



TRACE

Remedial Building Services

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MAY 2022 UPDATE

26th August 2020

Our Ref: DH/31106/01

Ms. Aria Shino
Renaissance Ltd
Carvers Warehouse
77 Dale Street
Manchester
M1 2HG

By email: ariashino@renaissance-ltd.com

Dear Aria,

Re: Cavendish House, Manchester - Timber Inspection

Please find enclosed our report and costs regarding the above.

If you have any queries, please do not hesitate to contact me.

Yours sincerely,

David Hockey
Director
Visual Strength Grader - Timber

Trace Remedial Building Services
Trace Basements



www.facebook.com/tracebasementsystemstems



www.twitter.com/tracebasements

PCA PROJECT OF THE YEAR AWARD WINNERS 2013, 2014 AND 2015

Trace Basements & Trace Remedial Building Services are Trading Names of North West Damp Proof Services Ltd.
Co. No. 1503809, VAT 298631120 James Hockey, B.A (Hons), CSSW, CSRT
Established 1974 David Hockey, BSc (Hons) MRICS, CSRT, CSSW, George Hockey, CSRT





TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

REPORT TIMBER INSPECTION

CAVENDISH HOUSE
MANCHESTER

RENAISSANCE LTD

26TH AUGUST 2020



TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

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1.0 SCOPE OF SURVEY/LIMITATIONS

- 1.1 Trace Basements/Trace Remedial Building Services were instructed undertake a building Surveyors inspection in accordance with the Renaissance brief/scope document to Cavendish House, Manchester.
- 1.2 Our Inspection was carried out w/c 10 August 2020 by David Hockey BSc (Hons), C.S.R.T, C.S.S.W and Trace joiners.
- 1.3 The weather during the inspection was warm with intermittent rain.
- 1.4 The objective of the inspection was to ascertain the nature, design, general condition of the structure in relation to timber defects. Defects identified are not an exhaustive list to the property as a whole. The lower ground/basement demise was not included in the Scope (Sam's Chop House).
- 1.5 We have not carried out an analysis of the whole building structure and consequently are unable to confirm the structural stability of neither property nor the load bearing capabilities of the roof, walls or floors.
- 1.6 Timber surveys are confined to accessible structures. Only demolition or exposure work enables the condition of timber to be determined with reasonable certainty. Localised opening up was completed mainly to bearing ends where feasible (inaccessible areas are marked up on the condition drawings).
- 1.7 We have not completed any sub-surface relative humidity tests to slabs to establish the condition of any DPM if present, which would involve disruptive testing over multiple visits.
- 1.8 This report does not include window joinery, which would require a separate specialist survey with external access.
- 1.9 This report is submitted in confidence for the sole use of Renaissance Ltd, their client and project Consultants. It shall not be disclosed nor copied to any third party to whom no responsibility is accepted, in respect of the whole or any part of the content. Our report shall not be referred to in any other document, circular or statement without our prior written consent as to the form and context in which it may appear.



TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

2.0

BACKGROUND INFORMATION



2.0 BACKGROUND INFORMATION

- 2.0.1 I outline some background information relevant to typical damp defects as follows.

2.1 SALT CONTAMINATION - BACKGROUND INFORMATION

- 2.1.1 When dampness has been rising in a wall for some time, the soluble salts contained in the ground become concentrated where the water evaporates, i.e. within the plaster and within the wall itself, particularly near the apex of the rise.
- 2.1.2 Where visible, the salts are likely efflorescent and formed as a white amorphous powder or crystalline solids. Most are typically sulphates; they lose moisture to the atmosphere as they form at the surface of the wall. **Where present, they indicate the passage of water through the substrate.**

2.2 MOISTURE CONTENT OF WOOD - BACKGROUND INFORMATION

- 2.2.1 In a normal dry living environment, timber should have moisture content between, very approximately 9%-16%. If it is higher than this, it may be in contact with dampness:

17%-18%	Might be in direct contact with dampness or in a damp environment, but unlikely to rot.
18%-20%	Almost certainly in contact with dampness or in a damp environment, and on the borderline of risk of rot.
More than 20%	In contact with dampness or in a very wet environment; will be at risk of rot.

- 2.2.2 Where joists are sat in wet walls and are not able to dry out (breathe), they are at risk to decay in line with the moisture contents above.

2.3 PENETRATING DAMPNESS

- 2.3.1 Penetrating dampness is where moisture migrates through a structure and saturates a wall via an external defect that acts to introduce excessive moisture into the structure. Penetrating dampness can manifest at all levels including upper floors and will typically be local to an external defect.



2.4 WOOD DECAYING FUNGI

- 2.4.1 Wood-destroying Basidiomycete fungi are of significance in wood deterioration. Most of these fungi are Wet rots, able to develop only when wood is actually wetted by moisture from another source, such as a leaking roof or plumbing, or by absorption of moisture from the soil or from other- damp structural materials. In such cases the removal of the source of moisture is sufficient to prevent further deterioration, but replacement of damaged wood may be necessary for structural or aesthetic reasons, and preservation treatment may be desirable as a precaution against re-wetting in the future or to prevent the development of a particular Basidiomycete.
- 2.4.2 Dry rot fungus can represent a far more severe decay hazard and is considered to more readily grow across and through masonry substrates. The fungus is able to develop conducting strands which convey water and nourishment, enabling the fungus to spread across and beneath inhospitable surfaces such as brickwork and masonry in the search for more wood. The activity of this fungus is mostly confined to poorly ventilated areas, such as behind skirting's or beneath floors, and the damage only becomes apparent when the visible surfaces become distorted or collapse occurs. The condition for germination and growth are extremely critical, comprising a narrow range of atmospheric relative humidity and wood moisture content. Spore germination occurs most readily in acid conditions and frequently there are infections by other fungi able to germinate and develop in wetter conditions.
- 2.4.3 If wood becomes accidentally wetted, one of the wet rot fungi may develop, but as drying progresses, conditions may arise in which Wet rot activity is reduced but Dry rot spores may germinate, encouraged by the acid conditions caused by the previous wet rot. Similarly a source of continuing dampness may support a Wet rot, but at a further distance from the source, the moisture content may be lower and optimum for Dry rot spore germination, again encouraged by the acidity generated at the fringe of the wet rot activity.
- 2.4.4 Wood decaying fungi can be treated via natural drying down and ventilation, where exposure works can be completed and the structure left to dry down (or forcefully dried) in the long term, but where this is not possible, when making good is required or timbers have to be enclosed 'back-in' to keep within project timescales, Fungicidal preservative treatment are required.

2.5 WOOD BORING INSECTS

- 2.5.1 A number of insects, mainly beetles, are able to use wood as a food source and some of them can cause serious damage to building timbers. The beetles all have fairly similar lifecycles, although there are variations in the length of each stage in the cycles, the type of wood attacked, and the extent and type of damage caused. The life cycle consists of four stages; egg; larva; pupa and adult. It is the larva that causes the damage.



- 2.5.2 The existence of damage caused by wood boring insects does not always indicate a need for remedial treatment; correct identification is essential before any consideration can be given to whether treatment is needed.
- 2.5.3 (Not exhaustive list) An example where treatment is needed includes; Common furniture beetle; lyctus powderpost beetle; house longhorn beetle; deathwatch-beetle; Ptilinus beetle. Examples of where treatment is not needed include; Bark borer beetle; Forest longhorn beetle; wood wasps' Pinhole borer beetles.
- 2.5.4 Where active infestations are found, Insecticidal preservative treatments can be considered. The presence of fresh frass (bore dust) in conjunction with damp timbers may be acceptable evidence of active infestation.



TRACE Remedial Building Services
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Re: Cavendish House, Manchester

3.0

CONDITION

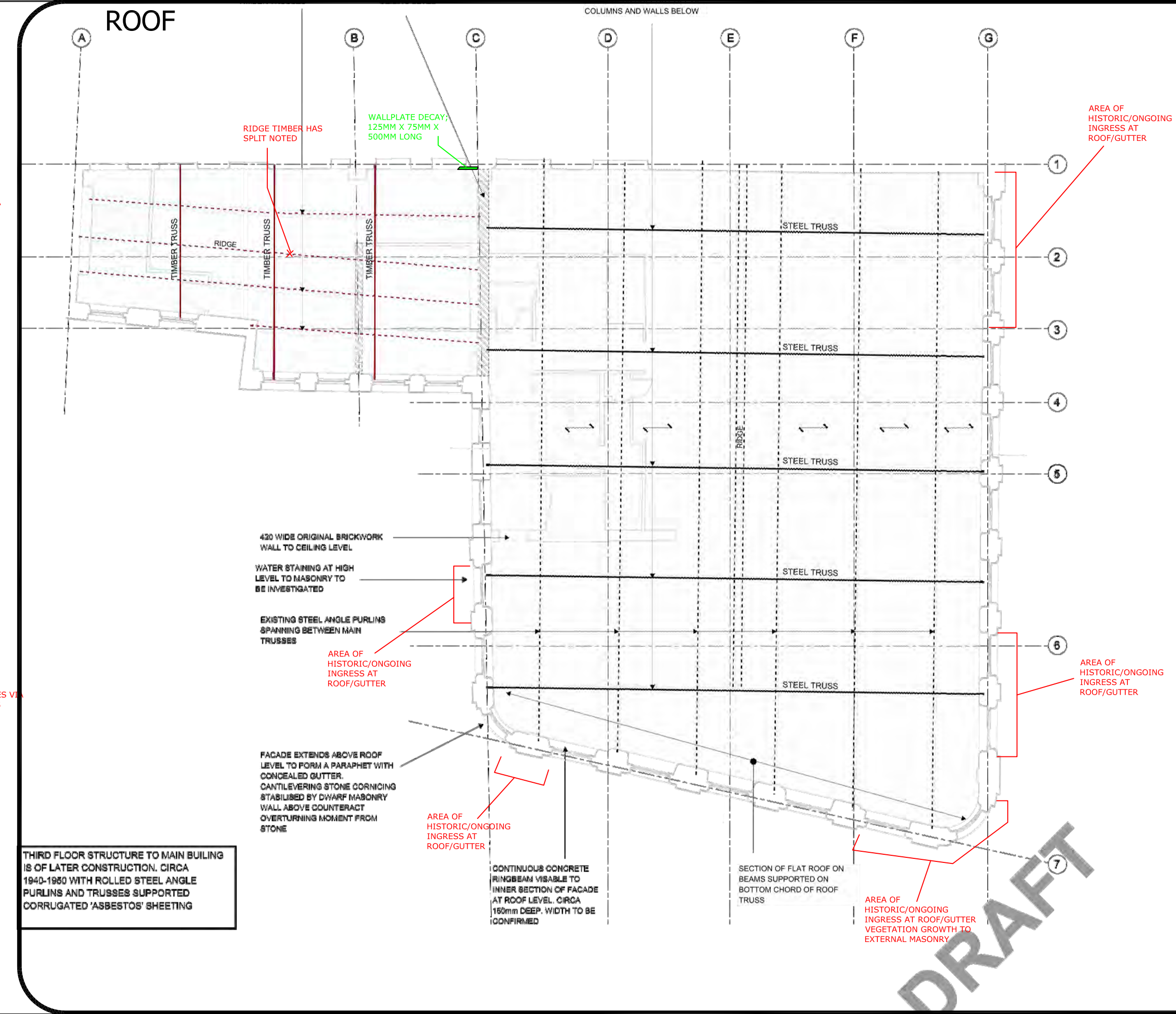


3.0 CONDITION

- 3.0.1 The building is a multi-storey commercial structure in the city centre with solid brickwork walling including ornate detailing, arched window openings and includes an off-shot structure from the main building footprint. The upper third floor structure to the main building is of later construction with rolled steel beams and columns supporting timber joist floors and includes rolled steel angle purlins and trusses with corrugated 'asbestos' sheet covering to the roof. The roof structure changes to traditional timber construction at the off-shot structure, with 3no. king Post Trusses, ridge, purlins, rafters and wall plate.
- 3.0.2 Lower floors include cast iron columns and beams with 'thick' timber boards spanning the beams. Localised areas include timber joists, either where stair and lift infills have been installed or joists are in place from previous repairs where ongoing ingress has saturated walls.
- 3.0.3 As above, the walls have localised damp symptoms where the walls have been saturated to the main structure and this has migrated from the upper floors and continues in a similar pattern down the building to lower levels. This ingress/penetrating dampness is via roof/gutter detail issues to the 'asbestos roof' and vegetation growth is visible to the parapet detail externally. Typically, where we have structural timber bearing into areas of damp masonry, the timbers are at risk to decay, but in this case the extent of decay is limited as the majority of joists have already been replaced.
- 3.0.4 The Roof trusses and wall plate have been tested and the bearing ends are free from decay at timber members (1no. area of wall plate decayed only). A foil backed membrane and breather membrane is visible behind the soffit board, so we suspect the timber roof structure has been re-roofed previously.
- 3.0.5 Less significant timbers like trimmers around internal downpipes have been affected (decayed) and signs of ingress issues at downpipes (to the off-shot building) is ongoing with standing water evident to floors below the timber roof (no visible signs of moisture migrating through the soffit).
- 3.0.6 Second floor joists at the front corner are decayed, this location following the historic pattern of ingress from the upper roof. Beyond this, we noted some large fissures to second floor beams in the off-shot structure, the length of which are beyond grading standards (if assessing for visual strength grading) and therefore the fissures justify resin filling in this area. First floor also has a trimmer joist and lintel decay in the stairwell, but these members are very localised.
- 3.0.7 Many windows are arched and therefore do not include timber lintels (not all), but most have timber fixing 'block's' below the cill. Where exposed we did not find any decay. Dry rot is evident to an upper floor window and to a bearer beam at lower ground floor.
- 3.0.8 For further detail on condition, please see the drawings below.

ROOF

COLUMNS AND WALLS BELOW



General Notes

Indicative drawing to be used for Trace guidance only

TRACE COMMENTS IN RED

AREAS OF TIMBER DECAY/ISSUE IN GREEN

CAVENDISH HOUSE MANCHESTER

DH/31106/01	CONDITION
26/08/20	
Scale NTS	

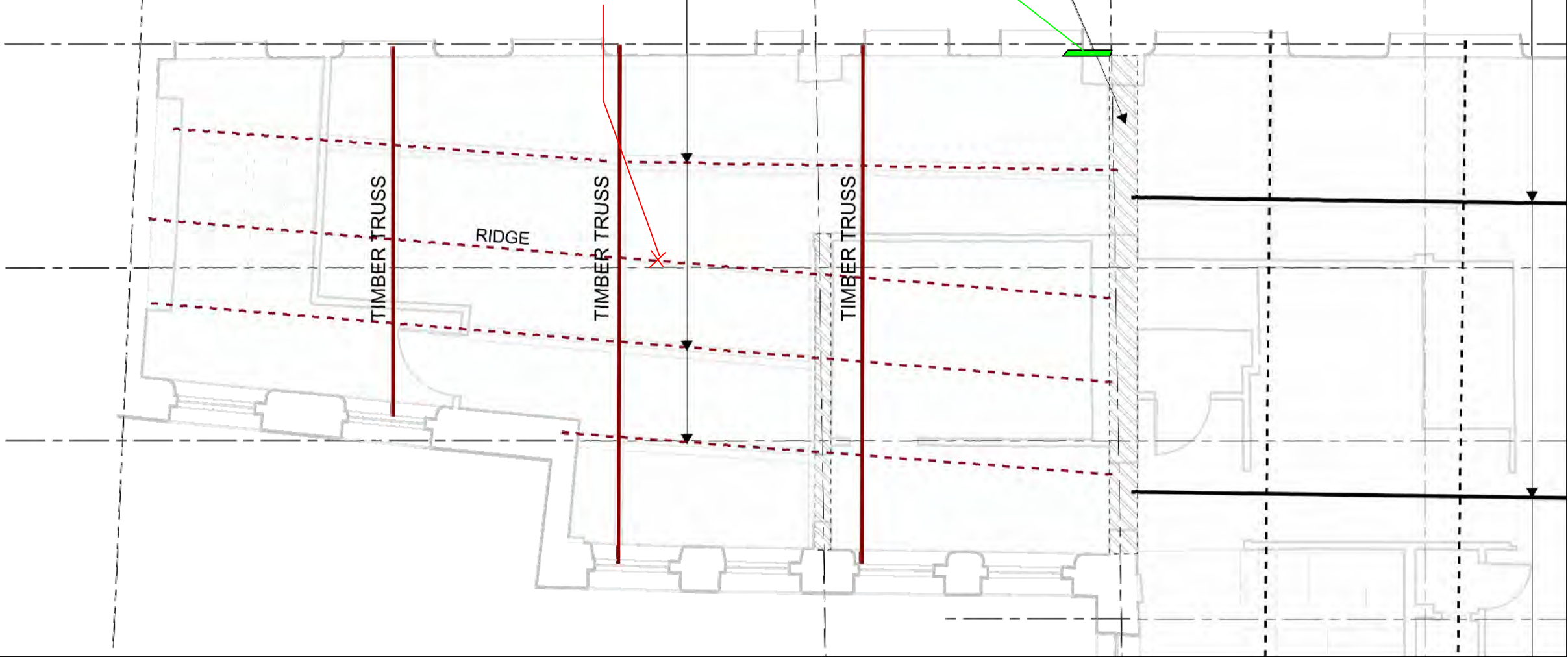
KS

ROOF

ATES VIA
SS

RIDGE TIMBER HAS
SPLIT NOTED

WALLPLATE DECAY;
125MM X 75MM X
500MM LONG



Ridge position seems to
vary between being
recessed into king post and
sat over king post

We did not identify decay to
bearing end of Truss
members in all x3no.
Trusses

LOWER PURLIN NOT
PRESENT TO ALL
PRINCIPAL RAFTERS

COACH BOLT
THROUGH MEMBERS

METAL STRAP

BOTTOM BOOM;
220MM X 95MM

PRINCIPAL RAFTER
220MM X 95MM

7028MM

The timber has not been sampled and sent for official species ID, but visual inspection is indicative of softwood pine. Identification within the genus *Pinus* is generally not possible beyond classification into one of the following seven groups; *Sylvestris*, *Khaysa*, *Taeda*, *Ponderosa*, *Sula*, *Parrya* and *Strobus*.

I would typically expect the trusses to be consistent with either the *Sylvestris* group of species (Scots pine, Corsican pine, Canadian red pine and European redwood) or the *Taeda* group of pine species (Commercial pitch pine and southern Pines).

We have not officially strength graded the members, but would expect both European Redwood and Southern Pines to achieve C24 at SS grade.

General Notes

Indicative drawing to
be used for Trace
guidance only

TRACE COMMENTS IN
RED

AREAS OF TIMBER
DECAY/ISSUE IN
GREEN

CAVENDISH HOUSE
MANCHESTER

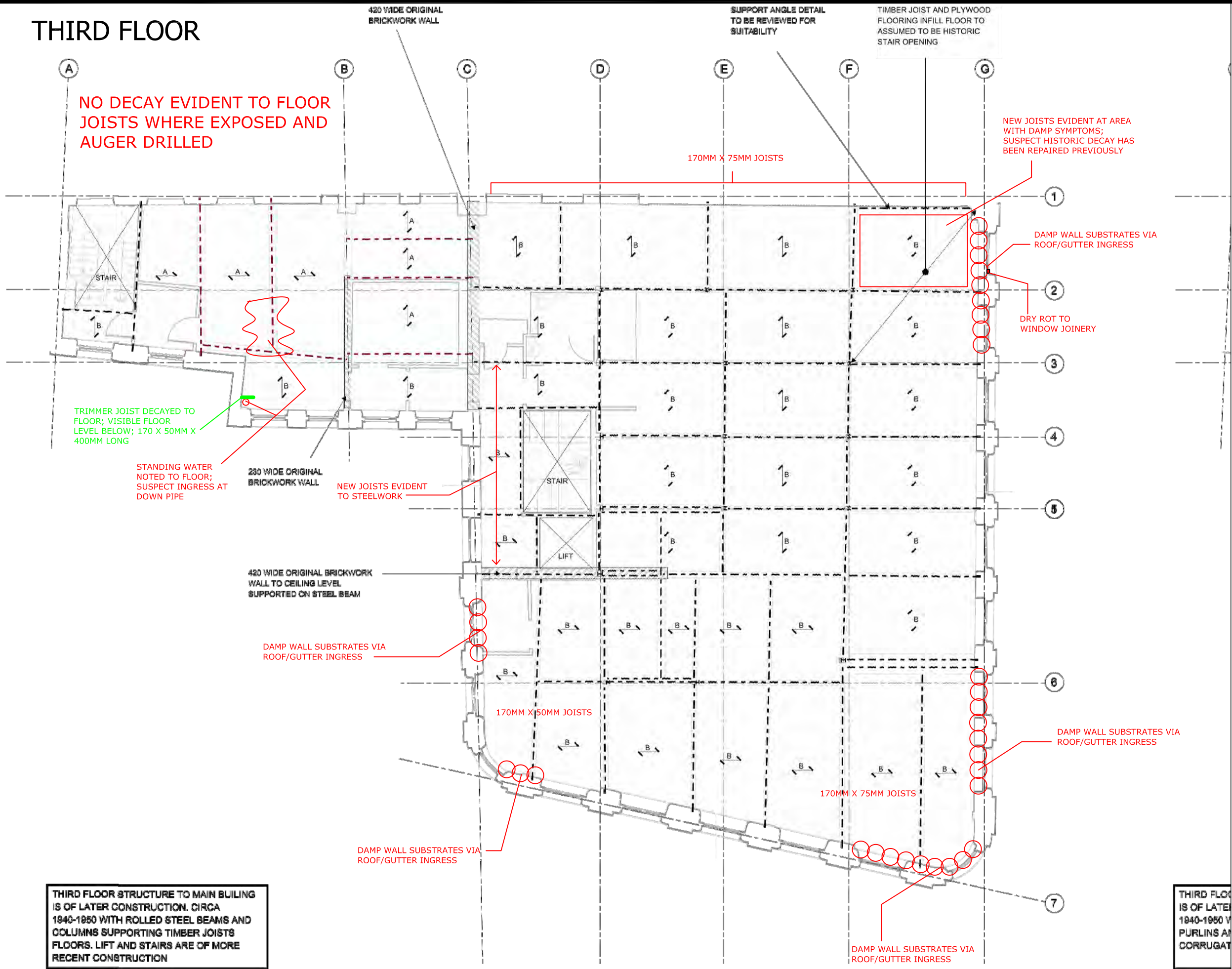
DH/31106/01

26/08/20

Scale
NTS

CONDITION

THIRD FLOOR



General Notes

Indicative drawing to be used for Trace guidance only

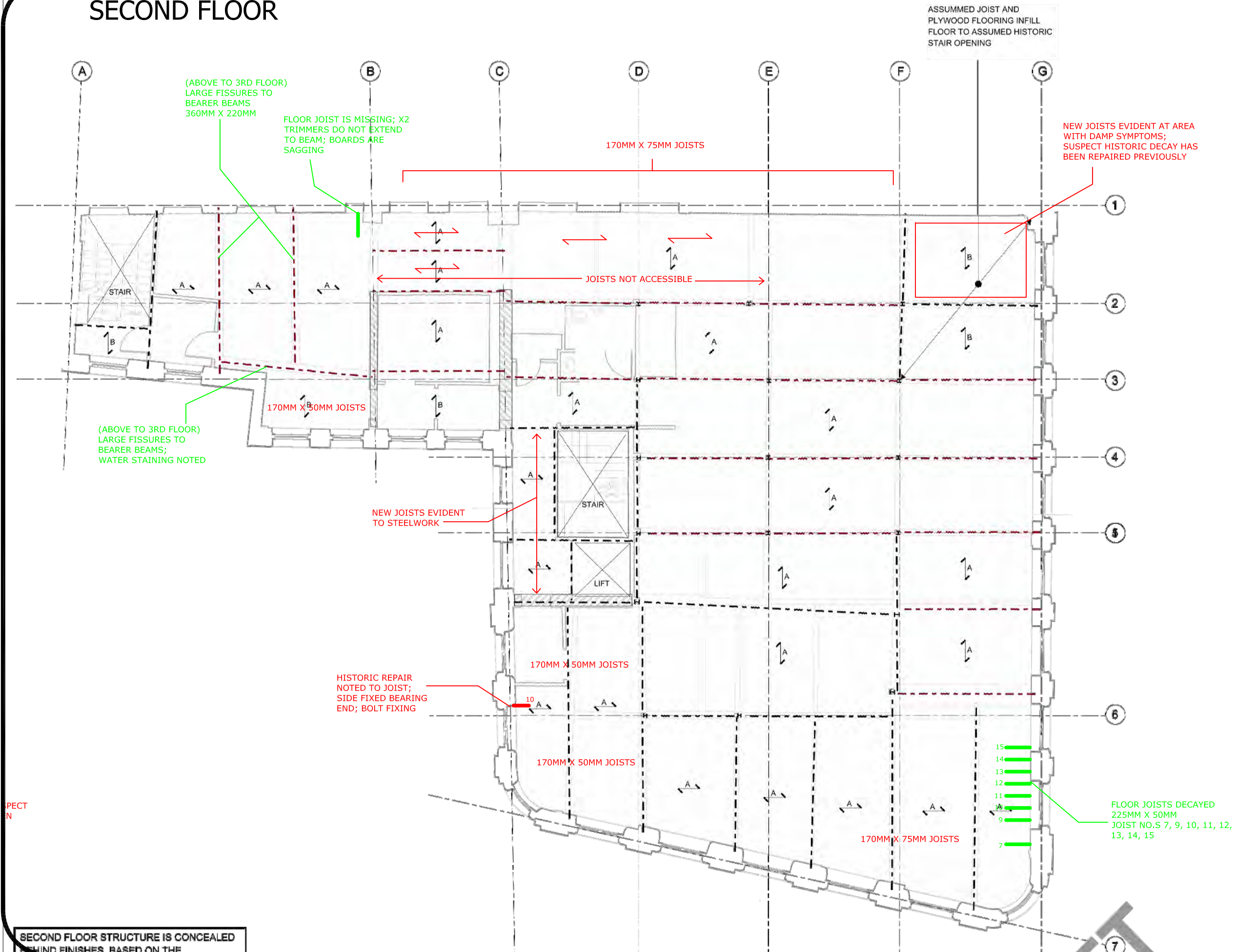
TRACE COMMENTS IN RED

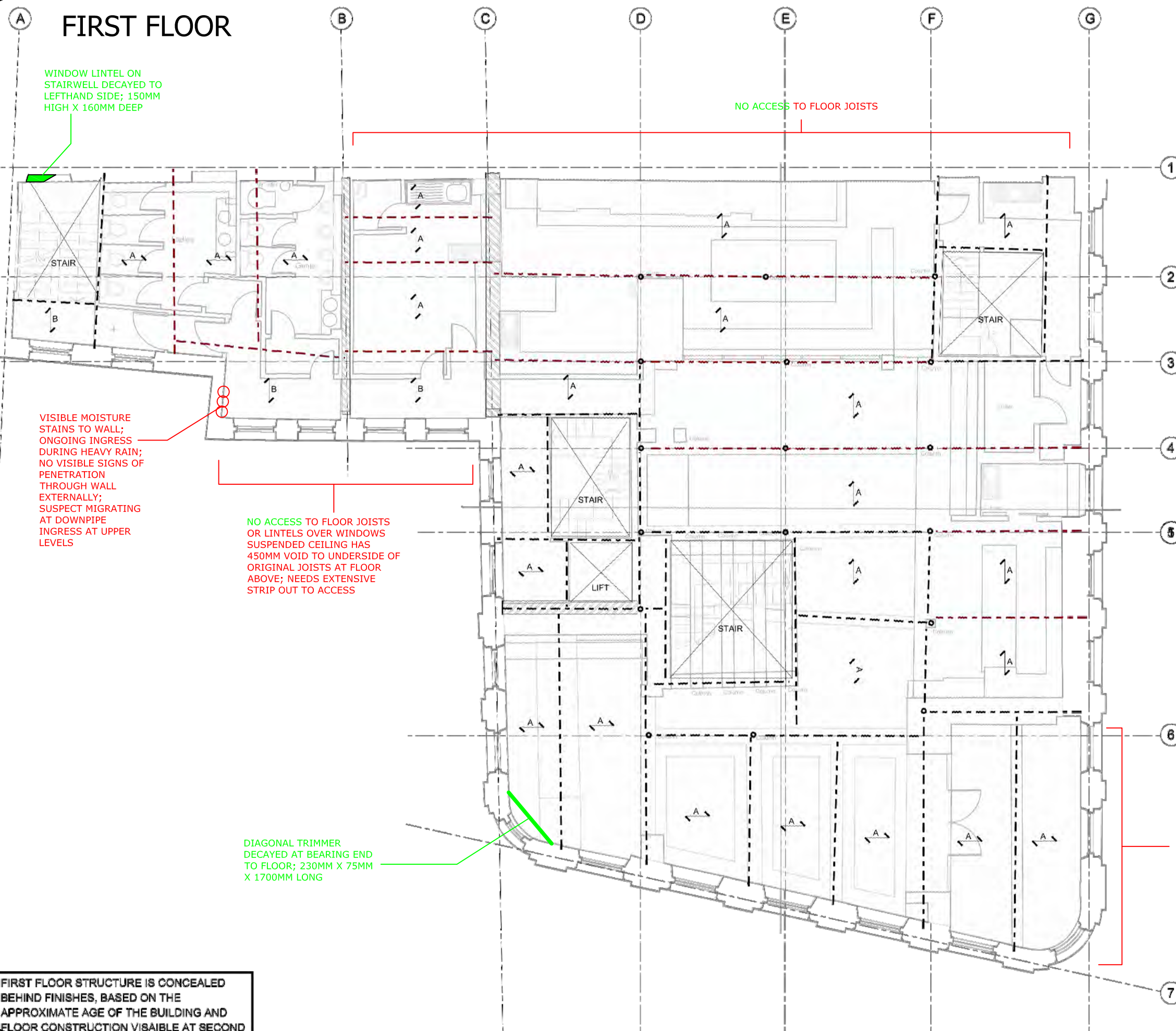
AREAS OF TIMBER DECAY/ISSUE IN GREEN

CAVENDISH HOUSE
MANCHESTER

DH/31106/01	CONDITION
26/08/20	
Scale NTS	

SECOND FLOOR





FIRST FLOOR

General Notes

Indicative drawing to be used for Trace guidance only

TRACE COMMENTS IN RED

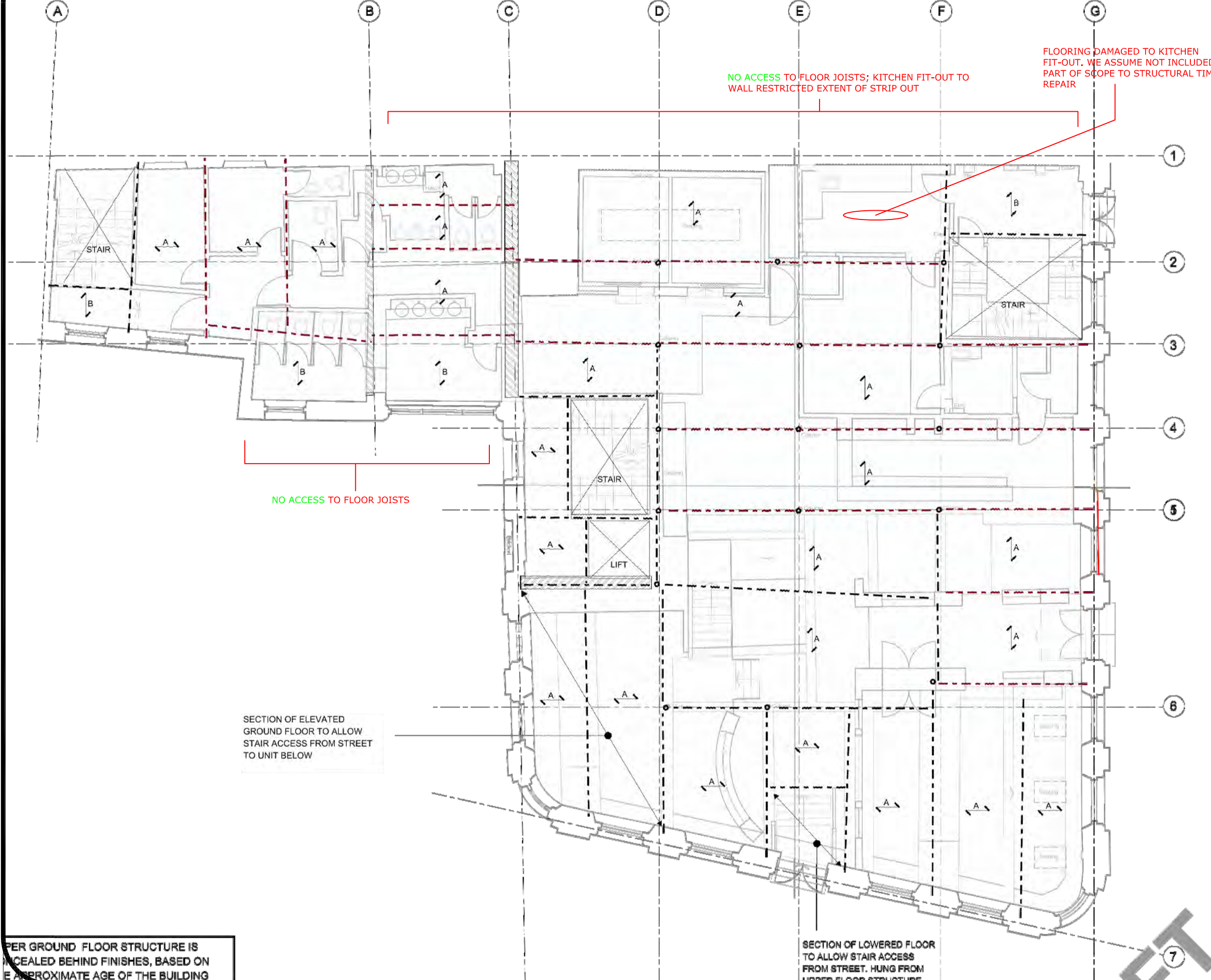
AREAS OF TIMBER DECAY/ISSUE IN GREEN

FIRST FLOOR STRUCTURE IS CONCEALED BEHIND FINISHES, BASED ON THE APPROXIMATE AGE OF THE BUILDING AND FLOOR CONSTRUCTION VISIBLE AT SECOND

CAVENDISH HOUSE
MANCHESTER

DH/31106/01	CONDITION
26/08/20	
Scale NTS	

UPPER GROUND FLOOR



General Notes

Indicative drawing to be used for Trace guidance only

TRACE COMMENTS IN RED

AREAS OF TIMBER DECAY/ISSUE IN GREEN

CAVENDISH HOUSE
MANCHESTER

DH/31106/01

26/08/20

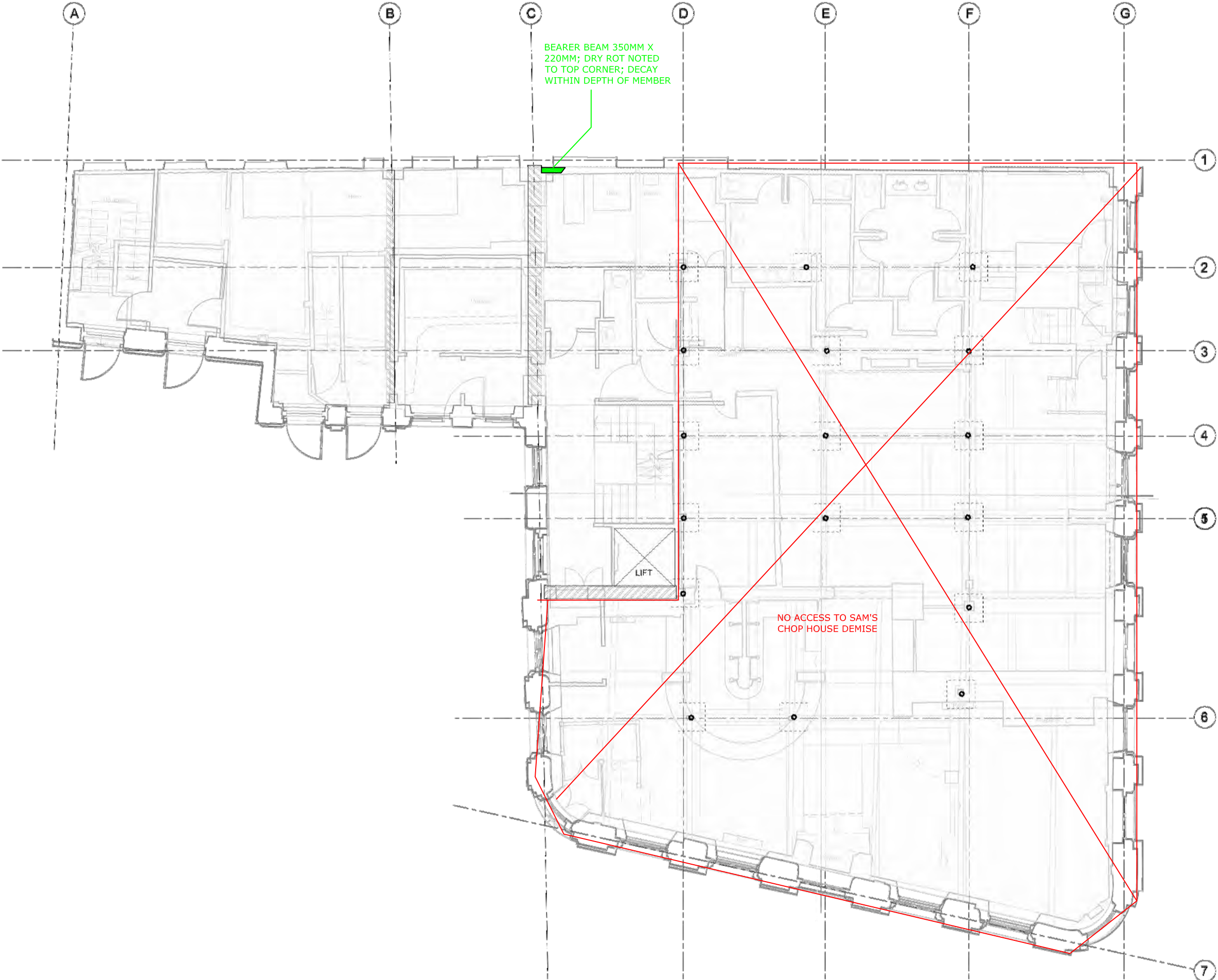
Scale
NTS

CONDITION

UPPER GROUND FLOOR STRUCTURE IS CONCEALED BEHIND FINISHES, BASED ON THE APPROXIMATE AGE OF THE BUILDING

SECTION OF LOWERED FLOOR TO ALLOW STAIR ACCESS FROM STREET, HUNG FROM UPPER FLOOR STRUCTURE

LOWER GROUND FLOOR



General Notes

Indicative drawing to be used for Trace guidance only

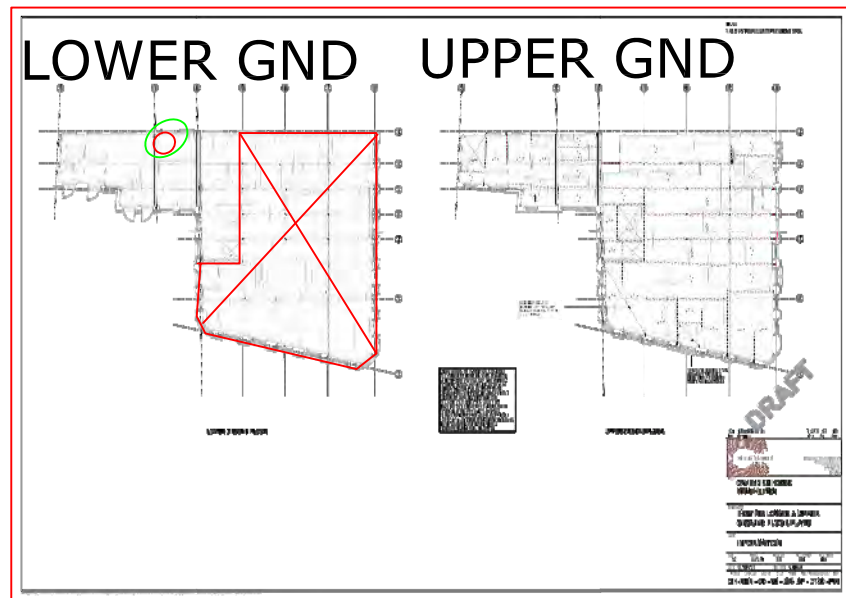
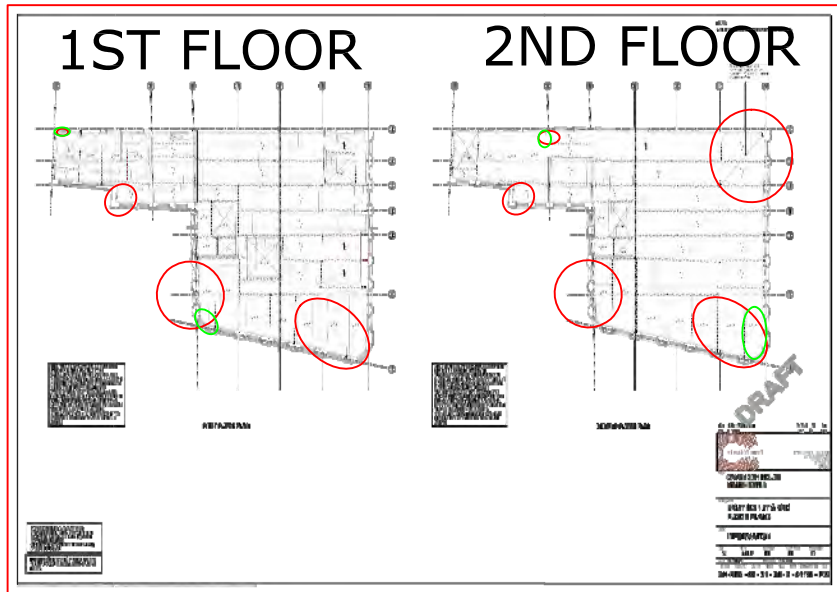
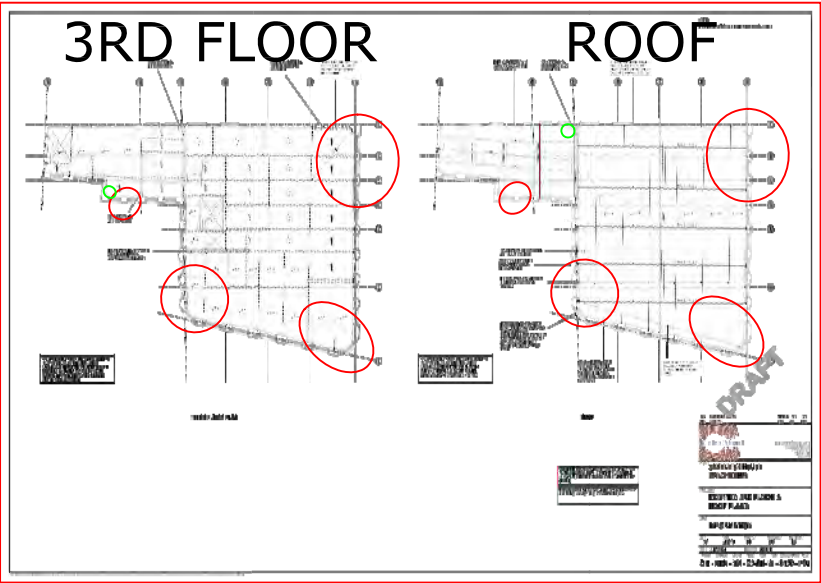
TRACE COMMENTS IN RED

AREAS OF TIMBER DECAY/ISSUE IN GREEN

CAVENDISH HOUSE
MANCHESTER

DH/31106/01
26/08/20
Scale
NTS

CONDITION



CONDITION

The areas in red generally highlight the areas that have had obvious damp/ingress issues that have migrated down through the building. These seem to have manifested from the Roof and rainwatergoods, including the internal downpipes in areas.

The areas highlighted in green show areas that still have decay/timber repairs, but generally these are localised repairs and more significant areas of replacement have been completed historically, which follow the pattern of damp/ingress down the building.

The most significant area with remaining decay is located to 2nd floor joists (front corner) and more minor issues in terms of timber repair around the internal downpipes.

Ingress is ongoing with standing water to upper floors and this is through to be via the internal downpipes as we did not see any moisture staining to the pitched roof soffits in the locality.

Typically, where there are inaccessible areas that cannot be investigated, we would allow provisional sums to account for a worst case scenario and there are areas that require more significant strip out to access the elevations and joists, this mainly at the upper ground floor (previous kitchen fit-out) and underdrawn ceilings to the same demise. Notwithstanding this, the same floors areas at upper floors did not show significant decay, so we may be reasonable in discounting the provisional sums for these areas to some extent.

- AREAS WITH GENERAL DAMP SYMPTOMS
- AREAS WITH DECAYED TIMBER NOTED
-
-

General Notes

Indicative drawing to be used for Trace guidance only

TRACE COMMENTS IN RED

AREAS OF TIMBER DECAY/ISSUE IN GREEN

CAVENDISH HOUSE
MANCHESTER

DH/31106/01
26/08/20
Scale
NTS

CONDITION



TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

4.0

RECOMMENDATIONS



4.0 RECOMMENDATIONS

4.1 TIMBER REPAIRS

4.1.1 Trace can complete a variety of timber repairs, from traditional splicing, metal plate (honest) repairs to more modern techniques with resin fills and timber resin splicing. In this case, the majority of repairs identified are to smaller section members i.e. joists, so we will typically propose:

1. Replace shorter length sections with new pre-treated timber to match existing; treated at cut ends and isolated from external walls (either hangers or loose wrapped)
2. Splice new joists ends with 2no. pieces either side bolted through with threaded bar and oversized washers at equidistance. (More substantial repair than side fixing to one side based on commercial use)

We can complete repairs to suit any other preferred specification, so can discuss further if required.

4.1.2 If structural alteration is required to timbers for the wider scheme, this report makes no allowance for unknown structural alterations at this stage. Window decay is also not included in Trace works at this stage (third floor window has dry rot).

4.2 TIMBER/ROT TREATMENT

4.2.1 The general condition of timber does not justify a wholesale strip and timber treatment scheme and therefore we do not make allowance for treatment works to this extent to limit the use of chemical. Many joists/boards bear between steelwork

4.2.2 The off-shot structure has areas of standing water and whilst many joists/boards bear between steelwork, the floor areas that have been replaced to the main building can justify localised treatment as wall areas are still damp and we cannot verify if pre-treated timber was used or whether the cut ends were treated during install, so we will propose to eliminate risk in these areas.

4.2.3 Localised treatment will include bearing ends to receive a boron gel treatment and wider areas a waterbourne surface spray insecticide/fungicidal treatment.

4.2.4 Dry rot is evident to window joinery at third floor and to a lower ground floor beam and therefore the adjacent plasterwork will need to be stripped to establish the extent of rot growth. We will allow for localised masonry sterilisation in these areas. (this is not irrigation, which introduces excessive moisture into the structure). Masonry biocides are applied to the wall if required by via a surface spray and raking out of mortar joints can also be required.



4.3 DAMP WALLS

- 4.3.1 To all walls where damp symptoms or high meter readings are noted, we would typically advise that the plaster is removed to reduce the risk of residual moisture and salts spoiling new finishes. The walls should be wire-brushed to remove surface contaminants prior to remedial measures.
- 4.3.2 We would also comment that where walls may have been saturated, it can take a considerable period for walls to dry down with an approximate drying rate typically being 25mm per month. These figures can vary widely. On this basis it can take a thick wall a considerable period to dry down (over twelve months) and together where salt contamination may be present, they will always be at risk of residual moisture and salt contamination continuing to affect both old and new plaster substrates.
- 4.3.3 Essentially at this stage we simply advise that either the client 'fitout' or any ingoing tenant should give consideration to this using an appropriate dry-lining system, so that plaster finishes are not in contact with the structure. (do not dab fix plasterboard or apply direct 'wet plaster' over existing).
- 4.3.4 Where Trace are asked to guarantee against this form of dampness, we would typically isolate internal plaster finishes using damp proof membranes, but at this stage we just highlight these factors for consideration and we can discuss further if required.

4.4 FLOORBOARDS

- 4.4.1 Much of the floorboards, which form the structural floor span have an asphalt screed over. We opened up at bearing ends in areas, but a complete strip out would be required to assess this in its entirety, which at this stage is not feasible. We would typically expect the boards within the footprint of the building to be free of any significant decay and replacement (not near to damp external walls) and the extent of any replacement may depend on the acceptable condition (rustic or perfection). On this basis we will add an item to the provisional sums for floorboards, but we can assess further as required during strip-out (if removal of screed is intended).

4.5 PROVISIONAL SUMS

- 4.5.1 We always recommend a contingency/Provisional Sum is budgeted for unknown timber repair and treatment works on a project of this nature as once alteration/refurbishment works commence and hidden timbers are exposed, 95% of the time additional works are found to some extent.
- 4.5.2 Typically on a building of this size, and knowing relatively 'long' areas of wall and floor were restricted by the fit-out (mainly in the 'Chaophraya' demise - upper ground floor), we would include a reasonable Provisional Sum to reflect a worst case scenario.
- 4.5.3 In this case, upper floors did not show signs of significant decay to floors as they have been replaced previously and the greater signs of dampness were located at



upper floors, so taking into account the general condition and the location of restricted investigation at the lower floors, we propose a lower level budget for unknown works, but it should be noted that we do not offer this as a cap on costs and this is a client risk item (if additional works were found beyond extent of Provisional Sums, Trace would not cover additional costs).

- 4.5.4 On this basis we propose a Provisional Sum of £5,000 within the Timber repair costs, which is relatively low for a building of this size. We will also include a further £5,000 for the floorboards as above.
- 4.5.5 Please see the Schedule of works and drawings below.



TRACE Remedial Building Services
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Re: Cavendish House, Manchester

5.0

SCHEDULE OF WORKS & ASSOCIATED DRAWINGS



4.6 MAY 2022 UPDATE COMMENTS

- 4.6.1 Some additional dry rot has germinated at the window joinery and floor area at the upper ground floor and various beams overhead at the upper ground floor show defects present to the timber members (see drawings for detail).
 - 4.6.2 The main item of note relates to the floors that are now more exposed particularly where partition walls have been removed. This has exposed the raised flooring in area which essentially shows the original structural floor has been overlaid with a raised floor (timber joists and ply). On this basis we cannot assess the structural floor without the raised flooring being fully stripped. The raised floor is relatively uneven and we make no allowance to replace or re-lay the raised floor timber.
- 4.7 Please see the Schedule of works and drawings below.

SCHEDULE OF WORKS

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	Sum	
	CAVENDISH HOUSE - TIMBER REPAIRS					
	ROOF					
1.0	REPAIR NO. 1					
	WALL PLATE DECAYED; CUT OUT AND REPLACE TO MATCH EXISTING:					
	- PROP RAFTERS	SUM	1.00	50.00	50.00	
	- TOWER SCAFFOLD	SUM	1.00	25.00	25.00	
	- STRIP SOFFIT LOCALLY	HRS	0.50	30.00	15.00	
	- CUT OUT WALL PLATE BEYOND EXTENT OF DECAY	HRS	0.50	30.00	15.00	
	- NEW SOFTWOOD C24; 125MM X 75MM X 500MM LONG	SUM	1.00	25.00	25.00	
	- CUT TO SIZE	HRS	0.50	30.00	15.00	
	- INSTALL WITH HALF LAP JOINT OF SIMILAR	HRS	1.00	30.00	30.00	
	TOTAL				175.00	
	3RD FLOOR					
2.0	REPAIR NO. 2					
	TRIMMER JOIST DECAYED; CUT OUT AND REPLACE TO MATCH EXISTING:					
	- TOWER SCAFFOLD	SUM	1.00	25.00	25.00	
	- STRIP SOFFIT LOCALLY	HRS	0.50	30.00	15.00	
	- CUT OUT TRIMMER	HRS	0.50	30.00	15.00	
	- NEW SOFTWOOD C24; 170MM X 50MM X400MM LONG	SUM	1.00	25.00	25.00	
	- CUT TO SIZE	HRS	0.50	30.00	15.00	
	- INSTALL NEW TRIMMER JOIST	HRS	0.50	30.00	15.00	
	TOTAL				110.00	
	2ND FLOOR					
3.0	REPAIR NO. 3					
	X2 TRIMMER JOISTS DECAYED; CUT OUT AND REPLACE TO MATCH EXISTING:					
	- TOWER SCAFFOLD	SUM	1.00	25.00	50.00	
	- STRIP SOFFIT LOCALLY	HRS	0.50	30.00	15.00	
	- CUT OUT TRIMMER	HRS	1.00	30.00	30.00	
	- NEW SOFTWOOD C24; 170MM X 50MM X400MM LONG	SUM	2.00	25.00	50.00	
	- CUT TO SIZE	HRS	1.00	30.00	30.00	
	- INSTALL NEW TRIMMER JOIST	HRS	1.00	30.00	30.00	
	TOTAL				205.00	
					490.00	

SCHEDULE OF WORKS

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	Sum	
4.0	REPAIR NO. 4 LARGE FISSURES TO BEARER BEAMS; ALLOW TO RESIN FILL WITH RSA					
	- TOWER SCAFFOLD	SUM	1.00	25.00	25.00	
	- RSA RESIN 5M PER BEAM	SUM	1.00	240.00	240.00	
	- CLEAN OUT FISSURE	HRS	1.00	30.00	30.00	
	- INJECT RSA	HRS	2.00	30.00	60.00	
	TOTAL X3 BEAMS				1065.00	
5.0	REPAIR NO. 5 X8NO. FLOOR JOISTS DECAYED AT BEARING ENDS; ALLOW TO CUT BACK AND SPLICE ON NEW WITH TIMBER JOISTS EITHER SIDE BOLTED THROUGH WITH THREADED BAR AND OVERSIZED WASHERS					
	- TOWER SCAFFOLD	SUM	1.00	15.00	15.00	
	- STRIP SOFFIT OR LIFT FLOOR	HRS	0.25	30.00	7.50	
	- PROP JOISTS	SUM	1.00	25.00	25.00	
	- CUT BACK JOIST BEYOND EXTENT OF DECAY	HRS	0.50	30.00	15.00	
	- NEW SOFTWOOD C24; 225MM X 50MM X 1000MM LONG (X3 PIECES PER REPAIR)	SUM	3.00	25.00	75.00	
	- THREADED BAR/WASHERS	SUM	1.00	15.00	15.00	
	- TREAT CUT ENDS	SUM	1.00	5.00	5.00	
	- LOOSE WRAP ENDS IN DPC	SUM	1.00	5.00	5.00	
	- CUT TO SIZE	HRS	1.00	30.00	30.00	
	- INSTALL SPLICE REPAIR	HRS	2.00	30.00	60.00	
	TOTAL X8 JOISTS				2020.00	
	1ST FLOOR					
6.0	REPAIR NO. 6 TRIMMER JOIST DECAYED; CUT OUT AND REPLACE TO MATCH EXISTING:					
	- TOWER SCAFFOLD (ACCESS ABOVE)	-	-	-	-	
	- LIFT FLOOR	HRS	0.50	30.00	15.00	
	- PROP JOISTS	SUM	1.00	50.00	50.00	
	- CUT OUT TRIMMER	HRS	0.50	30.00	15.00	
	- NEW SOFTWOOD C24; 230MM X 75MM X1700MM LONG	SUM	1.00	45.00	45.00	
	- CUT TO SIZE	HRS	0.50	30.00	15.00	
	- INSTALL NEW TRIMMER JOIST	HRS	1.00	30.00	30.00	
	TOTAL				170.00	
					3255.00	

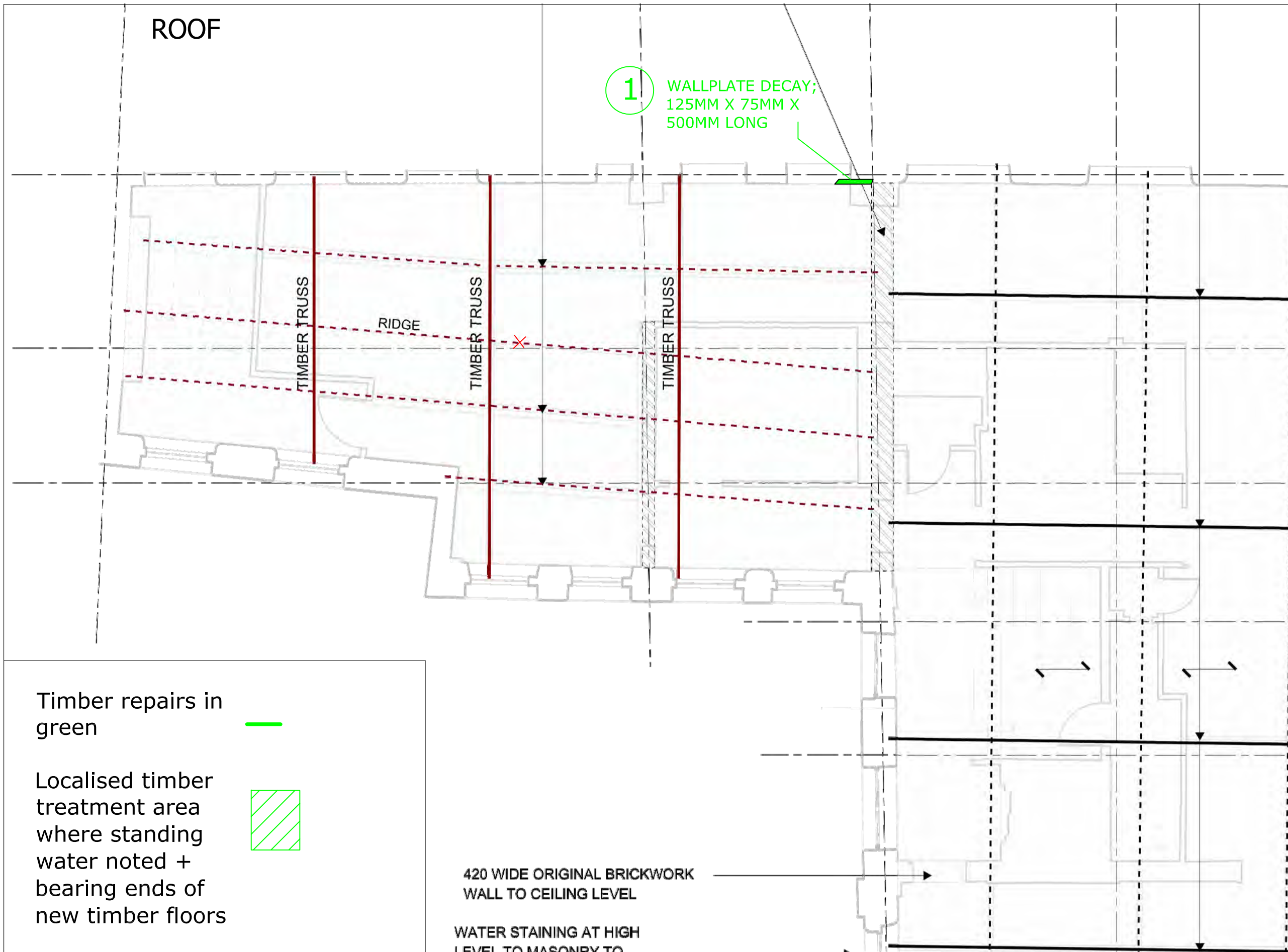
SCHEDULE OF WORKS

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	Sum	
7.0	REPAIR NO. 7 LINTEL END IS DECAYED; ALLOW TO CUT OUT AND REPLACE TO MATCH EXISTING: - PROP LINTEL; STRONGBOY - CUT OUT EXISTING LINTEL - NEW SOFTWOOD C24; 150MM X 160MM X 2000MM - CUT TO SIZE - INSTALL NEW LINTEL; TREAT CUT ENDS; ISOLATE BACK FACE ON DPC	SUM HRS SUM HRS HRS	1.00 4.00 1.00 2.00 4.00	100.00 30.00 95.00 30.00 30.00	100.00 120.00 95.00 60.00 120.00 495.00	
	LOWER GROUND FLOOR REPAIR NO.8 DRY ROT AND DECAY TO BEAM; NOT FULLY ACCESSIBLE; ALLOW TIMBER RESIN SPLICE REPAIR AND THIS STAGE - REVIEW ON SITE	PROV. SUM	1.00	2300.00	2300.00	
	TREATMENT AREAS ALLOW TO APPLY TIMBER TREATMENT TO LOCALISED AREAS WHERE DAMP SYMPTOMS ARE PRESENT AND/OR STANDING WATER IS ONGOING TO FLOORS: - ALLOW TO APPLY BORON BASED GEL TO BEARING ENDS OF TIMBERS TO LOCALISED AREAS - SEE DRAWING - 3RD FLOOR - 2ND FLOOR - 1ST FLOOR	SQ M SQ M SQ M	30.00 30.00 10.00	8.00 8.00 8.00	240.00 240.00 80.00	
	ALLOW TO SPRAY WIDER AREAS OF FLOOR TO LOCALISED AREAS WITH WATERBOURN PRESERVATIVE SOLUTION - LIGNUM - TO LOCALISED AREAS - SEE DRAWING - 3RD FLOOR - 2ND FLOOR - 1ST FLOOR	SQ M SQ M SQ M	30.00 30.00 10.00	8.00 8.00 8.00	240.00 240.00 80.00	
	ALLOW TO STRIP PLASTER SUBSTRATES APPROX. 1M BEYOND LAST SEEN INCIDENCE OF DRY ROT; SURFACE SPRAY MASONRY BIOCIDES; RAKE OUT MORTAR JOINT IF REQUIRED - 3RD FLOOR WINDOW AREA - LOWER GROUND FLOOR BEAM AREA	SUM SUM	1.00 1.00	100.00 100.00	100.00 100.00	
	PROVISIONAL SUM ALLOW A GENERAL PROVISIONAL SUM FOR UNKNOWN WORKS; SOME AREAS REQUIRE EXTENSIVE STRIP OUT TO GET BACK TO STRUCTURE, NOT FEASIBLE DURING SURVEY	PROV. SUM	1.00	5000.00	5000.00	
	ALLOW PROV. SUM FOR FLOOR BOARDS BELOW SCREED; REQUIRES FULL STRIP OF ASHPALT	PROV. SUM	1.00	5000.00	5000.00	
					14115.00	

SCHEDULE OF WORKS

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	Sum	
	SUMMARY					
	P1				490.00	
	P2				3255.00	
	P3				14115.00	
	PARKING AND TRAVEL				326.00	
	(£12,300 IS PROV. SUM) SUB-TOTAL				18186.00	
	MAY 2022 UPDATE					
	1. DRY ROT AT WINDOW REVEAL; STRIP PLASTER LOCALLY, LOCALISED MASONRY TREATMENT; CUT OUT AND SPLICE REPAIR WINDOW JOINERY				750.00	
	2. WINDOW DECAY; BOTTON RAIL; CUT OUT AND SPLICE REPAIR				350.00	
	3. SCARF JOINT REPAIR POOR; CUT OUT AND REPLACE JOIST/WALLPLATE				175.00	
	4. RAISED FLOOR GENERALLY UNEVEN (COMMENT ONLY, NO ALLOWANCE MADE TO RELAY FLOORS)				-	
	5. JOISTS MISSING; INSTALL NEW JOISTS APPROX. X2NO.				300.00	
	6. FIRE DAMAGE TO BEAM; ALLOW TIMBER SPLICE WITH EMBEDDED RODS				3200.00	
	7. DRY ROT TO BEAM; STRIP WALL PLASTER ADJ; STRIP FLOOR; REAPIR BEAM; TREAT FLOOR LOCALLY (FULL EXTENT OF FLOOR DECADAY UNKNOWN)				1250.00	
	8. RAISED FLOOR GENERALLY UNEVEN (COMMENT ONLY, NO ALLOWANCE MADE TO RELAY FLOORS)				-	
	9. LARGE FISSURE 3M LENGTH; FILL WITH RSA RESIN				850.00	
	10. LARGE FISSURE 4M LENGTH; CUT BACK AND PLANT ON LOSS OF SECTION				1250.00	
	11. LARGE FISSURE; FILL WITH RSA RESIN				850.00	
	12. LARGE FISSURE; FILL WITH RSA RESIN				850.00	
	SUB-TOTAL (INC. £12,300 PROV. SUMS)				28011.00	
	VAT @ 20%				5602.20	
	TIMBER TREATMENT:Ten year GPI Guarantee backup insurance				108.64	OPTIONAL
	TOTAL INC. VAT. PROV. SUMS & GPI				33721.84	
	The GPI insurance is an option, but advised so that you have a true and safe guarantee. The GPI fee will be levied at the premium set by GPI (determined from contract value after VAT) plus a £35 Trace administration fee, with 12% Insurance Premium Tax on top.					
	NOTE: TREATMENT GUARANTEE WILL RELATE TO LOCALISED TREATMENT AREAS ONLY; NOT TO WHOLE BUILDING					

ROOF



General Notes

Indicative drawing to be used for Trace guidance only

SEE COMMENTS IN MAIN REPORT

GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

- roof coverings
- rainwater goods
- flashings
- brickwork and pointing
- cills
- external joinery
- chimney stacks
- gullies and drains
- any other items to leave the building wind and water tight.

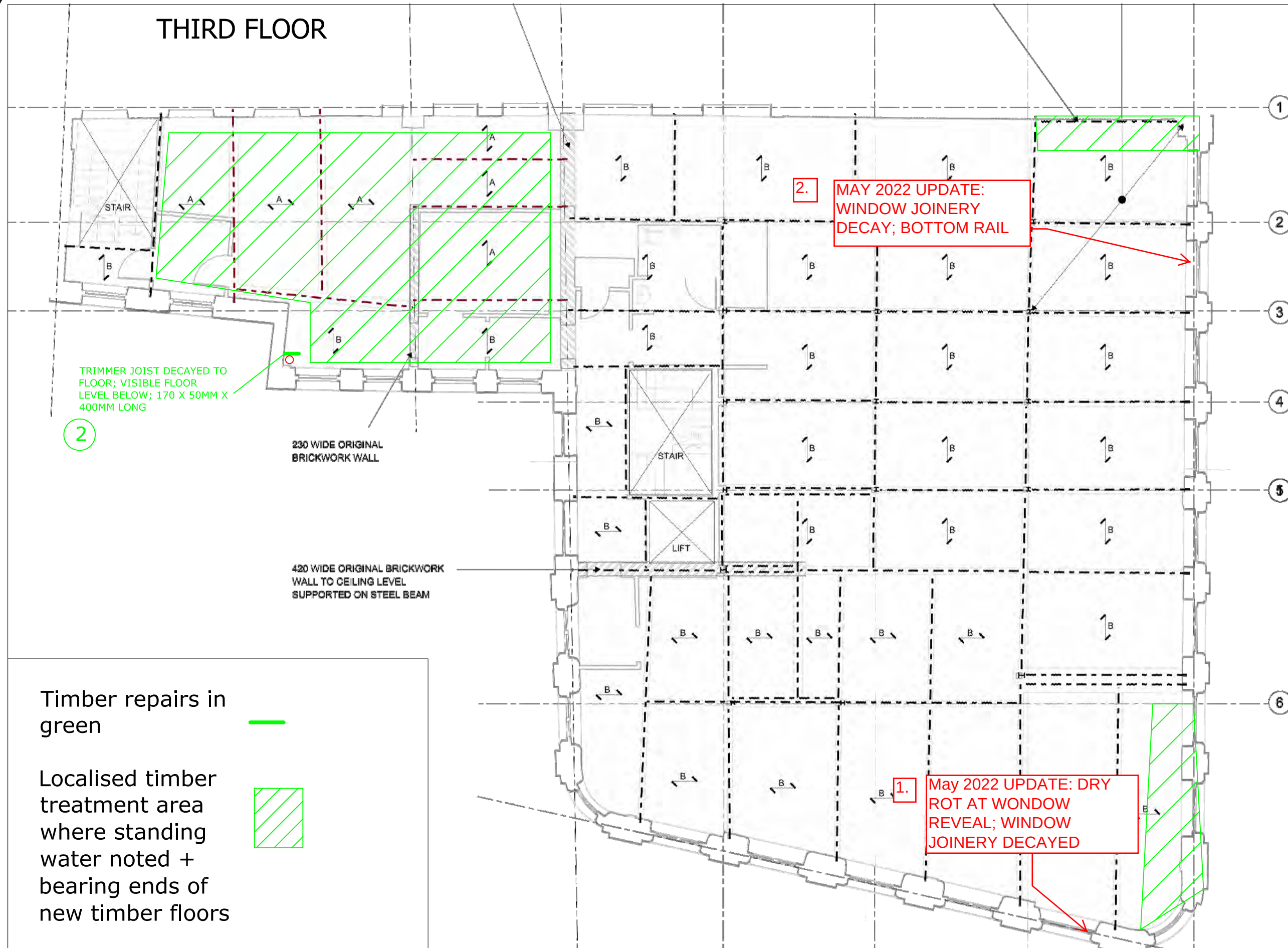
CAVENDISH HOUSE
MANCHESTER

DH/31106/01
26/08/20

Scale
NTS

TIMBER
WORKS

THIRD FLOOR



General Notes

Indicative drawing to be used for Trace guidance only

SEE COMMENTS IN MAIN REPORT

GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

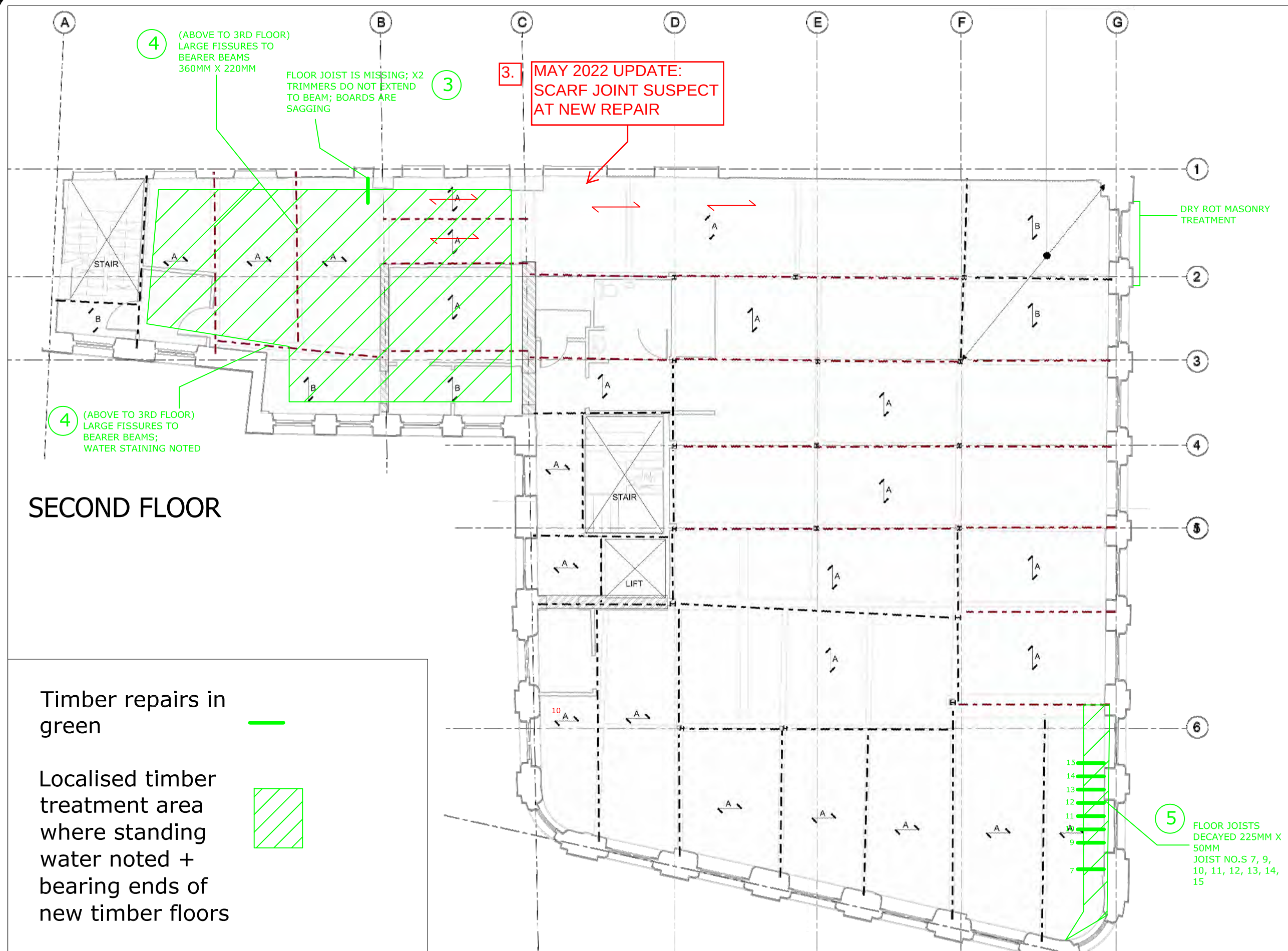
- roof coverings
- rainwater goods
- flashings
- brickwork and pointing
- cills
- external joinery
- chimney stacks
- gullies and drains
- any other items to leave the building wind and water tight.

CAVENDISH HOUSE
MANCHESTER

DH/31106/01
26/08/20

Scale
NTS

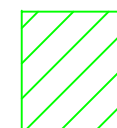
TIMBER
WORKS



SECOND FLOOR

Timber repairs in green

Localised timber treatment area where standing water noted + bearing ends of new timber floors



General Notes

Indicative drawing to be used for Trace guidance only

SEE COMMENTS IN MAIN REPORT

GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

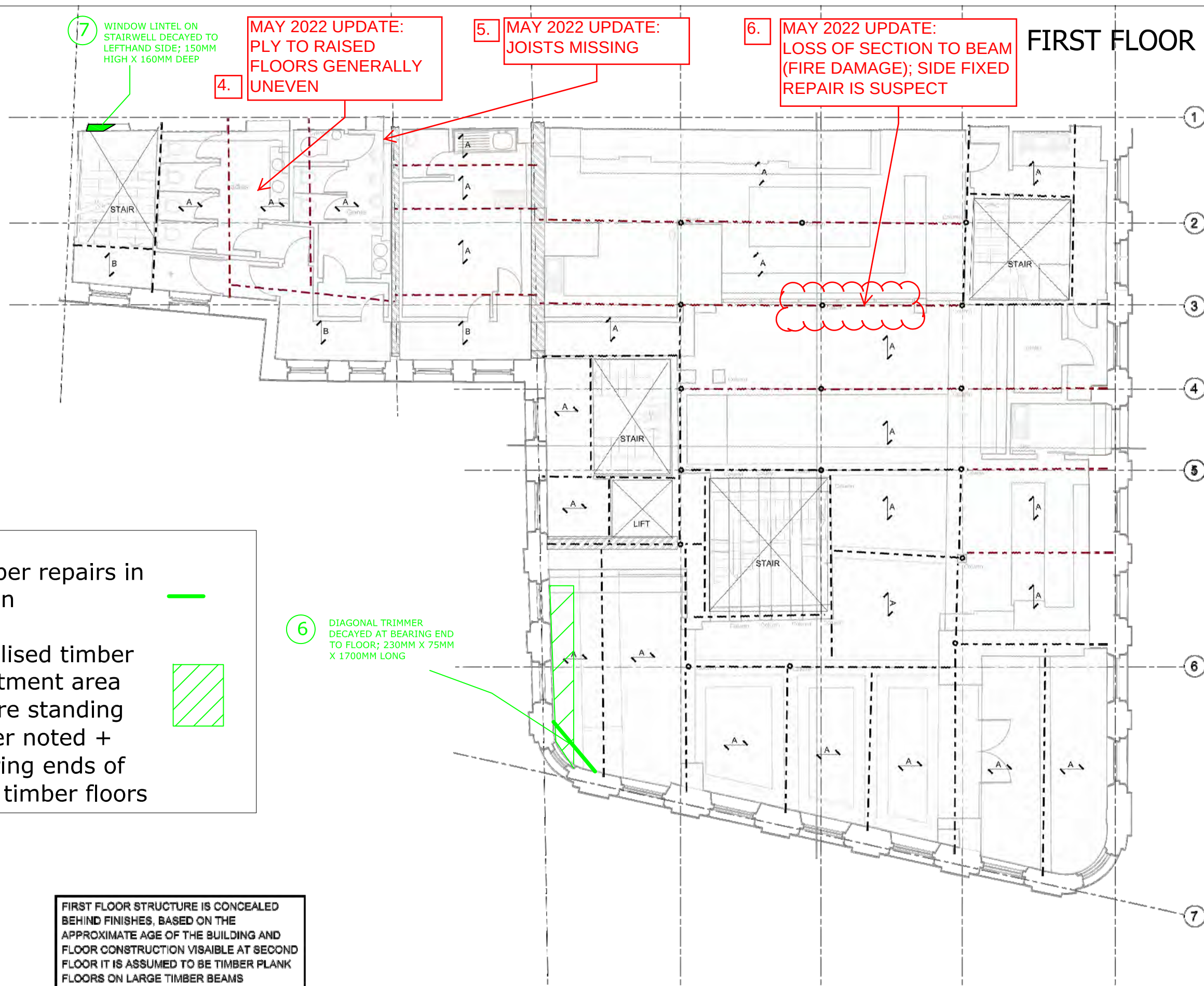
- roof coverings
- rainwater goods
- flashings
- brickwork and pointing
- cills
- external joinery
- chimney stacks
- gullies and drains
- any other items to leave the building wind and water tight.

CAVENDISH HOUSE
MANCHESTER

DH/31106/01
26/08/20

Scale
NTS

TIMBER
WORKS



FIRST FLOOR

General Notes

Indicative drawing to be used for Trace guidance only

SEE COMMENTS IN MAIN REPORT

GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

- roof coverings
- rainwater goods
- flashings
- brickwork and pointing
- cills
- external joinery
- chimney stacks
- gullies and drains
- any other items to leave the building wind and water tight.

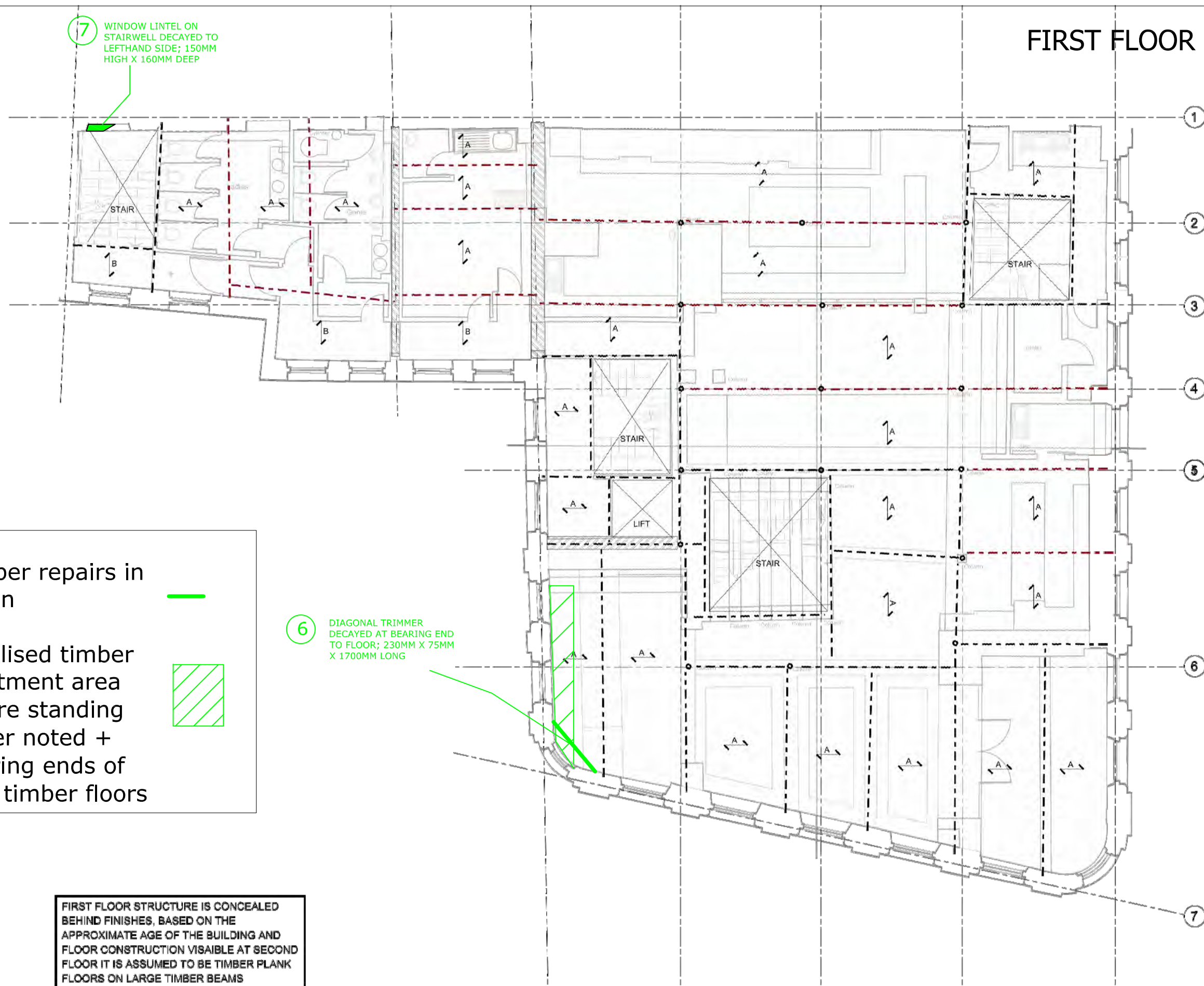
CAVENDISH HOUSE
MANCHESTER

DH/31106/01	TIMBER WORKS
26/08/20	
Scale NTS	

Timber repairs in green

Localised timber treatment area where standing water noted + bearing ends of new timber floors

FIRST FLOOR STRUCTURE IS CONCEALED BEHIND FINISHES. BASED ON THE APPROXIMATE AGE OF THE BUILDING AND FLOOR CONSTRUCTION VISIBLE AT SECOND FLOOR IT IS ASSUMED TO BE TIMBER PLANK FLOORS ON LARGE TIMBER BEAMS



FIRST FLOOR

General Notes

Indicative drawing to be used for Trace guidance only

SEE COMMENTS IN MAIN REPORT

GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

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- rainwater goods
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- brickwork and pointing
- cills
- external joinery
- chimney stacks
- gullies and drains
- any other items to leave the building wind and water tight.

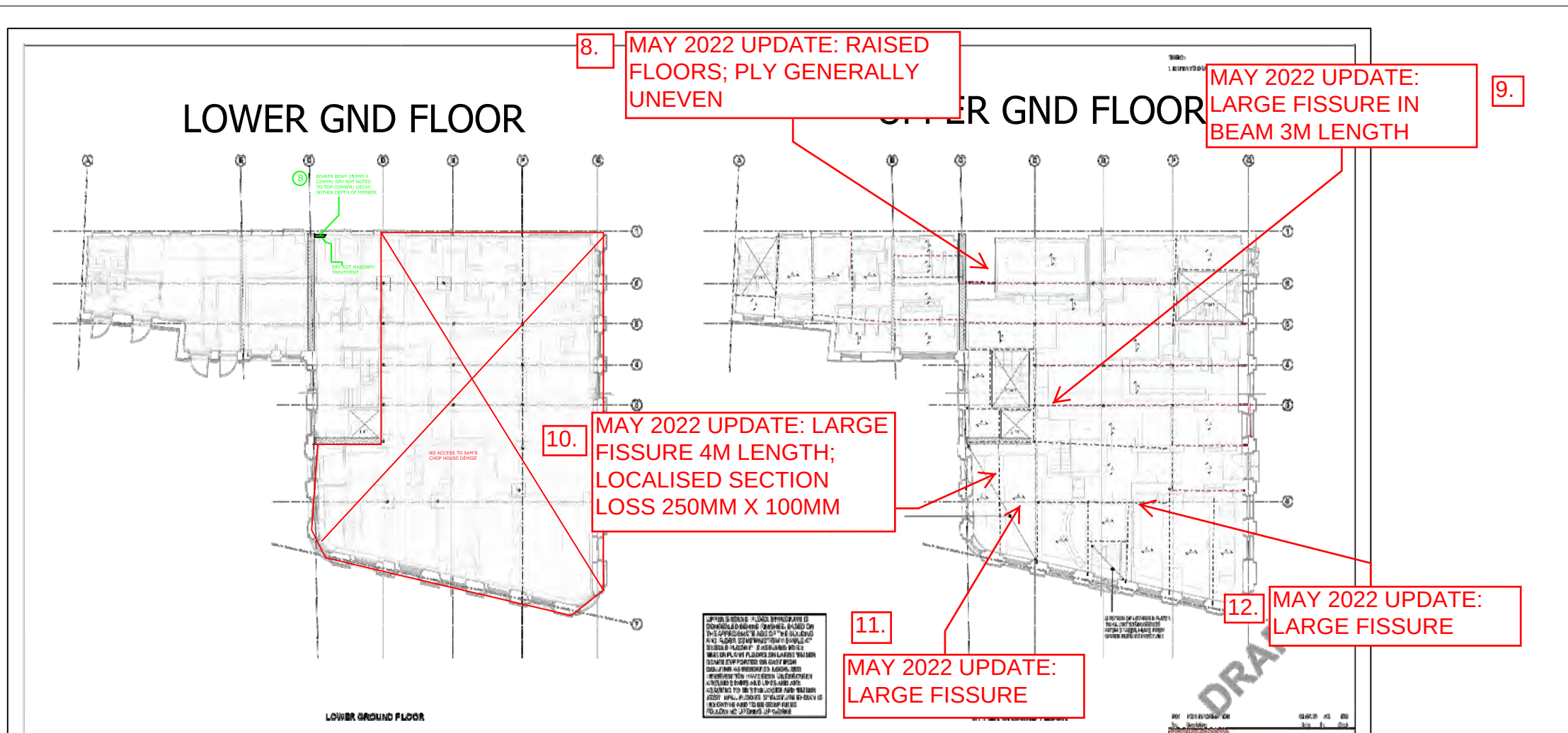
CAVENDISH HOUSE
MANCHESTER

DH/31106/01	TIMBER WORKS
26/08/20	
Scale NTS	

Timber repairs in green

Localised timber treatment area where standing water noted + bearing ends of new timber floors

FIRST FLOOR STRUCTURE IS CONCEALED BEHIND FINISHES. BASED ON THE APPROXIMATE AGE OF THE BUILDING AND FLOOR CONSTRUCTION VISIBLE AT SECOND FLOOR IT IS ASSUMED TO BE TIMBER PLANK FLOORS ON LARGE TIMBER BEAMS



General Notes

Indicative drawing to be used for Trace guidance only

SEE COMMENTS IN MAIN REPORT

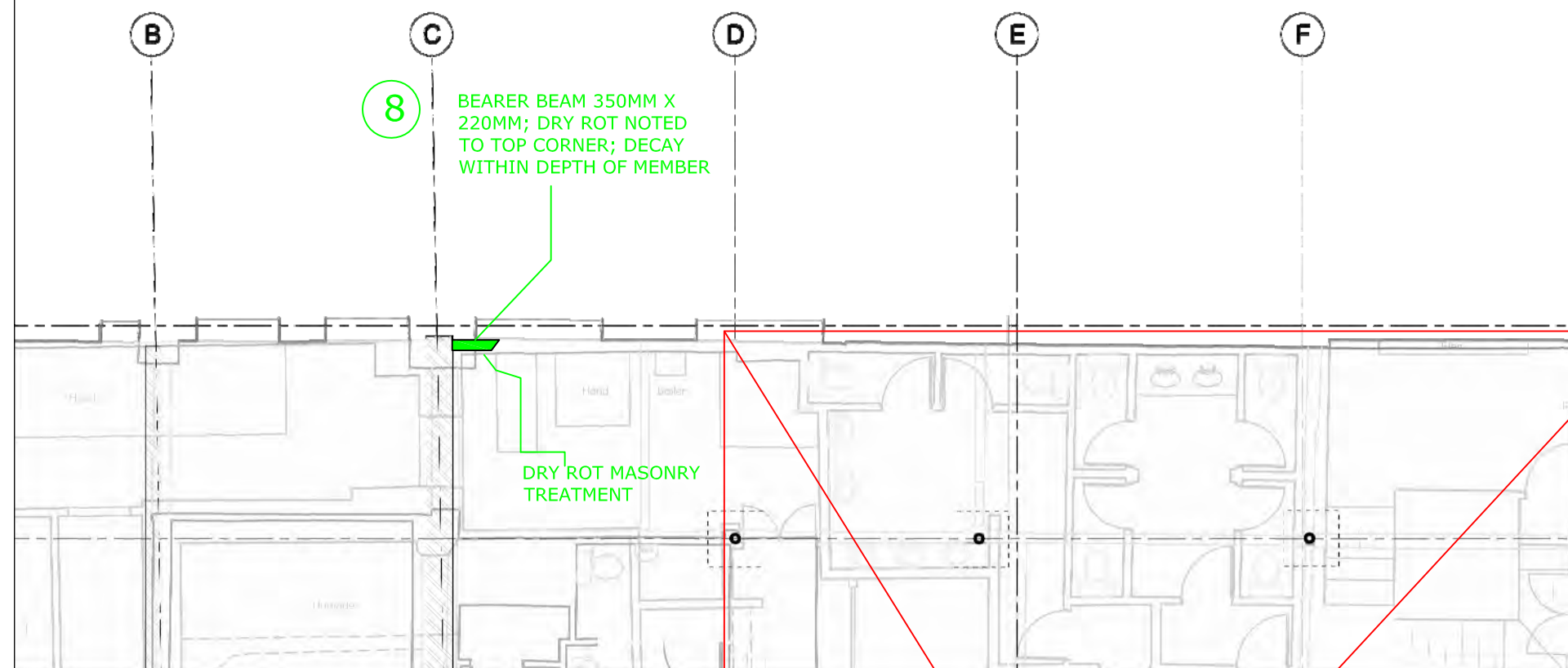
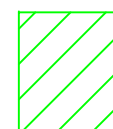
GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

- roof coverings
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- flashings
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- cills
- external joinery
- chimney stacks
- gullies and drains
- any other items to leave the building wind and water tight.

Timber repairs in green

Localised timber treatment area where standing water noted + bearing ends of new timber floors

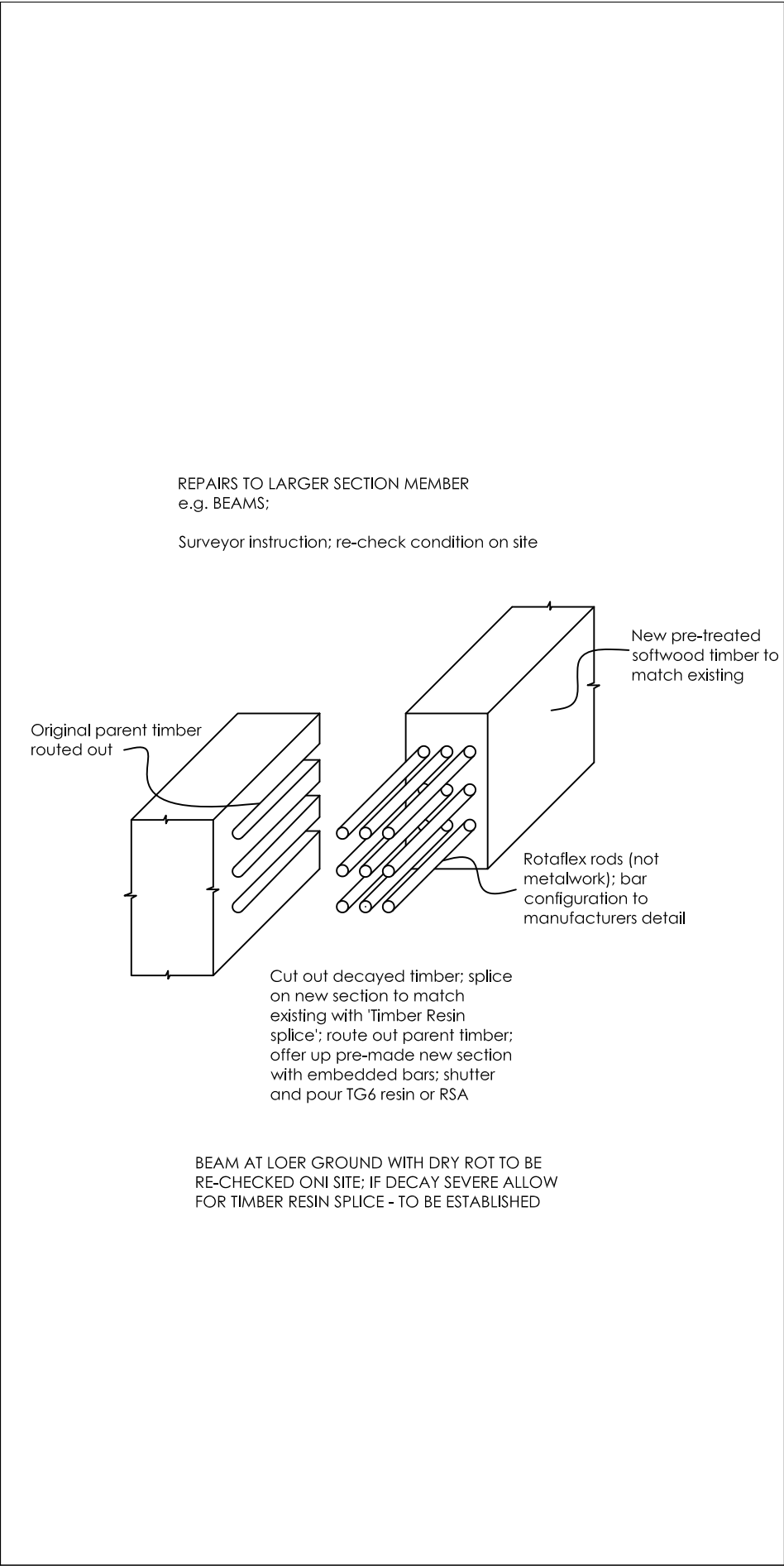


CAVENDISH HOUSE
MANCHESTER

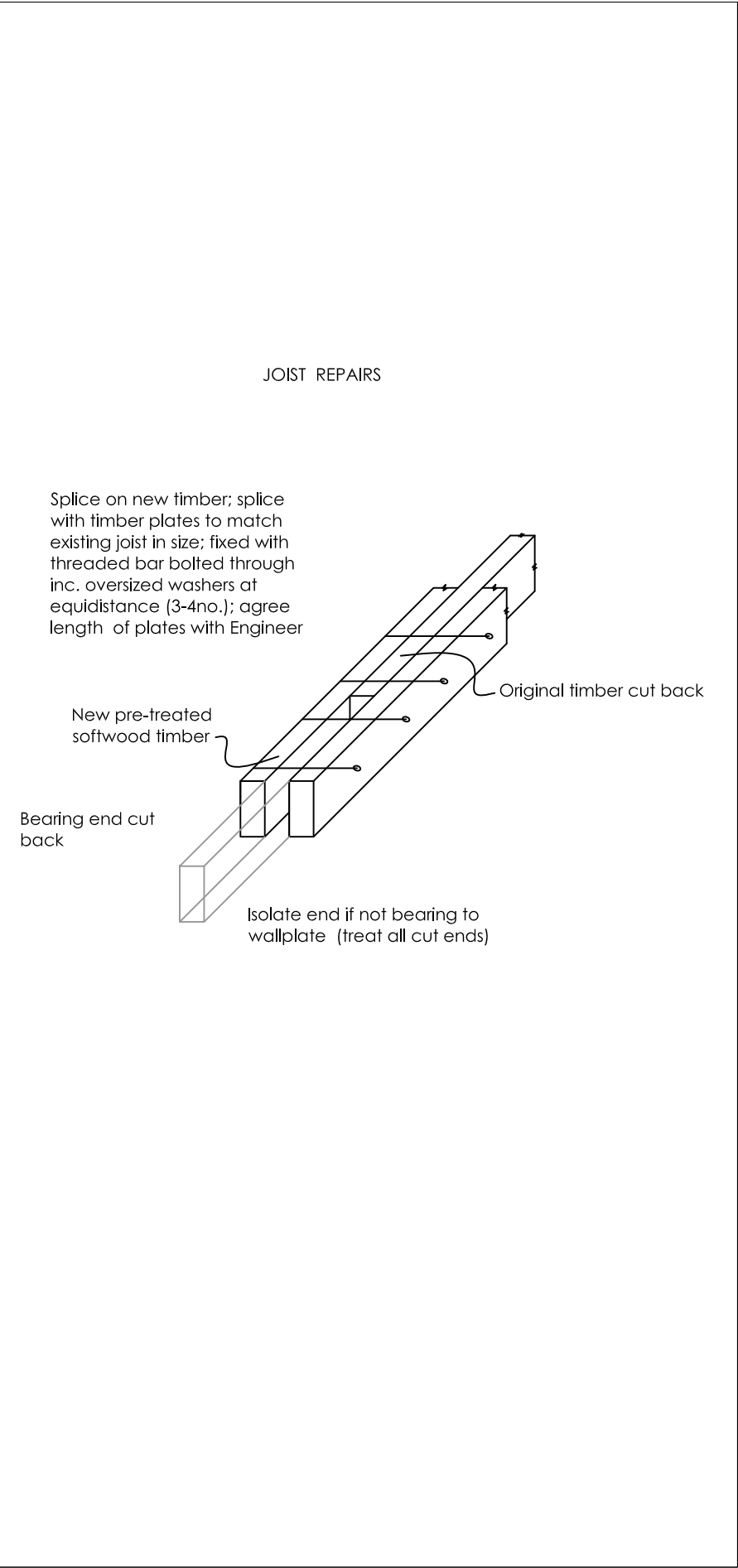
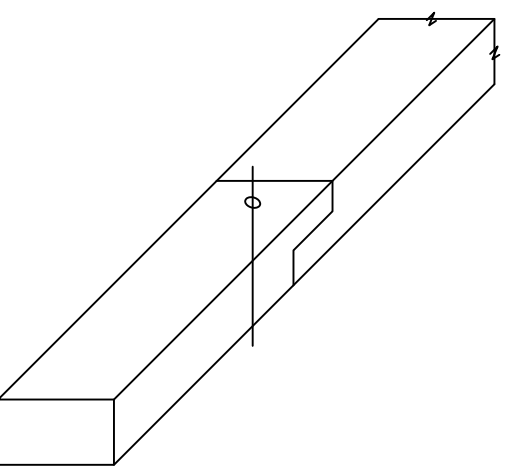
DH/31106/01
26/08/20

Scale
NTS

TIMBER
WORKS



WALL PLATES
Wall plates to be cut out and replace to match existing in pre-treated timber laid on DPC material (treat at cut ends); half lap joint or similar agreed



General Notes

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GENERAL EXTERNAL WORKS (STANDARD CLAUSE)

Undertake all necessary repairs and alterations to external services and surfaces including:

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- rainwater goods
- flashings
- brickwork and pointing
- cills
- external joinery
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- any other items to leave the building wind and water tight.

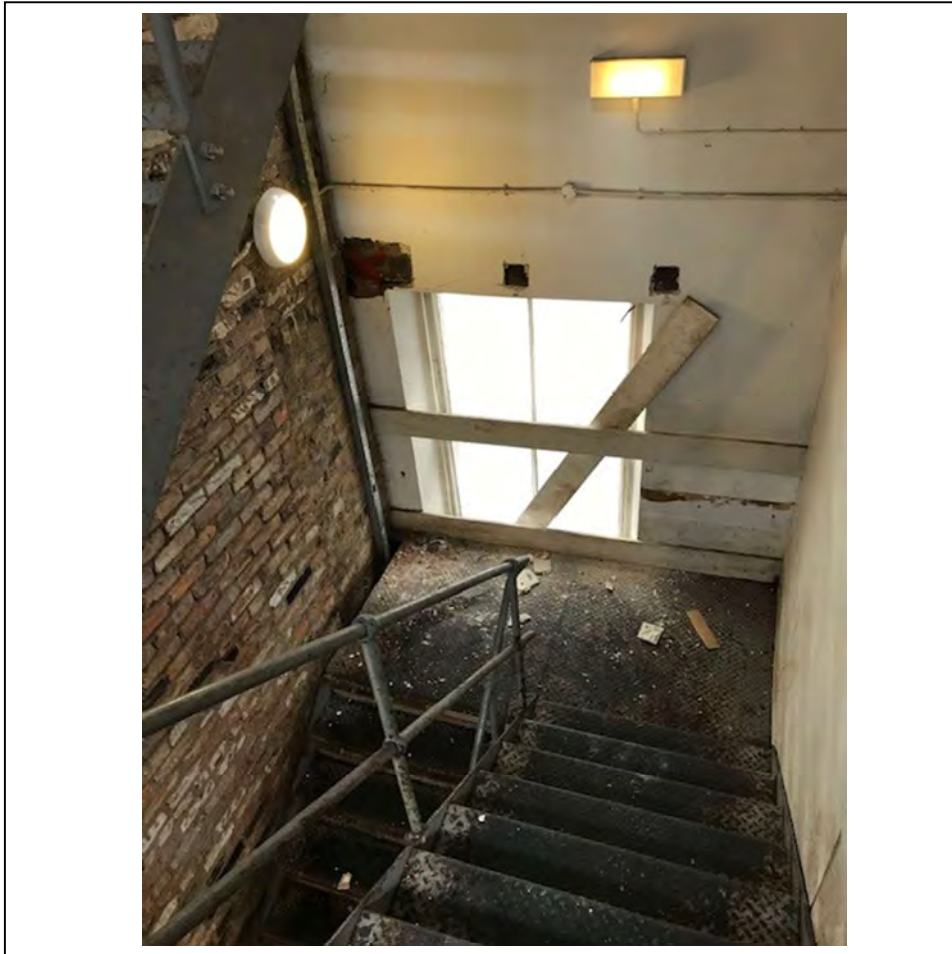
CAVENDISH HOUSE
MANCHESTER

DH/31106/01	TIMBER WORKS
26/08/20	
Scale NTS	

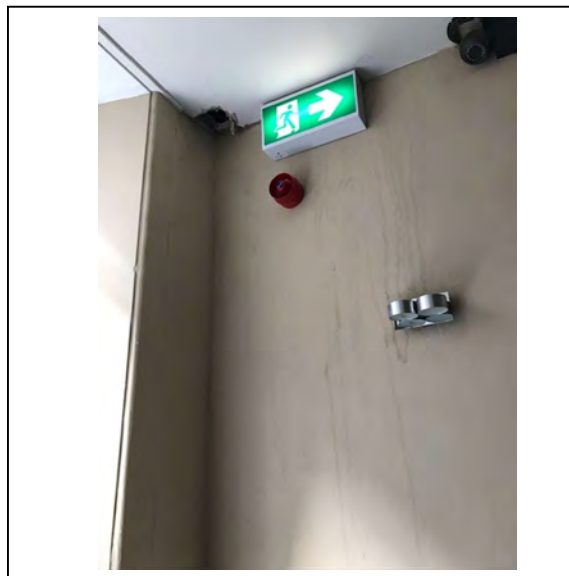


TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Lintel decayed at Stairwell



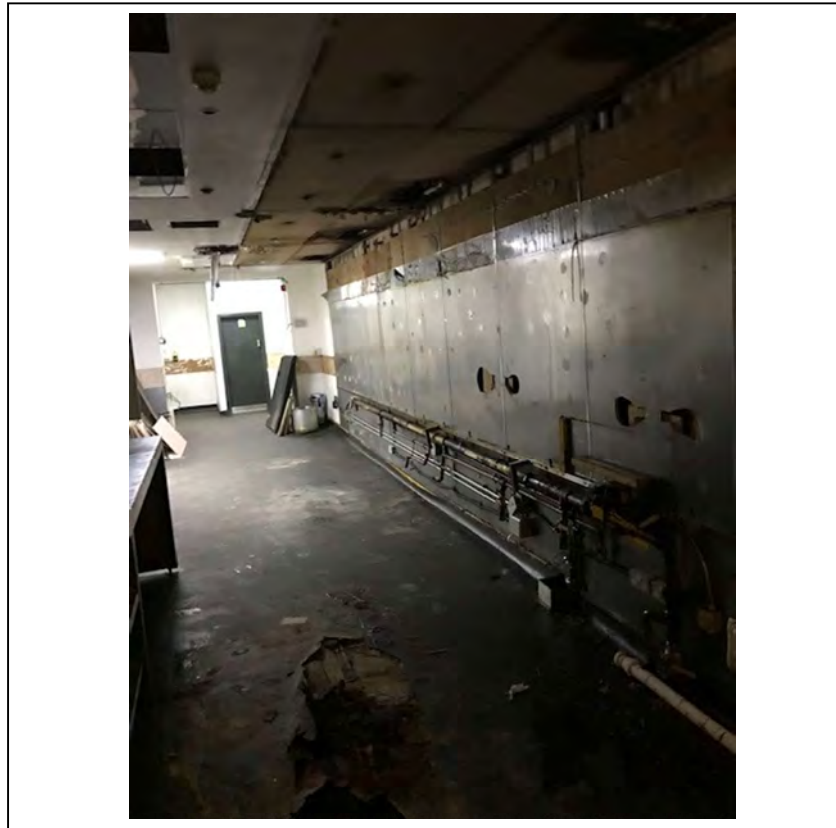
Visible moisture stains to wall upper Gnd floor - ceiling void above 450mm deep



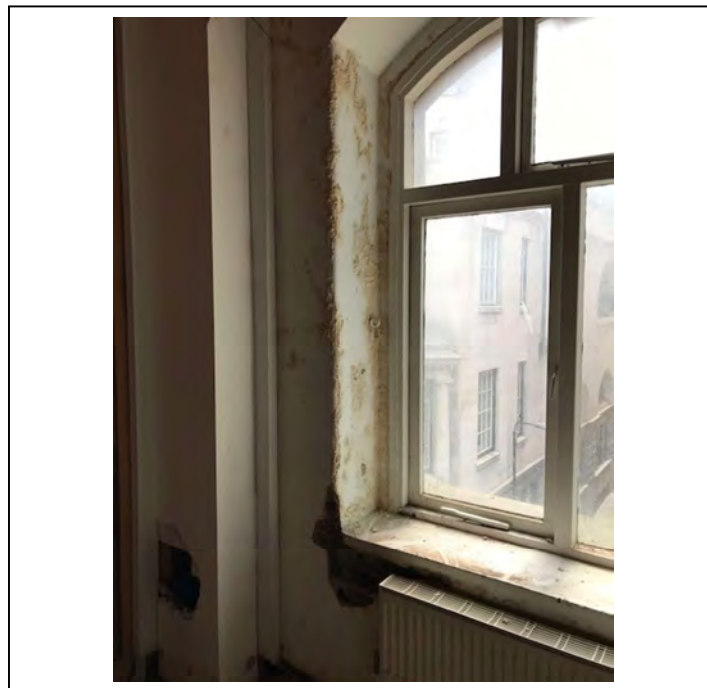


TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Restricted access at upper Gnd Floor



Example of moisture penetration; salts to plaster substrates





TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Example of new floor joist infill

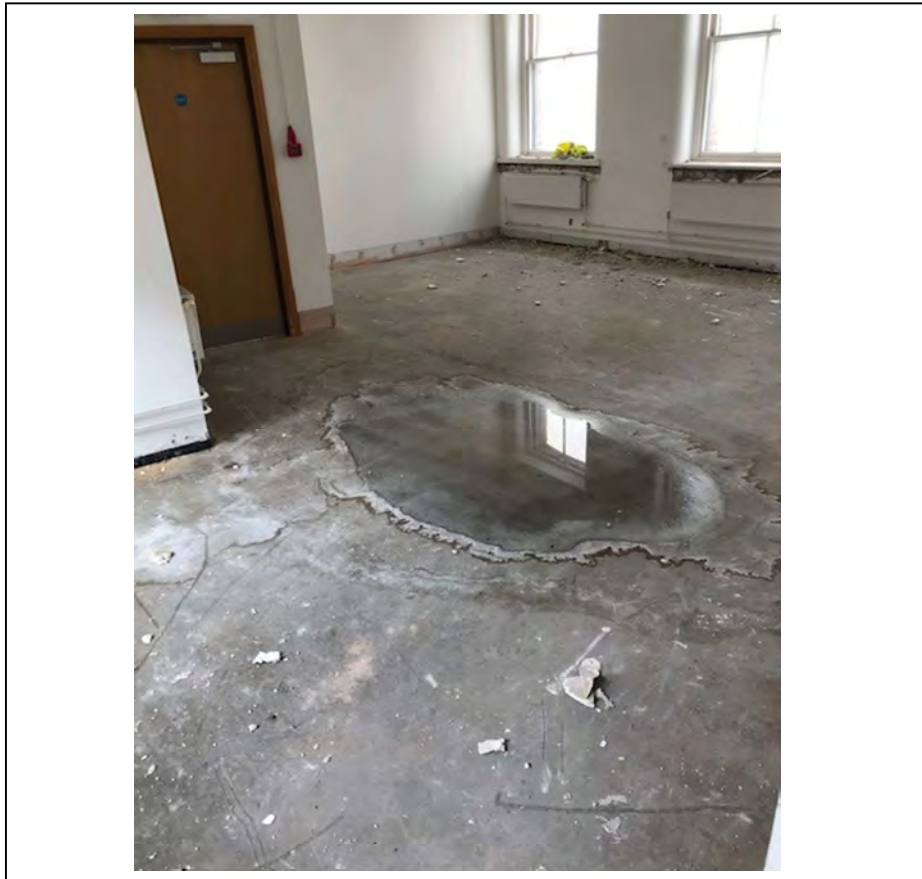


Trace Basements and Trace Remedial Building Services
are trading names of
North West Damp Proof Services Limited 1503809
Established 1974



TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Standing Water to floor

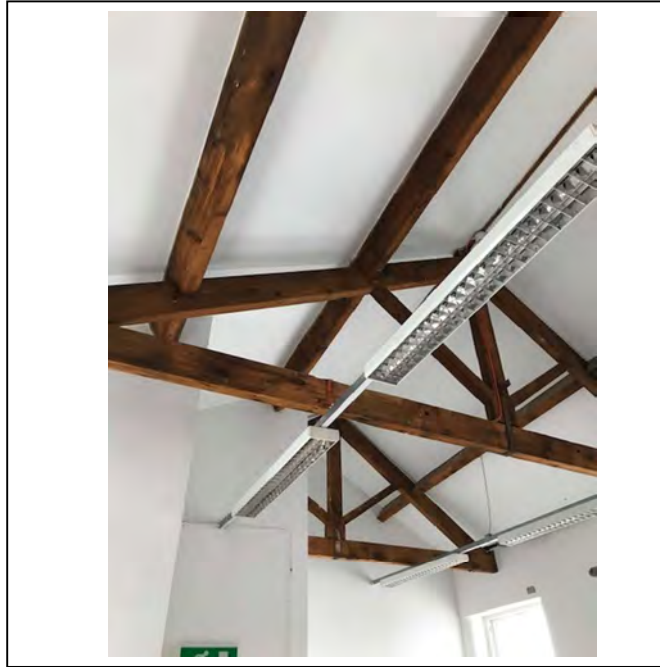


Trace Basements and Trace Remedial Building Services
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Established 1974

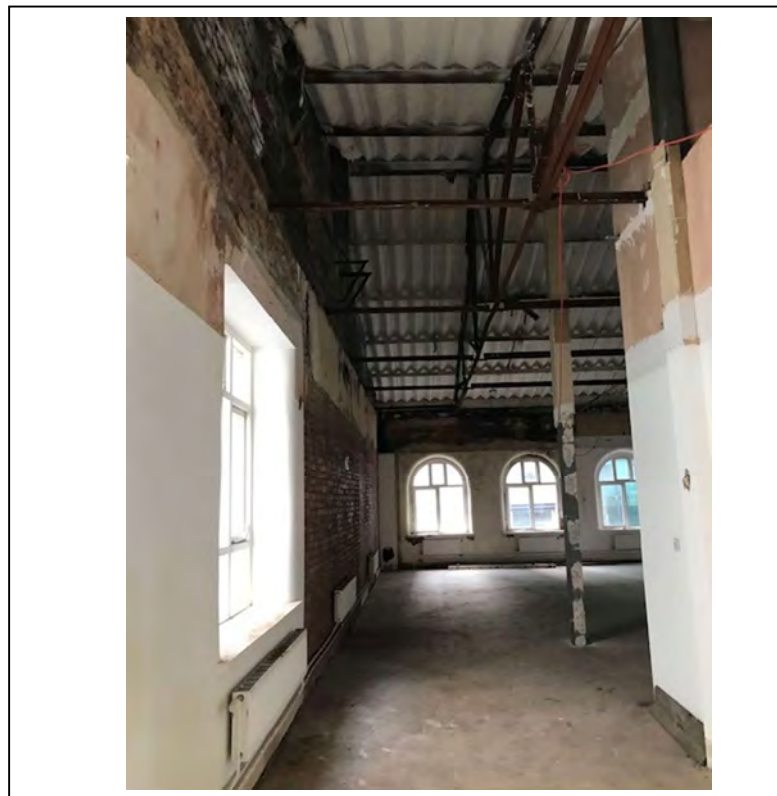


TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Example of king Post Truss



Profiled sheet roof





TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Acceptance Form: Cost of Works Required

	Cost £
Trace works as per Schedule of Works (Including any provisional works)	
VAT 20%	
GPI - Guarantee Protection Insurance Policy (Optional)	
TOTAL	
Acceptance Deposit (25% OF TOTAL)	
BALANCE TO PAY	

Invoice & Guarantee to be sent to:

Name:

Address:

.....

.....

.....

.....

.....

.....

Please indicate your intended method of deposit and balance payment

☐ Cash ☐ Cheque ☐ BACS

Cheques

Please make cheques payable to "Trace Remedial Building Services"

BACS Payment

Bank Details

NatWest, Macclesfield Branch, PO Box No. 65, 2
Chestergate, Macclesfield, Cheshire SK11 6BS.

Account Name

For and on behalf of North West Damp Proof Services
Ltd T/A Trace RBS.

Sort Code: 01-05-41

Account Number: 39601803

I accept the Terms and Conditions of your quotation and agree to pay the specified deposit on acceptance, and remaining monies as detailed in the Terms and Conditions.

I will ensure I read the report and general notes in full prior to commencement of the contract.

Signed:

Date:

Position
(if Company)

Order number
(if Company):

VAT Reg: 298 6311 20 - UTR: 23420 07546

Unit 7, Graphite Way, Hadfield, Glossop, Derbyshire, SK13 1QH.

NOTICE OF RIGHT TO CANCEL

Should you decide to proceed with the work quoted above, please be aware that you have 14 days in which to cancel this agreement from the date of acceptance.



TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

You may wish to use the form below, however we will accept cancellation by letter, personal visit (to deliver a notice or letter) or email. If sending the notice by post, then you are advised to send it by recorded delivery and contact us on 01633 411977 to advise us of your intent.

Cancellation is deemed to have started once the notice has been sent by electronic mail or given via telephone.

CANCELLATION NOTICE

Complete, detach and return this form ONLY IF YOU WISH TO CANCEL THE CONTRACT. Cancellation notice can be provided via telephone, and followed up with this form, or via electronic mail.

To:

Trace Remedial Building Services, Unit 7, Graphite Way, Hadfield, Glossop, Derbyshire SK13 1QH.

Tel: 01457 865 165, Fax: 01457 866 253 and email: david.hockey@tracere-medial.co.uk

*I/We hereby give notice that *I/we wish to cancel *my/our contract relating to:

(* Please delete as appropriate)

Survey No. _____

Name and Address of client: _____

Signed: _____

Date: _____

WORK COMMENCING PRIOR TO THE EXPIRY OF THE CANCELLATION PERIOD

If the customer agrees that work may start before the cancellation period expires, they should sign below to confirm this agreement and that they understand that if they decide to cancel within 14 days, payment will be due for work carried out prior to the cancellation.

*I/We agree that Trace Remedial Building Services, Unit 7, Graphite Way, Hadfield, Glossop, Derbyshire SK13 1QH may commence work on _____ (date), before *my/our cancellation period has expired.

*I/We understand that if *I/we decide to cancel within 14 days, *I/we will be asked to pay for any work that has been carried out prior to *my/our cancellation.

Sign _____

Date

(* Please delete as appropriate.)



TRACE Remedial Building Services
DH/31106/01 - 26th August 2020
Re: Cavendish House, Manchester

Important Notes

The following notes must be read in conjunction with the survey findings and recommendations, and followed where appropriate in all circumstances, otherwise the efficacy of both our work and other's associated work will be negated, or problems relating to the health and safety of our operatives, and other building workers, occupants and neighbours where present will occur.

Although these 'Important Notes' indicate that a main contractor builder is involved, the requirements also relate to the client in cases where Trace are directly employed.

Our recommendations reflect the dampness currently affecting the areas as designated on the relevant plans. In some instances rising damp readings were inconclusive due to penetrating damp and condensation also contributing to the level of dampness in places; we have included the relevant areas for treatment against rising damp based on the instrumental readings and our report is based on our findings at the time of inspection. We can give no assurances that walls not inspected or included for treatment could not or may not be affected by dampness at some later date.

The main contractor must inform TRACE Remedial Building Services of the depth of the party walls where present. This must include within opened up chimney breasts where the party wall at the rear of the breast may only be of half brick, even when the rest of the party wall is of full brick depth. Where such chimney breasts are opened, do not brick them in until injection is complete.

All structural alterations at d.p.c. level must be completed before the injection d.p.c. is installed, including replacement of perished and damaged bricks, re-bedding of loose bricks, ensuring that all mortar beds around the courses to be injected are sound, and where unsound rake out and re-point.

Cavities must be checked by the main contractor for blockages and bridging at d.p.c. level, and cleaned as necessary prior to the d.p.c. being installed.

Where present, bridging render externally must be cut back by the main contractor, and finished above d.p.c. level with appropriate stop beads.

Only site bricks must be used to patch the walls where the d.p.c. is to be injected. This is because new bricks are not conducive to injection. Care must be taken that such introduced bricks are free from fungus.

Where solid floors are being renewed, the d.p.c. must be installed after the floors are laid, but before asphalt is laid. These measures will help to avoid problems related to unstable brickwork, incorrect positioning of the d.p.c. and adverse reaction of the solvent carrier with the asphalt, where such is being used as a screed.

Only clean stone hard-core must be used as infill below proposed new solid floors, thus discouraging contamination by wood decaying fungi.

Where solid floors are being laid it is very important to ensure that the oversite, sub-floor walls and any redundant joist pockets are clean and free from wood residue or wood decaying fungus. No wood must be allowed to fall into the sub-floor, hard-core or sand between the time of cleaning out, treatment if called for, and laying of the concrete. Therefore the time period involved must be as short as feasible. There is sufficient oxygen within a piece of wood to allow germination of wood decaying fungi.

Do not brick up the joist pockets and redundant air vents before the sub-floor treatments are completed.

Where solid floors are being laid in place of timber floors, it is imperative that redundant sub-floor air vents be removed and the holes bricked in, otherwise oxygen will circulate in sufficient quantity to encourage wood decaying fungi within and below the solid floors, from whence it may spread to walls and joinery.

Where screeds of any description are to be laid after injection is completed, ensure that TRACE Remedial Building Services are informed of the depth of the screed, so that the d.p.c. can be installed at a height to avoid bridging. Particular care must be taken to ensure that the screed is allowed to run up to the wall, rather than against the exposed side of the skirting board. Therefore it is prudent to lay screeds prior to fixing skirting boards.

Where improvement to sub-floor ventilation below timber floors is called for, it is necessary to promote through flow of air always where feasible. This will call for opening up holes within sub-floor divisional walls where they are solid, increasing the number and or changing the type of air vent to a more effective design. Where a proposed new solid floor abuts a timber floor, a pipe vent must be laid through the solid floor to ventilate the timber floor. This pipe must not allow air to enter the constituents of the solid floor.

Always inform TRACE Remedial Building Services if the injected d.p.c. is disturbed after completion, as snagging will be necessary.

Always ensure that the specified plaster is removed completely, including residual backing plaster which may be contaminated with salts and other impurities, and following this brush the stripped areas to remove surface salts from the walls. Do not however brush off any fungus, otherwise important evidence will be removed. Unless stated otherwise such fungus will be wire brushed by TRACE Remedial Building Services, within the scope of recommended remedial works.

Ensure that all redundant and or decayed embedded timber fixings and plates are removed, in all circumstances at all levels where such are exposed by the remedial works. This must include all existing skirting board fixing plugs, especially at ground floor



TRACE Remedial Building Services
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Re: Cavendish House, Manchester

level in association with a d.p.c. It is also especially important at any level or area where problems of decay within wood, or fungus on or within walls has occurred.

Use no timber fixing plugs anywhere. Instead, use "Hilti" type "HPS" hammer fixing screws sheathed in plastic, direct into the walls. Timber fixing plugs, under site conditions do not generally receive adequate preservative, so this measure will help to avoid offering food to potential fungus and will discourage spread of existing incipient fungus.

All new timber introduced to the property must be pressure impregnated with preservative. Where cut on site it must be treated again at the vulnerable grain end, otherwise wood decaying fungi can infest the body of the timber whilst leaving the treated surfaces sound. Where such timber is to be embedded in walls, i.e. joists etc., they must be wrapped fully at the ends with conventional d.p.c. prior to fitting.

Where any direct applied re-plastering does occur, to avoid problems of salt and tar contamination, Washed Sharps Sand and Cement, incorporating Renderguard Gold additive, must be used as backing plaster where replastering is being undertaken in association with a Trace damp proof course. Renderguard Gold additive to be supplied by us at extra cost. The additive inhibits salt migration and allows the existing moisture in the walls to dry out as a vapour.

Under no circumstances must Gypsum type plasters be used on existing walls in association with Trace Remedial works. They do not adequately withhold hygroscopic and other salts found in damp building materials, commonly allowing latent moisture to cause damage to new plaster and decorations.

Particular care must be taken to prevent gypsum based plasters being used to fix plaster angle beads on damp walls, especially in association with a TRACE Remedial Building Services rot and d.p.c. works, otherwise such porous plaster will become contaminated by hygroscopic salts, resulting in rusting of the angle beads and movement of salts to the wall surface, a common defect.

Under no circumstances must plasterers use paper and or other wood related materials to fill in gaps at the side of joinery, in case such serves as food to fungus.

Particular care must be taken not to allow bridging of the d.p.c. by plaster. In all circumstances pressure impregnated softwood battens should be used as plaster stops and skirting board fixing points. See note on fixing method.

To comply with the Party Wall Etc. Act 1996, the client or their Party Wall Surveyor must obtain permission where necessary, or give reasonable warning to party owners that injection of the d.p.c. will involve double drilling into their side of the party wall. We have assessed the necessary works in relation to the building details and occupancy to comply with the Control of Substances Hazardous to Health (COSHH).

The proposed refurbishment works may reduce the levels of ventilation within the occupied areas, and as a result condensation could occur. To combat this effect, every effort must be made to ensure there is fixed ventilation within the occupied areas, along with adequate heating and insulation, and that these are kept at a balance to discourage condensation during the future.

It is important that the external services and surfaces be repaired as necessary, and be kept in good condition in the future, otherwise dampness and it's consequences will occur.

For the recommended specialist treatment works to be effective, it is imperative that the recommended Main Contractors works be carried out, otherwise the effectiveness of the TRACE Remedial Building Services works will be negated.

The damp proofing and treatment chemicals proposed for use in this property are water emulsifiable concentrates, slurries or bodied paste type products and are from the range of chemicals manufactured by Safeguard Chemicals Ltd.

It is likely that Asbestos. Asbestos containing Materials (ACM's) are present in properties; in the event that we so uncover suspected asbestos containing materials, Trace may have to suspend the work to have the material investigated for asbestos. We will stop work, seal the area and immediately inform you. Any asbestos related costs would be passed on to the client.

The specialist treatment and damp proof course works will be subject to TRACE Remedial Building Services guarantee, which is backed by both professional indemnity insurance and product (guarantee) insurance.

TRACE Remedial Building Services will offer the G.P.I. backup insurance guarantee, which will be issued if the fee is paid by the client. See estimate. Upon completion of the TRACE Remedial Building Services work and settlement of the TRACE Remedial Building Services account, TRACE Remedial Building Services will forward the guarantee insurance documents to the G.P.I., who will process them and submit them direct to the client for signing.

Specimen copies of the guarantees are available upon request.

Terms & Conditions:

All Contracts made by North West Damp Proof Service (T/A TRACE BASEMENTS and TRACE REMEDIAL BUILDING SERVICES) shall be deemed to incorporate these terms and conditions. No other terms and conditions will apply unless specifically agreed in writing by TRACE.

Where a 'Main Contractor' is referred to, this may be replaced with 'client'.



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Payment: Applications are made on a monthly basis (where projects span over such periods) or at practical project completion where shorter. Invoices are due for payment upon receipt. Should payment become more than 30 days overdue, the total outstanding balance shall become immediately payable, together with a further administration fee of £50.00 under the terms of the late payments of Commercial Debts (interest) Act of 1998. We retain the right to charge interest at the rate of 6% above base rate.

In the event that completed work is not to client satisfaction, TRACE must be informed immediately. Withholding payment while failing to advise TRACE of any issue at all will result in the addition of the late payment penalties outlined above. Payment may be made via cheque or electronic transfer to Acc. No. 39601803 Sort code: 010541.

TRACE's responsibility is restricted to the work as detailed within the TRACE report and quotation.

No discount or retentions can be applied unless specifically approved in writing BY TRACE, prior to commencement of the works. Non-payment of retention (to TRACE) when due, will void the guarantees until such a time that the outstanding retention and interest, rates and terms as previously advised herein, are passed to TRACE.

Provision of Services/Facilities: The quotation assumes that the client will afford all necessary facilities to TRACE including storage of materials, parking, welfare facilities (W.C., warm running water, drinking water), continuous 13amp 220/240v or 110v mains electricity as appropriate with sufficient number of points to suit programme. It is assumed that this will always be provided and in the event that it is not, clients accept that the associated extra costs will be passed back to them. This includes circumstances where we have safety concerns in running cables long distance etc.

Additionally any stored items must be removed from areas of work prior to TRACE attending site. Any items/fixtures/fittings/finishes left within areas of work are at client risk unless otherwise expressly stated within the report. Other contractor's tools and materials are to be removed from the TRACE work area prior to TRACE commencing work there. TRACE to be notified in advance where this is not possible and controls agreed prior to TRACE commencing work there.

Proposed TRACE work areas are to be left fully prepared and free of site debris prior to commencement by TRACE.

The Main Contractor shall be responsible for and provide all necessary traffic management, barriers, diversion systems, signs and lighting, together with all necessary protection to adjacent workforce, personnel and structures.

The Main Contractor shall provide suitable safe heated storage facilities and sufficient containers for the adequate storage of our materials and equipment for the duration of the works.

The Main Contractor shall provide suitable access for placement of generators, compressors and any other equipment deemed necessary by TRACE for provision of our works. This shall include suitable parking or access for surface preparation vehicles where required.

Electrical power, lighting, water, scaffolding and access towers shall be provided free of charge by the Main Contractor, when required to carry out the agreed works.

The Main Contractor is responsible for identification, marking and making safe of any services within the proposed areas of work. Any instruction or requirement to obtain specialist equipment, such as for finding cable locations or other services is chargeable.

Diagnosis: Unless specifically stated to the contrary, our offer to carry out works does not constitute a diagnosis. In any event 'free surveys' and 'quotations' do not purport to be a diagnosis of the problem. Diagnostic surveys and sample analysis are available on a fee basis.

Specification Amendment: We reserve the right to amend specification and design details subject to factors which may come to light after the commencement of works. Where such changes affect the price of the work and/or if additional works are required, these will be subject to a further quotation.

Extra Works: No variation, additions or omission to the contract works will be carried out by TRACE, unless instructed to do so, in writing, by the Employer chain, and this will constitute a variation to the contract, for which a charge will be made. Extra works must include mark-up for over-heads and profit; and must not be assumed on an 'at cost' basis.

Acceptance periods: Prices quoted are net (including of any discount) and exclude VAT, and are valid for a period of 60 days from the quotation date. Orders should be submitted in writing by fax/email/post, on signed company letterhead, confirming the accepted order total.

Working Times & Access: Our contract assumes that TRACE will have access to be able to complete the work during a continuous working period, this being between 7am and 4pm (this partly including travelling time). Where working times outside of these hours are required they are subject to overtime or nightshift charges. By restricting or altering these working hours, the client



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accepts the additional associated costs. Works such as breaking or hammer drilling which can create high levels of noise and vibration, are undertaken between 8am and 4pm.

Unhindered access to the working area is to be made available and exclusive possession of the working area shall be given to TRACE for the duration of our operations. The area has to be accessible, safe, well lit, or correctly prepared or this will result in an abortive visit, standing or waiting time for our operation teams caused by unavailability of the work area. TRACE require that the complete area of work is made available to us at any one time, unless agreed within the programme. Where abortive visits, standing or waiting times do occur, our site staff will advise the site chain in writing, with a copy to TRACE for confirming officially with the employer chain.

Delays/Minimum Day Charge/Abortive Visit: Should the client or other occupant/stakeholder delay commencement or completion, or cause standing or waiting time for our operation teams for whatever reason, this shall incur an hourly charge - see day-work rates below. The minimum day charge for an abortive visit is £200.00 per two man team. Any loss to TRACE resulting from additional expenses must be paid for by the client as an extra. Furthermore agreed completion dates may be forfeit.

Where issues outside of TRACE control result in late practical project completion, TRACE cannot be held responsible for any associated liquidated damages or penalties imposed in full or part thereof.

Notice: TRACE requires a minimum 3 working weeks' notice period from receipt of order for the delivery of materials. This applies to each site visit. The Main Contractor may give advance notice of a start date, but the date must be confirmed in writing at least 3 weeks before TRACE are due to arrive on site. Cancellation or postponement of a start date must be issued in writing at least 3 days before the originally programmed start date. Cancellation or postponement during the three days prior to the programmed date will incur a mobilisation charge of £1200.00. Revised start dates after cancellation or postponement must be agreed by TRACE.

The Main Contractor shall make adequate allowances in the works programme for our work to be carried out as a non-critical activity. No charges or costs for delays against TRACE will apply unless the Main Contractor has specifically notified TRACE of critical working and critical periods of completion before the order is placed.

Our price is based upon a five day working week, Monday to Friday (40 hours/week) and makes no allowance for critical activity working. Over time, night work and weekend working is chargeable as extra to our price and is calculated at TRACE rates.

The number of visits to be undertaken to complete the works is noted under Qualifications in this document and any further visits shall be subject to additional mobilisation charges of £1500.00 per team visit.

Weather dependent works (Temperature/Rain): All cementitious or other liquid applied systems require five degree Celsius and rising temperatures, and generally no rainfall for 24-48 hours on any exposed treated area for each coat of the application. TRACE reserve the right to vary the agreed start date based upon the prevailing weather forecast noted the day before due date of commencement of works.

Whenever weather conditions or conditions arise because of weather that affects TRACE works, TRACE can suspend work due to weather for as long as the company considers necessary. No liquidated & ascertained damages nor any other costs or charges will apply because of delays to our works caused as a result of the weather or conditions arising from the weather.

General: All measures, dimensions and method of measurements shall be agreed prior to commencement of any works.

TRACE reserve the right to carry out credit checks on you. Subject to the results of checks TRACE may request a deposit of up to 50% before commencement of works. This deposit must be received and cleared prior to any works being commenced. The maximum amount of Liquidated & Ascertained Damages and/or other costs and charges that can be levied against TRACE under any contract agreement shall be limited to 5% of the order value of TRACE work. Any bond or any other form of security is excluded.

All Contracts entered into by TRACE will be executed by hand. No contracts will be under seal with a value less than £1million.

The Company will require your nominated site representative to sign off areas of completed works to enable the Company to apply for stage payments.

Property and goods supplied by TRACE to the Employer for incorporation into the permanent contracted works shall not pass to the Employer until such times as the goods have been paid for in full.



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TRACE will not commence work until a programme of work has been agreed with the Employer, giving specific commencement and completion dates. Such a programme, together with an order to proceed must be in writing. Such agreement shall not be unreasonably withheld. TRACE will not be responsible for any delays in the programme arising from abnormal weather conditions, fire, civil commotion, strike, lock-out or accident. TRACE reserve the right to charge for any delay occurring outside their control.

TRACE are unable to guarantee any penetrations that are installed by others. Penetrations must have a suitable collar of flange and must be at least 50-100mm apart.

No responsibility will be accepted by the Company for the standard of works undertaken by builders or other third parties. No responsibility is accepted by the Company for any blemish which may occur to any surfaces as a result of overspray in areas where works are to be executed. Whilst all practical care shall be exercised, it is the client's responsibility to ensure effective coverings are laid in positions to protect adjacent surfaces, prior to the work commencing.

Where we are called upon to execute works to party walls or within terraced, semi-detached or properties in multi ownership, it is the responsibility of the Client to inform the owners of the adjacent properties as to the proposed works, to ensure there are no objections and to avoid any possible damage to fixtures or contents. (This is a requirement of the Health & Safety Executive and the party wall act).

TRACE will not be liable for any loss or damage however caused or occasioned unless due to negligence or other failure of the Company to perform its obligations under this Agreement or under the general law.

Insurance Backed Guarantees are issued to one property address only. Multiple properties will have individual guarantees issued.

The Company operates a complaints procedure which, in the unlikely event of a complaint, must be adhered to in order to identify the problem and to be able to solve the complaint or dispute in the speediest fashion. No claim for alleged damage or misconduct will be entertained unless our procedure is followed. (Details available on request).

It is the responsibility of the client to ensure that all electrical circuits and installations within the areas to be treated are located marked, safe and are in good order prior to the commencement of any work.

Defects identified are not an exhaustive list to the property as a whole, and we can only comment upon visible defects. Where intrusive investigations are carried out, we can only comment on safely accessible timbers.

Reports issued by the Company are in the context of quotations for treatment work and should not be construed as structural survey reports.

Day work and out of hours rates

(a) Charges extra to measured works for overtime working are

Weekday (i)	From 1730 to 2100 hours	£40.00 per man per hour
Weekend (ii)	From 0800 to 1730 hours	£55.00 per man per hour
Weekday night- time	From 1730 to 0800 hours	£60.50 per man per hour
Weekend night-time	From 1730 to 0800 hours	£60.00 per man per hour

(b) Day work

Weekday (i) Applicator- normal working hours	£30.00 per man per hour
Overtime (ii) Applicator from 1730 to 2100 hours	£40.00 per man per hour
Weekend (iii) Applicator from 0800 to 1730 hours	£35.00 per man per hour
Overtime (iv) Applicator from 1730 to 0800 hours	£40.00 per man per hour

(c) Day work rates: Plant

Van and pump including spray equipment	£400.00 per day
Van and pump including spray equipment	£45.00 per hour

(d) Day work rates: Materials cost plus 15%

Part materials will be charged per full container and no part containers as unused material cannot be re used.

Legal Liabilities, Service Contract, Guarantees and Insurance

We ask that our clients take time to read and understand this document clearly. If you have any queries please don't hesitate to speak to us. It is important because it involves the client protection we offer.



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With the **Insurance Mediation Directive (IMD)** in force from January 14th 2005, implemented to stop people and companies misleading the public, those offering true insurance to the public must comply with the Directive and this has implications on how TRACE inform, deal with and protect their clients.

Guarantees: This Contract is subject to the law of England and Wales.

North West Damp Proof Services Ltd t/a TRACE REMEDIAL BUILDING SERVICES/TRACE BASEMENTS, issues long term Guarantees for its specialist works (guarantees are for ten years unless otherwise stated), and subject to Terms & Conditions of Guarantee, warrants that in the event of a Trace defect, will undertake such work as the Company may deem fit to remedy such defects.

Terms and Conditions of Guarantee where offered:

1. Nothing contained under the Terms and Conditions of the Guarantees shall be construed as depriving either the beneficiary or the Guarantor of their respective rights under common law.
2. Subject to compliance with the Terms & Conditions, the Guarantees shall apply during the periods in force to any owner or owners of the property treated. Formal written notice of change of ownership should be made to the company, whereupon, and subject to payment of the Company's current charge, a note shall be made of the interest in the warranty and new Guarantee Certificate issued for the balance of the guarantee period.
3. The acceptance by the Guarantor of any claim for re-treatment under the Guarantee shall be conditional upon:
 - a) payment of the Company's current re-inspection fee (refundable in full, if the claim proves to be the responsibility of the Company);
 - b) the satisfactory execution of any structural or other alteration recommended by the Guarantor;
 - c) the full and proper maintenance at all times of all water systems and other services in the property (the client is responsible for arranging this - maintenance of TRACE'S system to be undertaken by TRACE and not third parties (unless agreed by TRACE in writing);
 - d) all reasonable precautions being taken to protect the property from dampness at all times, both internally and externally.
4. The Guarantee shall not apply to:
 - a) any areas not fully treated in accordance with the Guarantors specification, due to the Client's instructions or to circumstances beyond the Company's direct control;
 - b) any parts of the guaranteed areas which are repaired, altered or added to after completion of the guaranteed treatments, or in the case of tanking or membrane installations - piercing or invasion through the systems.
 - c) Defects arising due to subsidence, fire or flood. (Flooding above ground or exceeding pump flow-rate capacity).

Insurances: TRACE maintains £2.5m Professional Indemnity Insurance (for any one claim) covering advice given on the property. This basically protects both the client and TRACE in the event of a claim.

What the public do not realize is that 98% of the other 2,500 or so purported specialist remedial companies in the UK keep them in ignorance of the fact that in the event of a claim when not insured, the company's guarantees are only as good as their often inadequate net assets.

Whilst TRACE continues to trade you have the protection of our Professional Indemnity insurances, but how can you protect yourself in the unlikely event that TRACE ceases to trade?

To cover even this remote possibility we offer Guarantee Protection Insurance (GPI) insolvency insurance, please see the attached Leaflet and Policy Summary for your consideration.

The GPI Policy summary follows.



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Policy Summary

For Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance

This Summary contains

keyfacts

about Your Policy

Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance is underwritten by Guarantee Protection Insurance Limited ("GPI")

This document provides only a summary of the main benefits available under the Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance and the Policy terms and conditions. For full details of all Policy benefits and all terms and conditions You should read the Policy of Insurance document and Schedule, a copy of which will be provided immediately after Your Policy is taken out or at any time on request.

On receipt of Your Policy of Insurance document, You will have time to decide if You wish to cancel the Policy – see "Your Right to Cancel" below.

Type of Insurance

The following significant features and benefits, subject to the following significant or unusual exclusions and limits, will be included in Your Policy:

Features and Benefits

Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance will meet the reasonable costs of remedial works falling within the scope of the Long-term Guarantee issued by the Contractor to You in respect of the Insured Works, if the Contractor has ceased to trade and is unable to discharge their obligations under the Long-term Guarantee. These remedial works will specifically relate to:

1. commencement, continuance or recurrence of **Infestation** in any of the timbers treated against **Infestation** or re-Infestation in the **Insured Works**; or
2. recurrence of **Rising Damp** in any of the walls in which the installation of chemical or physical damp-proof course or approved electro-osmotic system for the cure or prevention of such damp was provided; or
3. failure of a **Remedial Wall Tie** or **Lateral Restraint** installation; or
4. breakdown of an **External Water Repellent** membrane; or
5. breakdown of the **Structural Waterproofing** works insured.

The Period of Insurance is ten years from the Commencement Date or such shorter periods as stated in the Contractor's Long Term Guarantee.

In the event that the property is sold no assignment of the Policy to the new owner is necessary.

Significant/Unusual Exclusions or Limitations

Like every insurance policy, the Policy of Insurance excludes some situations and You should read the Exclusions section on the reverse of the Policy carefully.

Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance can only be claimed upon when the Contractor has ceased to trade. If the Contractor is still trading then any claim under the Contractor's Long Term Guarantee must be made to the Contractor.

Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance only covers work which is covered by the Contractor's Long Term Guarantee. Any loss or damage, such as re-plastering, relating to works not covered by the Long Term Guarantee will not be covered by the Policy.

Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance only covers work carried out by the Contractor. For example if the floor and roof joists need woodworm treatment but only the roof is treated by the Contractor, the floor will not be insured.

You must pay a **Claim Survey Fee** when making a claim. The amount on the Commencement Date of the Policy is £100. However, We have the right under the Policy to increase this amount by an amount of 2.5% per annum for each completed year of the Policy. In the event of a valid claim, the amount of the **Claim Survey Fee** will be returned to You but the amount of the **Excess** will be retained by Us towards the cost of a claim.

You must contribute the amount of the **Excess** shown in the Schedule towards the amount payable in respect of each and every claim intimated under the Policy.



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You are required to keep Your property in a good and proper state of maintenance and any works recommended by the Contractor must be carried out within the time specified by the Contractor (or within 12 weeks of completion of the Contractor's work if no specific time has been mentioned).

The maximum sum payable by Us under Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance is the original Contract Price shown in the Schedule plus 20% or £500, whichever is the higher amount.

Whilst Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance will pay for appropriate remedial works to the Insured Works, it will not meet the cost of any loss that is suffered that is not specifically related to these costs and any other costs that are indirectly caused by the event which led to a claim, unless specifically stated in the Policy. For example; damages to furniture or equipment, loss of profits, interest, business or goodwill, the costs and expenses of any redecoration, repainting or retiling work, the costs and expenses of removing and/or replacing any cupboards, carpets or other furniture, or any other fixtures or fittings, will not be covered.

Defects resulting from structural alterations to the property in which the Insured Works are located will not be covered by Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance.

Remedial Work undertaken by You or a firm instructed by You, which have not been agreed by Us, will not be covered by Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance.

IMPORTANT INFORMATION

Your Right to Cancel

You have a statutory right to cancel the Policy within 14 days starting on the date that You receive the Policy of Insurance documentation.

If You wish to cancel Your Policy please write to Us at The Administration Department, Guarantee Protection Insurance Ltd, PO Box 26332, Ayr, KA7 9BJ and return all original insurance policy documentation to Us. Upon receipt of Your notice of cancellation, We will refund any premiums that You have paid.

Should You wish to cancel after the 14 day period, there will be no refund of premium.

How to Make a Claim

Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance can only be claimed upon when the Contractor has ceased to trade. If the Contractor is still trading then any claim must be made to the Contractor. However, if the Contractor has ceased to trade then You may make a claim under Damp Proofing, Timber Treatment, Wall Tie, Lateral Restraint and Structural Waterproofing Insurance.

Should You wish to make a claim, You should write to The Claims Department, Guarantee Protection Insurance Ltd, PO Box 26332, Ayr, KA7 9BJ as soon as possible or telephone Us on 01292 268020. Please refer to the section headed "Making a Claim" in Your Policy of Insurance document. You must give Us any information or help that We ask for, including the provision of the following original documentation:

- (i) the Contractor's Report(s), estimate and any drawings; and
- (ii) the Contractor's Long Term Guarantee specifying the work guaranteed; and
- (iii) the Contractor's Receipted Invoice or proof of payment.

In the event of a claim You are required to pay a Claim Survey Fee of £100 in addition to the Excess detailed in the Schedule. In the event of a valid claim, the amount of the Claim Survey Fee will be returned to You but the amount of the Excess will be retained by Us. In the event of a claim that is not accepted or provided for under this Policy by Us, the Claim Survey Fee will be retained by Us to cover the cost of the inspection carried out, but the amount of any Excess paid will be returned to You.

Complaints

We aim to give all customers a high standard of service at all times. However, if You have cause for complaint, You should contact Us at The Complaints Department, Guarantee Protection Insurance Ltd in writing at PO Box 26332, Ayr, KA7 9BJ.

Should You remain dissatisfied and We have issued You with Our final decision, You may have the right to refer a complaint to:

The Financial Ombudsman Service (FOS), Exchange Tower, London, E14 9SR

There are some instances where the FOS is unable to consider complaints. This procedure will not prejudice Your right to take legal proceedings.

Financial Services Compensation Scheme

We are a member of the Financial Services Compensation Scheme. You may be entitled to compensation from the scheme if We cannot meet Our obligations. This depends on the type of business and the circumstances of the claim.

Further information about compensation scheme arrangements can be obtained by telephoning the Financial Services Compensation Scheme on 0800 678 1100 or by writing to Financial Services Compensation Scheme, 10th Floor, Beaufort House, 15 St Botolph Street, London, EC3A 7QU. Website www.fscs.org.uk

Other Important Information

Guarantee Protection Insurance Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Our registered office is 14 Castle Street, Liverpool, L2 ONE. Incorporated in England & Wales No. 3326800.

We are listed on the Financial Services Register under the Firm Reference Number of 207658. This can be verified by visiting the Financial Services Register's website at <http://www.fsa.gov.uk/register/home.do> or by contacting the Financial Conduct Authority on 0800 111 6768.

The Law Applicable to the Policy

The law applicable to this Policy is that of the legal jurisdiction in which the Insured Works are situated.

N.B. The acceptance of any proposal for insurance is not automatic but is entirely at Our discretion. We exchange information with other insurers through various databases to help Us check information provided and to prevent fraudulent claims.



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PCA
Property Care
ASSOCIATION

Make a good deal better, ensure your guarantee is insurance backed.

Are you worried about finding the correct contractor for your needs?

There are many ways to choose a contractor but it is more reliable to look to those who are members of recognised trade bodies such as the Property Care Association (PCA) and those that are able to offer Insurance Backed Guarantees (IBGs) for up to 10 years from the completion of the work.

Contractors should issue a long term guarantee for the work they have carried out. This means that you should be protected, subject to terms and conditions, if the work fails within the term of that long term guarantee.

However, what happens if the contractor is no longer trading?

Members of the PCA are able to offer IBGs, provided by Guarantee Protection Insurance Ltd (GPI), to safeguard your long term guarantee. By obtaining an IBG through your chosen contractor you will be protected in the future if faults arise in the works undertaken and the original contractor has ceased to trade.

What is an IBG?

The general principle of an IBG is simple. It will honour the terms of the long term guarantee, originally issued to you by your contractor, where that contractor has ceased to trade and is, therefore, unable to meet their guarantee obligations by carrying out or meeting the costs of remedial works that may be required during their long term guarantee.

Guarantee Protection Insurance Ltd is registered in England as a Limited Company, with the registration number 03326900, and the registered office of 14 Castle Street, Liverpool, L2 0NE. Guarantee Protection Insurance Ltd is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Our Firm Reference Number on the Financial Services Register is 207658.



Most contractors provide guarantees, often between 2 and 30 years.

However, not all of these will have the backing of an insurance policy.

Imagine that a problem develops with the work and you try calling your contractor only to discover they have ceased to trade.

Who is going to put matters covered under your long term guarantee with them right? More importantly who is going to pay for it?

All too often the answer may be you - unless you have been given, or have taken out, insurance which supports these guarantees.

The solution -

An insurance backed guarantee

If a defect should occur with work done on your property, which is covered under a long term guarantee previously given to you by a contractor who has ceased to trade and where you have the benefit of an IBG from GPI, you would make a claim to GPI.

GPI would collect a completed claim form from you as well as copies of some important associated documentation in relation to your original works. Once this is received a re-inspection of the works would be organised by GPI and this would be carried out by an alternative PCA member contractor.

There is a re-inspection fee payable (of approximately £150) in respect of each and every claim. The fee would be returned to you, should the claim be valid, once the relevant excess amount has been deducted.

Where the re-inspection report confirms defective works that would have been covered by the original contractor's long term guarantee, GPI will meet the reasonable costs of remedial works that are required. An Insurance Backed Guarantee meets the demands and needs of those who have had improvement work carried out on their property and require insurance protection to provide financial recompense in the event that the original contractor has ceased to trade and is unable to honour the terms of their long term guarantee.

For full details of the cover provided by an Insurance Backed Guarantee, as well as details of any significant or unusual exclusions or limitations of the cover, please see a copy of our Policy Summary, which is available on our website:

www.gp-insurance.co.uk/pca-insured-guarantees.php

How do I get an insurance backed guarantee?

When quoting for works, your PCA member will include a policy or provide you with a quotation for a GPI Insurance Backed Guarantee. GPI can provide insurance cover for a period of ten years and only a one-off premium payment is required. The quotation will confirm the premium applicable and there may be an administration fee charged by the contractor (not more than £35).

If you wish to proceed with the purchase of an Insurance Backed Guarantee, you would simply confirm this to your chosen PCA member contractor and pay the appropriate premium, administration fee and Insurance Premium Tax. Once the works are fully completed to your satisfaction you will be provided with a long term guarantee by your chosen contractor and GPI will forward you your policy documentation for your retention.

Comparison

GPI IBG vs contractors stand alone own guarantee

> Who are GPI?

GPI is a UK based general insurer, which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. With many years' experience, GPI specialises in the provision of IBG's.

Insurance Protection covering:
Damp Proofing, Timber Treatment, Wall Ties, Lateral Restraints and Structural Waterproofing

GPI Insurance

Contractor Guarantee (only)

Actual Period of Cover

Up to 10 years

Only for as long as the contractor is trading

Insurance Policy for Each Property



Protects against contractor ceasing to trade



Underwritten by a UK based, authorised and regulated insurance company



CONTACTUS: If you have any queries about the cover provided by an Insurance Backed Guarantee, (your Contractor is not able to discuss the cover with you as they are not a regulated firm, however GPI are happy to answer any enquiries that you may have) please address them direct to GPI by:

telephoning during office hours:
01292 268020

sending us an e-mail at:
info@gp-insurance.co.uk

or visiting our website:
www.gp-insurance.co.uk

Guarantee Protection Insurance Ltd is registered in England as a Limited Company, with the registration number 03326800, and the registered office of 14 Castle Street, Liverpool L2 0NE. Guarantee Protection Insurance Ltd is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Our Firm Reference Number on the Financial Services Register is 207658.