# Tenant Fit-Out Guide

of

**Redfern, NOMA Manchester**



June 2020

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Reference
RSS/M172947

# Tenant Fit-Out Guide

of

**Redfern Building, NOMA Manchester**

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## 1.0 Useful Information

**Building Address:**
Redfern
Mayes Street
Manchester
M60 0EA

**Landlord**:
NOMA Limited Partnership Ltd
15 Atholl Crescent
Edinburgh
EH3 8HA

**Managing Agent:**
Workman LLP
10 Chapel Walks
Manchester
M2 1HL

**Management Surveyor:**
Rishi Khanna
Tel: 0161 828 5778
Mobile: 07552 373 032
Email: rishi.khana@workman.co.uk

**Estates Facilities Manager:**
Andrew Lloyd
Tel: 0161 828 6097
Mobile: 07889 642 175
Email: Andrew.lloyd@workmanfm.co.uk

A security officer is employed so that the building is manned 24 hours per day 7 days a week**.**

## 2.0 Introduction and Deemed Approval Process

This guide has been prepared to assist with the planning, control and fit out of the retail and office areas within the Redfern building, Manchester. Any works to be undertaken by occupiers should be undertaken in line with this Tenant Fit-Out guide. Prior to commencing works, all contractors should have a site induction with the building management team.

Landlord's consent will be required for all alterations to the demised premises. Please check with the Managing Agent before commencing any works for clarification. Structural alterations (save on occasion to facilitate affecting of fixtures and fittings, etc., and then only where permitted by and in accordance with, and subject to the conditions of the relevant lease) are absolutely prohibited. An application for Landlord's consent should be made to the Managing Agents with full consent obtained prior to any works starting on site. In parallel to this, agreement from the Local Planning Authority for all alterations is required that are outside the scope of this Fit Out Guide.

As detailed below, Redfern Building is a listed building, however it has been formally agreed with the planning authority that any internal alterations within tenant's demises can be undertaken without the need for formal planning or listed building consent provided they fall within the agreed scope of Deemed Approval Works detailed within this guide, and have been granted landlord's approval which will check and authorise the work against the Deemed Approval Works scope. Please note that the Local Authority require the works to be confirmed with them prior to commencement so they can confirm that they are in line with the parameters set out within this Tenant Guide.

### 2.1 Introduction to Redfern

The Redfern building is bounded by Dantzic Street to the east, Mayes Street to the north, and Redfern Street to the west. It adjoins the Holyoake building to the south. The building was designed by W. A. Johnson F.R.I.B.A., assisted by J.W. Cropper L.R.I.B.A. in order to house the Cooperative Wholesale Society (CWS) health insurance and invoice department, as well as providing additional space for the Co-Operative Union Ltd. The building was completed in 1937.

The Redfern building reflects the evolution of the work of W. A. Johnson and of the CWS architecture department towards a modernist expression of which this building is one of the earliest and finest surviving exemplars. The design is clearly influenced by the Dutch Expressionist architecture of the period, reflected in the careful geometrical treatment of the brickwork pattern and colour, through the interplay of textures, lines and volumes.

The Redfern Building is Grade II listed and forms part of the Shudehill Conservation Area designated by Manchester City Council in 1987.

## 3.0 Development Specification

This section sets out the provided development specification for Redfern Building.

### 3.1 Design Criteria

Levels 3-7 is designated for office accommodation whilst A3 and mixed use occupation is proposed for level 1-2.

### 3.2 Structure and Building Fabric

The main structure is a steel framed structure with concrete floor slabs and brick infill. The exterior is clad in buff coloured bricks and the base of the building is in blue engineering brick. The horizontality of the composition is emphasised both by the strip window disposition of the metal casements and by the recessed mortar joints. The window cills and all mullions from the first floor upwards are of reconstructed Portland stone.

The refurbishment incorporates a partial window replacement.

### 3.3 Mechanical Services

The building has been designed to provide the following:

**Design parameters**
Acoustic Rating (offices) NR38
Water Storage 10l/s
Comfort cooled space – Summer 24°C, Winter 20°C (+/- 2°C)
External design conditions – Summer 27/19°C (db/wb), Winter -4°C 100R.H

**Office heating and cooling**
Heating and cooling will be provided within the office area via suspended ducted fan coil units. Supply diffusers at the perimeter of the floor plate will be located to offset downdraughts.

**General Ventilation**
Ventilation to the offices will be provided via a single Air Handling Unit with heat recovery via a ductwork distribution system. Fresh air will be ducted on each office floor plate and delivered via the fan coil installation.

With the exception of retail unit 3 the retails units will be separately serviced to suit their requirements. Installation of ventilation to the retail unit will be by the tenant as part their fit out.

**Heating**
Heating will be provided by central boiler plant, which is located within the basement.
Heat rejection will be provided by roof mounted cooling towers.

**BMS**
A Building Management System (BMS) will monitor and co-ordinate the output of the mechanical installation.

## 3.4 Electrical Services

The building has been designed to provide the following:

**Office Lighting**
Internal general and emergency lighting system will be provided throughout the building in accordance with Building Regulations and CIBSE recommendations to meet LG7.

The new lighting shall be of suspended architectural linear LED direct/indirect type.

**Power Supply**
A single LV switchboard shall be located within the Electrical Switchroom on level 1. The offices will be served from 1 No. rising busbars located within the Core B vertical riser duct providing access from each tenanted unit. Fused tap-offs complete with dedicated utility metering will be provided at each floor level.

**Fire Alarm**
An addressable fire alarm to BS 5839, Design Category L3 will provide coverage throughout the office areas.

**Voice/Data Comms**
No data installation will be provided under the CAT A base build within the offices or retail units.

Telecoms supplies to the lifts, metering, reception desk, building managers and fire alarm are present.

**Access Control**
Centrally controlled door access system to all landlord entrance doors – 24/7 access available
Manned reception between 8am -5pm (Weekdays)

**CCTV**
CCTV will cover all entrances and atrium spaces, which will be linked to a central controller location in the security hut at New Century House.

## 3.5 Public Health Services

As part of any tenant works, the following criteria should be considered:

**Foul and Surface Water Drainage**
Gravity rainwater system from roof areas
Gravity soil stack system with ventilated stack serving toilet cores

**Domestic Hot and Cold Water**
Localised hot water to landlords supplies
Centralised cold water tank and booster sets

## 3.6 Internal Finishes

The building has been designed to provide the following:

**Occupancy Standards**

- Fire: Designed to 1:6 occupation ratio
- WC's: Designed to 1:10 occupation ration with the facility to expand the provision should it be required
- Lifts: Designed to 1: 8 occupation ratio

**Reception and Lift Cars**
New glazed main entrance door
New enlarged reception area, fully air conditioned
New lift cars within existing shafts

**Reception Desk**
Custom designed two person desk

**Stairs**
The existing principle stair and secondary staircase is of concrete construction with original steel balustrades, decorative motifs and brass handrail being restored.

**Lifts**

- The office areas will be provided with:
- 2 no. lifts with 10 and 13 person capacity, located in existing lift shafts

**Ceilings throughout**
Existing ceilings will be retained throughout and repainted.

**Lighting**
Combination of linear and feature lighting to the offices and lobbies

**Office Floor**
Raised access floor throughout

**Signage**
Floor numbering and tenancy signage to be confirmed.

**Doors**
Main entrance – glazed steel doors

## 3.7 Sustainability

The building refurbishment is be restored to achieve a BREEAM rating of 'Very Good'
Measures implemented to improve environmental performance.

Target EPC is C

## 3.8 Accessibility for All

Step free access to all areas of the building

An accessible WC is provided on levels 3-7.
An induction loop will provide coverage to the ground floor main reception.

## 4.0 Tenant Fit-Out Works and Approval Process

NOMA will support every incoming Tenant to ensure that a high standard of design and delivery is achieved from concept through to operations ensuring all statutory obligations are met.

The principal point of contact between the Tenant and NOMA will be the Fit Out Approval Partner who will receive all information from the Tenant and issue all appropriate notices and approvals.

Note, Tenants' are required to follow the Fit Out Approval Process even if only a partial re-fit of an existing demise is proposed. In the event of an in-coming Tenant taking over an existing fit-out, the new Tenant is responsible for checking for compliance with this document and statutory consents.

### 4.1 Tenant Fit-Out Works

The Tenant Fit-out works allowed are as follows:

- Blinds - parameters are set out within Appendix F.
- Partitioning – Parameters are set out within Appendix G / H
- Acoustics – Parameters are set out within Appendix I

Planning Permission is not required to implement internal alterations to modern services or apply decorative finishes to flooring or plastered walls. Such works are not classed as development under the Town & Country Planning Act 1990.

Listed Building Consent is only required for works of alterations which would *''affect its character as building of special architectural or historic interest',* under Section 7 of the Planning (Listed Building & Conservation areas) Act 1990.

Listed Building Consent is not required to alter or reconfigure internal services, such as lighting or fan coil units within the interior of the building. The building has been extensively altered internally and retains little authentic original fabric. The services are of recent, modern installation and do not contribute to the special architectural or historic interest of the building. The potential reconfiguration of the internal lighting or fan coil units to adapt to the tenants requirements therefore would not require any form of application to the local Planning authority or formal consent. Similarly, Listed Building Consent is not required for the installation of decorative internal finishes which impact upon the floor within the office space and/or the plastered walls.

Any proposed alterations by Tenants which could impact upon the external elevations or original building fabric features (not including the floor coverings in the office spaces) should be confirmed with the Landlord's Managing Agent.

**Single let tenancy**

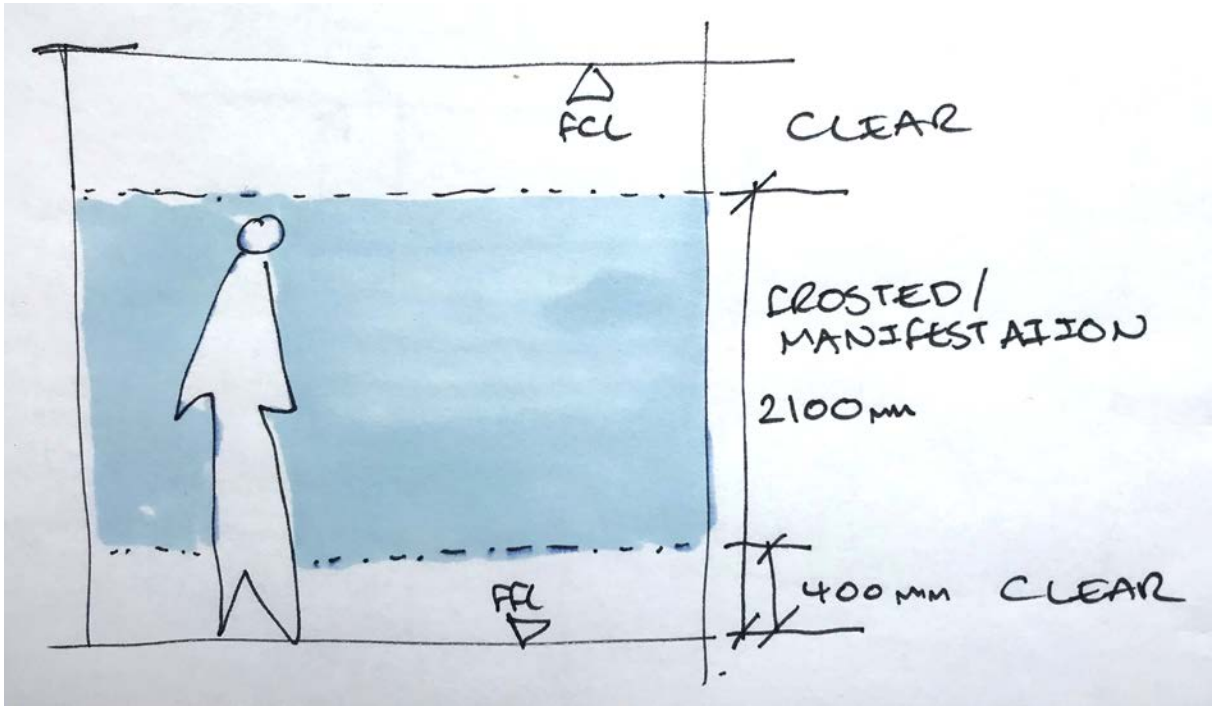
Applicable to a single let of all office floors only; drawing No. 6113-SK-102 / 6113-SK-104 / 6113-SK-105 found within Appendix G limits the locations where a tenants full height partitioning can be erected. The blue hatched lining is indicative only and the tenant is to design meeting/storage rooms in singular format as not to have 'rooms within rooms'.

**Multi let tenancy**

Applicable to a multi let of all office floors only; drawing No. 6113-SK-106 found within Appendix G limits the locations where a tenants full height partitioning can be erected. The blue hatched lining is indicative only and the tenant is to design meeting/storage rooms in singular format as not to have 'rooms within rooms'.

**Partition Specification**

The partition specification is to be Planet Partitioning product P20 system or similar approved. Manifestation can be a maximum of 80% opaque/frosted in the below configuration.




## 4.2 Approval Process

1. Submission of Outline Scope

   At the outset, Tenants should liaise with the Landlord's Managing Agent to agree the outline scope of their proposals and input required to develop their concept as necessary.

   Details of all building restrictions and statutory obligations will be provided at this stage as the landlords team have a strong working relationship with the LA and can offer guidance and support through this process, which must be coordinated with the Concept Design submission.

   As noted in the introduction the landlord can grant deemed approval providing works fall within the scope of Deemed Approval Works detailed in Appendix A and subject to agreement with the Local Planning Authority. Any work outside this scope will require formal Listed Building Consent and potentially Planning Permission.

2. Concept Design Submission

   Submission of the Concept Design for formal approval should incorporate comments previously made by the Managing Agent. This will provide confidence to both parties that the Concept Design is compatible with the Design guidance set out in this fit out guide. This is to occur prior to commencing the Detailed Design or submission to Statutory Authorities.

   The Tenant shall submit for approval CAD and PDF copies of their Concept for sign-off to the Fit Out Approval Partner. The Team will not be able to commence the review unless the full Concept Submission is provided.

Comments to the Concept Design will be returned to the Tenant. It is only when this approval has been achieved that the Tenant can progress to Step 3 - Detailed Design & sign off. The approval will assign one of the following in response to the Tenants submission:

- **A Approved** - Tenant may proceed to Step 2 Detailed Design.
- **B Approved with Comments** - Retailer may proceed to Step 2 Detailed Design and Sign-off, but must provide acceptable replies to the Fit Out Team's comments
- **C Rejected** - tenant must resubmit in line with Building requirements or Statutory Obligations

3. Detailed Design Submission

Submission of a Detailed Design must comply with legal, statutory and technical requirements and is consistent with the previously accepted Concept Design.

The Tenant and its Designer will be expected to have incorporated all comments by the Fit Out Approval Team into the Detail Design.

The Tenant is encouraged to liaise with their own advisers and consultants at an early stage to ensure that all the information requested below is supplied in one coordinated package, so that delays do not occur during the Approval Process.

The Tenant must advise if they do not understand any of the guidance within this document or believes they have circumstances where they may not comply with their statutory obligations (matters that may affect approval under the Building Regulations or other statutory requirements will never be relaxed).

The Tenant should note that Fit-out cannot commence on site until full approval is given and all Statutory Obligations are met.

4. Pre Start

A meeting is arranged to ensure the Tenant has satisfied the requirements for all approvals, Statutory Obligations are met and Pre Start information to be in place prior to commencing fit out.

The Tenants contractor will been briefed by the Buildings management team on site constraints, rules, Life and Building Safety, etc.

5. Commissioning the Fit-Out

The Tenant's Principal Contractor must provide documentary evidence demonstrating that:

- An appropriate project team member(s) is appointed to monitor and programme pre-commissioning, commissioning and, where necessary, re-commissioning. This can be a member of the design team or sub-contractor organisation.

- Commissioning will be carried out in line with current Building Regulations and BSRIA and CIBSE guidelines, where applicable.

- The commissioning programme, responsibilities and criteria are accounted for within the programme of fit-out works.

- That a specialist commissioning manager (who was not directly involved in design or installation of systems) is be appointed to undertake commissioning or approve

commissioning tests for the following systems:

a. All Air Conditioning systems;
b. All Mechanical Ventilation systems;
c. All building management systems;
d. All Cold Storage Enclosures and refrigeration plant (where applicable.)

- The specialist commissioning manager must be appointed at an early stage, so as to be able to provide the following services:

  a. Design input: commissionability design reviews
  b. Commissioning management input to construction programming
  c. Commissioning management input during installation stages
  d. Management of commissioning, performance testing and handover/post-handover stages.

- Where changes to the BMS, or installation of new BMS elements form part of the works, the following commissioning procedures must be carried out:

  a. Commissioning of air and water systems is carried out when all control devices are installed wired and functional;
  b. In addition to air and water flow results, commissioning results include physical measurements of room temperatures, off coil temperatures and other key parameters as appropriate;
  c. The BMS / controls installation should be running in auto with satisfactory internal conditions prior to handover;
  d. All BMS / schematics and graphics (if BMS is present) are fully installed and functional to user interface before handover;
  e. The occupier will be fully trained in the operation of the system.

# Appendix A: Planning conditions and obligations

**Planning Permission**

121290/FO/2018

**Listed Building Consent**

Application Number: 12191/LO/2018

(NB. to be superseded by s.19 and s.73 application, resulting in a new decision notice, to be appended at a later date when issued to Tenants)

# Appendix B: Demise Plans

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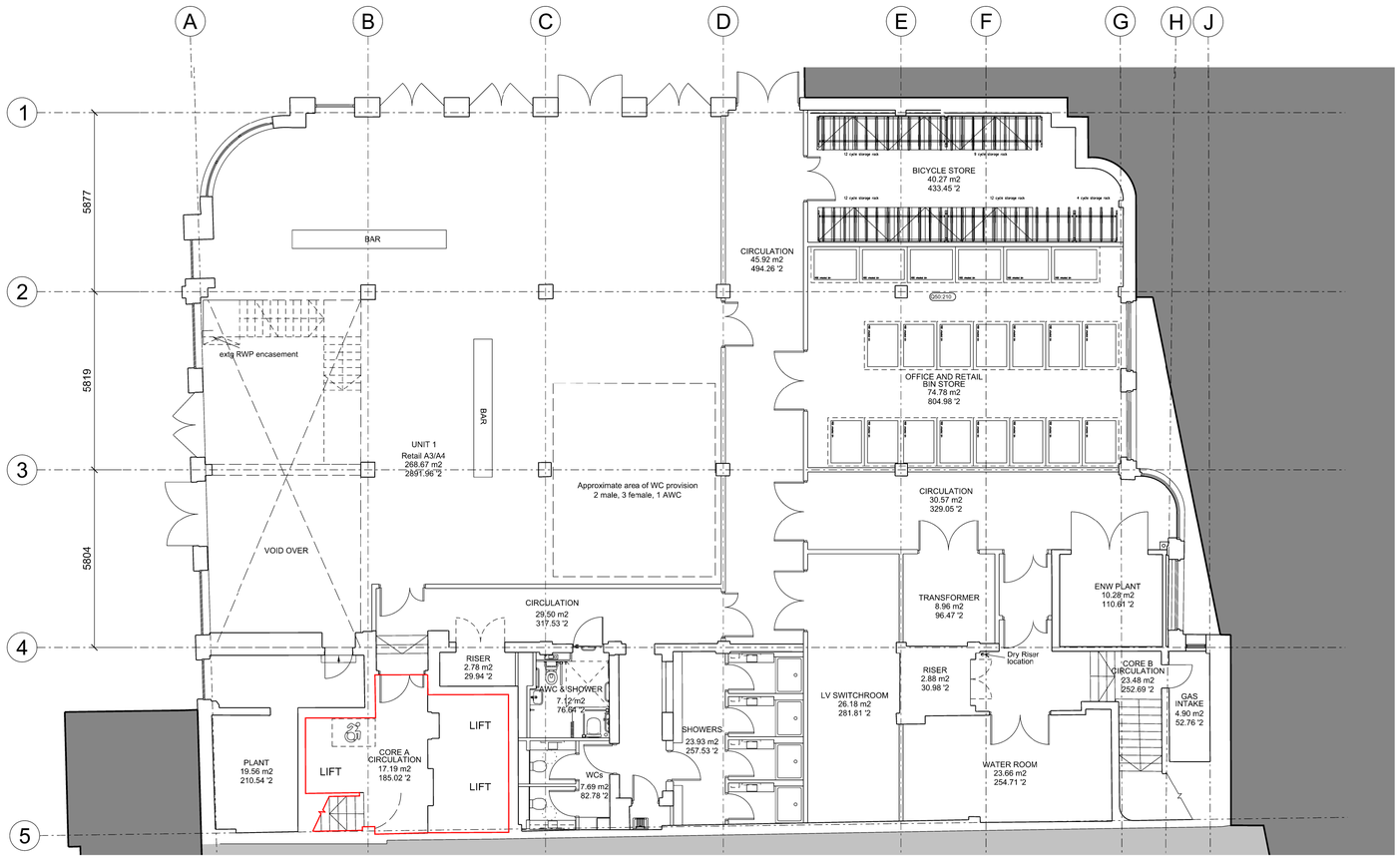
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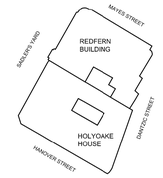
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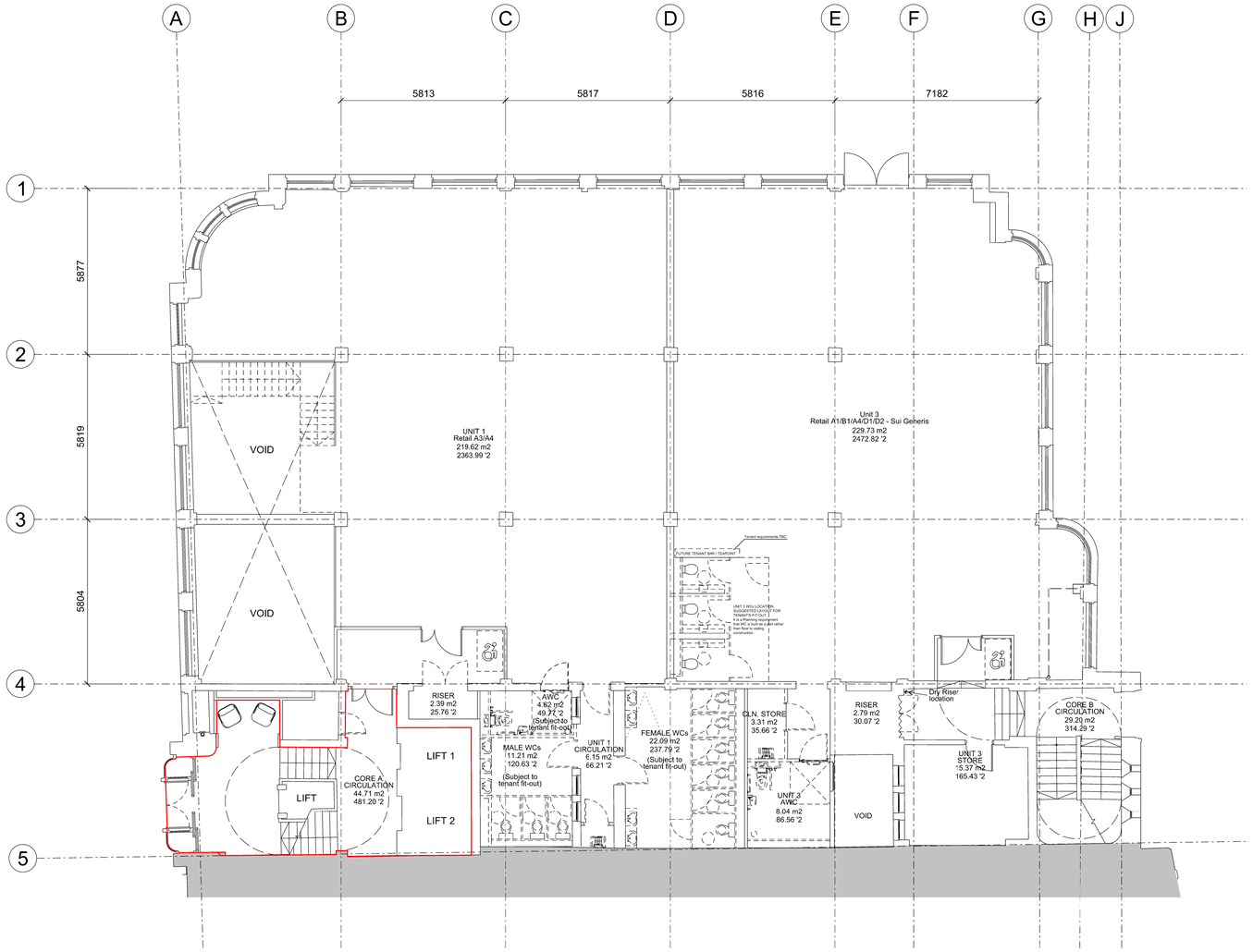
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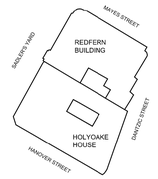
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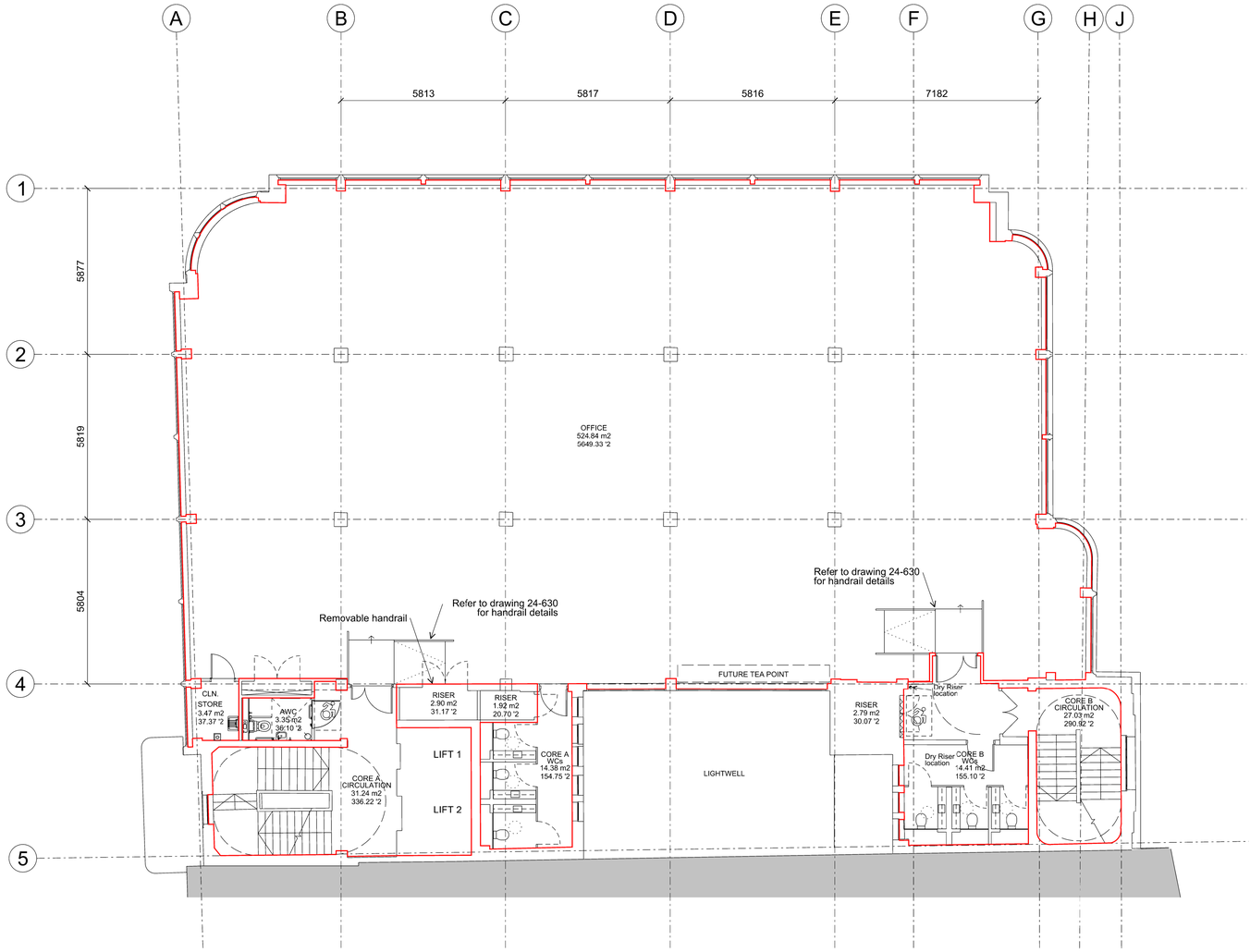
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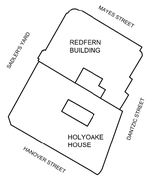
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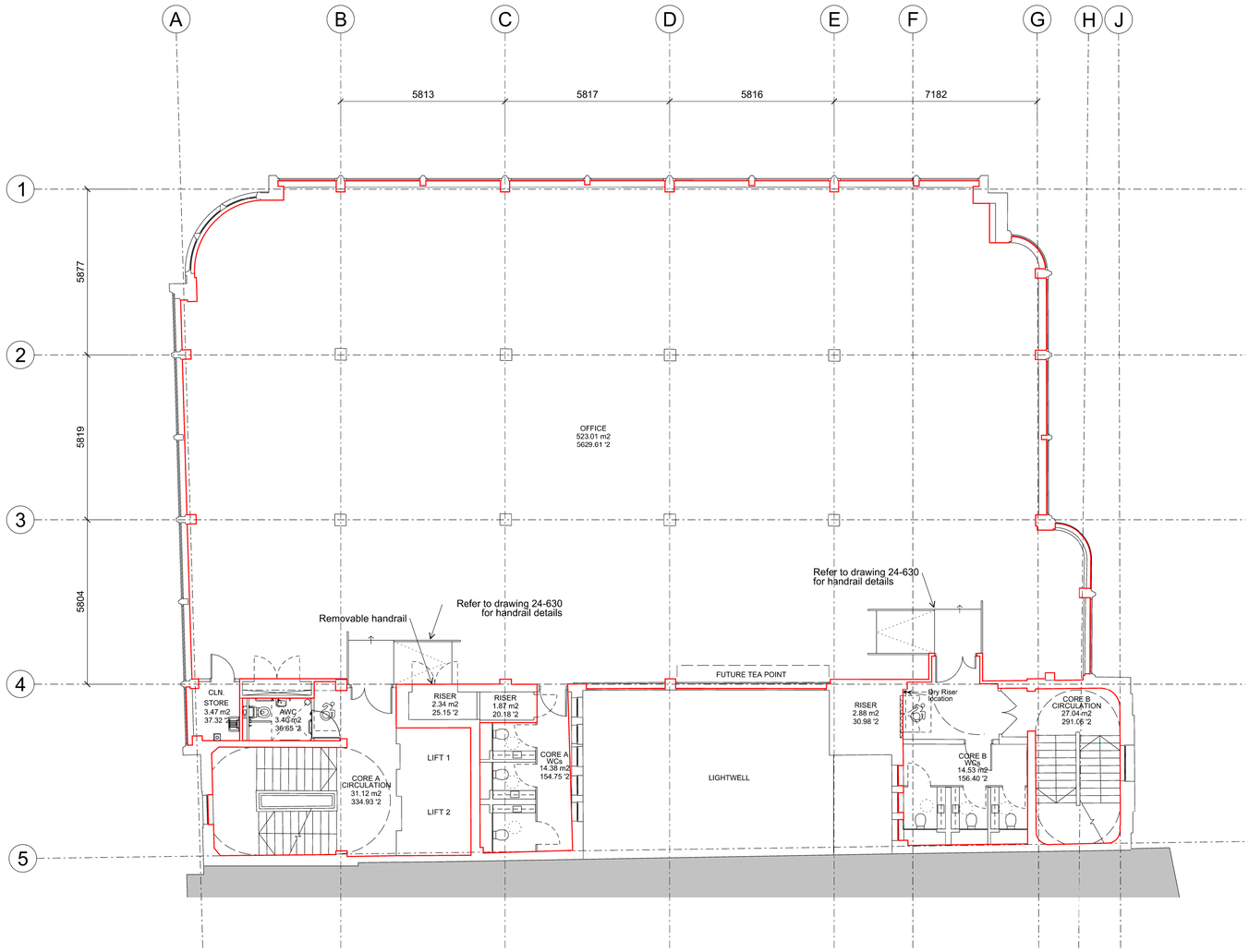
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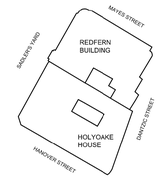
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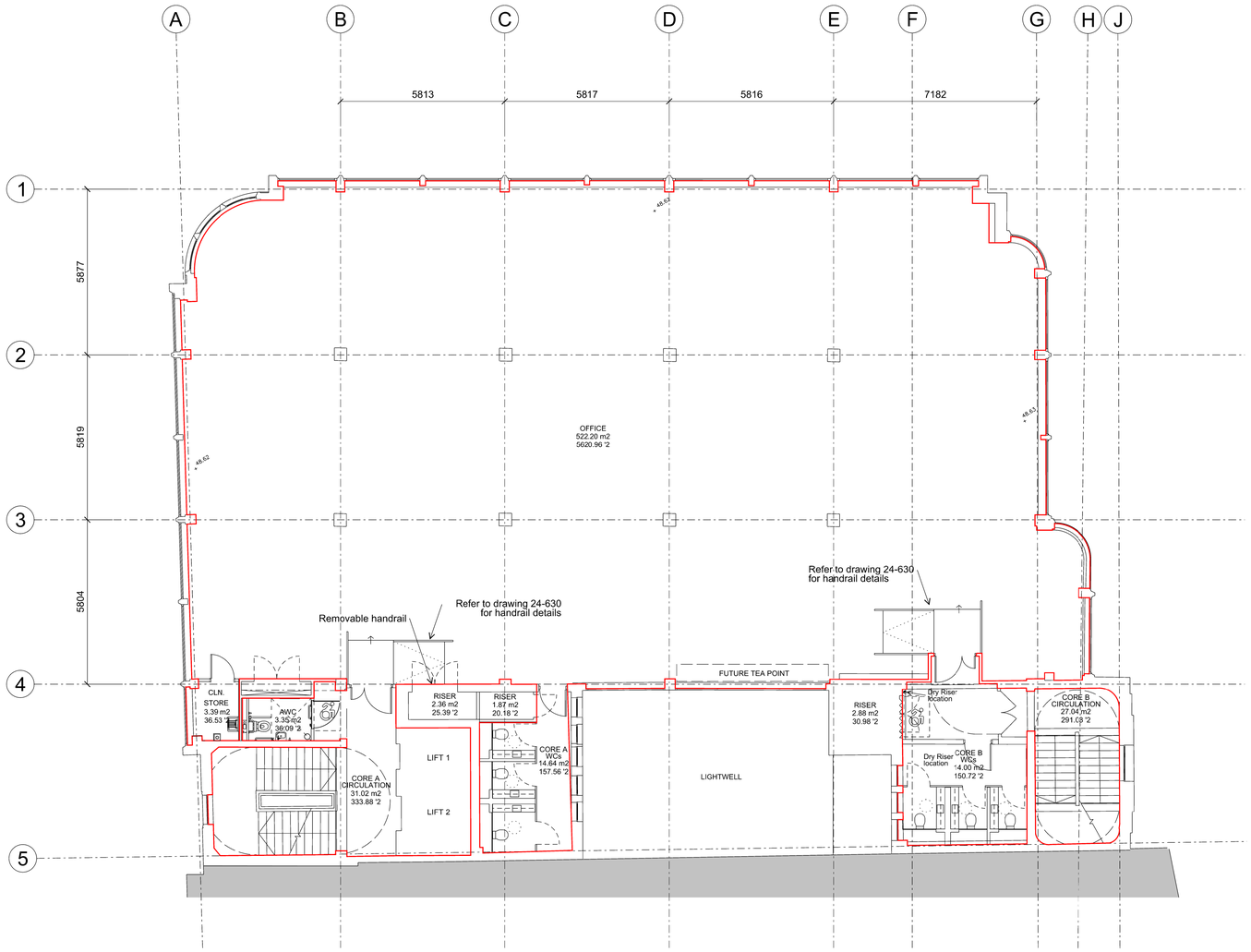
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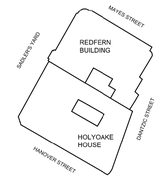
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GENERAL NOTES:

| REV. | DATE | AMENDMENT |
|---|---|---|
| - | 20/04/2020 | First Issue |

KEYPLAN




CLIENT

NOMA

SHEPPARD ROBSON
27th Floor City Tower Piccadilly Plaza Manchester M1 4BT
T: +44 (0)161 233 8900 E: manchester@sheppardrobson.com

PROJECT
**REDFERN BUILDING**

| SCALE@A1 | DATE | ORIGINATOR | CHECKED | AUTHORISED |
|---|---|---|---|---|
| **1 : 100** | **20.04.2020** | **PS** | **RW** | **TOB** |

TITLE
**LEVEL 5**
**PROPOSED DEMISE LINE**
**REDFERN BUILDING**

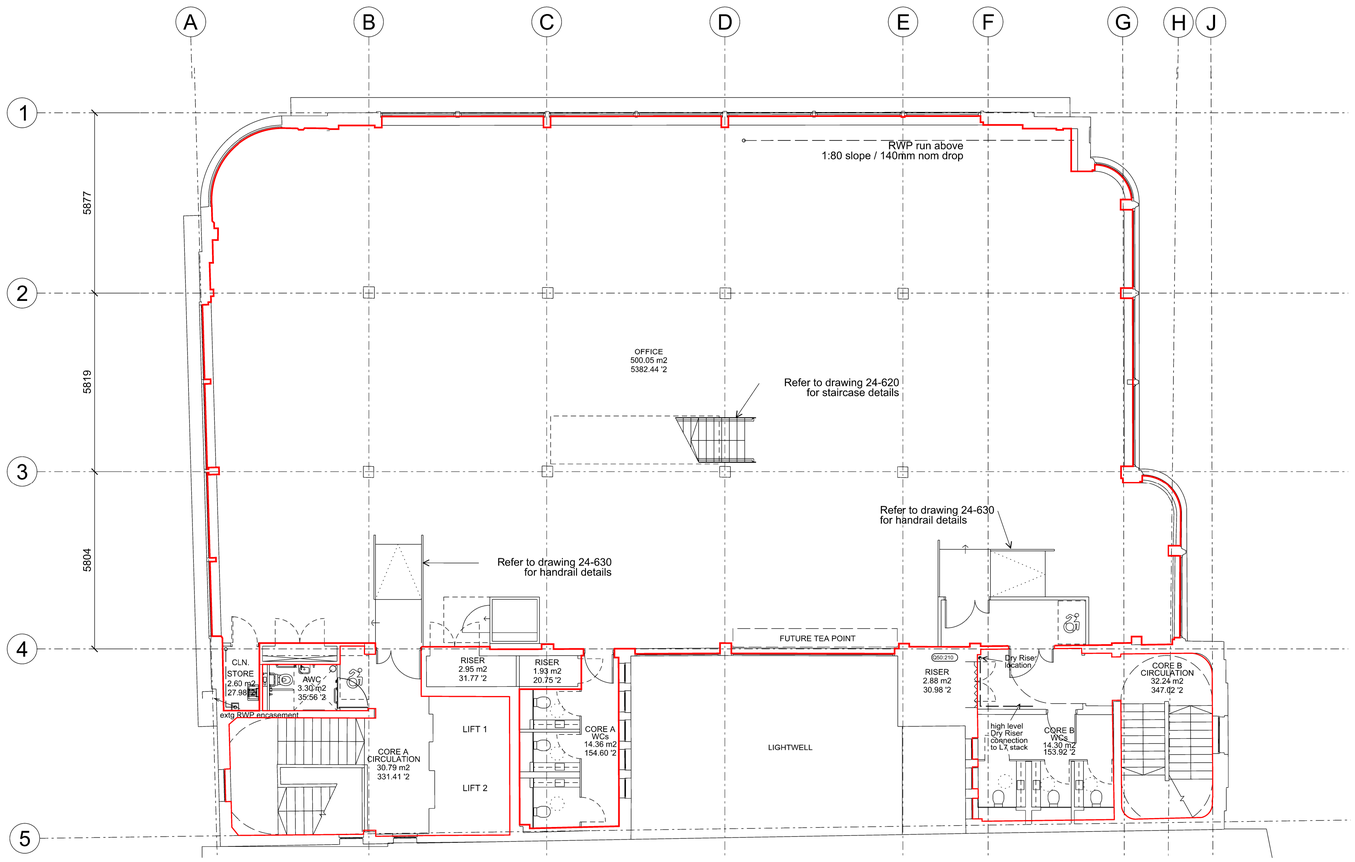
STATUS
**FOR INFORMATION**

DRAWING NO. **6113 - 20 - 305** REV. **-**

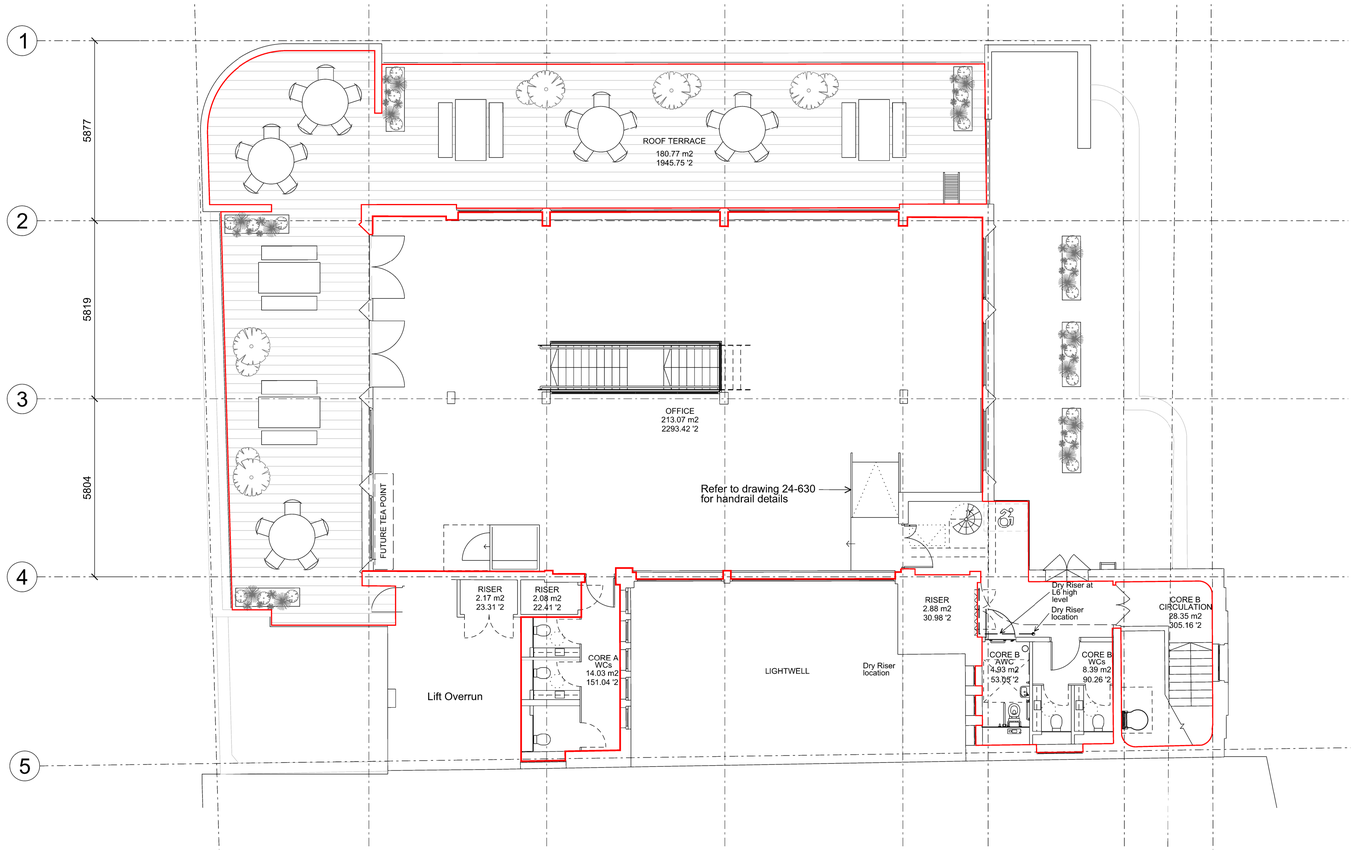
Plotted 21/04/2020 Filename:P:\Projects\6100_etc\6113\CAD\plot\3D_GA\6113-20-305.dgn

A1

# LEVEL 6




# LEVEL 7




N


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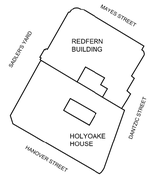
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T: +44 (0)161 233 8900 E: manchester@sheppardrobson.com


PROJECT
**REDFERN BUILDING**

| SCALE@A1 | DATE | ORIGINATOR | CHECKED | AUTHORISED |
|---|---|---|---|---|
| **1 : 100** | **20.04.2020** | **PS** | **RW** | **TOB** |

TITLE
**LEVELS 6 AND 7**
**PROPOSED DEMISE LINES**
**REDFERN BUILDING**

STATUS
**FOR INFORMATION**

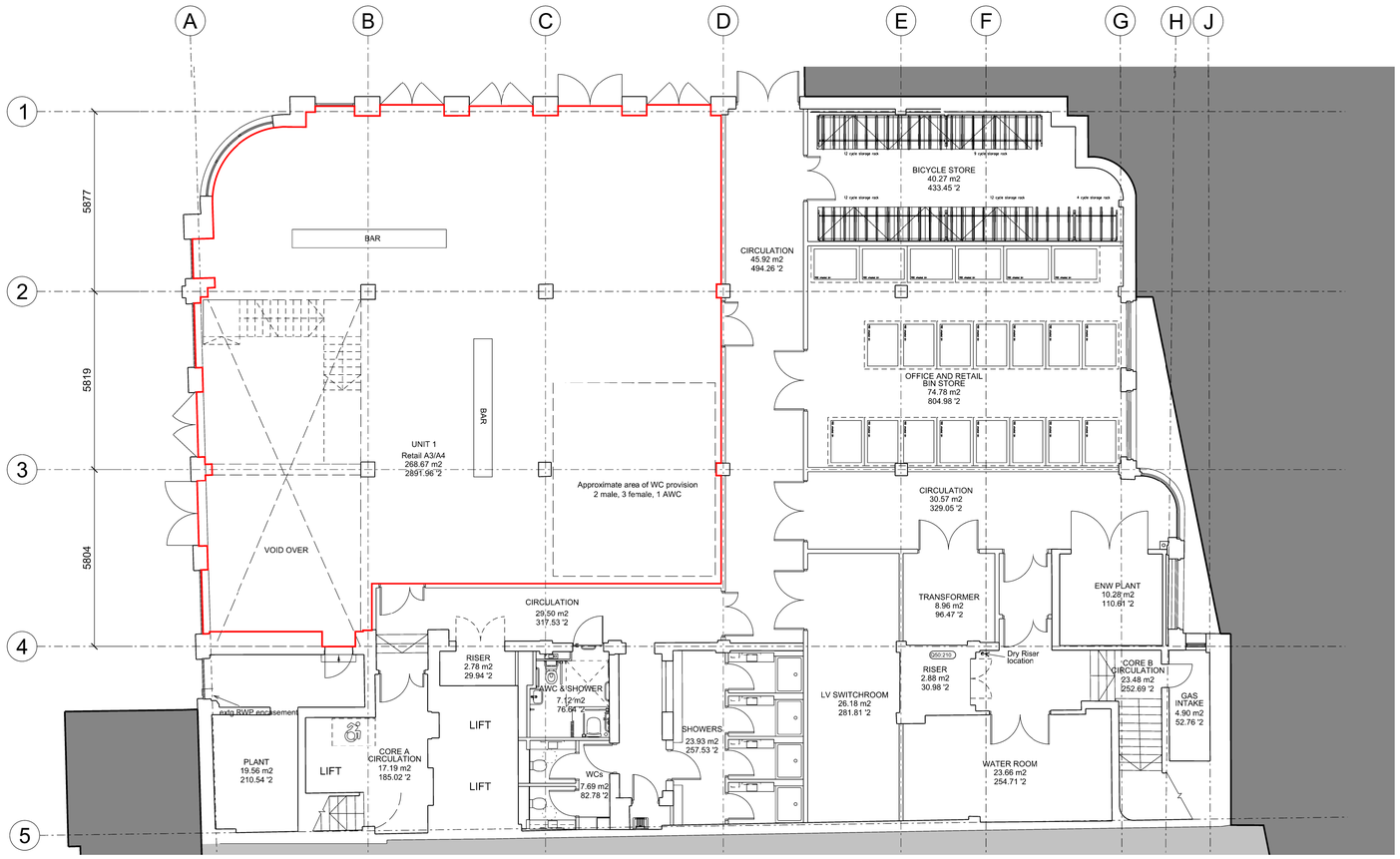
DRAWING NO. **6113 - 20 - 306**

REV. **-**


Filename P:\Projects\6100_etc\6113\CAD\plot\20_GA\6113-20-306.dgn
Plotted 20/04/2020

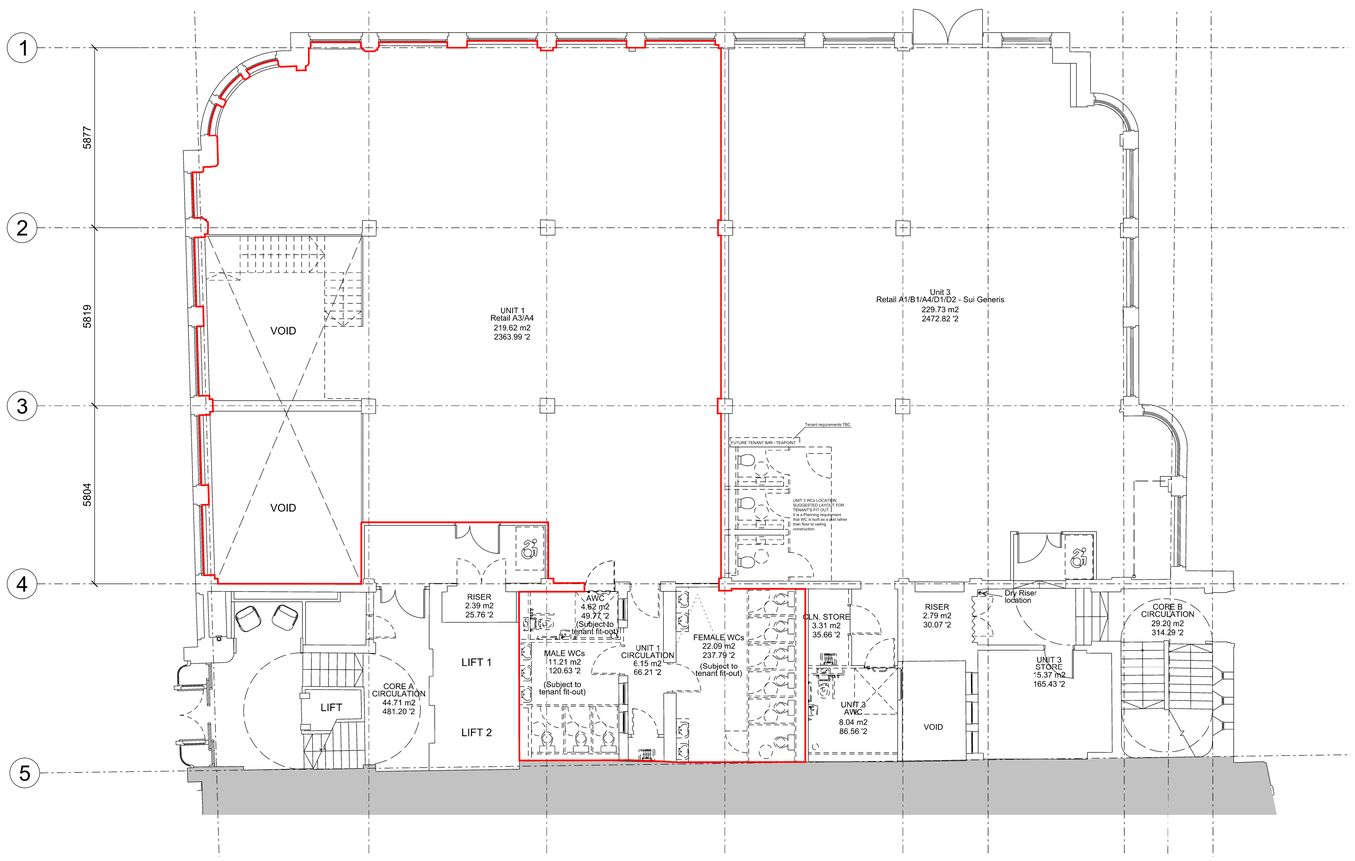
# LEVEL 1

SADLER'S YARD




# LEVEL 2

SADLER'S YARD




N

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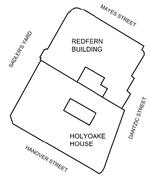
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PROJECT
**REDFERN BUILDING**

| SCALE@A1 | DATE | ORIGINATOR | CHECKED | AUTHORISED |
|---|---|---|---|---|
| **1 : 100** | **20.04.2020** | **PS** | **RW** | **TOB** |

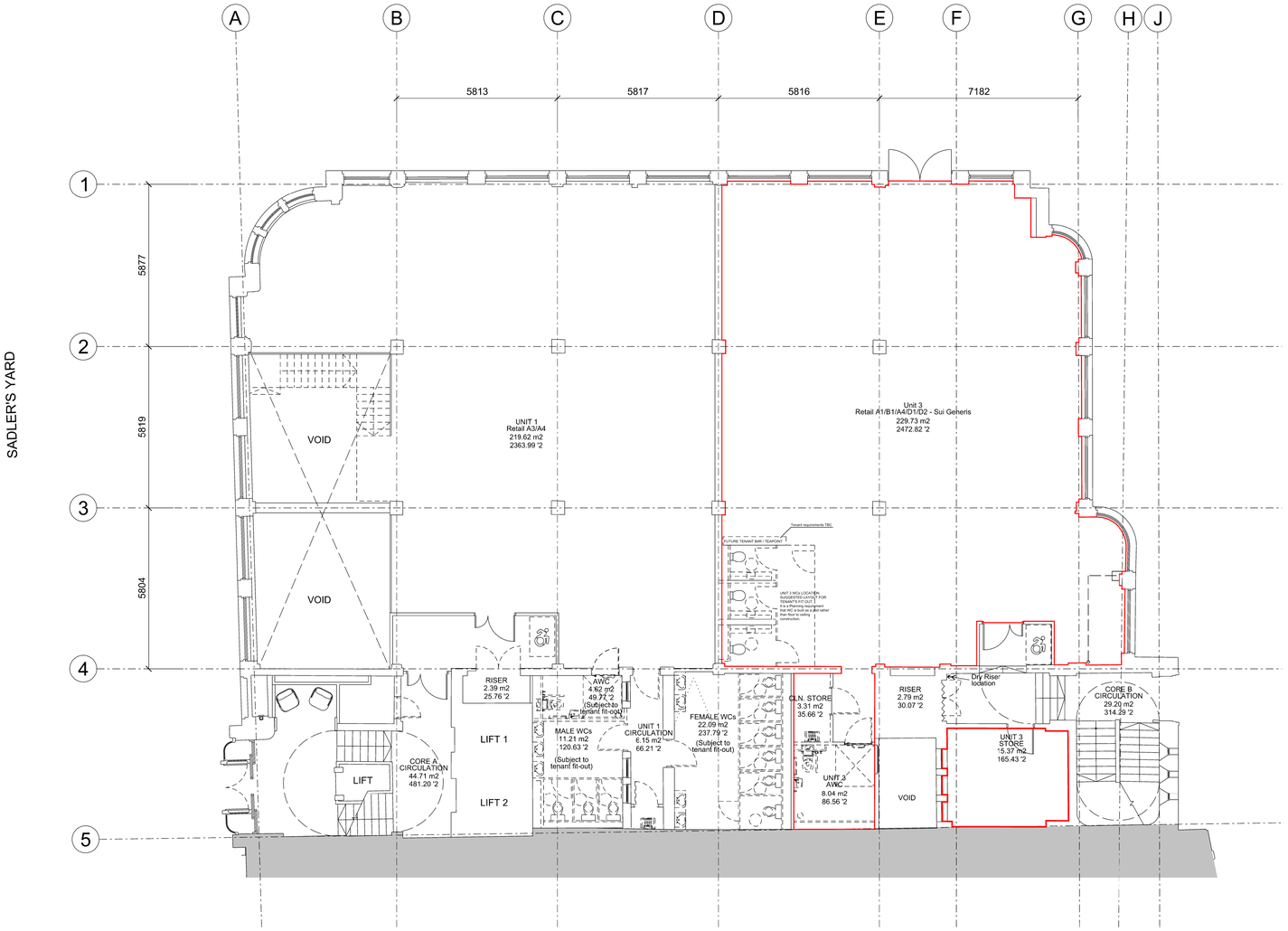
TITLE
**LEVELS 1 AND 2**
**PROPOSED UNIT 1 DEMISE LINES**
**REDFERN BUILDING**

STATUS
**FOR INFORMATION**

DRAWING NO.
**6113 - 20 - 310**

REV.
**-**

Plotted 20/04/2020 Filename P:\Projects\6100_etc\6113\CAD\plot\20_GA\6113-20-310.dgn




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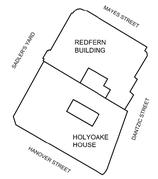
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PROJECT
**REDFERN BUILDING**

| SCALE@A1 | DATE | ORIGINATOR | CHECKED | AUTHORISED |
|---|---|---|---|---|
| **1 : 100** | **20.04.2020** | **PS** | **RW** | **TOB** |

TITLE
**LEVEL 2**
**PROPOSED UNIT 3 DEMISE LINE**
**REDFERN BUILDING**

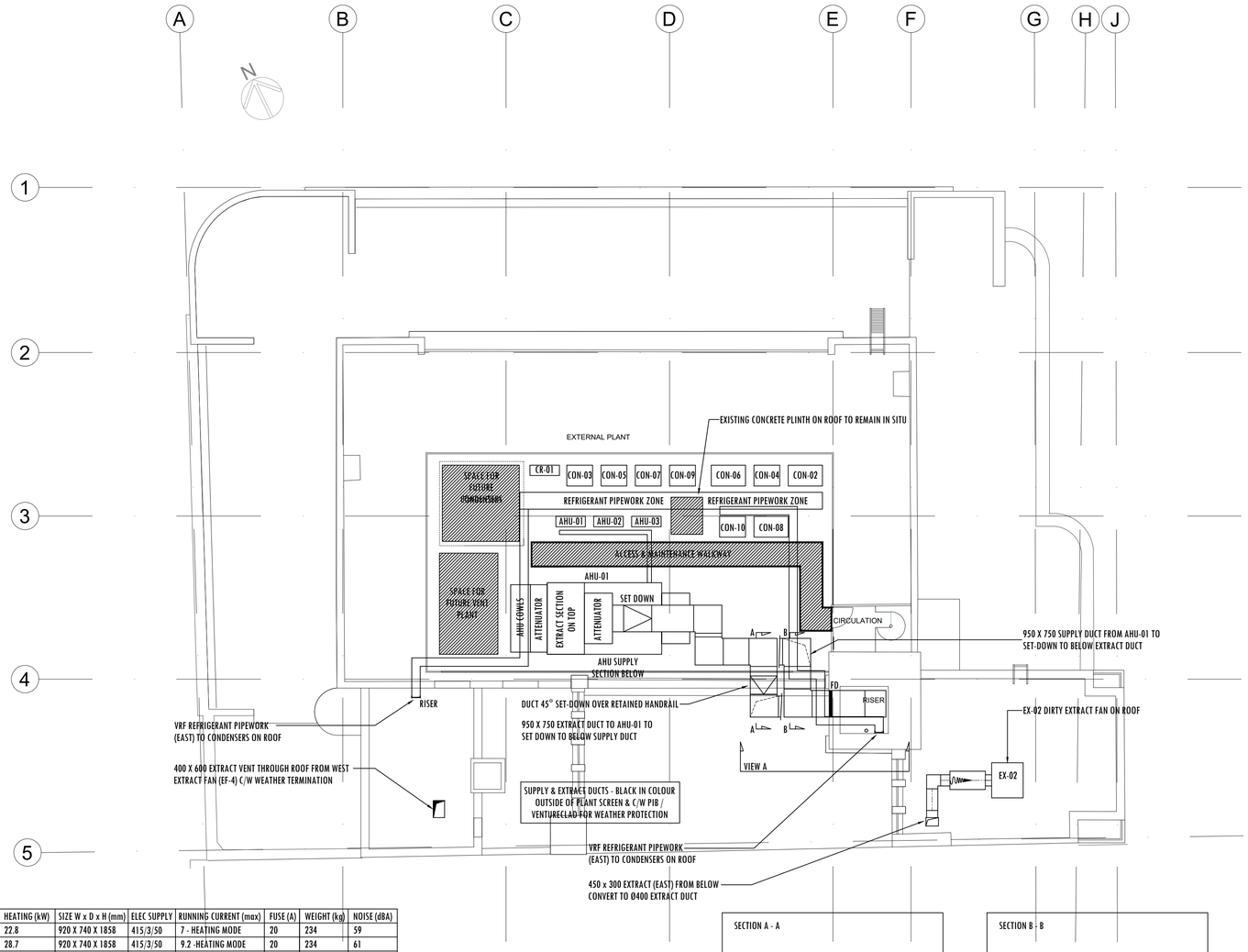
STATUS
**FOR INFORMATION**

DRAWING NO. **6113 - 20 - 320**
REV. **-**

Plotted 20/04/2020 Filename P:\Projects\6100_etc\6113\CAD\plot\20_GA\6113-20-320.dgn

# Appendix C: Tenants Plant Space Allocation Drawing

A1




VRF CONDENSER SCHEDULE

| REF | LOCATION | SERVICE | MAKE | MODEL | HSF TOTAL (kW) | HEATING (kW) | SIZE W x D x H (mm) | ELEC SUPPLY | RUNNING CURRENT (max) | FUSE (A) | WEIGHT (kg) | NOISE (dBA) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CON-01 | ROOF | LEVEL 2 | MITSUBISHI | PURY-EP200YNW | 20 | 22.8 | 920 X 740 X 1858 | 415/3/50 | 7 - HEATING MODE | 20 | 234 | 59 |
| CON-02 | ROOF | LEVEL 3 - EAST | MITSUBISHI | PURY-EP250YNW | 25.1 | 28.7 | 920 X 740 X 1858 | 415/3/50 | 9.2 -HEATING MODE | 20 | 234 | 61 |
| CON-03 | ROOF | LEVEL 3 - WEST | MITSUBISHI | PURY-EP300YNW | 29.8 | 32.3 | 1220 X 740 X 1710 | 415/3/50 | 15.4 -HEATING MODE | 25 | 244 | 86 |
| CON-04 | ROOF | LEVEL 4 - EAST | MITSUBISHI | PURY-EP250YNW | 25.1 | 28.7 | 920 X 740 X 1858 | 415/3/50 | 9.2 -HEATING MODE | 20 | 234 | 61 |
| CON-05 | ROOF | LEVEL 4 - WEST | MITSUBISHI | PURY-EP300YNW | 29.8 | 32.3 | 1220 X 740 X 1710 | 415/3/50 | 15.4 -HEATING MODE | 25 | 244 | 86 |
| CON-06 | ROOF | LEVEL 5 - EAST | MITSUBISHI | PURY-EP250YNW | 25.1 | 28.7 | 920 X 740 X 1858 | 415/3/50 | 9.2 -HEATING MODE | 20 | 234 | 61 |
| CON-07 | ROOF | LEVEL 5 - WEST | MITSUBISHI | PURY-EP300YNW | 29.8 | 32.3 | 1220 X 740 X 1710 | 415/3/50 | 15.4 -HEATING MODE | 25 | 244 | 86 |
| CON-08 | ROOF | LEVEL 6 - EAST | MITSUBISHI | PURY-EP250YNW | 25.1 | 28.7 | 920 X 740 X 1858 | 415/3/50 | 9.2 -HEATING MODE | 20 | 234 | 61 |
| CON-09 | ROOF | LEVEL 6 - WEST | MITSUBISHI | PURY-EP300YNW | 29.8 | 32.3 | 1220 X 740 X 1710 | 415/3/50 | 15.4 -HEATING MODE | 25 | 244 | 86 |
| CON-10 | ROOF | LEVEL 7 | MITSUBISHI | PURY-EP200YNW | 3.4 | 5 | 900 X 732 X 250 | 230/1/50 | 0.64 - COOLING MODE | 6 | 26 | 23-27-30 |
| AHU-01 | ROOF | ROOF AHU | MITSUBISHI | PUHZ-ZRP250YKA3 | 22 | 27 | 1050 X 370 X 1338 | 415/3/50 | 12.13 - HEATING MODE | 25 | 135 | 62 |
| AHU-02 | ROOF | ROOF AHU | MITSUBISHI | PUHZ-ZRP250YKA3 | 22 | 27 | 1050 X 370 X 1338 | 415/3/50 | 12.13 - HEATING MODE | 25 | 135 | 62 |
| AHU-03 | ROOF | ROOF AHU | MITSUBISHI | PUHZ-ZRP250YKA3 | 22 | 27 | 1050 X 370 X 1338 | 415/3/50 | 12.13 - HEATING MODE | 25 | 135 | 62 |
| CR-01 | ROOF | LEVEL 1 - COMMS | MITSUBISHI | PUZ-ZM50VKA | 4.6 | 5.1 | 809 X 300 X 630 | 230/1/50 | 6.05 - HEATING MODE | 6 | 46 | 65 |

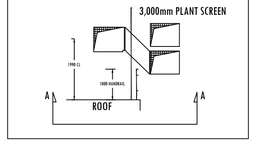
AIR HANDLING UNIT SCHEDULE

| REF | LOCATION | MAKE | TYPE | SERVICE | DESIGN DUTY (m³/s) | ESP (Pa) | L X W X H (mm) | WEIGHT (kg) | WEIGHT (kg) |
|---|---|---|---|---|---|---|---|---|---|
| AHU-01 | ROOF | VES | SUPPLY | OFFICE | 4.5 (inc 10%) | 300 | 4,075 X 2,550 X 1,450 | ~1,811 | C/W FILTERS, SUPPLY FAN, ELECTRIC FROST COIL, DX COOLING COIL & ATTENUATION |
| AHU-01 | ROOF | VES | EXTRACT | OFFICE | 4.5 (inc 10%) | 300 | 2,725 X 2,550 X 1,425 | ~478 | C/W FILTERS, EXTRACT FAN, THERMAL WHEEL HEAT RECOVERY & ATTENUATION |

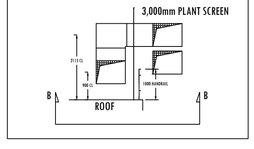
DIRTY EXTRACT FAN SCHEDULE

| REF | LOCATION | MAKE | TYPE | SERVICE | DESIGN DUTY (m³/s) | ESP (Pa) | DIMENSIONS (mm) | WEIGHT (kg) |
|---|---|---|---|---|---|---|---|---|
| EX-02 | ROOF | VES | TWIN EXTRACT FAN | EAST WC's | 0.692 | 300 | 1250 (W) x 650 (H) x 1125 (L) | 164 |

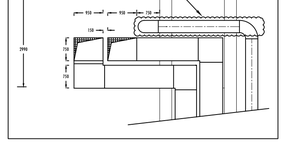
SECTION A - A




SECTION B - B




VIEW A - DUCTWORK THROUGH RISER




1:100 0 1000 2000 3000 4000 5000 6000 7000 8000 9000 10000

1:1 0 10 20 30 40 50 60 70 80 90 100

## CDM INFORMATION

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OPERATION PHASE

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LEGEND

| | |
|---|---|
| | VOLUME CONTROL DAMPER |
| MD | MOTORISED DAMPER |
| FD | FIRE DAMPER |
| AD | ACCESS DOOR |
| < | DUCT REDUCER / ENLARGER |
| | ATTENUATOR / CROSS TALK ATTENUATOR |
| | 12 BLADE SWIRL DIFFUSER |
| | EXTRACT GRILLE |
| DUC | DOOR UNDERCUT FOR EXTRACT AIRFLOW |
| DTG | DOOR TRANSFER GRILLE FOR EXTRACT AIRFLOW |

| Rev | Detail | Date | Author |
|---|---|---|---|

Key Plan

Client

JSM BUILDING SOLUTIONS


BLACKSTONE
BUILDING SERVICES DESIGN
Cotton Court, Church Street, Preston. PR1 3BY
01772 369 365
hello@blackstonebsd.co.uk


Project
REDFERN BUILDING
REDFERN STREET
MANCHESTER

Drawing Title
MECHANICAL SERVICES
LEVEL 8 - ROOF
VENTILATION & VRF LAYOUT

| STAGE | STATUS |
|---|---|
| 6 - HANDOVER & CLOSEOUT | AB |

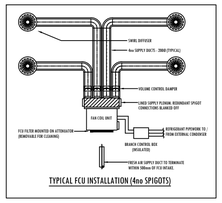
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|---|---|---|---|---|
| LJM | FEB 2020 | LJM | AMc | 1:100 |

Drawing Number
CF2868-BBSD-DR-M-57-008

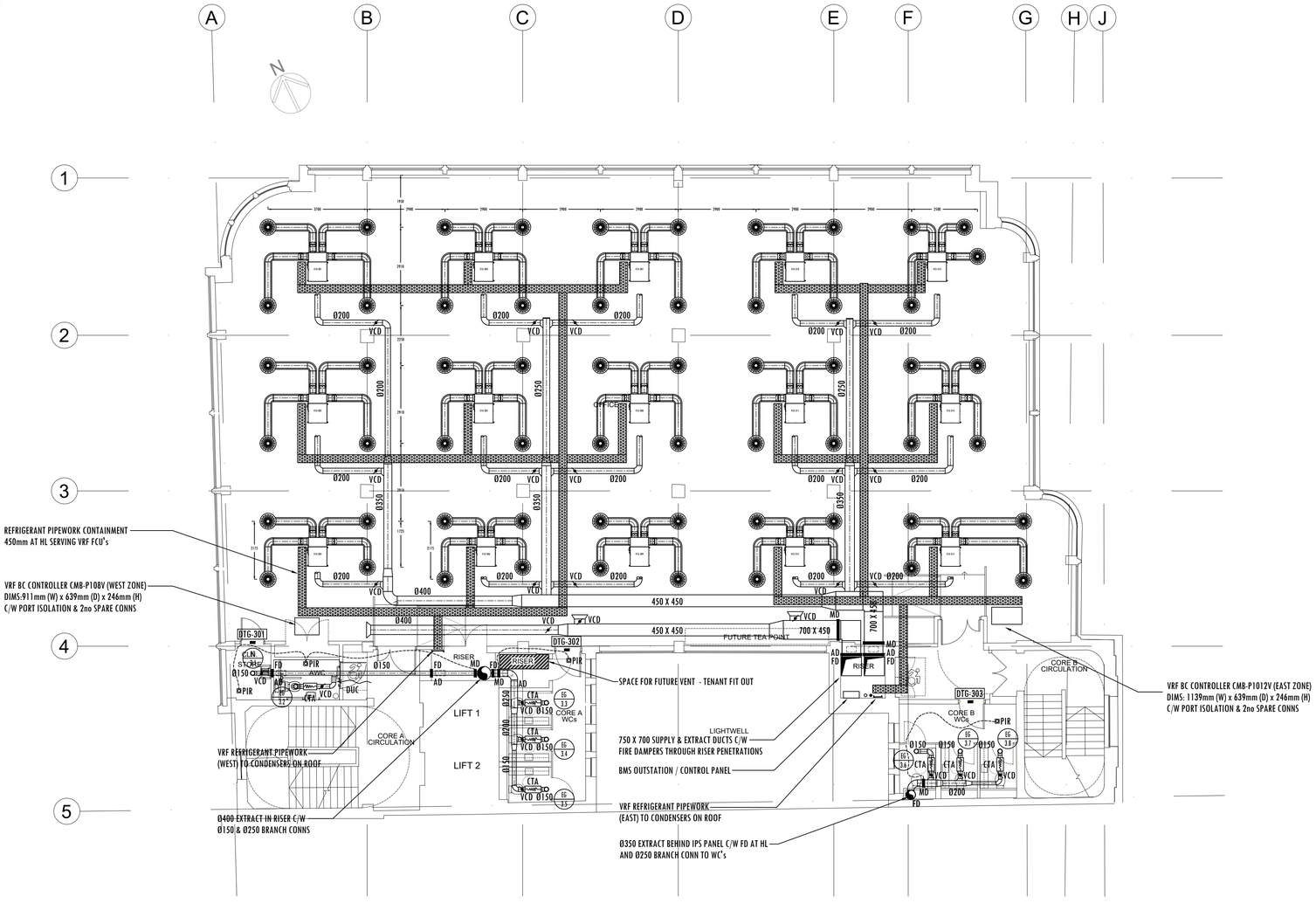
Revision

# Appendix D: Tenants Kitchen Ventilation & Fit Out Drawing

A1



TYPICAL FCU INSTALLATION (4no SPIGOTS)




## CDM INFORMATION

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LEGEND

- VOLUME CONTROL DAMPER
- MD — MOTORISED DAMPER
- FD — FIRE DAMPER
- AD — ACCESS DOOR
- DUCT REDUCER / ENLARGER
- ATTENUATOR / CROSS TALK ATTENUATOR
- 12 BLADE SWIRL DIFFUSER
- EXTRACT GRILLE
- DUC — DOOR UNDERCUT FOR EXTRACT AIRFLOW
- DTG — DOOR TRANSFER GRILLE FOR EXTRACT AIRFLOW

| Rev | Detail | Date | Author |
|---|---|---|---|

Key Plan

Client

JSM BUILDING SOLUTIONS

BLACKSTONE
BUILDING SERVICES DESIGN
Cotton Court, Church Street, Preston. PR1 3BY
01772 369 365
hello@blackstonebsd.co.uk

Project
REDFERN BUILDING
REDFERN STREET
MANCHESTER

Drawing Title
MECHANICAL SERVICES
LEVEL 3 - FIRST FLOOR
VENTILATION & VRF LAYOUT

| STAGE | STATUS |
|---|---|
| 6 - HANDOVER & CLOSEOUT | AB |

| Drawn By | Date | Checked | Approved | Scale |
|---|---|---|---|---|
| LJM | FEB 2020 | LJM | AMc | 1:100 |

Drawing Number
CF2868-BBSD-DR-M-57-003

Revision

HOLYOAKE HOUSE

DOOR TRANSFER GRILLES

| REF | LOCATION | MAKE | MODEL | AIR VOLUME (m³/s) | FREE AREA (m²) | NOTES |
|---|---|---|---|---|---|---|
| 301 | CLEANERS | TBC | TBC & SUPPLIED BY OTHERS | 0.02 | 0.04 @ 50% | 30min FIRE DOOR - INTUMESCENT BLOCK REQUIRED |
| 302 | WC's | TBC | TBC & SUPPLIED BY OTHERS | 0.102 | 0.204 @ 50% | FOR AIR TRANSFER ONLY |
| 303 | WC's | TBC | TBC & SUPPLIED BY OTHERS | 0.102 | 0.204 @ 50% | FOR AIR TRANSFER ONLY |

DIRTY EXTRACT AIR GRILLES

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | SIZE OVERALL (Ø) | SIZE DUCT CONN (Ø) |
|---|---|---|---|---|---|---|
| 8 | WC's & CLEANERS | BRITE-AIR | EXTRACT AIR VALVE | 34 - 60 | 175 | 150 |

FCU SUPPLY AIR DUFFUSERS

| NO | LOCATION | ROOM | MAKE | MODEL | DESIGN DUTY (l/s) | NO OF BLADES | SIZE DUCT (DIA) | SIZE OVERALL (DIA) | ΔP (Pa) | NC | THROW (m) | NOTES |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 60 | FCU 301-315 | OFFICE | BRITE-AIR | SWIRL DIFFUSER TYPE RSW | 54 | 12 | 200 | 300 | 9 | 16 | 0.9 - 1.9 | COLOUR TBC BY THE ARCHITECT |

VRF FCU

| NO | LOCATION | ROOM | MAKE | MODEL | HSF TOTAL (kW) | HEATING (kW) | SIZE W x D x H (mm) | ELEC SUPPLY | RUNNING CURRENT (max) | FUSE (A) | WEIGHT (kg) | NOISE (dBA) | AIRFLOW (l/s) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 15 | FCU 301 - 315 | OFFICE | MITSUBISHI | PEFY-P40VMA | 3.4 | 5 | 900 X 732 X 250 | 230/1/50 | 0.64 - COOLING MODE | 6 | 26 | 23-27-30 | 167-200-233 |

FIRE DAMPER SCHEDULE

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | DUCT CONNS | PRESSURE (Pa) | CONNECTION TYPE | INSTALLATION METHOD | ACTIVATION |
|---|---|---|---|---|---|---|---|---|---|
| 6 | SUPPLY, EXTRACT AND DIRTY EXTRACT | ACTIONAIR | FIRESHIELD | PER SCHEMATIC | PER SCHEMATIC | 5 MAX (OPEN) | FS201 RECTANGULAR & FS301 CIRCULAR (SPIGOT) | I/F - MASONRY WALLS | FUSIBLE LINK - 72°C |

MOTORISED DAMPER SCHEDULE

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | DUCT CONNS | PRESSURE (Pa) | CONNECTION TYPE | ELECTRONIC CONTROLS |
|---|---|---|---|---|---|---|---|---|
| 5 | SUPPLY, EXTRACT AND DIRTY EXTRACT | ACTIONAIR | ENERGYSHIELD ES36 | PER SCHEMATIC | PER SCHEMATIC | 5 MAX (OPEN) | SPG RECTANGULAR & CIRCULAR (SPIGOT) | FACTORY FITTED BELIMO ACTUATORS (24V) |

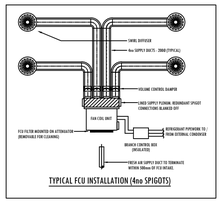
ATTENUATOR SCHEDULE

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | DUCT CONNS (Ø) | DIMS (L x W x H) | PRESSURE (Pa) | INSERTION LOSS (dB) 63Hz | 125Hz | 250Hz | 500Hz | 1k | 2k | 4k | 8k |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 7 | ACC WC & WC's | ALLAWAY | SL428-GE | 30 (max) | 150 | 600 x 280 x 205 | 10 | 5 | 9 | 15 | 24 | 37 | 34 | 29 | 23 |

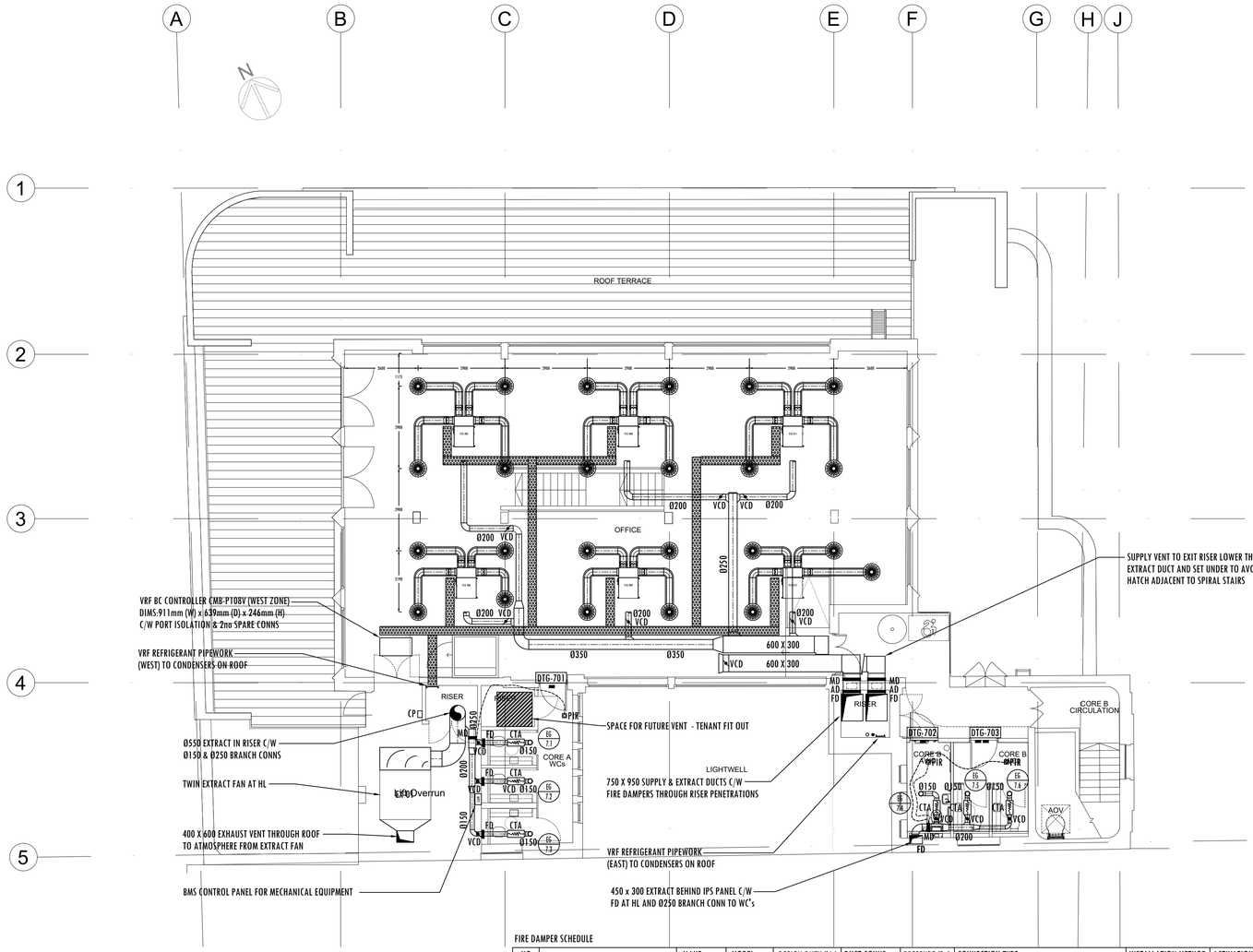
1:100 0 1000 2000 3000 4000 5000 6000 7000 8000 9000 10000

1:1 0 10 20 30 40 50 60 70 80 90 100

A1



TYPICAL FCU INSTALLATION (4no SPIGOTS)




DOOR TRANSFER GRILLES

| REF | LOCATION | MAKE | MODEL | AIR VOLUME (m³/s) | FREE AREA (m²) | NOTES |
|---|---|---|---|---|---|---|
| 701 | WC's | TBC | TBC & SUPPLIED BY OTHERS | 0.102 | 0.204 @ 50% | 30min FIRE DOOR - INTUMESCENT BLOCK REQUIRED |
| 702 | ACC WC | TBC | TBC & SUPPLIED BY OTHERS | 0.034 | 0.068@ 50% | FOR AIR TRANSFER ONLY |
| 703 | WC's | TBC | TBC & SUPPLIED BY OTHERS | 0.068 | 0.136 @ 50% | FOR AIR TRANSFER ONLY |

DIRTY EXTRACT AIR GRILLES

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | SIZE OVERALL (Ø) | SIZE DUCT CONN (Ø) |
|---|---|---|---|---|---|---|
| 8 | WC's & CLEANERS | BRITE-AIR | EXTRACT AIR VALVE | 34 - 60 | 175 | 150 |

FCU SUPPLY AIR DIFFUSERS

| NO | LOCATION | ROOM | MAKE | MODEL | DESIGN DUTY (l/s) | NO OF BLADES | SIZE DUCT (DIA) | SIZE OVERALL (DIA) | ΔP (Pa) | NC | THROW (m) | NOTES |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 24 | FCU 701-706 | OFFICE | BRITE-AIR | SWIRL DIFFUSER TYPE RSW | 54 | 12 | 200 | 300 | 9 | 16 | 0.9 - 1.9 | COLOUR TBC BY THE ARCHITECT |

DIRTY EXTRACT FAN SCHEDULE

| REF | LOCATION | MAKE | MODEL | DESIGN DUTY (m³/s) | DIMS (L x W x H) | PRESSURE (Pa) | SOUND POWER LEVEL (dBW) | | | | | | | | OTHER |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | 63Hz | 125Hz | 250Hz | 500Hz | 1k | 2k | 4k | 8k | |
| EX-01 | LIFT OVER-RUN ROOM | VES | CAT0949-3/P/EE/LB/CPSC/SP | 1.199 | 1750 x 1795 x 1175 | 200 | 73 | 74 | 65 | 59 | 49 | 46 | 42 | 48 | TWIN FAN, AUTO CHANGEOVER, 12-HOUR DUTY SHARING, BMS LINK FOR REMOTE START/STOP, FAN STATUS, FAULT, RUN-ON TIMER & 7-DAY TIME CLOCK |

FIRE DAMPER SCHEDULE

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | DUCT CONNS | PRESSURE (Pa) | CONNECTION TYPE | INSTALLATION METHOD | ACTIVATION |
|---|---|---|---|---|---|---|---|---|---|
| 4 | SUPPLY, EXTRACT AND DIRTY EXTRACT | ACTIONAIR | FIRESHIELD | PER SCHEMATIC | PER SCHEMATIC | 5 MAX (OPEN) | FS201 RECTANGULAR & FS301 CIRCULAR (SPIGOT) | I/F - MASONRY WALLS | FUSIBLE LINK - 72°C |

MOTORISED DAMPER SCHEDULE

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | DUCT CONNS | PRESSURE (Pa) | CONNECTION TYPE | ELECTRONIC CONTROLS |
|---|---|---|---|---|---|---|---|---|
| 4 | SUPPLY, EXTRACT AND DIRTY EXTRACT | ACTIONAIR | ENERGYSHIELD ES36 | PER SCHEMATIC | PER SCHEMATIC | 5 MAX (OPEN) | SPG RECTANGULAR & CIRCULAR (SPIGOT) | FACTORY FITTED BELIMO ACTUATORS (24V) |

VRF FCU

| NO | LOCATION | ROOM | MAKE | MODEL | HSF TOTAL (kW) | HEATING (kW) | SIZE W x D x H (mm) | ELEC SUPPLY | RUNNING CURRENT (max) | FUSE (A) | WEIGHT (kg) | NOISE (dBA) | AIRFLOW (l/s) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 6 | FCU 701-706 | OFFICE | MITSUBISHI | PEFY-P40VMA | 3.4 | 5 | 900 X 732 X 250 | 230/1/50 | 0.64 - COOLING MODE | 6 | 26 | 23-27-30 | 167-200-233 |

ATTENUATOR SCHEDULE

| NO | LOCATION | MAKE | MODEL | DESIGN DUTY (l/s) | DUCT CONNS (Ø) | DIMS (L x W x H) | PRESSURE (Pa) | INSERTION LOSS (dB) | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | 63Hz | 125Hz | 250Hz | 500Hz | 1k | 2k | 4k | 8k |
| 7 | ACC WC & WC's | ALLAWAY | SL428-GE | 30 (max) | 150 | 600 x 280 x 205 | 10 | 5 | 9 | 15 | 24 | 37 | 34 | 29 | 23 |

HOLYCROSS HOUSE

1:100 0 1000 2000 3000 4000 5000 6000 7000 8000 9000 10000

1:1 0 10 20 30 40 50 60 70 80 90 100

## CDM INFORMATION

THIS INFORMATION IS PROVIDED ON THE ASSUMPTION THAT THE CONTRACTOR CARRYING OUT THESE WORKS IS COMPETENT, HAS CARRIED OUT HIS OWN RISK ASSESSMENT AND IS WORKING TO AN APPROVED METHOD STATEMENT

IN ADDITION TO THE HAZARDS / RISKS NORMALLY ASSOCIATED WITH NORMAL INSTALLATION PRACTICES ASSOCIATED WITH THE WORK DETAILED ON THIS DRAWING THE FOLLOWING SHALL BE NOTED;

CONSTRUCTION PHASE

NO FORESEEABLE RISKS HAVE BEEN IDENTIFIED THAT A COMPETENT CONTRACTOR WOULD NOT RECOGNISE AND BE ABLE TO MANAGE USING STANDARD INDUSTRY PRACTICE SOLUTIONS.

OPERATION PHASE

NO FORESEEABLE RISKS HAVE BEEN IDENTIFIED THAT A COMPETENT CONTRACTOR WOULD NOT RECOGNISE AND BE ABLE TO MANAGE USING STANDARD INDUSTRY PRACTICE SOLUTIONS.

DECOMMISSIONING / REMOVAL

NO FORESEEABLE RISKS HAVE BEEN IDENTIFIED THAT A COMPETENT CONTRACTOR WOULD NOT RECOGNISE AND BE ABLE TO MANAGE USING STANDARD INDUSTRY PRACTICE SOLUTIONS.

## NOTES

1. THIS DRAWING SHALL BE READ IN CONJUNCTION WITH ALL OTHER ARCHITECTURAL, STRUCTURAL AND BUILDING SERVICES DRAWINGS SPECIFICATIONS AND SCHEDULES RELEVANT TO THE PROJECT.

LEGEND

- VOLUME CONTROL DAMPER
- MD — MOTORISED DAMPER
- FD — FIRE DAMPER
- AD — ACCESS DOOR
- DUCT REDUCER / ENLARGER
- ATTENUATOR / CROSS TALK ATTENUATOR
- 12 BLADE SWIRL DIFFUSER
- EXTRACT GRILLE
- DUC — DOOR UNDERCUT FOR EXTRACT AIRFLOW
- DTG — DOOR TRANSFER GRILLE FOR EXTRACT AIRFLOW

| Rev | Detail | Date | Author |
|---|---|---|---|

Key Plan

Client

JSM BUILDING SOLUTIONS

BLACKSTONE
BUILDING SERVICES DESIGN
Cotton Court, Church Street, Preston. PR1 3BY
01772 369 365
hello@blackstonebsd.co.uk

Project
REDFERN BUILDING
REDFERN STREET
MANCHESTER

Drawing Title
MECHANICAL SERVICES
LEVEL 7 - FIFTH FLOOR
VENTILATION & VRF LAYOUT

| STAGE | STATUS |
|---|---|
| 6 - HANDOVER & CLOSEOUT | AB |

| Drawn By | Date | Checked | Approved | Scale |
|---|---|---|---|---|
| LJM | FEB 2020 | LJM | AMc | 1:100 |

Drawing Number
CF2868-BBSD-DR-M-57-007

Revision

# Appendix E: Workman Management Document




# REDFERN

## BUILDING MANAGEMENT PLAN

APRIL 2020

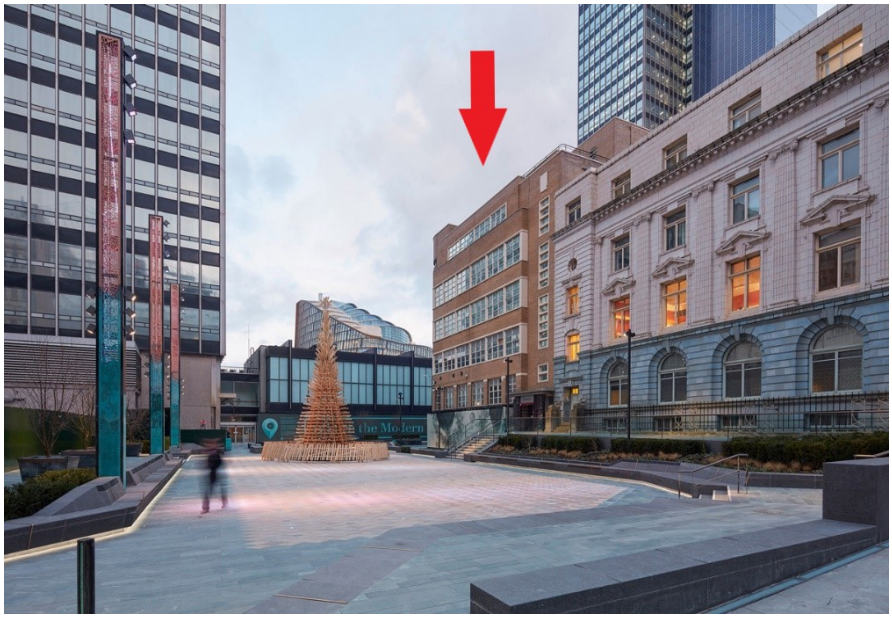
**Prepared by: Workman WFM**

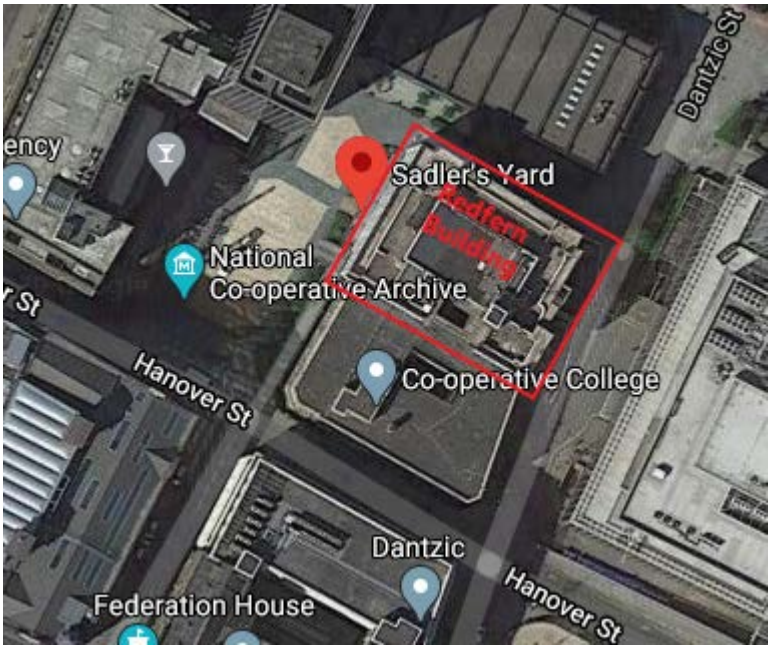
**Version: 1**

workman

# INTRUDUCTION

Redfern offers over 50,000 sq. ft. of Grade A modern office space as well as 7,600 sq. ft. of mixed retail and leisure space spread across three ground floor units. The Building has been refurbished to provide open plan office accommodation from 1st Floor to Level 5. The office main entrance is accessed from Sadler's Yard, see below.





## What is the Building Management Plan (BMP) for?

This BMP for Redfern has been prepared to provide you with information about the Building, its services and the management team who run it. It is important that you familiarise yourself with its contents.

### USEFUL CONTACT NAMES & NUMBERS

Building Address

Redfern Building
Dantzic Street
Manchester
M60 0AB

Landlord

NOMA Limited Partnership
Acting by its General Partner NOMA GP Ltd

Managing Agent

Workman LLP
10 Chapel Walks
Manchester
M2 1HL

Estates Facilities Manager:

Andrew Lloyd
Mobile: 07889642175
Email: Andrew.lloyd@workman-noma.co.uk

Assistant Estates Facilities Manager:

Kristiana Kokojana
Mobile: 07712529923
Email: kristiana.kokojana@workman-noma.co.uk

Property Managers:

Michelle Barker
Mobile: 07739990598
Email: Michelle.barker@workman.co.uk

Workman Service Desk (8am-5:30pm Mon-Fri)

Tel: 0800 856 500
Email: servicedesk@workmanfm.co.uk

Security Information — Contact SES Tel: 01704552270

Key Holding — SES Security Tel: 01704552270

**OUT OF HOURS SECURITAS HELPDESK** — **TEL: 01908 286392**

## ACCESS TO THE BUILDING

### Access/Security

The development is situated in NOMA, Manchester city centre.

The Building is open 24/7.

Access is available to the Building via the Main Front Doors located from Sadler's Yard with either a tenant card access pass or by using the Intercom unit if visiting. There is also a set of side entrance doors located within Sadler's Yard to access with bicycles use the bin store facility and for the delivery of heavier items, see below plan. Door access passes are supplied by the Building Management Team.




## Welfare Facilities

Common washroom facilities together with disabled facilities are available on all floors.

## Disabled Facilities

The following disabled facilities are provided

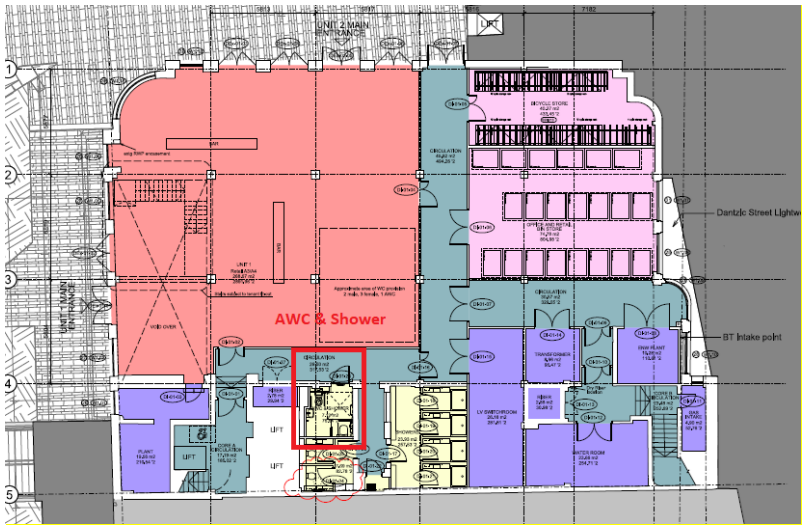
- Level access to the building from Sadler's Yard
- DDA Lift access to all floors via passenger lifts and 2no. Platform lift.
- Level 6-7 Disabled Platform Lift, please see below section 'Lifts'
- Disabled toilets on the following floors
    - Lower Ground Floor (L1)

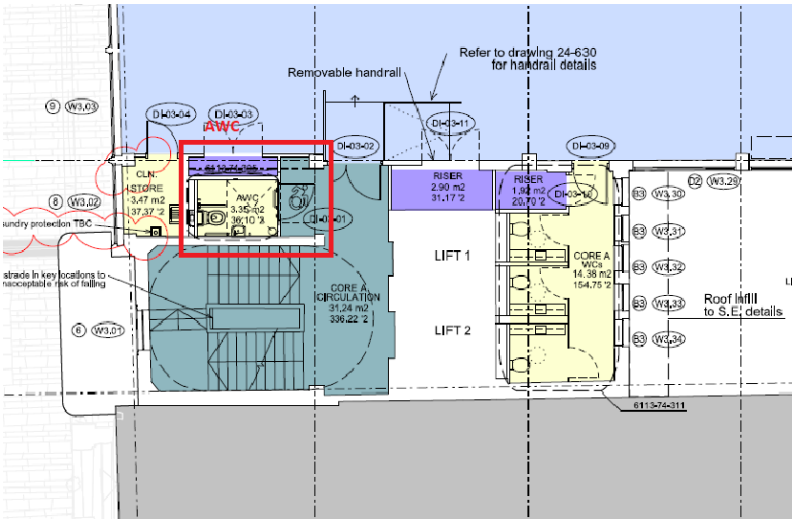
- Ground Floor (L2) [Tennant Fit Out]
- 1st Floor (L3)
- 2nd Floor (L4)
- 3rd Floor (L5)
- 4th Floor (L6)
- 5th Floor (L7 Core B)

-







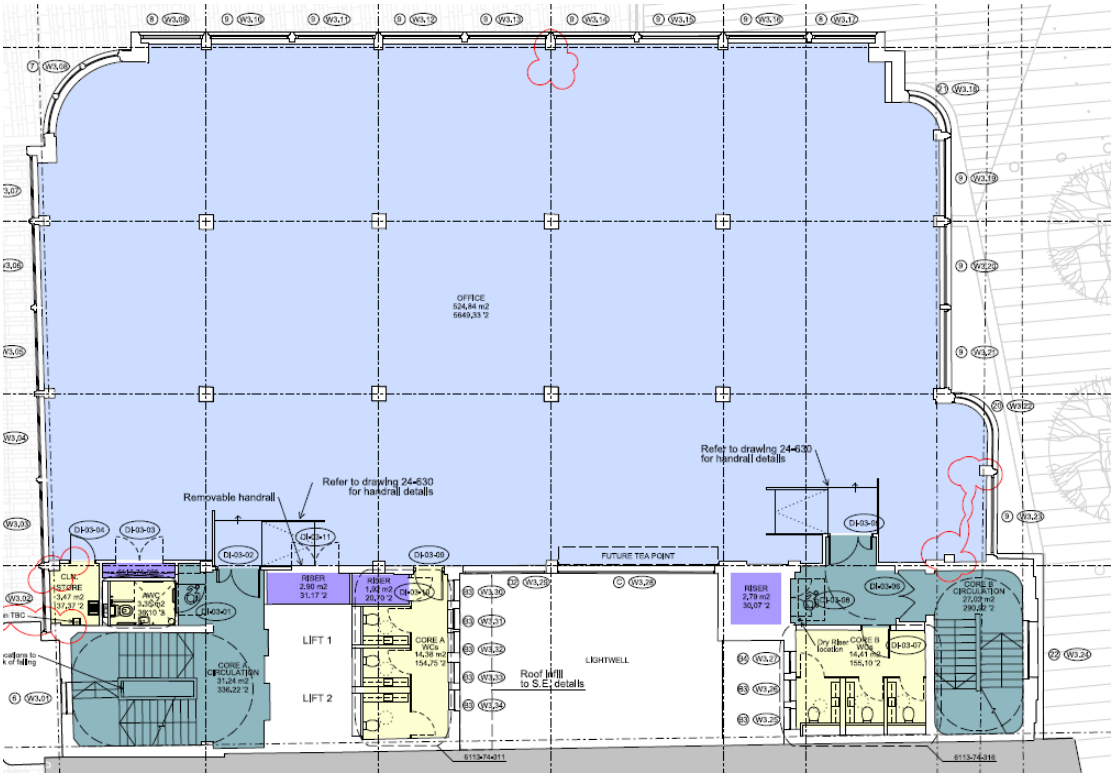



## Disabled Refuge Call System

There are Disabled Refuge Areas located throughout the building in the stair core lobbies.

Anyone unable to evacuate the building immediately during an emergency should make their way to one of these Refuge Areas, and use the handset/ call point. This will allow communication with operator to organise assistance.

- Lower Ground Floor (L1 – Core A)
- Ground Floor (L2 – Cores A+B)
- 1st Floor (L3 – Cores A+B)
- 2nd Floor (L4 – Cores A+B)
- 3rd Floor (L5 – Cores A+B)
- 4th Floor (L6 – Cores A+B)
- 5th Floor (L7 – Core B)







## Disabled Toilets Alarm System

There are pull cords within each of the disabled toilets, which when pulled will signify an alarm at point of entry/exit. This is also monitored at each floor level and repeated into

tenanted space to alert attention. If the cord is pulled in error, there is a reset button within each toilet, which when pressed will cancel the alarm.





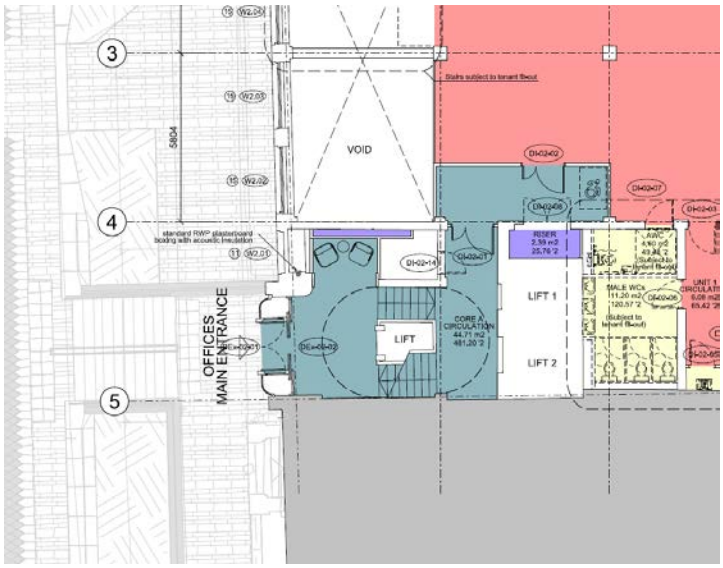
Showers for use by everyone plus disabled – locations and pictures?

**Lifts**

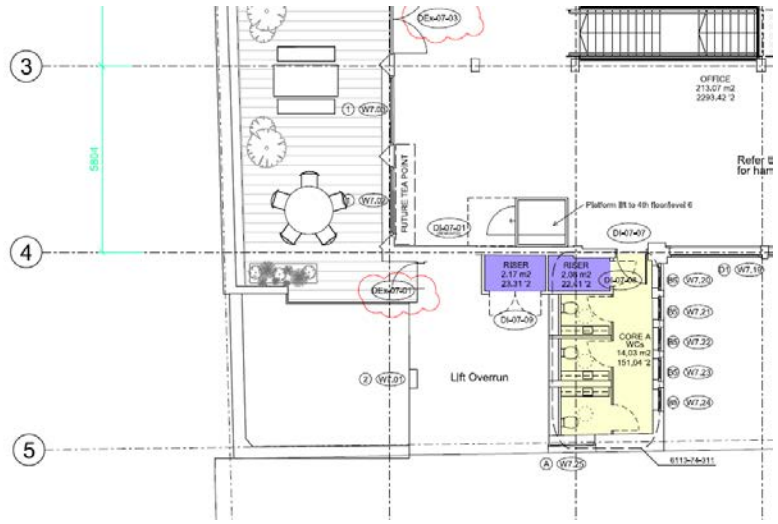
The following lifts are provided within the building in addition to the disabled lifts:

- <u>2 x Passenger Lifts (Core A)</u>
  13 person, 1000kg, Passenger / Medium Duty Lift
  Serving - Lower Ground (L1), Ground Floor (L2), Office Floor 1 (L3), Office Floor 2 (L4), Office Floor 3 (L5), Office Floor 4 (L6)

- <u>Level 1 – 2 Disabled Step Lift</u>
  1 person, 500kg, Wheelchair users / goods Lift
  Serving – Lower Ground (L1), Ground Floor (L2)




- <u>Level 6 -7 Disabled Platform Lift</u>
  2 person or 400kg, serving - Office Floor 4 (L6), Office Floor 5 (L7)




For fire alarm and activation please see further below. Section below fire safety information.

## Security

### CCTV

The role of the CCTV is to help provide a safe and secure environment for building users and visitors, by assisting in the detection of crime, public disorder and anti-social behavior within or around the building.

The CCTV system is both locally and remotely monitored out of hours. In the event of any incident, the cameras will analytically pick up motion and alert the remote monitoring station. The Incident Control Team will then escalate and if necessary request attendance by a mobile patrol unit.

### Deliveries & Collections

Tenant is responsible for all deliveries and collections or larger items needs to be arranged through basement door, via Sadler's yard, lift should not be over loaded.

### Post

Post will be managed by the tenant.

### Parking

There is no on site car parking available at the Building.

### Motorcycles & Bicycles

Parking Provision has not been made for motorcycle parking. There is provision of cycle racks on ground floor level and showers in the Building. This can be access via side door.

## CLEANING & REFUSE COLLECTION

### Cleaning

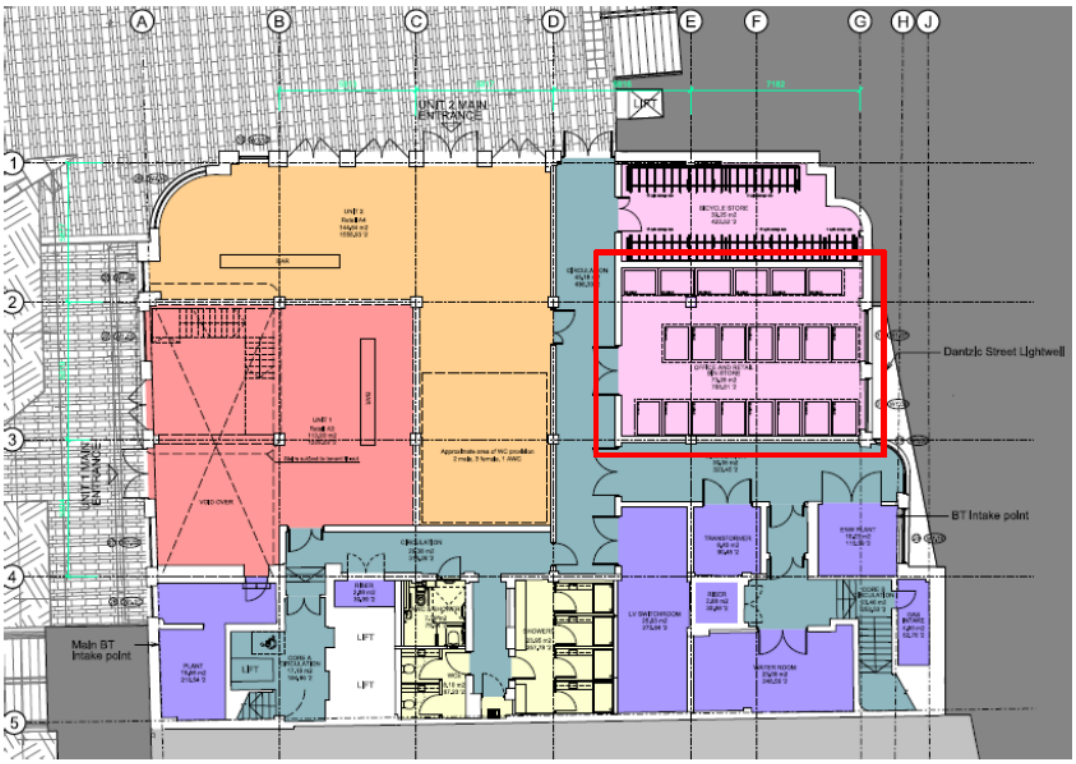
The Landlord arranges for the cleaning of the common areas. Any issues should be referred to the Estates Management Team.  The Landlord also arranges external window cleaning and the cleaning of glass areas to the common parts.

Tenants are responsible for the cleaning of the tenanted areas including the internal side of the windows within their demised areas.

## Refuse Collection

A refuse area (Bin Store) is situated on ground floor level of the building. Any refuse generated by the occupiers should be taken to the Bin Store by the occupiers own cleaning contractor/staff. Landlord will arrange the waste collections to be carried out.

**Bin store location indicated in red:**




Level 1 Plan

The Building Management Team intends to operate a waste recycling scheme and there is suitable space within the Bin Store to assist with this.

## HEALTH & SAFETY

### Workman's Health and Safety Policy

The Tenant and their contractors must comply with all relevant Health & Safety legislation pertaining to their occupancy of the premises.

Workman's Health & Safety Policy and Procedures will be adhered to by the Workman Estates Management Team and where required, must be complied with by the Tenant.

In the event of an accident in the common parts of the building this event should be reported direct to the Estates Management Team on 07889 642175 / 07712529923 in addition to the completion of your own reporting procedures.

### Emergencies & Disaster Recovery Plan

In case of an emergency during business hours contact Andrew Lloyd 07889642175, Kristiana Kokojana 07712529923.

Outside of normal business hours, contact the **Securitas Helpdesk 01908 286392.**

Please also be familiar with your company's emergency procedures.

If you become entrapped in the lift, please use the emergency autodialler located in the lift. This goes directly through to the Sheridan Lifts Helpdesk who will dispatch an engineer to site.

### Medical Emergencies

It is the responsibility of each tenant to satisfy the requirements of the Health & Safety (First Aid) Regulations 1981 in respect of properly trained first aid personnel, first aid boxes and record keeping.

If it is necessary to summon an ambulance call 999.

**Fire Safety Information**

Please familiarize yourself to the Fire Action Notices that are affixed at all exits and adjacent to all break-glass points.

In the event of fire alarm being detected: please evacuate the building nearest available fire exit route. And press one of the break glass points.

**Disabled Persons**

It is important that reception is notified if there are disabled persons in the building, so that appropriate arrangements can be made to suit their circumstances

**Fire Alarm**

A new fire alarm system has been provided throughout the building, this is an automatic addressable system, comprised of smoke detectors. Fire alarm is located The Fire Alarm Panel is located back end stairwell, Ground floor Level, Dantzic Street

The Fire Alarm system is tested on a weekly basis.

The Fire Alarm System is programmed so that upon activation of a smoke detector fire alarm will sound and signal will be sent to a remote monitoring station. Remote station will contact site security to investigate. However everyone should evacuate on hearing the alar. And assemble in Sadlery's yard.



## NO SMOKING POLICY

Tenants should ask their staff not to smoke immediately outside the entrance to the Building. Security staff have instructions to ask anyone smoking immediately outside to move away.

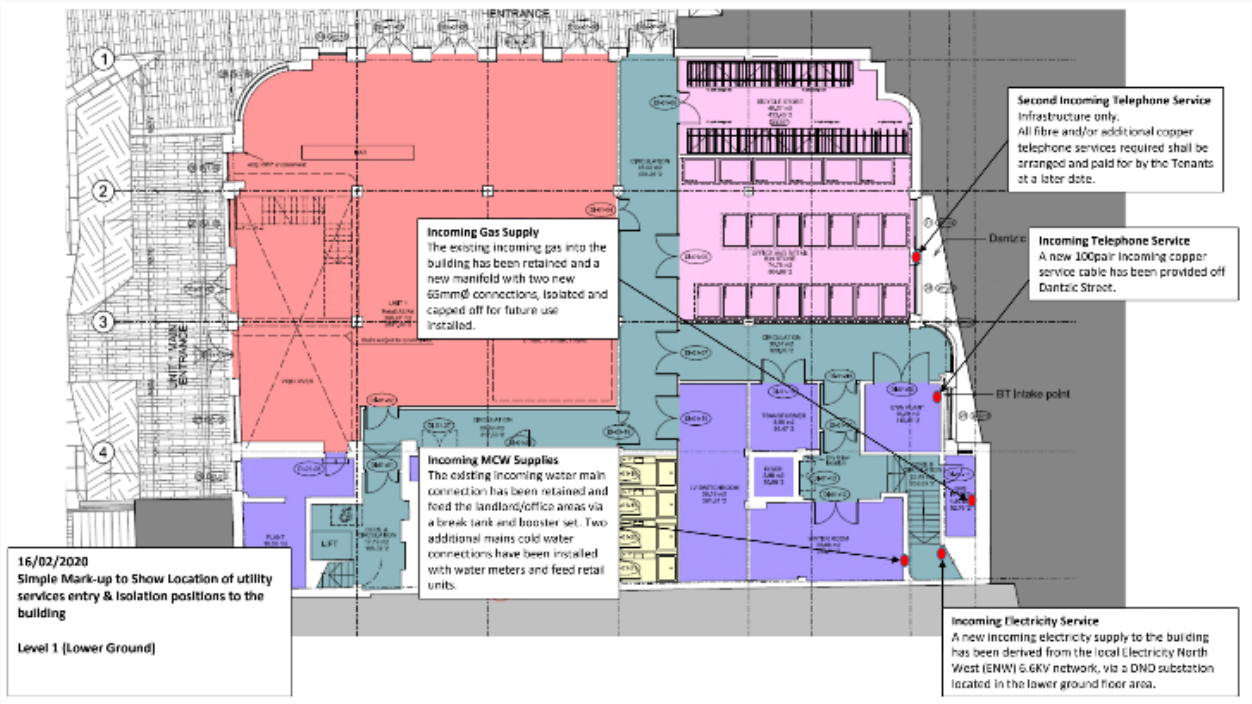
## DATA & COMMS

It is important to note that entry into the Building and use of the Landlord's risers should only be undertaken after consulting Workman who will advise on the any Wayleave requirement.

### BT

The existing incoming BT Telephone Services enters from Dantzic street and is fed internally to the level 1 coms room in Core A. BT have supplied a new100pair incoming copper service cable. In addition, a second incoming telephone/data chamber has been provided off Dantzic Street, with a diverse containment route to the coms room.






## REPORTING OF MAINTENANCE ISSUES

All issues regarding the maintenance of common parts of the Building should be referred to the Workman Service Desk Team during business hours-servicedesk@workmanfm.co.uk or call 0800 856 5000.

Out of Hours and over the weekend issues should be reported to the **Securitas Helpdesk 01908 286392**

## CONTRACTOR'S RULES/PERMITS TO WORK

### Permit Procedure

These apply to contractors attending site when carrying out activities in the Landlord's common areas, plant rooms, life safety systems and the roof area. Permits to work are

available from the Estates Management Team. Method statements and risk assessments must be submitted at least 48hrs in advance and first approved by the Estates Management Team.

Contractors working without a valid permit will be asked to leave site immediately.

Drilling and other noisy work is not permitted between 08:00 and 17:00 hrs Monday to Friday. This sort of work should be carried out in the evening or early morning.

**Building Environment**

The Redfern Building is a Grade II listed building which includes a number of innovative building environment design features such as:

- LED technology to reduce lighting energy consumption
- All power distribution on the site have digital KWh meters to show consumption, and are split between both power and lighting and main plant
- Digital energy meters installed to each floor throughout the heating circuit systems
- Dual flush WC's
- All water is metered and monitored
- Heating and cooling systems to all areas is provided by fan coils units Mitsubishi.
- Intelligent BMS control of A/C and Ventilation Systems

**Emergency Lighting**

Emergency lighting is provided throughout the open plan office spaces on all floors, common areas, toilets and lobbies. The emergency lighting is provided by the use of standalone lighting modules, integral emergency lighting packs, and exit signage.

These systems are connected with the local lighting circuit and will operate upon a complete mains failure.

The equipment installed will achieve illumination for 3 hours exceeding the minimum average of 1 Lux at floor level upon power failure.

There is a manual test facility by means of a key operated switch that is located adjacent to the distribution equipment located within the riser on each of the floors.



The testing of emergency lighting within tenant demise is responsibility of the occupier.

**Utilities**

Workman enter into all utility service provision contracts using its appointed external energy consultant. All electricity consumption is re-charged to the tenants by Workman based on each floors' sub meter data as recorded by the Building's BMS system.

**WATER**

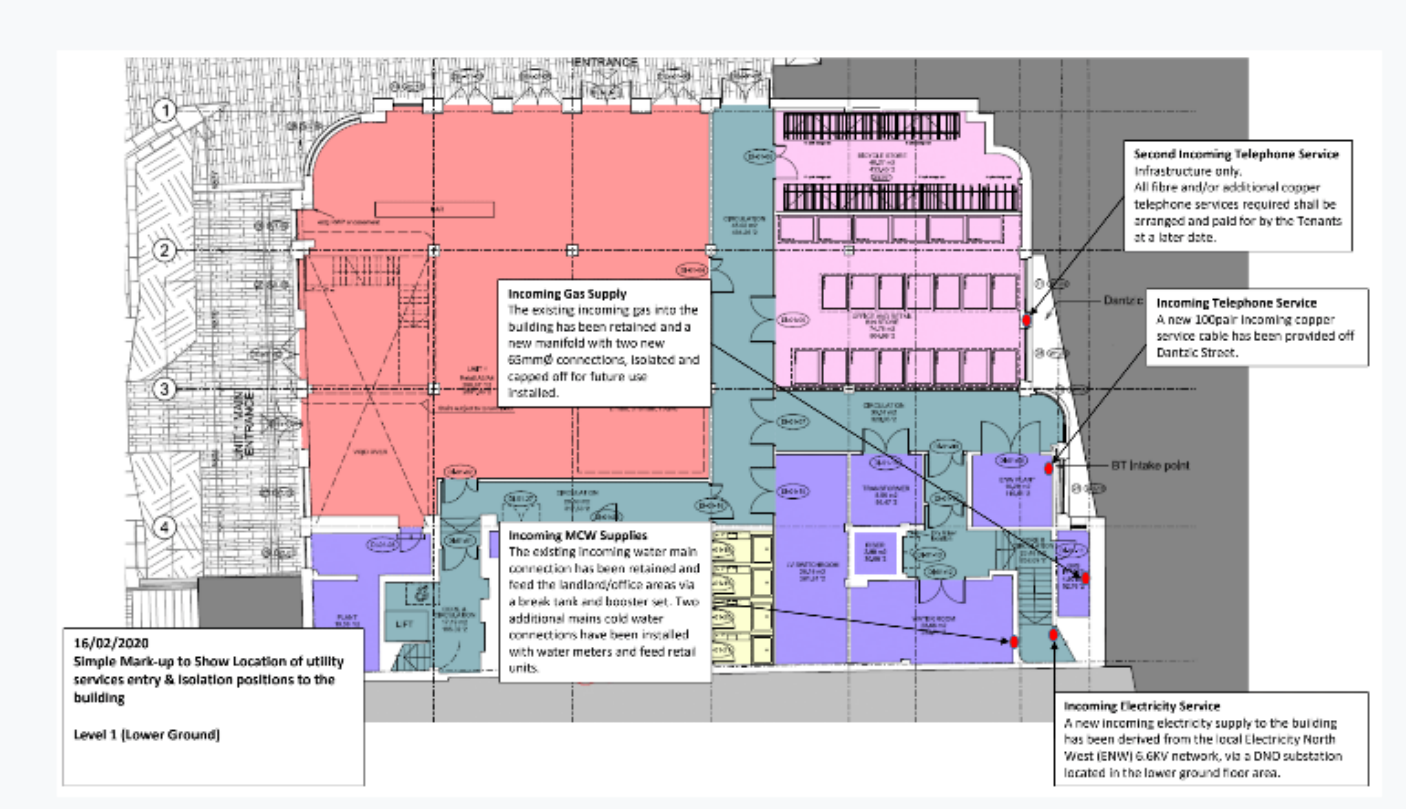
The existing incoming water main connection is to be retained and feed the landlord/office areas via a break tank and booster set on level 1. Two additional mains cold water connections shall be installed with water meters and feed retail units.

## ELECTRICITY

A new incoming electricity supply to the building has been derived from the local Electricity North West (ENW), through the level 1 RMU and separate level 1 transformer.

## EXISTING GAS

The existing incoming gas main & meter into the building are house in the gas intake room within Core B level 1. The supply has been retained and the existing gas meter removed and a new manifold with two new 65mmØconnections, installed, isolated and capped off for future use.




## LANDLORD/TENANT PROCEDURES

### General

The first point of reference when dealing with any issues affecting your occupation of the building should be the Lease under which you occupy your accommodation. The following information is provided to give a brief overview of Landlord/Tenant procedures: -

**Alterations**

Landlord's consent will almost undoubtedly be required for any alterations to the demised premises. Please check with the Managing Agent before commencing any works for clarification. Please also check the terms of your Lease. Please also noted that the building is Grade II listed and if appropriate a representation will need to be made to Manchester city council for alterations.

Structural alterations (save on occasion to facilitate affecting of fixtures and fittings, etc. and then only where permitted by and in accordance with, and subject to the conditions of the relevant lease) are absolutely prohibited.

A list of approved contractors is available from the Estates Management Team.

An application for Landlord's consent should be made to the Managing Agents. Consent must be obtained before any works are started. Consent will require an undertaking to meet the Landlord's legal and professional fees associated with a review and if consent is granted, documentation in the form of a License for Alteration.

Review and consent will only be considered if the following conditions are complied with: -

- You have to provide plans, sections and elevations of all internal layouts on a scale 1:100.

- You have provided details of the Programme, the Method Statement and the Proposed Contractor.

- Evidence has been provided that the alteration complies with all relevant statutory requirements, including those relating to fire precautions, Building Regulations and Planning.

- Any consequential alterations to the existing electrical installation in the building (including any connections or additions) must be carried out in accordance with the terms and conditions laid down by the Institute of Electrical Engineers and the regulations of the appropriate electricity supply authority.

- The Managing Agents must be notified prior to any works commencing.

If the Construction (Design and Management) Regulations 2015 (the "CDM Regulations") apply to any works which you want to carry out you will need to comply with them. The CDM Regulations include a requirement to appoint a Planning Supervisor, prepare a Health & Safety Plan, notify the Health & Safety Executive of the works, and compile a Health & Safety File at the end. You should always check with your own advisers, and if necessary the Health & Safety Executive itself, if you are unsure about whether the CDM Regulations apply and what you should do.

In addition to your obligation to pay the landlord's costs incurred in connection with the consent, you will be responsible for any costs incurred by the Landlord in relation to the Premises or the Building in consequence of any alterations which you carry out. (As an example, this could include the preparation and submission of revised plans to the fire authority).

**Occupation**

Save as expressly provided to the contrary in, and in accordance with the lease, no one other than the tenant may occupy the Premises.

**Subletting**

The provisions for subletting are set out in the Lease. Where subletting is permitted under the lease, an application to sublet must be submitted to the Managing Agent.

You must provide the following information relating to the proposed subtenant: -

- Full name and address of the proposed subtenant.
- (If it is a company) details of its registered office, and company number, together with a copy of its certificate of incorporation.
- Confirmation of the proposed subtenant's business and of the use to which it intends to put the Premises.
- References for the proposed subtenant from: -

I. Current bankers
II. Accountant
III. Current landlord (if applicable)

**In all cases copy letters of application for the references should be supplied which should in each case specifically refer to the total amount of annual rent and service rent, and to the length of the lease term**

- Accounts - Full copies of the last three year's audited/company accounts and balance sheets for the proposed subtenant or (where the subtenant has been trading for less than three years) for the period since it began to trade.

**If the Landlord believes that the subtenant is not of sufficient covenant strength, they may insist that the subtenant provides a rent deposit or some other form of security, such as personal guarantors.**

- Details of any alterations the proposed subtenant intends to make to the demised premises should also be provided.

**Assignment**

Assignment of part of the demised premises is absolutely prohibited.

Assignment of the whole of the demised premises is permitted. The provisions for assignment are set out in the lease.

An application to assign must be submitted to the Managing Agents.

You must provide the following information relating to the proposed assignee: -

- Full name and address of the proposed assignee.
- (If it is a company) details of its registered office, and company number, together with a copy of its certificate of incorporation.
- Confirmation of the proposed assignee's business and of the use to which it intends to put the premises.
- References for the proposed assignee from: -

I. Current bankers
II. Accountant
III. Current landlord (if applicable)

**In all cases copy letters of application for the references should be supplied which should in each case specifically refer to the total amount of annual rent and service rent, and to the length of the lease term.**

- Accounts - Full copies of the last three year's audited/company accounts and balance sheets for the proposed assignee or (where the assignee has been trading for less than three years) for the period since it began to trade.

**If the Landlord believes that the assignee is not of sufficient covenant strength, they may insist that the assignee provides a rent deposit or some other form of security, such as personal guarantors.**

- Details of any alterations the proposed assignee intends to make to the demised premises should also be provided.

**You should note that you will be responsible for all of the Landlord's costs incurred in connection with all applications for landlord's consent.**

# Appendix F: Parameter Plan – Blinds

A3

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CLIENT

NOMA

NOTES

TITLE
**PROPOSED WINDOW DETAILS**
**TYPICAL UPPER FLOOR**

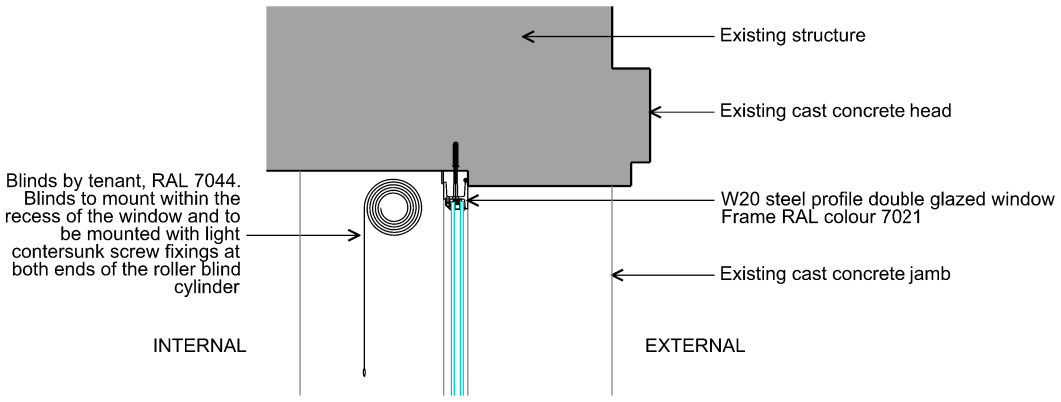
| REV. | DATE | AMENDMENT |
|---|---|---|
| - | 15/08/2018 | FIRST ISSUE |
| A | 02/10/2018 | Updated in line with planning drawings |
| B | 20/12/2018 | Stage 4 issue. Project Team comments incorporated |
| C | 28/03/2019 | Construction issue |
| D | 21/04/2020 | Revised for Tenant Fit Out Guide pueposes |

PROJECT
**REDFERN BUILDING**

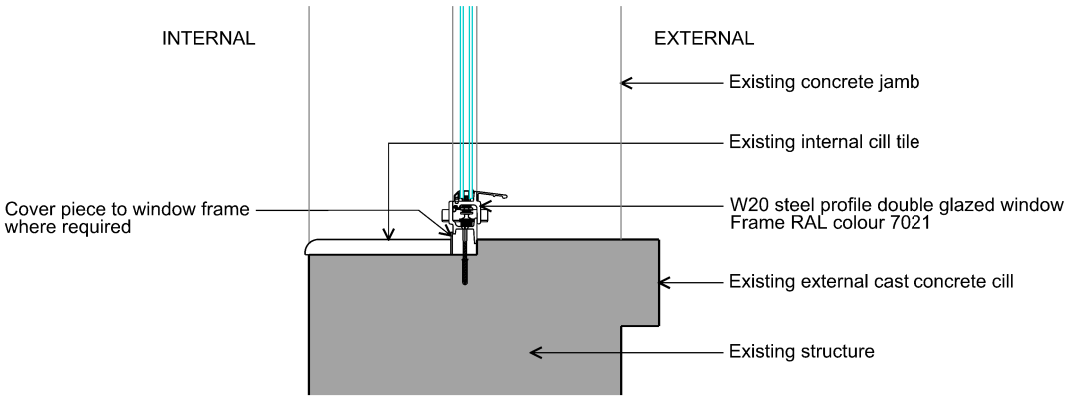
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|---|---|---|---|---|
| 1:10 | 02.08.2018 | SS | RW | TOB |

STATUS
**CONSTRUCTION**

DRAWING NO. **6113 -31 -602** REV. **D**




HEAD DETAIL
TYPICAL UPPER FLOOR

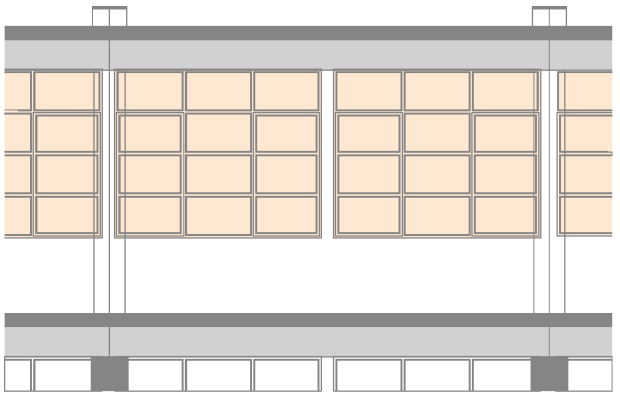



BASE DETAIL
TYPICAL UPPER FLOOR

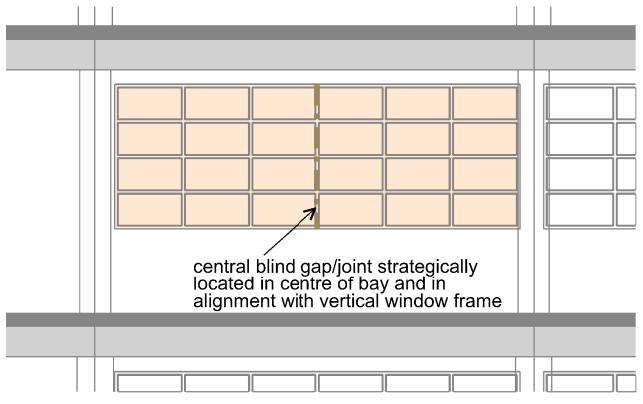


IMAGE 1:

Typical Upper Floor window condition.
W20 profile double glazed windows.



TYPICAL WINDOW INTERNAL ELEVATION
BLINDS TENANTS' SCOPE
1:50




TYPICAL LIGHTWELL WINDOW INTERNAL ELEVATION
BLINDS TENANTS' SCOPE
1:50

FilenameP:\Projects\6100_etc\6113\CAD\plot\31_Windows_louvres\6113-31-602.dgn
Plotted21/04/2020

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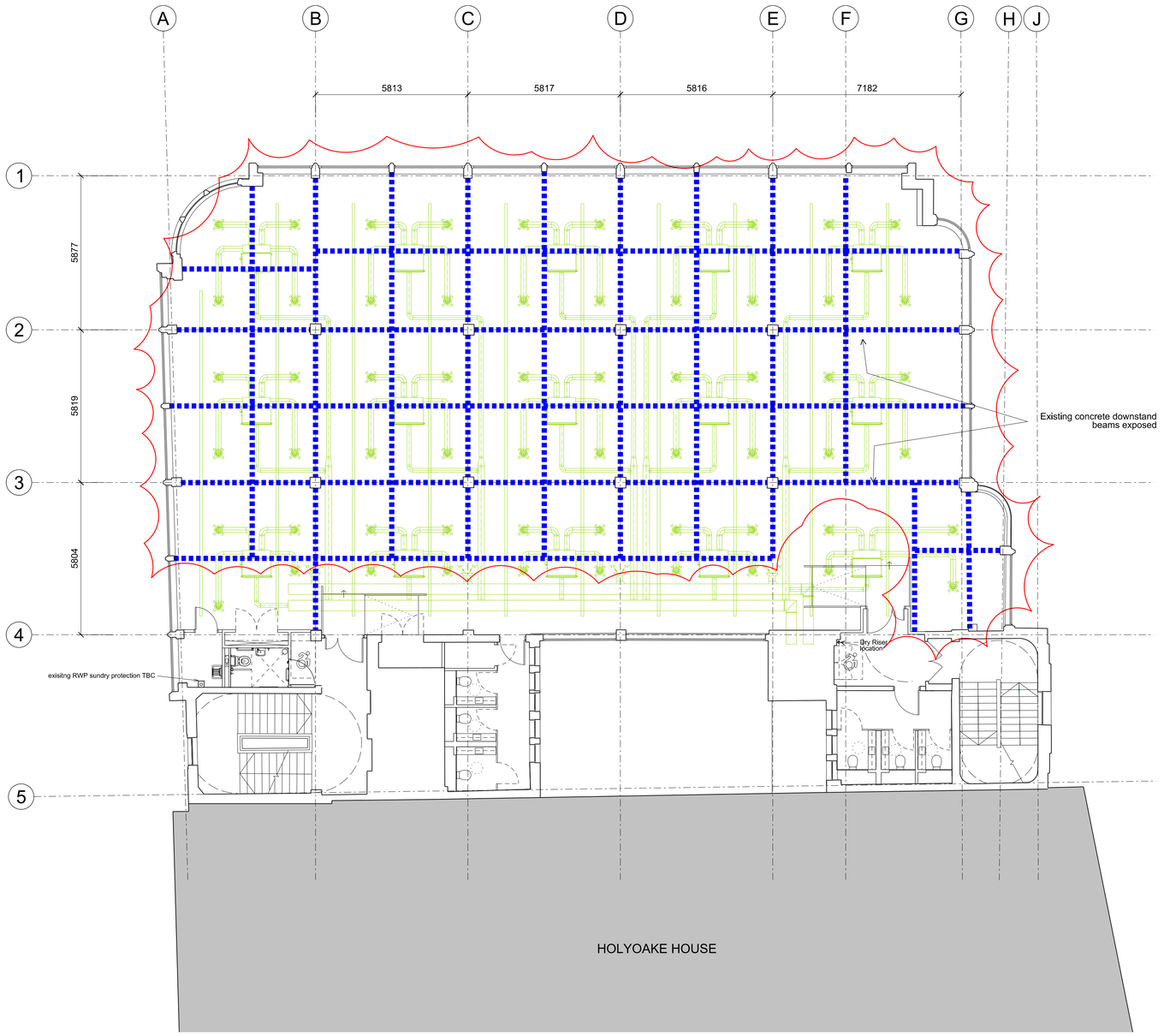
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# Appendix G: Parameter Plan – Partitioning Zoning

Partition locations subject to tenant requirements

M&E equipment modified to suit as required




First Floor - Tenant Fit out

N

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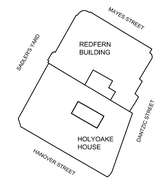
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| REV. | DATE | AMENDMENT |
|---|---|---|
| - | 17/04/2020 | First Issue |
| A | 02/06/2020 | Update following MCC comments |

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PROJECT
**REDFERN BUILDING**

| SCALE@A1 | DATE | ORIGINATOR | CHECKED | AUTHORISED |
|---|---|---|---|---|
| **1:100** | **17.04.2020** | **PS** | **RW** | **TOB** |

TITLE
**CELLULAR ACCOMMODATION**
**PROPOSED TENANTS' PARTITIONING LOCATIONS**
**REDFERN BUILDING**

STATUS
**FOR INFORMATION**

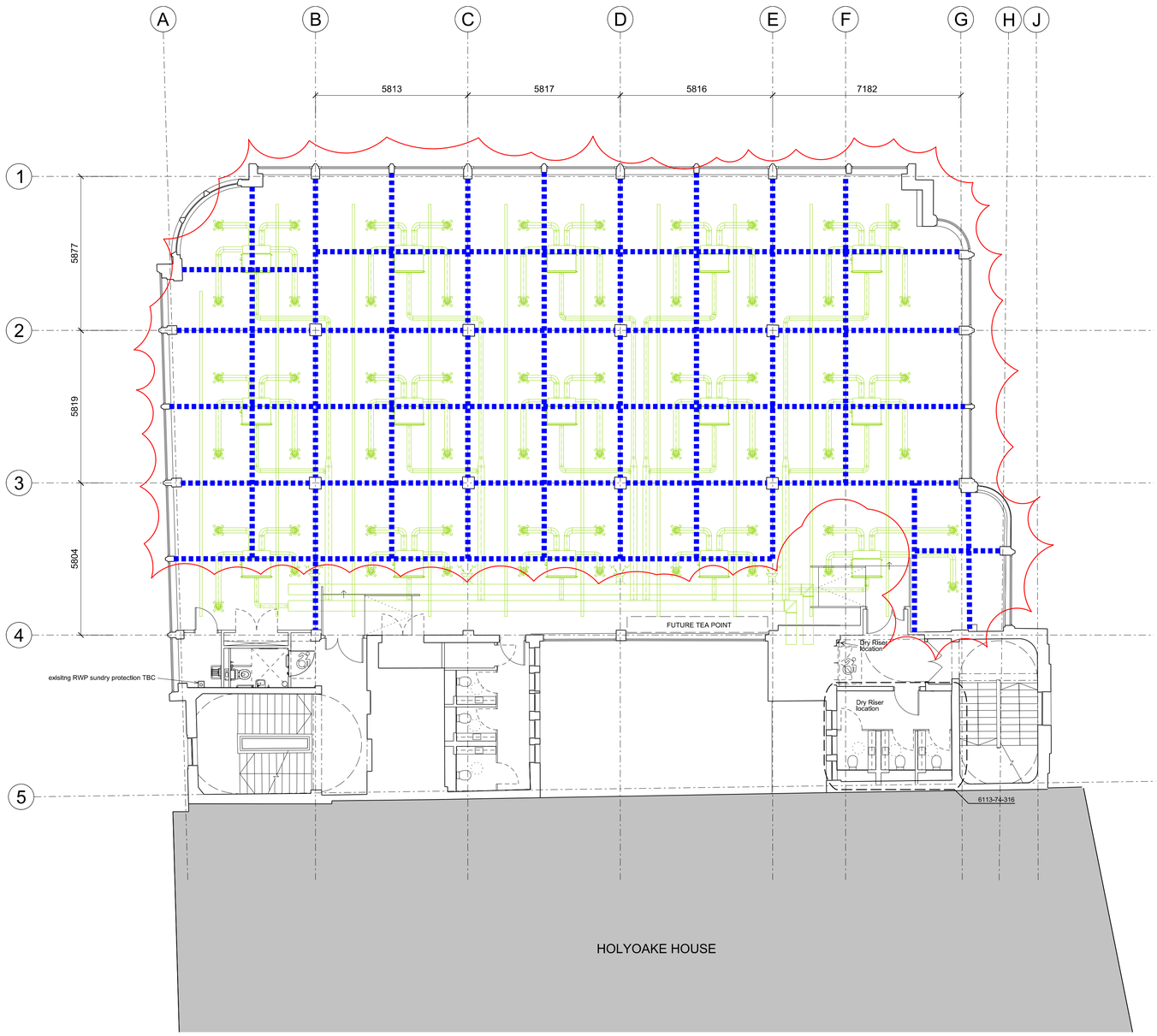
DRAWING NO. **6113 - SK - 102**

REV. **-**

Filename:P:\Projects\6100_etc\6113\CAD\plot\sk_Sketches\6113-SK-102.dgn
Plotted:03/06/2020

Partition locations subject to tenant requirements

M&E equipment modified to suit as required




Second Floor - Tenant Fit out

N

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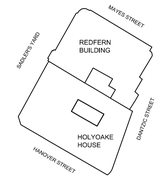
Redfern Building is a Grade II Listed building. If in doubt about any element please consult with the Architect.

1. General arrangement drawings to be read in conjunction with specifications and schedules and SLHA Heritage & Conservations Strategies.
2. Proposed General Arrangement Drawings subject to Planners approval.
3. Proposals subject to detailed site investigation and opening up works.
4. All dimensions and levels are to be site checked.
5. This drawing is to be read in conjunction with:
   - SLHA Heritage and Method Statements
   - Sheppard Robson Demolition Drawings
   - M+E drawings and specifications and BREEAM targets
6. Structural support to Structural Engineer's detail
7. All rainwater outlets subject to site review and consultation with specialist sub-contractor.

Read in conjunction with Window Schedule 6113-31-901 and Door Schedule 6113-32-901

| REV. | DATE | AMENDMENT |
|---|---|---|
| - | 02/06/2020 | First Issue |

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|---|---|---|---|---|
| **1:100** | **02.06.2020** | **RW** | **RW** | **TOB** |

TITLE
**CELLULAR ACCOMMODATION**
**PROPOSED TENENTS PARTITIONING LOCATIONS**
**REDFERN BUILDING**

STATUS
**FOR INFORMATION**

DRAWING NO.
**6113 - SK - 104**

REV.
**-**

Plotted:03/06/2020 Filename:P:\Projects\6100_etc\6113\CAD\plot\sk_Sketches\6113-SK-104.dgn

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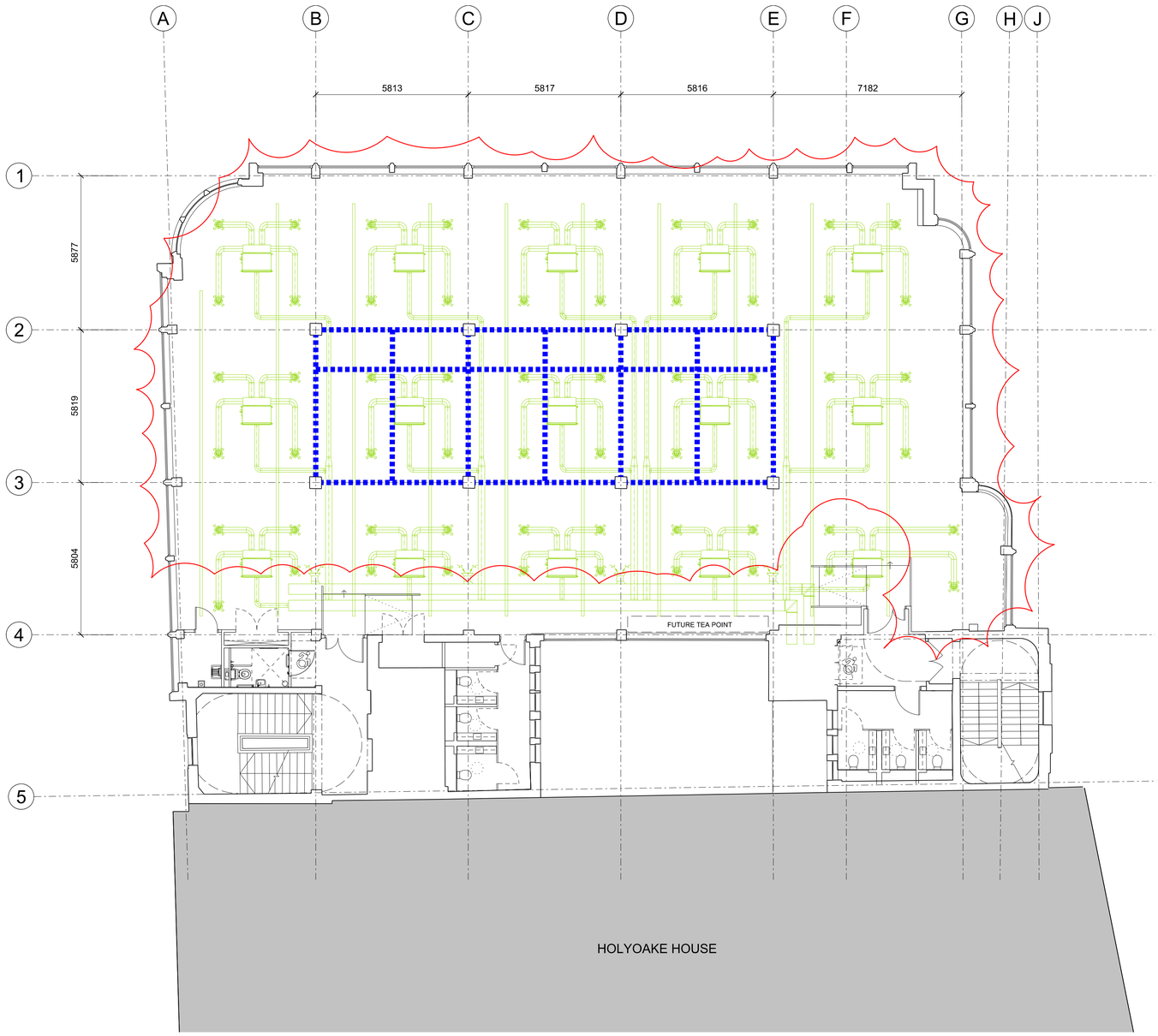
1. General arrangement drawings to be read in conjunction with specifications and schedules and SLHA Heritage & Conservations Strategies.
2. Proposed General Arrangement Drawings subject to Planners approval.
3. Proposals subject to detailed site investigation and opening up works.
4. All dimensions and levels are to be site checked.
5. This drawing is to be read in conjunction with:
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   - Sheppard Robson Demolition Drawings
   - M+E drawings and specifications and BREEAM targets
6. Structural support to Structural Engineer's detail
7. All rainwater outlets subject to site review and consultation with specialist sub-contractor.

Read in conjunction with Window Schedule 6113-31-901 and Door Schedule 6113-32-901

| REV. | DATE | AMENDMENT |
|---|---|---|
| - | 02/06/2020 | First Issue |
| - | 05/06/2020 | Updated |

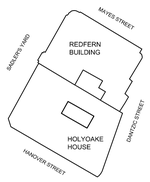
Partition locations subject to tenant requirements

M&E equipment modified to suit as required




Typical Upper Floor - Tenant Fit out

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|---|---|---|---|---|
| **1:100** | **02.06.2020** | **RW** | **RW** | **TOB** |

TITLE
**CELLULAR ACCOMMODATION**
**PROPOSED TENANTS PARTITIONING LOCATIONS**
**REDFERN BUILDING**

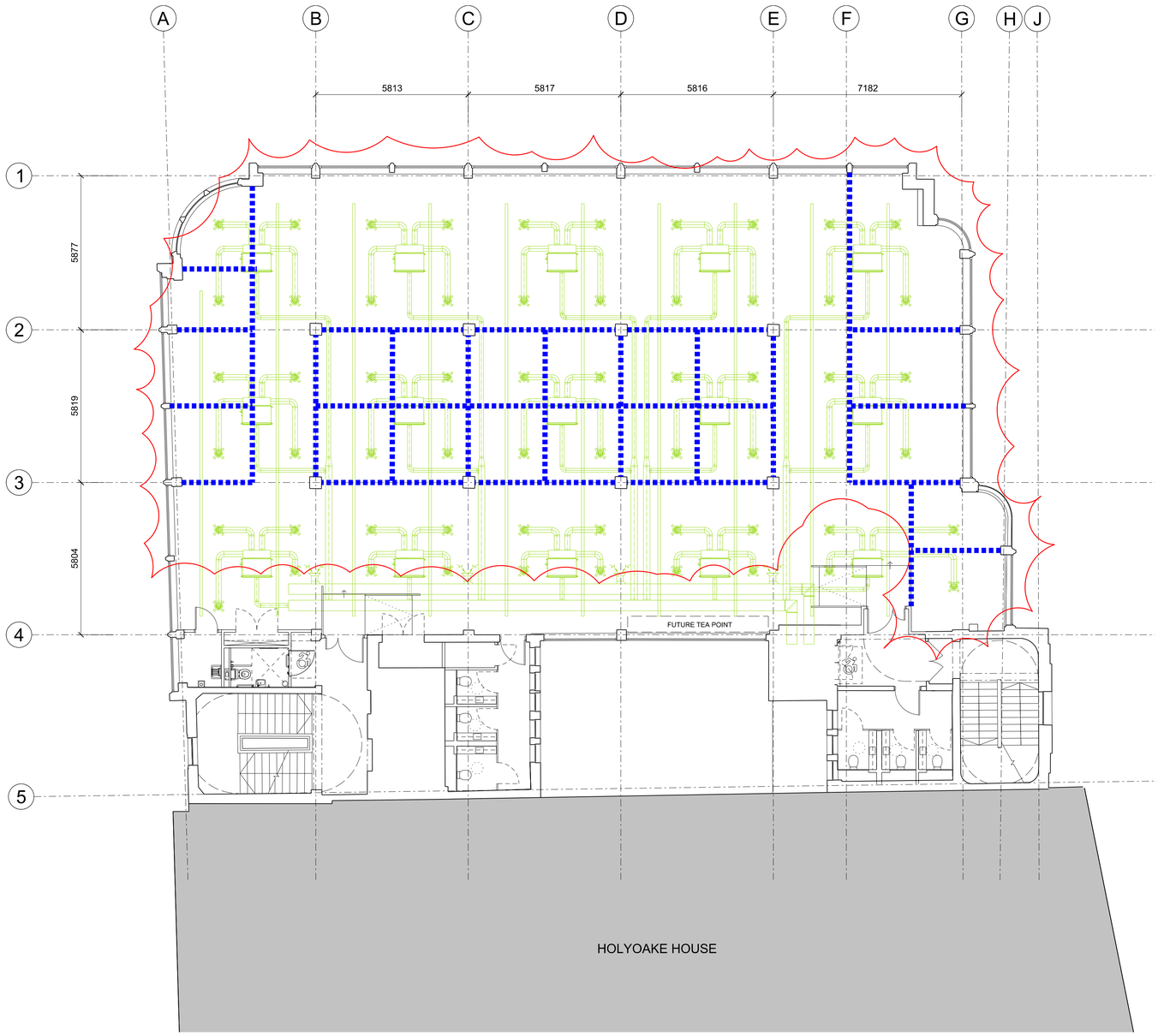
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DRAWING NO. **6113 - SK - 105**
REV. **A**

Filename:P:\Projects\6100_etc\6113\CAD\plot\sk_Sketches\6113-SK-105.dgn
Plotted:05/06/2020

Partition locations subject to tenant requirements

M&E equipment modified to suit as required




Typical Upper Floor - Tenant Fit out

N

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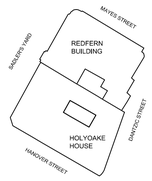
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   - Sheppard Robson Demolition Drawings
   - M+E drawings and specifications and BREEAM targets
6. Structural support to Structural Engineer's detail
7. All rainwater outlets subject to site review and consultation with specialist sub-contractor.

Read in conjunction with Window Schedule 6113-31-901 and Door Schedule 6113-32-901

| REV. | DATE | AMENDMENT |
|---|---|---|
| - | 05/06/2020 | First Issue |

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| 1:100 | 05.06.2020 | RW | RW | TOB |

TITLE
**CELLULAR ACCOMMODATION**
**PROPOSED TENANTS PARTITIONING LOCATIONS**
**TYPICAL FLOOR BY FLOOR LETTING**

STATUS
**INFORMATION**

DRAWING NO.
**6113 - SK - 106**

REV.
**-**

Filename:P:\Projects\6100_etc\6113\CAD\plot\sk_Sketches\6113-SK-106.dgn
Plotted:05/06/2020

# Appendix H: Parameter Plan – Partitioning Fixing Method

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A3

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NOTES
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|---|---|---|
| - | 17/04/2020 | First Issue |

TITLE
**TYPICAL TENANT'S PARTITIONS GUIDANCE DETAILS**

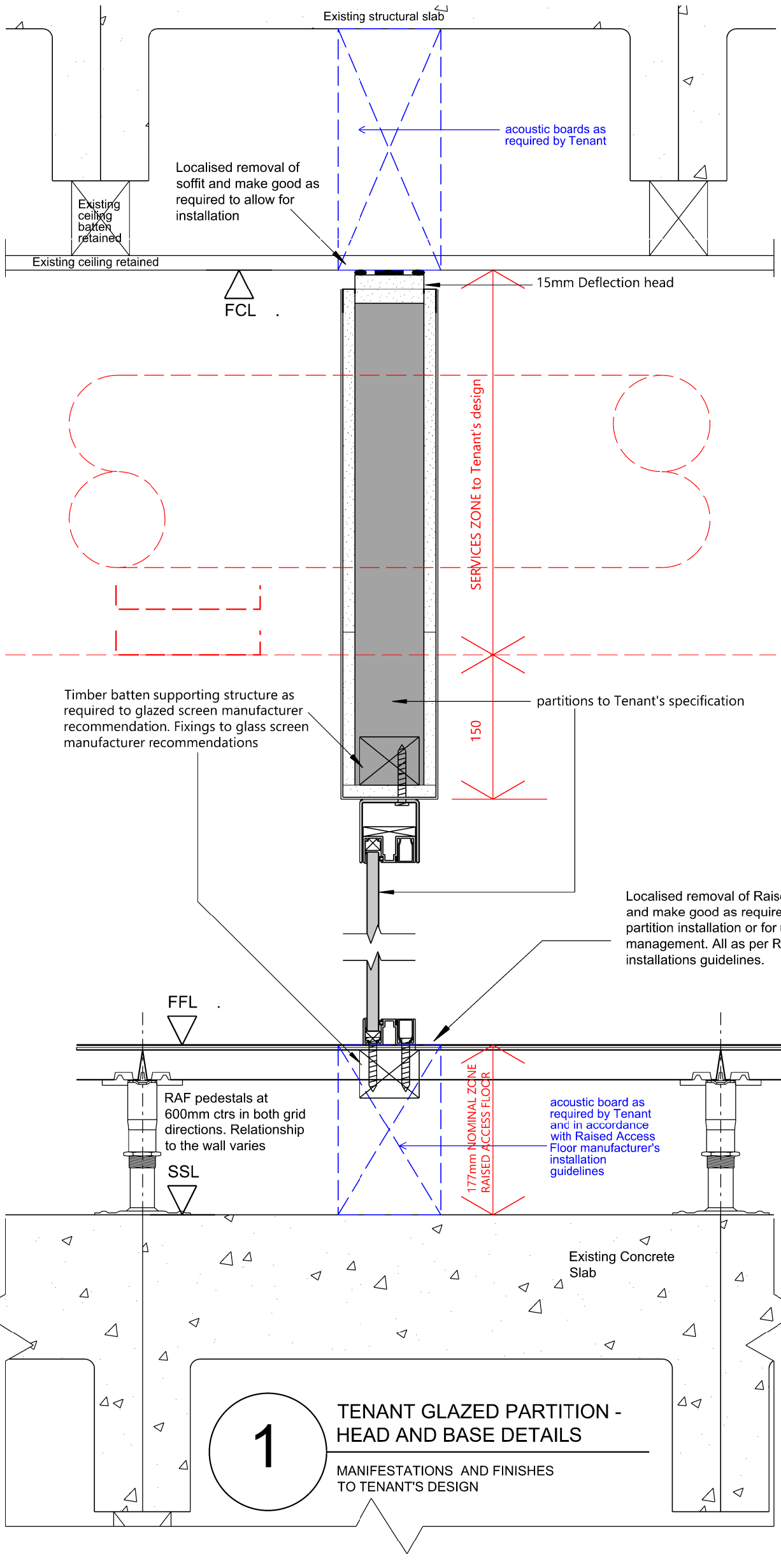
PROJECT
**REDFERN BUILDING**

| SCALE@A3 | DATE | ORIGINATOR | CHECKED | AUTHORISED |
|---|---|---|---|---|
| 1:5 | 17 .04.2020 | PS | RW | TOB |

STATUS
**INFORMATION**

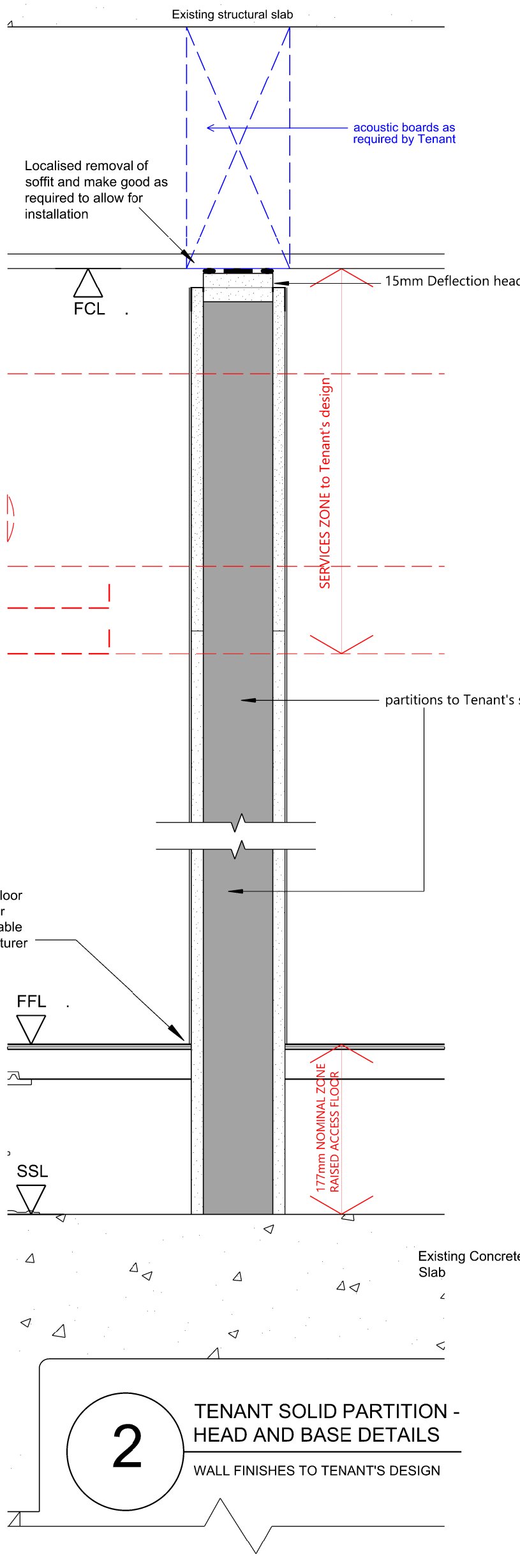
DRAWING NO.
**6113 - SK - 103**

REV.
**-**




1 TENANT GLAZED PARTITION - HEAD AND BASE DETAILS

MANIFESTATIONS AND FINISHES TO TENANT'S DESIGN




2 TENANT SOLID PARTITION - HEAD AND BASE DETAILS

WALL FINISHES TO TENANT'S DESIGN

Plotted: 20/04/2020 Filename: P:\Projects\6113 - Redfern\CAD\Sketch Sketches\6113-SK-103.dgn

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# Appendix I: Retail Acoustic Design Report

# Redfern Retail Acoustic Design Report

of Redfern, Noma, Manchester

On behalf of
NOMA Limited Partnership



October 2019

Prepared by
Russell Smith
russell.smith@workman.co.uk
Tel: 0161 828 5784

Reference
RSS/AXB/M172947

# Redfern Retail Acoustic Design Report

Redfern, Noma, Manchester

# Contents


| | | |
|---|---|---|
| 1.0 | Acoustics | 1 |
| 2.0 | Atmospheric Noise Emissions | 1 |
| 3.0 | Noise and Vibration Transfer to Internal Areas | C |

## 1.0 Acoustics

1.1 All designs, works, materials, installations and tolerances are to be fully in accordance with the following:

- Building Regulations
- British Standard BS 8233: 2014.
- British Standard BS 4142: 2014.
- CIBSE Guides by Chartered Institution of Building Services Engineers.
- Planning Conditions and other requirements of the Local Authority.
- Statutory noise nuisance legislation.
- Manufacturer's installation instructions on acoustic matters.
- Other relevant British Standards and Codes of Practice.

1.2 Where more than one standard is applicable, the more onerous shall be achieved.

1.3 Any relaxation of the acoustic criteria described herein must be agreed in writing by the Landlord or the acoustic consultant acting on behalf of the Landlord.

1.4 Tenants are warned that in some cases the acoustic criteria contained herein will be difficult to achieve. Tenants are advised to engage an acoustic consultant at an early stage to identify and address the implications of these acoustic criteria.

## 2.0 Atmospheric Noise Emissions

2.1 Tenants shall control noise from all of their sources (including mechanical services, amplified speech/music and activities) such that the total atmospheric noise emissions from the development:

A. Do not cause a statutory noise nuisance.
B. Comply with the planning conditions and other requirements of the Local Authority.
C. When measured in terms of LAeq,5min they are at least the following amount below the prevailing background LA90,15min noise level at any time:

| **Location** | **Assessment Location** | **Criterion $L_{Aeq,5min}$** | | |
|---|---|---|---|---|
| | | ***All Plant (i.e. combined)*** | ***Individual tonal or Intermittent mechanical service, amplified speech/music and activities.*** | ***Emergency plant tested up to 1hour/week between 09:00 and 17:00 hours Monday to Friday or 09:00 to 13:00 Saturday*** |
| Residential | 1m outside any openable noise sensitive window | $L_{A90}$ – 5 dB | $L_{A90}$ – 10 dB | Seek LPA Guidance. |
| Commercial | 1m outside any openable noise sensitive window | 52 dB or $L_{A90}$ – 3 dB (whichever is higher) | 50 dB or $L_{A90}$ – 5 dB (whichever is higher) | 60 dB or $L_{A90}$ + 5 dB (whichever is higher) |
| Pavement | 1m from façade, 1.8m above ground level | 55 dB or $L_{A90}$ + 5 dB (whichever is higher) | | 60 dB or $L_{A90}$ + 10 dB (whichever is higher) |

2.2 All of the above criteria relate to the total noise levels from all sources within the development. Tenants shall therefore make appropriate allowances for contributing noise from all sources within the development. In the case of noise from amplified music and activities this shall be calculated according to the tenant's demise area relative to the total relevant tenant areas, unless otherwise agreed. In the case of mechanical services this shall be calculated on a pro-rata basis according to the tenant's plant/louvre area relative to the total plant/louvre area, unless otherwise agreed.

2.3 No other equipment shall be installed without the Landlords consent.

2.4 The tenant shall employ an acoustic consultant to assess their design and shall make a full submittal of the acoustic performance of the proposed installation for landlord approval prior to commencing installation.

## 3.0 Noise and Vibration Transfer to Internal Areas

3.1 Tenants shall control noise and vibration transfer from all of their sources (including mechanical services, amplified speech/music and activities) to internal areas beyond their demise such that:

A. It does not cause a nuisance, disturbance or annoyance.
B. It does not exceed any acoustic criteria specifically agreed between the Landlord and other Tenants.
C. It does not exceed the following Noise Rating (NR) levels.

| Area | Criteria for Mechanical Services $L_{eq}$ | Criteria for Music & Activities $L_{max(fast)}$ |
|---|---|---|
| Residential | At least 5 dB below the minimum $L_{90}$ in each octave band across the audible frequency range. | |
| Offices/Management Space, Residential Common Areas | NR30 | NR35 |
| Retail Units, Restaurants, Bars, Circulation Areas, Landlord's Areas and Other Occupied Areas | NR35 | NR40 |
| Service Yards/Loading bays | NR50 | NR55 |

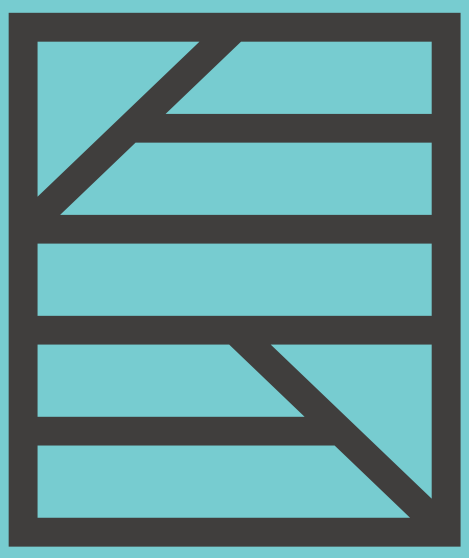
NR refers to Noise Rating curves as defined in ISO R 1996.

D. It does not give rise to audible tones or rattles.
E. Vibration transfer from M&E services to internal occupied areas shall not exceed 0.01m.s-2 peak based on the Wb weighting as defined within BS 6472-1: 2008 "Guide to Evaluation of Human Exposure to Vibration in Buildings".

3.2 Criterion (a) is ultimately the overriding requirement. Provided (a) is complied with in full, some relaxation of (b) (c) (d) and (e) may be permissible, but only at the Landlord's discretion. Compliance with (b) (c) (d) and (e) would however, in most cases, be considered as evidence tending to demonstrate compliance with (a).

3.3 Tenants shall be responsible for additional sound insulation measures (e.g. mass barrier ceilings) to control operational noise transfer in line with the standards presented above.

# Appendix J: Signage Framework



REDFERN

NOMA

# Redfern Signage Schedule

| | | | |
|---|---|---|---|
| NOMA | **Project**<br>Redfern Building Signage<br><br>**Scale**<br>Not to Scale | **Address**<br>Redfern<br>Dantzic Street<br>Manchester<br>M4 2AH | **Client** NOMA<br>**Architect** Sheppard Robson<br>**Design** United Creatives<br>**+44 (0)161 881 811**<br>www.unitedcreatives.com |

## Exterior Signage for Redfern

**Sign Type** 1
3D Brass Metal Sign
Sized to fit above door as shown

**Fixings**
Hidden pin fixings




## Exterior Sign Type





# Redfern Signage Schedule

| NOMA | **Project**<br>Redfern Building Signage<br><br>**Scale**<br>Not to Scale | **Address**<br>Redfern<br>Dantzic Street<br>Manchester<br>M4 2AH | **Client** NOMA<br>**Architect** Sheppard Robson<br>**Design** United Creatives<br>**+44 (0)161 881 811**<br>www.unitedcreatives.com |
|---|---|---|---|

**Sign Type**
High Definition Digital Screen
Sized to fit panel as shown

## Reception Digital Signage for Redfern



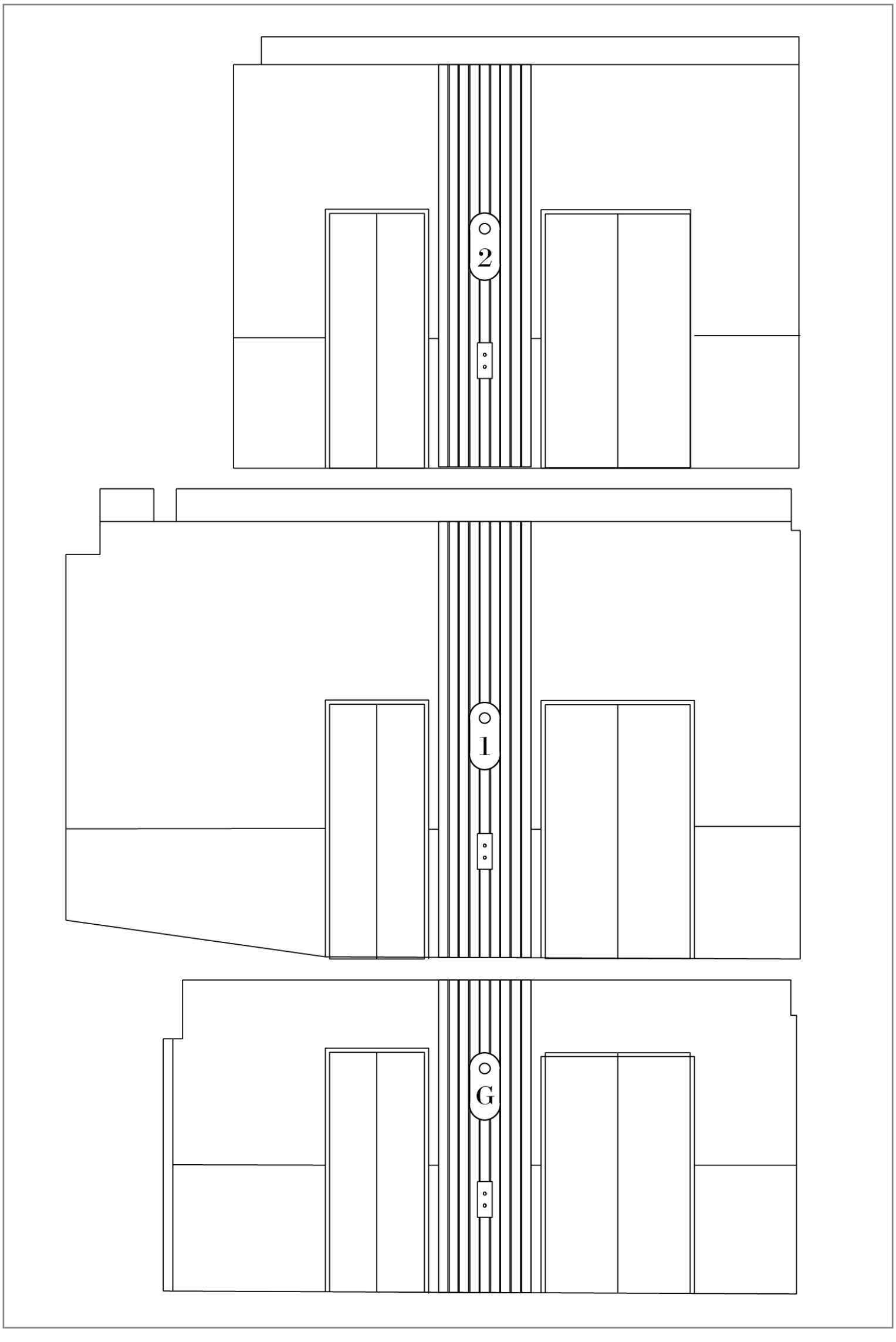

**NOMA Slate Grey**
C 65 M 60 Y 60 K 50
R 65 G 63 B 61

**NOMA Turquoise**
C 50 M 0 Y 20 K 0
R 120 G 205 B 209

# Redfern Signage Schedule

| NOMA | **Project**<br>Redfern Building Signage<br><br>**Scale**<br>Not to Scale | **Address**<br>Redfern<br>Dantzic Street<br>Manchester<br>M4 2AH | **Client** NOMA<br>**Architect** Sheppard Robson<br>**Design** United Creatives<br>**+44 (0)161 881 811**<br>www.unitedcreatives.com |
|---|---|---|---|

## Lift Floor Signage for Redfern




**Sign Type**
3D Brass Metal Sign
Applied to extended lighting plate











**Colour (tbc)**

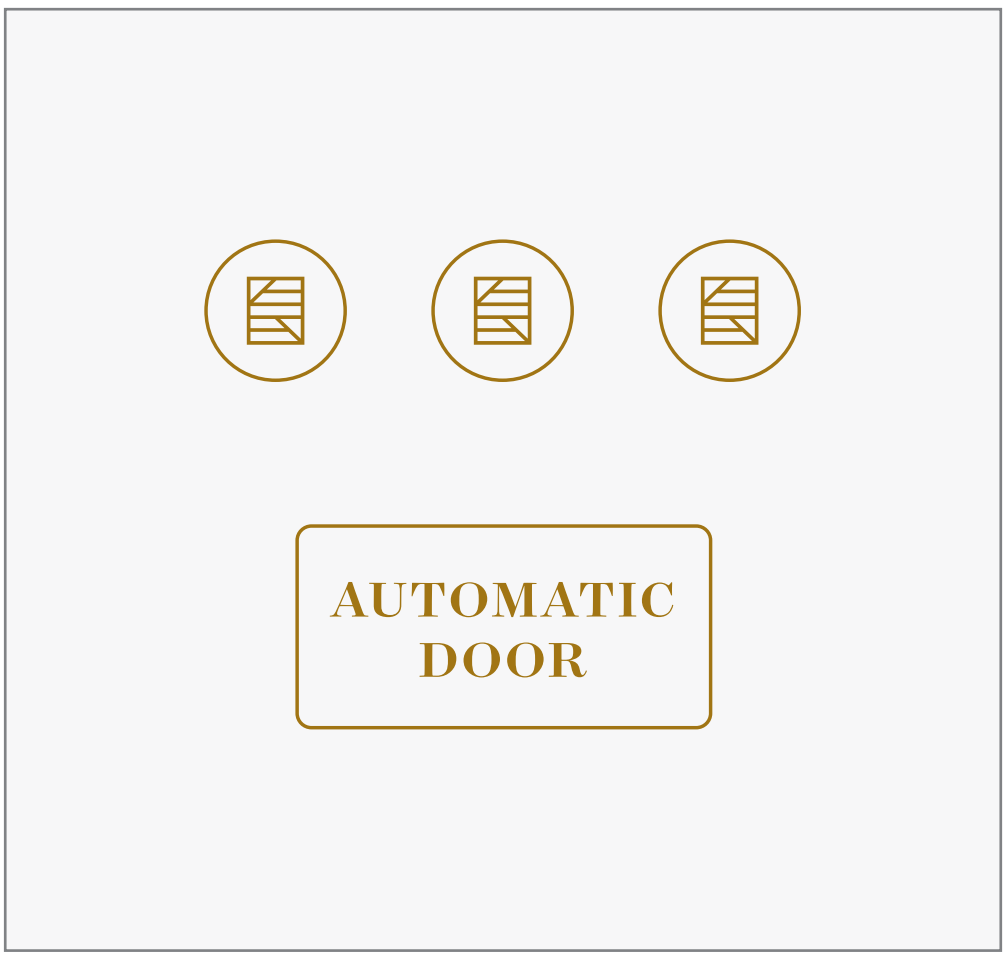
# Redfern Signage Schedule

| NOMA | **Project**<br>Redfern Building Signage<br><br>**Scale**<br>Not to Scale | **Address**<br>Redfern<br>Dantzic Street<br>Manchester<br>M4 2AH | **Client** NOMA<br>**Architect** Sheppard Robson<br>**Design** United Creatives<br>**+44 (0)161 881 811**<br>www.unitedcreatives.com |
|---|---|---|---|

## Window Manifestation



**Sign Dimensions** TBC
**Sign Type** Vinyl Adhesive Window Graphics

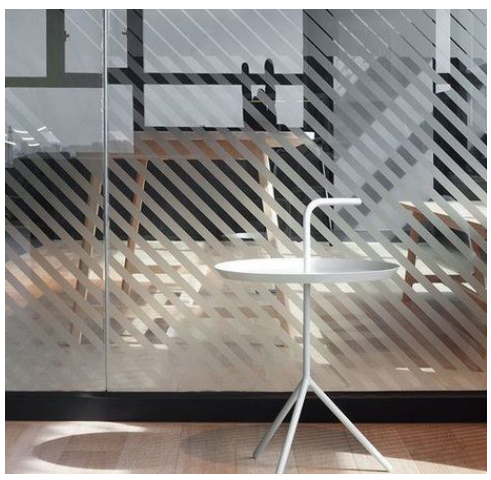



- Vinyl manifestations with ability to be removed and surface cleaned or updated

## Sign Location (tbc)



## Sign Type





## Colour





**Entrance Doorways**
Applied to glass windows and doors at the entrances at eye height as required.

# Redfern Signage Schedule

| | | | |
|---|---|---|---|
| NOMA | **Project**<br>Redfern Building Signage<br><br>**Scale**<br>Not to Scale | **Address**<br>Redfern<br>Dantzic Street<br>Manchester<br>M4 2AH | **Client** NOMA<br>**Architect** Sheppard Robson<br>**Design** United Creatives<br>**+44 (0)161 881 811**<br>www.unitedcreatives.com |

## Toilet Icons




**Sign Dimensions** 100mm height
**Sign Type** 3D Brass Effect Lettering




- Replace existing basic signage
- Invisible screw fixed onto new doors

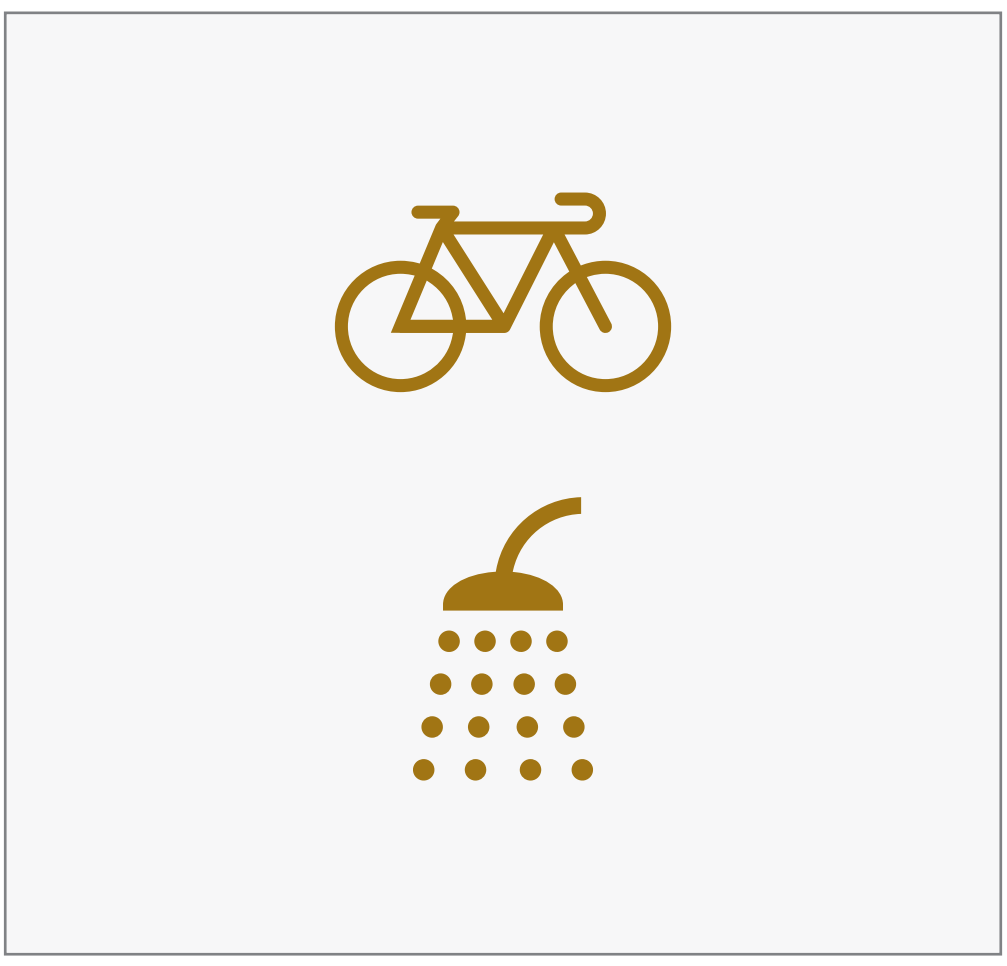
## Sign Type




## Colour



## Bike / Shower Graphics









Toilet Doors