GENERAL NOTES - APPLICABLE TO ALL ROOMS

This Schedule of Works to be read in conjunction with NBS specification, drawings and schedules. This schedule does not include reference to access, temporary works or other such general items. This schedule is not a sequence of work.

Item refers to item numbers from Buro4's Enabling Works document. Room names and numbers indicated here are as per the existing layout. Investigation no refers to Proposed Schedule of Site Investigations.

Before strip out commences PM to ensure all loose furniture and museum objects have been either completely removed or adequately protected by the museum. Seek confirmation from client that there is sufficient protection.

If any museum objects and cases remain on site, contractor to submit proposal to ensure all dust is prevented in such sensitive areas.

Items which are to be set aside must be stored in locations as indicated. Notify PM if the storage locations are unsuitable/inaccessible.

All floors where the strip out works are being carried out, and the access routes (both machinery and people) in and out of these areas must be protected

Allow for making good decoration where disturbed

Temporary fire protection and extinguisher to be in place at commencement of the enabling works.

Capping off services and fire/smoke alarms may require permit from UoM. Check with PM prior to commencing works.

Turning off power may affect the 1885 Museum Building which will remain open during works. Notify PM prior to works if the power may be affected in the 1885 Museum Building.

Item	Ref	Description	NBS Ref.	Drawing No.	Investigation No.	Notes
009a	B.77 EDUCATION LAB					
	1.0	DEMOLITION/STRIPPING OUT GENERALLY				
	1.1	Museum to confirm whether the wall mounted flat screen TV is to be removed or protected.				
	1.2	Ensure the room incl items left in the room is adequately protected during intrusive investigation survey.			T21 & T22	
	3.0	FLOORS				
	3.1	Allow for adequate protection to parquet floor	C20/160			
	4.0	WINDOWS				
	4.1	Prepare window reveal for installation of secondary glazing. Make good any defective plaster and decorate to match	M23*/540*M23*/535*			
	4.2	Install secondary glazing to 2no. windows as per drawing. Contractor to get sign-off by BC.		0452		Proposal subject to LBC conditions discharge and BC inspection
	4.3	Remove blinds, set aside for re-use, clean and refit on completion of works if required.	C20/120B			Suggested storage of blinds - room B.75
010	G.73 & G.74 THE DISCOVERY CENTRE					
	1.0	DEMOLITION/STRIPPING OUT GENERALLY				
	1.1	Provide dust separation within the rooms	C20/330			
	1.2	Section of the room is cordoned off for contractor use only	C20/350			Ensure means of escape/control of staff access is maintained
	1.3	Disconnect and cap off supply to blinds as M&E information	M&E C20/210-270			
	1.4	Carefully remove automatic black-out blinds, frames, channels and associated services (cables etc) and set aside for re-use by client	C20/120B			Suggested storage of automatic blinds and associated items - room G.71
	2.0	WALLS				
	2.1	Allow for making good fixing holes in plaster where automatic blinds have been removed.	M23*/540*			
	2.2	Allow for patch repairs to plaster where redundant services have been removed.	M23*/535*			
	3.0	FLOORS				
	3.1	Allow for adequate protection to parquet floor	C20/160			
	4.0	WINDOWS				
	4.1	Prepare window reveal for installation of secondary glazing. Make good plaster reveal and decorate	M23*/535*			
	4.2	Install secondary glazing to 4no. windows as per drawing. Contractor to get sign-off by BC.		0453		Proposal subject to LBC conditions discharge and BC inspection
011	1.72 ANCIENT WORLDS GALLERY 2					
	1.0	DEMOLITION/STRIPPING OUT GENERALLY				
	1.1	Before strip out commences ensure exhibition cases and associated metal frame supports within 3m of the proposed works and access routes are securely protected by the museum.				
	1.2	Provide method statement on how the proposed works will be carried out for PSU's approval. Statement to include protection of cabinets, access to windows and any edge protection required.				
	1.3	Submit proposal indicating storage area for the materials and working area where there may be dust, for museum's approval.	C20/330			All materials must be prepared outside the gallery space
	1.4	Section of the room is cordoned off for contractor use only	C20/350			Ensure means of escape/control of staff access is maintained
	1.5	Install lighting to the back of the cabinets as per M&E details	M&E			
	2.0	WINDOWS				
	2.1	Ensure retained windows are cleaned, repaired (if necessary), shut securely. Allow for making good any defective areas of window reveals and soffit.	M23*/540* M23*/535*			
	2.2	Ensure existing plaster is intact and in good condition to fix fire barriers	M40/330			
	2.3	Install fire barriers to 4no. windows as per drawing. Contract to get BC sign-off.		0451		Proposal subject to LBC conditions discharge and BC inspection
	2.4	Allow to make good and redecorate if required	M23*/535*			
	3.0	FLOOR				
	3.1	Allow for adequate protection to parquet floor (access route into room 1.72)	C20/160			Identify area and submit proposals for approval
012	G.13 TEMPORARY EXHIBITION GALLERY					
	1.0	DEMOLITION/STRIPPING OUT GENERALLY				
	1.1	Carefully remove light fittings and lighting tracks and set aside for re-use by the client.	C20/120B			Re-use TBC by museum/UoM
	1.2	Remove existing redundant services as per M&E drawings and make safe.	**M&E** C20/210-270			
	1.3	Remove existing redundant grilles and ducts and dispose.	**M&E** C20/210-270			
	1.4	Disconnect fire alarms and cap retained smoke detectors and fire alarms as per M&E drawings to facilitate removal of suspended ceiling. Re-fix smoke detectors to original ceiling to maintain fire detection (TBC by M&E).	**M&E** C20/210-270			Permit required from UoM for disconnecting fire alarms.
	1.5	Disconnect power, remove floor boxes and make safe as per M&E specification	**M&E** C20/210-270			
	1.6	Carefully remove modern suspended ceiling and ceiling rafts and dispose. Ensure historic soffit is not disturbed during strip off.	C20/120A	101	T3/T9/T10	
	1.7	Carefully remove modern MF ceiling until metal deck is visible.	C20/120A		T1/T2	
	1.8	Allow to remove existing modern skirting and dispose of.	C20/120A	101		
	1.9	Allow to remove timber dado rails and dispose of.	C20/120A			
	1.10	Carefully remove wall lining to reveal original windows.		101	T28	
	1.11	Carefully remove wall lining to reveal the historic fabric				
	1.12	Carefully remove a section of existing timber floor and set aside for re-use. Store on palettes and provide protection.	C20/120B			Suggested storage space - Room G.13 along the wall which divides room G.11.
	1.13	Disconnect lighting and make safe. Provide temporary lighting.	**M&E** C20/210-270			
	1.14	Make safe services following removal of existing.	**M&E** C20/210-270			
	5.0	DOORS				
	5.1	Provide adequate protection to retained doors during works.	C20/160			

015	G.92 GALLERY IN 1885 BUILDING					
	1.0	DEMOLITION/STRIPPING OUT GENERALLY				
	1.1	Ensure adequate hoarding in place externally as well as internally prior to commencing works.	C20/350			
	2.0	WALLS				
	2.1	Install new services for air curtain/automatic door etc to M&E details.	M&E			
	2.2	Allow for making good where new services are installed.	M23*/540*			
	2.3	Allow for patch repairs to plaster where new services are installed.	M23*/535*			
	3.0	FLOOR				
	3.1	Allow for adequate protection to terrazzo floor.	C20/160			
	5.0	DOORS				
	5.1	Carefully remove finger guard from existing timber door and dispose of.	C20/120A			
	5.2	Carefully remove 2no. existing timber doors and the associated ironmongery, and set aside for re-use by client.	C20/120B			Client to confirm storage location
	5.3	2 sets of existing door frames to be inspected for suitability for re-use.				
	5.4	If deemed suitable, the frames to be retained in-situ, cleaned and made good to receive new glazed door each.				
	5.5	If deemed not suitable, carefully remove the frames and set aside.	C20/120B			Client to confirm storage location
	5.6	Install 2no. glazed doors as per drawing.		0379		Alteration works to 1885 Building subject to approval by LPA, Historic England and client
	5.7	Install air curtain and associated services as per M&E specification	M&E			
	6.0	EXTERNAL				
	6.1	Clean stone surround up to the fourth joint from the bottom	C40*/121A			
	6.2	Clean stone column between the two doors	C40*/121A			
017	1.50 ENTOMOLOGY, 1.51 & 1.52 OFFICE					
	0.1	MF to comment. Submit proposal to conservation architect for comment.	M&E			
	0.2	Provide security sensors to windows as per M&E details	M&E			
	0.3	Allow for making good disturbed areas	M23*/535*			
018	G.6 SHOP					
	1.0	DEMOLITION/STRIPPING OUT GENERALLY				
	1.1	Before strip out commences ensure all shop cases and shelves have been removed by the museum.				Removal of Egyptian column subject to change control. Client to confirm.
	1.2	Before strip out commences ensure the large museum objects have been protected by the museum.				Client to confirm
	1.3	Before the large objects are moved ensure they are adequately protected by the contractor.				Contractor to position objects in new location, with assistance from the museum curators.
	2.0	WALLS				
	2.1	Provide adequate protection to exposed historic fabric (buttresses etc) as required.	C20/160			
	3.0	FLOOR				
	3.1	Allow for adequate protection to terrazzo floor.	C20/160			
	3.2	Carefully break out existing floor as per T33 of intrusive investigation. Location to cover the junction of granite and terrazzo floor. Exact location to be confirmed on site.			T33	
	4.0	CEILING				
	4.1	Allow for removal of existing light fittings and modern ceiling rafts and modern suspended ceilings as required.	C20/120A		T44	
	4.2	Capp of services/turn off power as per M&E specification. Make safe	**M&E** C20/210-270			
	5.0	DOORS				
	5.1	Existing main entrance swing door to be manually operated. Disable automatic entrance door for the duration of the works.	M&E			
019	2.90, 2.92 & 2.93 VIVARIUM					
	0.1	MF to comment. Ensure relevant permission obtained from UoM and Museum. Ensure supplies maintained for duration of work.	**M&E** C20/210-270			Proposals to be agreed with client
020	1.74 BRIDGE					
	5.0	DOORS				
	5.1	Provide 1no. temporary door to link bridge to separate from public area.	C20/350			Suggested door location - large landing by the staircase in Howarth Building
	5.2	Submit proposals to conservation architect for comment.				
021	INTRUSIVE SURVEY					
	0.1	Undertake intrusive surveys as per the schedule and drawings.				
	0.2	Any historic features to be reported to conservation architect for inspection.				
	0.3	Any historic features revealed to be adequately protected.	C20/160			
	0.4	Opening up works to be inspected by the design team as per the schedule.				