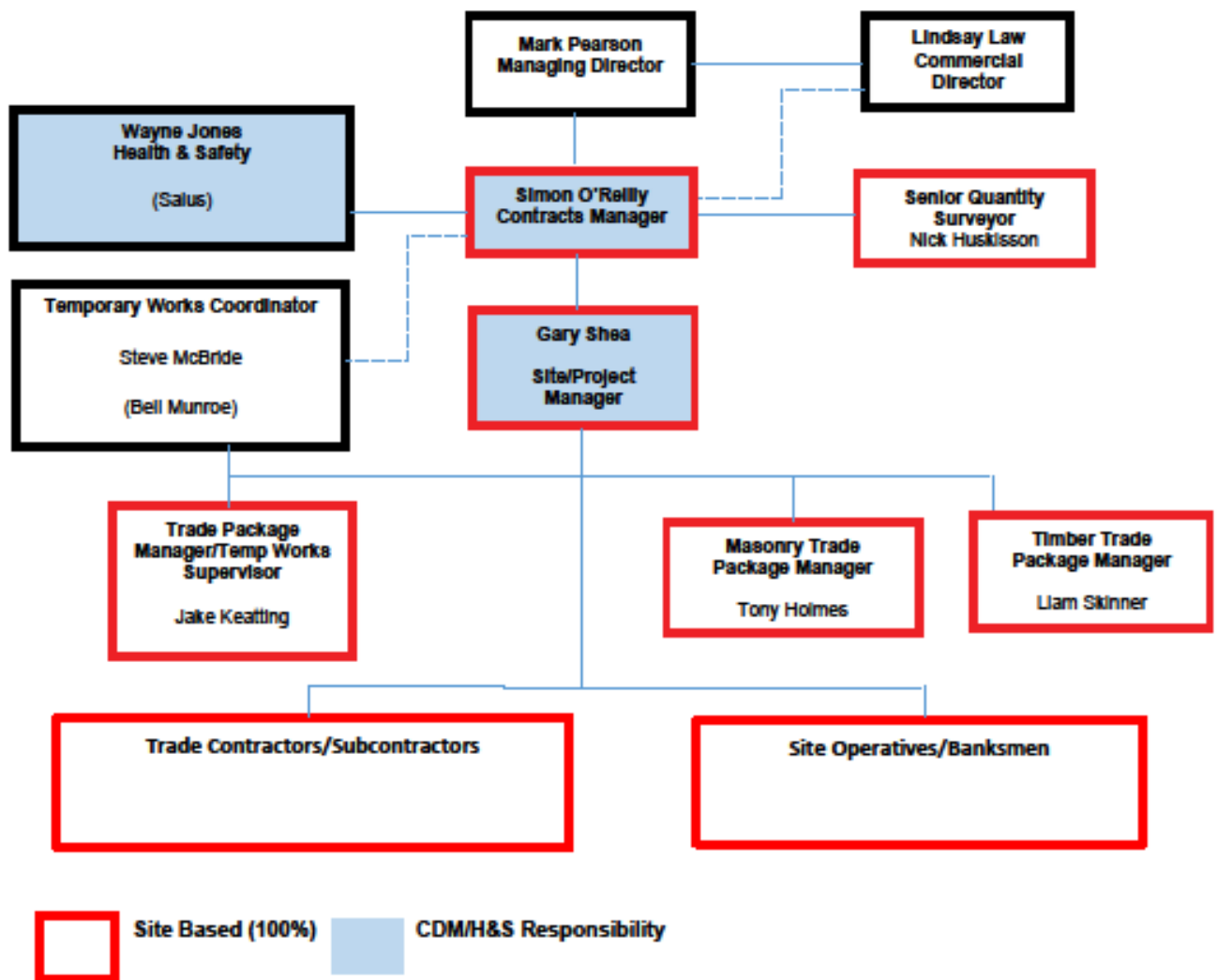


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6 Project Team

The proposed team as per the following organogram has been carefully selected based on the scope of works and previous experiences of the individuals.

6.1 Organogram





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7 Selection & Control Sub-contractors

- 7.1.1 Quadriga undertakes subcontractor evaluations in line with internal management system audit procedures. Any works subcontracted, only go to companies on our approved list of suppliers and are managed by suitably qualified and experienced personnel.
- 7.1.2 Quadriga follows a robust subcontract management plan, the purpose of this procedure is to provide instruction to assign responsibility and to control by a systematic sequence of actions, the way subcontractor's works are managed, from award of a subcontract to practical completion.
- 7.1.3 This assist, not only with quality of workmanship but to also monitor and control project duration.
- 7.1.4 All subcontractors appointed by Quadriga Contracts Ltd are required to meet a basic level of competency in health and safety. Subcontractors are required to provide evidence of competency to the company prior to placement of orders. The minimum criteria which each subcontract must satisfy is as follows;
- Health and Safety Policy – Detailing the organisation and arrangements for managing health and safety
 - A named company health and safety advisor
 - Health and safety training – along with competency details of supervisory staff and operatives.
- 7.1.5 Prior to works being awarded, contractors will be required to attend a pre-order meeting, at this meeting, their methodologies will be reviewed along with their previous experiences, looking specifically at works of a similar nature that have been successfully executed.
- 7.1.6 Following an order being place, Quadriga will hold a pre-start meeting.
- 7.1.7 When on site and carrying construction works, the activities will be monitored by the site manager or by those responsible for that building section or floor. Each sub-contractor will be required to have a full-time SMSTS/SSSMS supervisor on site. Each sub-contractor supervisor will control their own activities and will liaise with the Quadriga manager in charge on a regular basis.



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8 Roles & Responsibilities / Responsible Persons

8.1 Director

- 8.1.1 The director in charge of the scheme will be ultimately responsible for the implementation of all processes and measures to prevent any water damage from leaks etc.
- 8.1.2 The director, at the embryonic stage of the scheme will stipulate which processes shall be implemented, what measures are in place to prevent leaks, who the responsible persons are for day-to-day implementation and checking.
- 8.1.3 The director will themselves carry out regular spot checks on the processes and control measures to verify their effectiveness.

8.2 Contracts Manager

- 8.2.1 The contracts manager on this scheme will be based on site full time due to the nature of the project and the commitment from Quadriga to ensure the works are carried out correctly, efficiently and without risk.
- 8.2.2 The contracts manager will assume the day-to-day responsibilities from the director for the implementation and monitoring of the processes and control measures.
- 8.2.3 The contract manager will carry out spot checks on a regular basis throughout the project, making sure that all sub-contractors are complying with the QA processes and making sure that all Quadriga staff are doing the same.
- 8.2.4 The project manager will hold regular meetings with the sub-contractors and Quadriga staff to collectively review all installations etc. and QA processes and raise any issues.

8.3 Project Manager

- 8.3.1 The project manager who will also be based on site full time will assist the contracts manager in their roles and also work more closely with the sub-contractors and Quadriga site staff in ensuring that all necessary mitigation measures are being implemented and enforced to minimise the project risks.
- 8.3.2 The project manager will monitor, and review QA matrices and QA forms issued by the sub-contractors and signed off by the Quadriga manager responsible to check they are being implemented, and that they are completed properly.
- 8.3.3 The project manager will regularly check the Quadriga project management system (SharePoint) as all QA forms etc. are to be uploaded to the system for ease of auditing.

8.4 Package Manager(s)

- 8.4.1 Quadriga will assign responsibility to those on site who will be required to implement all processes and mitigation measures. This will be the manager in charge of that work such as the Packages managers or zone managers.



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8.4.2 The managers will be responsible for making sure materials delivered are checked and inspected to verify they are the correct items to a suitable standard and quality.

8.4.3 The managers will be required to complete QA forms in conjunction with sub-contractors and take photographs of installations, fittings etc. witness and take photographs of a Rainwater pipe for example.

8.5 Sub-Contractors

8.5.1 Sub-contractors will have a dedicated supervisor that will be responsible for liaising with the Quadriga manager / responsible person.

8.5.2 The sub-contractor supervisor will carry out regular checks on works completed to make sure that installations such as rainwater pipes have been installed as per the specification, drawings, manufacturer's instructions, and codes of practice.

8.5.3 Once this has been confirmed, the supervisor will engage with the Quadriga manager. The Quadriga manager will verify the installations are correct and will only sign the forms once concluded. If there are any issues or concerns, the manager will take a photo and raise a snag/remedial or defect action on the system. This is then sent to the supervisor for action and close out.



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9 Quadriga Q&A Processes

9.1.1 Quadriga have developed a robust quality assurance system that includes the development of a QA matrix which is a spreadsheet that details the areas/works that are to be inspected and the checks that need to be carried out.

9.1.2 The Matrix document essentially gives a broad overview of a set of detailed Inspection and Test Plans (ITP) that are produced for each element of work. Each ITP has a corresponding sign off Certificate of Completion, and any relevant supplementing documentation, such as:

- Schedule of Works
- Drawings
- Specifications
- Reports

9.1.3 What this allows is good control over the works as the matrix can only be populated once the process has been inspected and signed off. It also acts as a tracking document, collating all relevant information to closure.

London Road Fire Station Phase 1 Document Matrix (ITP/Sign off)

Project Information		Trade Package information	
Client	Allied London	TC/4: Masonry & Terracotta Repairs & Renewals	
Job Number	MC18/5068		
Project Manager	S. O'Reilly		
Project Start Date	10/08/2019		
Planned Completion Date	31/12/2020		
Trade Package	TC/4		
Trade Contractor	Quadriga		
Location/Section	London Rd		

ITP Title	Document Reference	Serial Number	Originator	SE Inspection Required	Recipient	Organisation	Role	Issue Date	Issue Format	Supplementary Information				Status	Date Certified/signed	
London Road - Chimneys 003, 004, 005, 006, 007, 008, 009, 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, 020, 021, 022, 023, 024, 025, 026, 027, 028, 029, 030, 031, 032, 033, 034, 035, 036, 037, 038, 039, 040, 041, 042, 043, 044, 045, 046, 047, 048, 049, 050, 051, 052, 053, 054, 055, 056, 057, 058, 059, 060, 061, 062, 063, 064, 065, 066, 067, 068, 069, 070, 071, 072, 073, 074, 075, 076, 077, 078, 079, 080, 081, 082, 083, 084, 085, 086, 087, 088, 089, 090, 091, 092, 093, 094, 095, 096, 097, 098, 099, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 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998, 999, 1000	Watts SoW	SO/TC/4/001	Gary S	NO	S Brindle	Watts	CA	17/01/2020	Email pdf	✓	✓	✓	✗	✗	Complete	14/02/2020
Fairfield Street – Moss drying tower	CRF 3/Adenda	SO/TC/4/002	Gary S	YES	S Brindle	Watts	CA	22/01/2020	Email pdf	✓	✓	✓	✗	✗	Complete	14/02/2020
London Rd Temple 1	CRF 18/Adenda	SO/TC/4/003	Gary S	NO	S Brindle	Watts	CA	28/01/2020	Email pdf	✓	✓	✓	✗	✗	Complete	14/02/2020
London Rd Temple 2	CRF 24/Adenda	SO/TC/4/004	Gary S	NO	S Brindle	Watts	CA	25/02/2020	Email pdf	✓	✓	✓	✗	✗	Complete	27/02/2020
London Rd External elevation (Main Watts Schedule of Works)	Watts SoW	SO/TC/4/005	Gary S	NO						✓	✓	✓	✗	✗		
London Rd roof level Terracotta Balustrade	CRF 6	SO/TC/4/006	Gary S	YES	S Brindle	Watts	CA	28/02/2020	We Transfer	✓	✓	✓	✗	✗	Awaiting Response	
London Rd 3rd floor replacement soffits	CRF 28	SO/TC/4/007	Gary S	YES	S Brindle	Watts	CA	28/02/2020	We Transfer	✓	✓	✓	✗	✗	Awaiting Response	
London Rd 3rd floor replacement steel lintels	CRF 4	SO/TC/4/008	Gary S	YES						✓	✓	✓	✗	✗		
London Rd external elevation concrete lintle replacement	CRF 19	SO/TC/4/009	Gary S	YES						✓	✓	✓	✗	✗		
London Rd Courtyard elevation concrete lintle replacement	CRF 19	SO/TC/4/010	Gary S	YES						✓	✓	✓	✗	✗		
London Rd Courtyard elevation masonry repairs	Watts SoW	SO/TC/4/011	Gary S	NO						✓	✓	✓	✗	✗		
London Rd courtyard elevation terracotta coping stone repointing	CRF 30	SO/TC/4/012	Gary S	YES						✓	✓	✓	✗	✗		
London Rd Medium to Major (Curtins) Masonry works	CRF 25	SO/TC/4/013	Gary S	YES						✓	✓	✓	✗	✗		



Construction Management & Phasing Statement - Phase 1 / 1A works

9.1.5 The responsible person will be in attendance during the testing regime and gather any evidence to demonstrate that any installation has been tested the necessary pressure and that all pipework / fittings etc. have been installed correctly.

Below are sample Hose Drying Tower Masonry forms that are used to check tasks and workmanship in accordance with the QA matrix.

Quadriga Contracts Inspection & Test Plan - LRFS

 **ALLIED LONDON** 
WattsPM

Package of works	TC/4 Masonry & Terracotta Repairs		
Area being inspected/handled over	Fairfield Street elevation - Hose drying tower		
Trade Contractor	Quadriga		
Construction Manager	Quadriga		
CM - Contracts Manager	Simon O'Reilly		
Agreed for use by Allied London	Ted Hewins	Watts Representative assigned to manage this package of works:	Steven Brindle
Documents attached to this sheet	Photographs of finished works Quadriga marked up location Watts Schedule of Works		

Quadriga Contracts Inspection & Test Plan - LRFS

Definitions of inspection frequency:
1. 100% - There needs to be documentary evidence that every occurrence of that item has been inspected by that party
2. 10% - Documentary evidence required that overall 1 in 10 of the occurrences have been checked (similar to percentage)
3. H - Hold, means no work on that specific element can be continued until check has been carried out by specific party
4. S - Surveillance, means that note is taken of correctness of item during routine visits
5. W - Witness, means an inspection carried out in the presence of a particular party

Activity Element	Acceptance Criteria	Checking Procedure	Frequency of Test/Check	Verification Document				
Stage	What needs checking?	What is the requirement for? A) Workmanship B) Materials	How is it carried out	Quadriga Watts/LL Designer Client	Test Certs, Check Sheets			
Preliminaries								
1	Prepare/Submit ITP	Watts Group/LL Approval	Visual	H	100%	n/a	n/a	Submittal log
2	Prepare and submit Method Statement	CRCA Approval	Review	H	100%	n/a	n/a	Submittal log
3	Submit Shop/Section drawings	Watts Group Specification	Review	H	100%	n/a	H	Submittal log
4	Submit Material Sample	Watts Group Specification	Review	H	100%	n/a	H	Submittal log
5	Submit Windows as a sample	Watts Group Specification	Review	H	100%	100%	100%	Submittal log

Quadriga Contracts Inspection & Test Plan - LRFS

Activity Element	Acceptance Criteria	Checking Procedure	Frequency of Test/Check	Verification Document				
Stage	What needs checking?	What is the requirement for? A) Workmanship B) Materials	How is it carried out	Quadriga Watts/LL Designer Client	Test Certs, Check Sheets			
Materials								
6	Verify/Record type of materials received against submittal data	Matching Existing	Visual	H	100%	n/a	n/a	Approval Document
Manufacture								
7	Review Frame Assembly	Site for Site tests	Visual	H	100%	n/a	n/a	Approval Document
8	Weld/Seam Work/Coating	Project, Industry Standards & Material specifications BS 6262	Visual/Review	H	100%	n/a	n/a	Inspector Quality Control
9	Pre-Delivery inspection	Quadriga Specification	Visual	H	100%	n/a	n/a	In House Quality Control Surveillance
Installation								
10	Survey and handover of work area and access	Safe method of Access and storage of materials in accordance with method statement	Visual	H	100%	n/a	n/a	Quadriga Handover sheet
11	Fixing of window to structure	Correct Fixings specified (Weld type)	Visual/Dimensional	100%	H	100%	n/a	Quadriga Handover sheet
12	Correct sealing around window	In accordance with Manufacturers specifications	Visual	100%/H	H	100%	n/a	Quadriga Handover sheet
13	Installation of glass units	In accordance with Manufacturers specifications	Visual/Dimensional	100%	H	100%	n/a	Quadriga Handover sheet
14	Correct installation of glazing putty	To match existing	Visual/Dimensional	100%	H	100%	n/a	Quadriga Handover sheet
15	Correct operation of opening lights/handles	To match existing	Visual/Dimensional	100%	H	100%	n/a	Quadriga Handover sheet
16	Signoff/Handover	In accordance with ITP/Sign off sheet	Visual/Review	100%/H	100%/H	n/a	H	Quadriga Handover sheet

Quadriga.
Certificate of Completion
for use with the JCT CONSTRUCTION MANAGEMENT TRADE CONTRACT 2016 Edition



Employer: Allied London Fire Station Developments LTD c/o Allied London No 1 Spinningfields 1 Hardman Square Manchester M3 3EB	Description of Works: London Road Fire Station Phase 1 Works: Trade TC/4 - London Road Elevation - Temple 1
Site Address: London Road Fire Station 50 London Road Manchester M1 2PH	Job References: MC18/5068 - TC/4
Construction Manager: Quadriga Contracts Limited Gadbrook Park Rudheath Northwich CW9 7NG	Contract Date: 04 October 2019
	Issue Date: 28 January 2020
	Date of completion: 20 December 2019
	Certificate Number: 003
	Serial Number: 50/TC/4/003

We certify that under the terms of the contract completion for the aforementioned item of work has been achieved.

Signature of Construction Manager for and on behalf of (Quadriga)
Signature of Employer Representative for and on behalf of Watts Group Limited

Employer: ☒ QS ☒ CoW
Contractor: ☒ Principle ☒ File



Construction Management & Phasing Statement - Phase 1 / 1A works

10 Health and Safety

- 10.1.1 The London Road Fire Station project will be carried out in accordance with the Construction (Design and Management) Regulations 2015 and all other relevant legislation.
- 10.1.2 The applicant will provide a principal contractor who can demonstrate adequate competency in the management of health and safety and has the correct management procedures in place to control the activities of a complex construction project. Principal contractors will be appointed early in the construction process so that they will be involved in the planning of the project and can influence the detailed design to remove the residual safety risks.
- 10.1.3 Quadriga will produce a Construction Phase "Health and Safety Plan" prior to work commencing on the site. This document will form the basis of the procedure for managing health and safety during the construction phase and will be periodically reviewed as works progress.

11 Construction Materials

- 11.1.1 There have been no materials identified at this stage of the design process which are considered to generate a risk to construction personnel which will be unfamiliar to an experienced contractor. The hazards arising from the use of wet concrete, lead, epoxy resins, solvent based paints can be expected and the appropriate measures to minimise risk under COSHH will be required by the main contractor.

12 Site Security and Safety

- 12.1.1 Protecting the members of the public from the risk to their health and safety arising from the construction work is a high priority. Every care will be exercised to prevent risk to members of the public and appropriate action, including the erection of a suitable hoarding / sheeting / covers to scaffolding - will be taken.
- 12.1.2 Vandalism to plant, equipment, materials, and the works is possible. The principal contractor will be required to take appropriate action to ensure that the site is always secure from unauthorised access. The site will be fully secured on an access permit system and securely staffed at vehicular entrances. The site will require a CCTV / alarm system. Proposals for site safety and security will form part of the Principal Contractors initial development of the Health and Safety Plan.



Construction Management & Phasing Statement - Phase 1 / 1A works

13 Pollution

13.1.1 The principal contractor will need to establish procedures to ensure the prevention of pollution relating to the following activities:

- Soft strip.
- Earth works (Inc. stockpiling of spoil, and the management/storage of contaminated soils).
- Dewatering of small excavations.
- Concrete works (Inc. washing out of concrete delivery vehicles).
- Storage and movement of fuels, oils, and chemicals.
- Cleaning (Inc. plant/machinery, and wheel wash).

14 Nuisance

14.1.1 The principal concerns relating to nuisance of noise, vibration and dust come from strip-out, ground excavation and construction activities.

14.1.2 Mitigation measures that will need to be considered include;

14.1.3 low noise plant options, noise attenuation techniques, damping down, screening and carrying out certain activities during agreed hours of the day.

14.1.4 The principal concerns relating to air quality are emissions from construction activities in the form of dust and fumes. The degree of dust deposition is usually dependent on the nature of the works. Increased levels of dust are most commonly likely to occur during site activities related to strip-out, piling, moving construction traffic and ground works.

To minimise dust and fumes the Principal Contractor will be required to consider the following:

- Provide hard standing where vehicle movements mostly occur.
- Control measures / dust suppression screens.
- Damping down / mist technology to dampen dust down.
- Planning and controlling the orientation, shape, and locations of stockpiles, to minimise the risk of dust rise through wind action.
- Measures such as screening and covering.
- Installing the appropriate wheel-wash facilities at the site exit to minimise the risk of dust emissions and deposition on the highway.
- Keeping adjacent roads and hard-standings clean.
- Turning off plant when not in use.
- Ensuring the appropriate selection and maintenance of construction vehicles, plant, and equipment to minimise emissions.
- Investigating the use of electric powered plant.
- Waste material cannot be burnt on the site.



Construction Management & Phasing Statement - Phase 1 / 1A works

15 Air Quality Monitoring

- 15.1.1 Air pollutants at high concentrations can give rise to adverse impacts on the health of humans and ecosystems. European Union (EU) legislation on air quality forms the basis for national UK legislation and policy on air quality.
- 15.1.2 The European Union Framework Directive 2008/50/EC on ambient air quality assessment and management came into force in May 2008 and was implemented by Member States, including the UK, by June 2010. The Directive aims to protect human health and the environment by avoiding, reducing, or preventing harmful concentrations of air pollutants.
- 15.1.3 The Air Quality standards Regulations 2010 implement Limit Values prescribed by the Directive 2008/50/EC. The Limit Values are legally binding and the Secretary of State, on behalf of the UK Government, is responsible for their implementation.
- 15.1.4 The current UK AQS (Air Quality Strategy) was published in 2007 and updates the original strategy to set out new objectives (referred to hereafter as the 'AQS Objectives') for local authorities in undertaking their local air quality management duties. The 2007 UK AQS introduces a national level policy framework for exposure reduction for fine particulate matter.
- 15.1.5 Objectives in the current UK AQS are in some cases more onerous than the Limit Values set out within the relevant EU Directives and the Air Quality Standards Regulations 2010. In addition, the AQS objectives were established for a wider range of pollutants.
- 15.1.6 There are currently no statutory UK standards in relation to deposited dust and its propensity to cause nuisance, although an annual deposition rate of 200mg/m²/day is often used as a threshold value, over which significant nuisance effects are likely.
- 15.1.7 Throughout the construction phases the contractor is to undertake air quality monitoring via one of the contractors approved specialists.

A typical arrangement will be adopted, such as:

- 15.1.8 The monitors will record data via GSM/GPRS modem with a trigger level of 200ug/m³ (weighted over a 15-minute average) activating an email alert to the contractor who will then investigate the cause of emission and stop the works as required until an alternative system of work can be demonstrated that will produce the required reduced emissions. Any such alert (including the response actions) will be entered into the site environmental incidents logbook and an alert will be sent to Manchester City Council.



Construction Management & Phasing Statement - Phase 1 / 1A works

- 15.1.9 There will be a 24hr contact telephone number posted on the site entrance for any issues to be reported at any time day or night. Any such reports will be entered into the site environmental incidents logbook. The specialist will also prepare regular reports which the contractor can issue to Manchester City Council.

16 Site Infrastructure

- 16.1.1 Drainage connections exist on the site.
- 16.1.2 Water supply exists on the site.
- 16.1.3 Site gas supply is to be replaced.
- 16.1.4 Multiple electricity mains currently service the site.
- 16.1.5 Site telecommunications infrastructure is to be upgraded.
- 16.1.6 A district heating system is not currently utilised across the site.

17 Welfare Arrangements

- 17.1.1 In line with the requirements of the Construction (Design & Management) Regulations 2015 Schedule 2, temporary welfare facilities will be utilised and located within site.
- 17.1.2 Quadriga will be responsible for providing rest and welfare facilities for staff during the works. Quadriga will utilise existing power supplies.

Facilities will be checked to ensure provision of the following: -

- Mess room or designated place for breaks.
- Sanitary conveniences.
- Washing facilities including hot and cold water, soap, towels.
- Drinking water.
- Facilities to allow operatives to rest which is free from contamination.
- Facilities to allow drying of work clothes.
- Offices and meeting rooms.

Regular cleaning of the facilities will be ensured.

18 Public Relations

- 18.1.1 Under the Considerate Constructors scheme the contractor will be required to maintain regular dialogue with neighbours and provide regular updates on site progress and logistics.
- 18.1.2 Risks of noise, dust and air pollution will be considered for each proposed activity and associated mitigation measures will be implemented.



Construction Management & Phasing Statement - Phase 1 / 1A works

19 Waste Management Strategy

19.1.1 In line with good practice, a strategy for minimising site waste will be developed once the principal contractor has been appointed.

19.1.2 The following tables the waste issues and actions that will be considered at the planning, design and procurement stages of the project.

Issue	Action
Number of Materials	Reducing the number of different materials used during construction.
Recyclability of materials	Selecting materials that can be segregated for re-use / recycling if / when they become waste
Durability of materials	Designing with materials which are durable and able to withstand storage, handling and installation.
Dimensions	Repetition of design and element dimensions, designing to meet standard manufactured material dimensions, to reduce variables and off-cuts.
Prefabrication / offsite construction	Specifying off-site prefabrication / modular construction to reduce waste arisings on site.

19.2 Operational Waste Removal

19.2.1 Waste produced during the construction process is to be cleared on a regular basis. On each floor of the building, a series of paladin bins will be deposited within easy reach of the workstations. Operatives are to deposit waste into these bins during the day. The bins are to then be transported to waste skips.

19.2.2 To reduce the amount of waste from landfill, the waste is to be segregated at the waste transfer station into the following categories:

CAT A: Hazardous waste e.g., paint tins, mastic tubes etc.

CAT B: Metal

CAT C: General waste / build debris

19.3 Soft Strip

19.3.1 Waste arising from the soft strip will be removed from the site under the following categories:

CAT A: Hazardous waste and items left by the previous occupiers.

CAT B: Metal

CAT C: Glass

CAT D: Crushed hardcore

This waste is to be removed from site by tipper wagons by the appointed contractor.



Construction Management & Phasing Statement - Phase 1 / 1A works

20 **Emergency Arrangements**

20.1 First Aid Arrangements

20.1.1 The First Aider for this project will be identified during the induction and will hold an appropriate first aid qualification. They will be easily identifiable on site supported by other first aiders who hold appointed person certificates. A mobile telephone shall be made available to the site personnel throughout the project for emergency communications. Powder fire extinguishers shall be available in the office/storage units and details of the nearest hospital shall be posted in the site office.

20.1.2 It is the First Aider's responsibility to nominate cover should for any reason he be required to leave site.

20.2 Local Hospital Details

20.2.1 In the event of an emergency taking place where the nature of the accident requires hospital treatment but contact with the emergency services would be unwarranted, the casualty will be taken as quickly as possible to the Accident and Emergency Department at:

Address:

Manchester Royal Infirmary

Oxford Road

Manchester

M13 9WL

Tel: 0113 243 2799

20.2.2 This is indicated as 1.7 miles from site with a car journey time of approximately 10 minutes.

20.3 Accident Reporting / Investigations

20.3.1 All accidents will be reported to the Site Manager and recorded in the site accident book together with the completion of the company accident reporting / Investigation form. Minor accidents and injuries will be investigated by the Site Manager and recorded on the company accident / investigation form and forwarded to head office.

20.3.2 Major accidents and injuries will be reported in the first instance to the Contracts Manager, the Clients Representative, to the HSE by telephone, and then to Salus Services who when required, will carry out a thorough investigation. All major accidents, over seven-day injuries and dangerous occurrences will be reported in compliance with RIDDOR. All major injuries and dangerous occurrences will also be reported to the Principal Designer, incidents will be discussed at the weekly progress meetings.



Construction Management & Phasing Statement - Phase 1 / 1A works

20.4 Fire and Emergency Evacuation Procedure:

- 20.4.1 Refer to Appendices 1 & 2 for fire precautions to be adopted during the works.
- 20.4.2 As required by the 'Fire Prevention on Construction Sites: Joint Code of Practice on the Protection from Fire of Construction Sites' Quadriga shall appoint a competent person who will be responsible for assessing the degree of fire risk and for creating and regularly updating the Site Fire Safety Plan as construction proceeds or significant design changes occur.
- 20.4.3 The site's fire and emergency procedure will be explained to the operatives during the pre-start induction session, a copy of the procedure will also be displayed on the site notice board and around the work area as appropriate.
- 20.4.4 All means of escape from the existing building(s) will always remain free of obstruction.

20.5 Leaks

- 20.5.1 There will need to be arrangements in place should a leak occur as it will need to be dealt with quickly and efficiently to stop damage to the building, contain the situation to stop the water from spreading, clear excess water and then assess if there has been any damage that may need repairing.
- 20.5.2 During the working day there will be a high number of people on site at any one time therefore it is envisaged that any leak could be noticed quickly and dealt with. If a leak is noticed, then this must be communicated to Quadriga site Management who will then contact the supervisor for the sub-contractor so they can turn off the water/deal with the leak.
- 20.5.3 Once the situation has been contained and cleared, an investigation will take place to identify how the leak occurred and how it can be prevented from happening in the future.
- 20.5.4 If a leak occurs when the site is unsupervised then the security guard will be trained on how to turn off the water supply if safe to do so. They can then contact Quadriga who will have a designated emergency response individual who will be able to go to site and contain the situation and make the necessary arrangements to clear the water etc.
- 20.5.5 Several spill kits will also be available on site should they need to be used in the event of a leak or similar. The emergency response kit will also include wet vacs and pumps.
- 20.5.6 The action that is to be taken should a leak occur will be communicated to all site staff during the induction process. This is to make people aware of their surroundings so that swift action can be taken in the event of an emergency.



Construction Management & Phasing Statement - Phase 1 / 1A works

21 Risk Assessments & Safety Method Statements

- 21.1.1 All site activities where significant risks have been highlighted will require a formal written risk assessment to be prepared. Work tasks that may involve a high-risk activity will require a formal written safety method statement that will require approval from the Site Manager prior to the commencement of the work.
- 21.1.2 All project safety method statements and risk assessments will be filed in the Site File, the information will be made available for anyone to consult these documents.

22 Site Rules

- 22.1.1 Refer to the appendices for a copy of the site rules, the site rules will be explained to the operatives during the pre-start induction session, a copy of the rules will also be displayed on the site notice board. Sub-contractors will be issued with a copy during the pre-start safety meeting with the individual sub-contractor company.
- 22.1.2 All above rules and those included within Section 9 of the Project Health & Safety Plan will be adhered to by Quadriga Contracts and all sub-contractors.

23 Arrangements for Controlling Significant Site Risks

- 23.1.1 The designers and Quadriga as Principal Contractor are required to take appropriate measures to eliminate hazards and reduce risks created by the works and the surrounding environment.
- 23.1.2 Explanation of the proposed measures is to be included with the form of a detailed site-specific method statements submitted before that element of the work commences.

The safety hazards on the project include:

- Possible mould/spores.
- Ecological impacts
- Structural Collapse from failed structural elements
- Weil's Disease
- Electric shock- live electrics
- Legionnaires disease from static water
- The poor condition to façade elements, masonry, and roof.
- Protection of the public and 3rd parties.
- Falling equipment and materials on to the road or footpath.
- Surface treatments.
- Cleaning Chemicals.



Construction Management & Phasing Statement - Phase 1 / 1A works

- Fragile roofs.
- Asbestos exposure and other substances
- Exposure to Lead containing materials
- Anthrax spores from old plaster and horsehair
- The nature and sequence of the works themselves.
- Working at height.
- Asbestos – not picked up/identified in required asbestos R&D surveys.
- Temporary Works.
- Working during the Coronavirus – Covid-19 Pandemic – Coronavirus transmission

23.1.3 Significant risks identified during design is generally ongoing at this time as additional information comes available this will be forwarded to Quadriga.

23.1.4 Reference is also made to the Principal Designer's project CDM and H&S Risk Register as contained in the PCI.

24 CORONAVIRUS - COVID-19 Additional Measures

24.1.1 As a minimum Quadriga Contracts Ltd will follow the Site Operating Procedures published by the Construction Leadership Council V1 5 Dated 04/07/20 and appropriate measures are in place during the COVID-19 pandemic to protect all site operatives, visitors, premise occupiers and members of the public.

24.1.2 Quadriga's supervision will be aware that there may be other contractors, premise occupiers, staff, members of the public etc. on/near the site and will ensure the facilities are used keeping social distancing and other control measures in mind.

24.1.3 Note: the above referenced Site Operating Procedures gives clear practical steps to follow to ensure social distancing is achieved and/or managed, Quadriga will ensure these practical steps will be adhered to for all their works and attendance on site – please refer to Quadriga's 'Addendum to the CPHSP Rev 3 – Coronavirus – Covid-19' which gives the guidance and control measures to be implemented on this project