

ArchCo Description of Works

Address:	77 Whitworth Street, Manchester M1 5WQ
ArchCo Ref:	10000612 / MCO01816
Revision / Issue Date:	02 / 06-10-22
Employer's Representative (ER):	Alex Marsh Mob: 07714 137584 Email: alex.marsh@rapleys.com
Associated Drawings:	Rapleys Drawings: • 10000612-EX-001 - Existing Plans • 10000612-EX-002 - Existing Section and Elevation • 10000612-FP-001 - Fire Strategy • 10000612-PR-001 - Proposed Plans • 10000612-PR-002 - Proposed Section and Elevation • 10000612-PR-003 - Proposed Power and Lighting • 10000612-DM-001 - Demolition • DDA WC-001 - Accessible WC Layout • ST-Gen-001: Standard Drawing Detail - Arch Lining System Generic Detail; • ST-DET-002: Standard Drawing Detail - Pea Shingle Drainage Channel Generic Detail;- • Rockwell Building Plastics 'Arch Lining System' Information Sheet. Structural Design Package: • ARCH80 MCB XX XX SK S 0100 S4 P4 • ARCH80 MCB XX XX SK S 0101 S4 P2 • ARCH80 MCB XX XX SK S 0200 S4 P3
Outline:	The property, Arch 77 Whitworth Street, Manchester M1 5WQ, is standalone arch located 300 yards from Oxford Road train station and sat adjacent to the modern First Street/HOME development (office, hotel and restaurant scheme by Manchester City Council). The front elevation consists of a single glazed powder coated aluminium framed shop front, with manually operated double doors and an electronically operated roller shutter. The tenant installed branding remains in-situ to the left-hand side of the shop front. Internally the property is split across ground floor and basement. The ground floor is constructed from a suspended timber floor and this will restrict floor loads for a prospective tenant. The basement is constructed from a secondary frame comprising a timber frame and over boarded with a single layer of standard plasterboard. Egress from the basement is supplemented by a secondary means of escape. However, Rob Roddy (asset manager for the property) has confirmed the fire escape is no longer useable due to HOME backfilling against the fire escape door and installing a ramp which blocks our fire escape.

HOME have confirmed to Rob that they obtained consent from Network Rail to undertake the works.

The former tenant has fitted out the unit to suit their operational requirements. This includes laminate floor coverings, vitreous China sanitaryware to the WCs, a timber podium and kitchenette.

The property is provided with an electricity supply, believed to be single phase as viewed from our limited vantage point. Water is heated via point of use heaters and lighting is provided by a combination of suspended and soffit mounted strip fluorescent lighting.

The proposals include for strip out of the existing tenant fit out including removal of the existing mezzanine structure and wall linings. Installation of a new mezzanine structure and foundations including a reduction in height of the ground floor to improve accessibility.

Existing piers will be lined to provide protection from penetrating damp.

A new staircase will be formed leading from basement to ground floor protected by a 60-minute partitions.

Redundant roller shutters to the rear elevation are to be removed and the opening infilled.

A new accessible WC will be provided at ground floor level.

A new electrical supply has been applied for and co-ordination with the DNO will need to be undertaken by the appointed contractor.

REF:	WORKS DESCRIPTION
1.00	GENERAL NOTES:
1.01	No specific site welfare or site storage will be provided by the employer and the contractor is to allow for all welfare and storage arrangements in accordance with HSE guidelines as well as ensuring all operational staff are fully competent, qualified, insured and provided with all necessary PPE. Contractor to allow for any additional measures to ensure that welfare and site set up requirements are being met and should state in their pre-measure what has been allowed for. There is no external space associated with this arch and there is no space available to place skips externally to the property. The removal of waste material from site must taken into account by the Contractor.
1.02	If there are other vacant units / arches close to the subject site that are ArchCo's premises then these may be considered for use as welfare with prior agreement with the ER & ArchCo. The contractor is fully responsible for the site and security whilst under their use and is liable for any damages caused to units whilst being utilised. The suitability and safety of services and other elements within any other sites being used for welfare must be assessed by the contractor for self-determination of suitability and address any issues themselves. The ArchCo cannot verify or guarantee the safety of other units.
1.03	Contractor to act as Principal Contractor under requirements of Construction Design and Management Regulations and must make all necessary allowances to ensure they are meeting their obligations. A Pre-

	Construction Information Pack will be issued by the Principal Designer. The contractor is to review the PCIP and make all allowances for addressing risk identified for the works being undertaken and any requirements of the PCIP.
1.04	Supervision, materials used, notifications, CDM regulations, access & equipment and all other aspects of works to be undertaken and managed in accordance with Terms and Conditions of Term Maintenance Contract.
1.05	The below description of works are to be completed in such a way that is logical to progression of the works in the most efficient manner. The below list and order in which it is presented is in no way a proposed sequencing of the works.
1.06	Where a structure is affixed to the arch, care is to be taken to carefully remove any adjoining structures, piece by piece and strictly by hand being careful not to disturb any of the masonry of the arch structure. An assessment of any items currently fixed to the arch structure that might cause arch masonry to come loose by removing such item is to be undertaken before any removal begins. Once clear separation of the structure being demolished and the arch structure has been achieved, the remaining elements of the internal structures can be demolished as per normal procedures.
1.07	Under no circumstances must any works be completed to the actual train viaduct. Any issues regarding the viaduct are to be raised to the ER to review and pass onto the relevant teams to review.
1.08	The employer has calculated the liquidated damages on this scheme to be £601 per week.
1.09	It is expected that the works can be achieved within the below timescales: Anticipated Mobilisation: 6 Weeks Anticipated Construction Period: 12 Weeks Contractor to provide a detailed construction programme with submission.
1.10	On day one of the project, contractor to confirm assumptions made on utility supplies and building services are correct and to validate what is proposed and to raise any issue immediately to the ER.
1.11	Contractor is to progress payment of any utility quotations that have been supplied within 48 hours of receipt of the Purchase Order. Proof of payment / acceptance by the utility supplier along with any associated reference numbers / contacts are to be supplied to the ER along with anticipated dates for utility attendance which should be factored into contractor's programmes.
1.12	The contractor is responsible for all required coordination with the appointed Approved Inspector throughout the construction phase and ensure that they are kept notified of required inspections throughout the works, in line with the construction programme and providing all information requested throughout the construction phase. The contractor should not implement any suggested variations to the works which may develop from building control inspections without agreement from the ER first.
1.13	The works detailed in this specification take precedent over the details which are in the Property Design Guide which is appended to the Measured Term Contract.
1.14	The contractor is responsible for developing stringent RAMS and providing safe access in order to safely execute the works and provide continuous safe egress to and from site.
2.00	CLEARANCE:
Asbestos	Refer to the Refurbishment and Demolition asbestos surveys (J304262) and take note of the surveys and their limitations. No asbestos is noted in the survey, but the contractor is to check this and satisfy themselves that all working areas have been adequately covered.

	The survey includes details of 2no areas not accessed at the time of the survey: 1. Basement roller shutter. 2. Rear of the basement infill. Following access being made available to the excluded areas, ACE must be requested to return to complete the inspection as per the original scope of work. Contractor must always be aware that hidden / undiscovered asbestos or other deleterious materials could be found and must outline their methodologies for safe working in this respect in the Construction Phase Health & Safety plan. Should the Contractor suspect the presence or disturbance of previously unidentified asbestos, the Contractor is to seal off the area with adequate warning signage and notify the Contract Administrator immediately.
2.01	Contractor to note any site security measures that have been installed to protect the unit whilst vacant and ensure these are carefully removed and set aside as these will be collected by the security installation company during the course of the works or reinstated at project end. Any items disposed of by the contractor will be recharged to the contractor. Contractor & ER to ensure that early dialogue with the site facilities manager is made when nearing completion to coordinate security of the site at project handover.
2.02	The WC and kitchen area is to be demolished and all waste removed from site. The demolition of the welfare block is to include for, but not limited to, the walls, ceilings, roof structure and all internal fittings (doors, frames, sanitary ware etc.) and all building services are to be removed and capped back to source.
2.03	Clear and dispose of all loose lying waste and debris from within the arch. The arch should be left completely clear of all waste following this.
2.04	Carefully demolish the existing block and timber walls at basement level.
2.05	Carefully take down all drylining from the perimeter walls of the ground floor, stall riser and basement floors. Exposing the property back to the brick viaduct.
2.06	Remove the mezzanine structure in its entirety (to include steel structure, floor deck and coverings, window display boxes, handrails & stairs, entrance steps etc.) and make good all fixing positions. The unit should be left clear following removal of this element. This includes for all building services on and underneath the mezzanine which are to be taken back to source and left safely isolated.
2.07	Take up and remove the raised timber floor from adjacent the rear roller shutter within the basement area together with any floor coverings installed within the basement area.
2.08	Scrape out the perimeter drainage channels and remove arisings from site.
2.09	Scrape off any waste from the concrete floor slab and undertake a jet wash clean of the floor slab to expose the concrete slab below. The ER is to be brought to site at this point to inspect the condition of the floor slab.
2.10	Remove all existing electrical services from within the unit back to the meter point. This includes, but not limited to, all electrical, water, drainage, ventilation and drainage. The electrical utility supplier will need to be engaged to assess bringing in new services to the unit.
2.11	Remove any signage and fixtures from the front infill. Make good any redundant fixing holes.

2.12	Remove any vegetation from around the front and rear infill. Treat areas with an herbicide solution to prevent regrowth.
2.13	Take out and remove the redundant roller shutter and steel final exit door from the basement / rear elevation including all guide rails and frames etc. Prepare opening to be infilled. *CAUTION* the neighbouring property have backfilled against the roller shutter door. Localise excavation is recommended to the rear of the arch to prevent potential uncontrolled collapse of the back filled materials. Risk assessments and method statements are to be prepared and issued to the CA for review.
2.14	Take out and remove the existing aluminium glazed double entrance doors, frame and overhead canopy from the front elevation shop front forming the stepped entrance lobby. Retained existing shop front frame to be prepared to receive new doors along the front elevation line.
2.15	Take out and remove the existing external roller shutter door from the main entrance doors.
2.16	Break up and remove the existing paved steps to the front elevation entrance. Clean down and make good the brickwork surfaces to the stall raiser.
2.17	Break up and remove the sections of stall raiser to the internal lobby. Close off and make good brickwork to reveals. Window boards to be cut and profiled to suite the new layout.
3.00	LINING:
3.01	Refer to drawings for extent of lining and generic details of installation and appended Rockwell Building Plastics 'Arch Lining System' Brochure. The new lining system is to be fitted to all areas where highlighted on the drawing.
3.02	Supply and fix Rockwood WPC composite batten 2900mmx40mmx40mm (or similar approved) composite plastic battens fixed at 600mm centres to the arch piers and fixed with 4.8mm x 80mm stainless steel counter sunk screw complete with plastic wall plugs at 500mm centres.
3.03	On all vertical sections of arch and infill walls, supply and fix white 0.7mm plastisol coated galvanised steel profiled (Claddex CL24/1000w) sheeting fixed to the composite plastic wall battens at 600mm centres. Base of steel sheet to finish 50mm above the drainage channel and adjoining sheets to overlap by at least 150mm. Colour: White
3.04	To the base of the arch piers below where new lining is to be installed, chase out existing concrete slab at abutment to pier structure (being careful not to damage the arch structure) for a new pea shingle trench, removing and disposing of arisings accordingly. New drainage channels to be 150mm wide and circa 200mm to 300mm deep and filled with pea shingle. Excavations and new drain channels to be completed in 2 metre sections and must be completed before progressing to the next 2 metre section.
3.05	To the base of the vertical lining panels, supply and fit a white 0.7mm plastisol coated (both sides) galvanised steel perimeter skirting to lap from the base of the panels over the drainage channel and lapped onto the floor slab. Skirting to be fixed with a minimum of 4nr 75mm stainless steel drive screws per every 3000mm length of skirting. 2nr butyl seal strips are to be fitted to perimeter of the concrete slabs and allow for a white mastic sealant to be applied to the butt joints between skirting pieces and the perimeter junction of the skirting.
4.00	REPAIRS, MAKING GOOD & GENERAL WORKS:
4.01	Undertake a hard bristle brush clean down of the exposed viaduct and infill masonry and remove any loose friable material.

4.02	On day one of the project, the contractor is to arrange for an inspection and service of the retained existing roller shutters to the windows by a competent (sub) contractor. The contractor must ensure that the doors are left in good working condition on completion of the works. The service as a minimum should check the following areas and adequately record along with any works undertaken (or instructed), although the full scope of works to be covered by the inspection and service is to be determined by the appointed competent (sub) contractor: (i) structural integrity and fall-back protection (ii) adjustments, cleaning and lubrication (iii) electrical safety (iv) operating system and safety function checks (v) safety system performance tests (vi) warning devices, signage and markings (vii) user documentation (viii) confirm that the risk assessment was suitable and sufficient (ix) compliance with fire safety legislation It is expected that any 'safety critical' defects or defects 'requiring improvement' are corrected to ensure the correct operation of the shutter / door. It is expected that a formal checklist document will be issued to the ER on completion of the service as a record of what has been examined and requires corrective action. The ER has an example checklist sheet for review if the contractor requires a guide of requirements. Any resulting defects should be raised to the ER for instruction.
4.03	A provisional sum of £1500 (ONE THOUSAND FIVE HUNDRED POUNDS) is to be allowed for the undertaking of any repairs deemed necessary to the roller shutter door.
4.04	Allow to remove the decayed timber battens adjacent the roller shutter guide rails and renew with new pressure treated timber of the same size and profile.
4.05	Rake out any loose masonry / sealant along the side and top edges of the front infill brickwork and ply fascia where there is a gap and apply 25mm deep joint sealing compound to both sides (Colour to match brickwork).
4.06	Clean down front elevation infill and glazed shop front. Remove all graffiti, vegetation, staining and dirt build up.
4.07	To existing arch barrel plastic lining panels, clean and degrease surfaces.
4.08	Allow a provisional sum of £300 (THREE HUNDRED POUNDS) for filling any redundant fixing holes within the plastic lining panels with new cladding fixings with neoprene washers and white plastic caps.
4.09	Allow for installing a new key operated electric roller shutter control to the existing galvanized padlock box located externally adjacent the shop front.
5.00	REAR INFILL - DOOR POSITION
5.01	The contractor is to infill the rear fire escape upon receipt of the structural drawings which are to be issued as an addendum to this design pack.

6.00	SHOP FRONT
6.01	Supply and fit new powder coated aluminium double door set with glazed borrowed light above to the prepared opening in accordance with the proposed drawing. Shop front colour TBC. Shop front to be 50mm slimline framed, finished in powder coated colour TBC. Glazing to be 6.4mm laminated glass. Central doors to be provided with low threshold, stainless steel cranked D-shape double-sided push/pull handles with 2nr 5 lever security deadlocks. Each door to be provided with 3nr stainless steel hinges and overhead door closer. Provisionally allow for Briton 1110 overhead door closer in silver. Door closer requirement to be confirmed at the pre start meeting. Include for 1nr flush mailbox. Aluminium door set to be fixed back to the existing powder coated shop front and low level brick stall riser in accordance with the manufacturer's guidance.
6.02	Install new automatic roller shutter door to be fixed internally behind the new glazed entrance doors. Doors to be controlled from the existing key box switch.
6.03	Contractor to procure the required amount of TACO master suite cylinders for installation into any pedestrian doors, wicket doors and the key controls for electrically operated roller shutters (and any other regular access locks that may be on site). The VEAP cylinders can be operated by the VEAP (Yale type Key) or either of the 2nr differ keys supplied with the cylinder. The differ keys are to be issued back to Property Management as part of the Handover process. To procure these cylinders, the Contractor will be required to contact James Stroud of Swallows james.stroud@swallow-site.biz (Tel 07824 611996) and provide details on the thickness of each of the doors as well as the depth of the control box to ensure the correct cylinder length are procured. The Contractor will also need to advise whether the cylinders are to be a key to thumb turn or a key-to-key cylinder and should be verified by the ER in advance of the orders being placed. Contractor should take into account procurement times and ensure the cylinders are delivered to site to ensure installation by Practical Completion.
7.00	FIRE ESCAPE DOOR
7.01	Once a safe and suitable propping arrangement has been introduced, the contractor is to allow to break out the existing brickwork infill to the right hand side of the front elevation, to form new door opening as indicated on the drawing. Clear all debris from site.
7.02	Above the new door position, install a Catnic CG90/100 lintel. Lintel to be installed in accordance with the manufacturer's recommendations.
7.03	Into the new prepared door opening in the front infill, allow to supply and fit a new metal security door and metal frame. Preferred door supplier and specification is to be https://www.lathamssteeldoors.co.uk/steel-security-doors/security-steel-door/ Door to be a powder coated dark blue (RAL 5013). Doors to be fitted with all usual ironmongery, brush seals and set to ArchCo master key suite. On the internal face of the door, emergency exit panic furniture is to be provided as this door forms an emergency exit from the property. Allow for all filler joints and sealing compounds at joint between frame and masonry as necessary. The contractor will be required to procure VEAP lock cylinders as set out above.
8.00	MEZZANINE:

Note	Refer to Structural Engineers Design Drawings: <i>ARCH80 MCB XX XX SK S 100 Ground (Mezannine) & Basement Plan P1 P3</i> <i>ARCH80 MCB XX XX SK S 101 Ground (Mezannine) - Shear Studs Extent/Details P1</i> <i>ARCH80 MCB XX XX SK S 200 Details - Sheet 1 P2</i> <i>ARCH80 MCB XX XX SK S 201 Details - Sheet 2 P1</i> <i>ARCH80 MCB XX XX SK S 0100 S4 P4</i> <i>ARCH80 MCB XX XX SK S 0101 S4 P2</i> <i>ARCH80 MCB XX XX SK S 0200 S4 P3</i>
	FOUNDATIONS
8.01	Existing concrete floor slab to be broken out in accordance with the structural engineers drawing (ARCH80 MCB XX XX SK S 201) and excavations dug to achieve 100kPa ground bearing pressure as per S.E. design. All arisings to be removed from site.
8.02	Cast new 1300 x 1300 shallow pad foundations using C40 concrete as per S.E design to the invert level of the existing slab.
	MEZZANINE STRUCTURE
8.03	Supply and install and new steel mezzanine structure in accordance with S.E. design. Mezzanine columns to be fixed down to the new concrete pad foundations.
8.04	The mezzanine structure and underside of the floor structure is to be coated in intumescent paint to provide a minimum of 60 mins fire protection. The installation of the paint finish is to be undertaken strictly in accordance with the manufacturer's recommendations. Any damage to the surface coating must be repaired to the satisfaction of the product manufacturer and C.A. prior to handover. Topcoat colour finish: White.
	BASEMENT SLAB REPAIR
8.05	Patch repair the basement concrete floor slab with new slab cast over the pad foundations encasing the mezzanine structure base plate. New slab to be tied back to existing slab and reinforced as per S.E. design.
8.06	Any existing damp proofing found below slab level is to be continued within the newly laid concrete floor slab detail.
	MEZZANINE FLOOR STRUCTURE
8.07	Install a new composite COMFLOR 51 reinforced mezzanine floor.
8.08	Mezzanine floor structure to be sealed at the perimeter using Fosroc Flamex One intumescent sealant to provide a minimum 60-minute fire protection. Sealant installation to be strictly in accordance with the manufacturer's recommendations.
9.00	WC BLOCK:
9.01	Construct new walls to the WC accordance with the British Gypsum White Book specification A206046 (EN). Wall construction to consist of Gyproc 70 S 50 'C' studs at 600 centres and lined both sides with

	15mm Gyproc Wall boards and sealed with Gyproc Sealant. Include for all necessary Gypframe 72 FEC 50 folded edge floor and ceiling channels. Include for Isover 50mm acoustic partition roll within the cavity. Ground floor partitions to be constructed to provide an internal ceiling height of 2300 above FFL. Allow to tape and joint and leave joints of the plasterboards finished and smooth ready to receive decorations. WC roof to have a 350mm clearance gap fitted between wall edge and arch lining to enable future lining removal without disturbance to walls and roof.
9.02	Across the tops of the new WC partitions, supply and fit 100mm x 47mm C24 ceiling joists spaced at 400mm centres, ensuring that the internal floor to ceiling height within the WC is 2300mm. Supply and fit 12.5mm plasterboard, taped and jointed and left ready for decorations to the underside of the joists.
9.03	Supply and screw fix an 18mm WBP plywood deck across the top of the ceiling joists to the new WC enclosure and install Isover 50mm acoustic partition roll within the cavity.
9.04	Supply and fit a new 1000mm wide clear opening solid core timber door and frames into the WC door opening, allowing for all ironmongery as required for a WC door. Door and frame to be a natural timber finish and be decorated with 1nr undercoat and 2nr top coats of satinwood paint, colour TBC by the ER but as a default the door & frames are to be grey to provide a contrast to the white walls.
9.05	To the base of the new partitions and to door openings, install square edge soft wood skirtings and architrave 18mm x 94mm.
9.06	Supply and fit an Equality Act 2010 compliant ceramic toilet pan and cistern (with dual 6/4 flush) to the approx. positioning as shown on the drawings and connected into the existing drainage point in this unit. Allow for all associated fixtures and fittings to leave a working toilet pan on completion. Building services required are scheduled out under the public health section of this specification.
9.07	Supply and fit a new wall mounted Equality Act 2010 compliant ceramic wash hand basin and compliant mixer tap to the approx. positioning as shown on the drawings. Allow for all associated fixtures and fittings to leave a working WHB on completion. Building services required are scheduled out under the public health section of this specification.
9.08	On the wall above and behind where the new wash hand basin is being positioned, supply and fit a white ceramic tiled splashback which is adequately sized for the WHB.
9.09	On the wall above the new tiled splashback, supply and fit a frameless mirror of circa 300mm x 600mm.
9.10	At a location in the WC to be designated by the CA, allow to supply and fit 1nr stainless steel toilet roll holder.
9.11	Into the WC, supply and fit new anti-slip vinyl flooring, colour to be light blue. Allow for fitting of threshold strips at doors openings and any necessary floor levelling required to ensure level and flush floor finishes. Allow cove the vinyl up the walls in order to form an integral skirting and weld the joints in the upstands together. Supply and fit a black capping trim to form a neat junction at the top of the coved skirting detail.
10.00	FIRE CORRIDOR / STAIR LOBBY (inc electrical services):
10.01	Refer to drawing 10000612-PR-001 and 10000612-PR-002. The principle behind the corridor and protected stairway is to ensure that the property complies with Approved Document B2 Section 4: Small Premises. Whilst the measurements on the drawing are deemed to be accurate, the contractor should

	set out the position of the walls, doors and staircase accurately prior to construction. This can be done with the ER in attendance.
10.02	Construct corridor and protected stair well <u>in accordance with the British Gypsum White Book</u> specification A206141 (EN) to ensure that the enclosure will achieve a 60minute fire rating. Wall construction to consist of Gyproc 70 S 50 'C' studs at 600 centres and lined both sides with 15mm Gyproc FireLine boards and sealed with Gyproc Sealant. Include for all necessary Gypframe 72 FEC 50 folded edge floor and ceiling channels. Include for Isover 50mm acoustic partition roll within the cavity. Basement partitions to run to the underside of the mezzanine structure. Ground floor partitions to be constructed to provide an internal ceiling height of 2400mm above FFL. Allow to tape and joint and leave joints of the plasterboards finished and smooth ready to receive decorations.
10.03	Construct the ceiling over the corridor using 100mm x 47mm C24 ceiling joists spaced at 400mm centres, attached to top of walls and fit 2nr sheet of 15mm Fireline board and install <u>in accordance with the British Gypsum White Book</u> guidance to ensure that the enclosure will achieve a 60minute fire rating. Allow to seal with Gyproc Sealant. Allow to tape and joint and leave joints of the plasterboards finished and smooth ready to receive decorations. Supply and screw fix an 18mm WBP plywood deck across the top of the ceiling joists and install Isover 50mm acoustic partition roll within the cavity.
10.04	To the base of the new partitions and to door openings, install square edge soft wood skirtings and architrave 18mm x 94mm.
10.05	Supply and install a new lightweight steel staircase to rise between basement and mezzanine level. Staircase to be fully enclosed within the new corridor and have a maximum self-wight of no more than 2kN/m2 as per the S.E. drawing. Include for handrails both sides. Detailed specification and drawings to be provided to the C.A. for review. The details are to be designed in accordance with Approved Document Part K of the Building Regulations 2010.
10.06	Supply and fit 2nr FD60S fire door and frames with fire rated vision panels into the 2 internal door openings. Doors must achieve fire rating, be provided with the fire compliant panic furniture and 'fire door keep shut' signage and fitted with door closers, intumescent strips and smoke seals. On completion, allow to decorate the doors and frames with 1nr primer undercoat and 2nr top coats of timber paint, colour to TBC.
10.07	Refer to the approximate spacing out noted in the drawing and supply and fit 2nr surface mounted bulkhead LED light fittings with PIR sensors controlling the operation of the lights. 2nr of the lights are to be supplied with integral emergency battery packs. Cabling for the lights must be first fixed within the frame of the enclosure and no surface mounted cables within the corridor are allowed.
10.08	Above the 2nr doors leading into the corridor and above the final door through the front infill within the fire corridor, supply and fit maintained illuminated emergency exit signs (with integral emergency battery packs) indicating the exits into the corridor are emergency exits and that the final exit door through the front infill is also an emergency exit.
10.09	Contractor must undertake an emergency lighting test on completion of the works and provide a NICEIC certificate demonstrating that all emergency lights are operating effectively.

11.00	INTERNAL DECORATIONS:
11.01	Prepare floor substrate and decorate all floor areas in both arches and jack arches using Watco Concrete Floor Paint (or similar approved) applied in accordance with the manufacturer's instructions. Colour to be light grey (RAL: 7038).
11.02	Plastered ceilings: prepare and decorate with 1nr mist coat and 1nr top coat of white emulsion paint.
11.03	Plastered / partition walls: prepare and decorate with 1nr undercoat and 1nr top coats of white emulsion paint.
11.04	Existing and new joinery surfaces: prepare and decorate with 1nr primer undercoat and 2nr top coats of timber paint, colour to TBC.
12.00	EXTERNAL WORKS:
12.01	Thoroughly prepare and redecorate the existing external aluminium shop front and entrance doors. Clean - remove all dirt and grease and rinse off. Prepare - wire brush any delaminated coating or corrosion. Sand down the existing surface to smooth feathered edge. Mask of adjacent surfaces. Prime - Prime all frames with spray applied aluminium priming system. Paint - spray apply topcoat with suitable gloss finished aluminium paint in colour to match existing Dark Blue - (NCS64BB06-173 / RAL 5013).
12.02	Thoroughly prepare and redecorate the timber fascia above the shop front. Clean - remove all dirt and grease and rinse off. Prepare - Sand down the existing surface to smooth feathered edge. Fill all blemishes and redundant fixing holes. Paint - Decorate with 1nr primer undercoat and 2nr topcoats of timber paint, colour to match existing Dark Blue - (NCS64BB06-173 / RAL 5013).
	BUILDING SERVICES:
13.00	WATER:
13.01	Contractor to test the mains water supply and that it is live and operational for use.
13.02	Contractor to undertake chlorination / sanitising of existing pipework before refilling and ensure all fittings are water tight and within acceptable condition for continued use.
13.03	Allow to adapt and extend the cold water services to serve the new WC facilities (sink cold and hot water feeds and toilet pan) as required. Pipe fittings to be PVC. Contractor to ensure pipework is flushed and left clean and safe.
14.00	DRAINAGE:
Note:	Contractor to ensure that any works to connect the drainage into mains sewer are undertaken in accordance with water authority requirements.
Note:	There is a foul sewer connection to the front left of the property within the basement area.

14.01	Prior to works commencing on site, allow to procure and coordinate a CCTV survey inclusive of jetting of the drainage lines to ensure the survey progresses as required. Survey to be provided with mark up of drainage routes and point of connection to main sewers and other relevant features.
	Extension of existing drainage line:
14.02	To the position of the proposed WC, allow to run a new waste PVC pipe to the required position and connect into the existing foul pop up. The pipe is to be installation at 1:40 falls . Allow for all pipe fixtures and fittings, rodding points, air admittance valves, anti-syphon traps and access sockets as required. The pipe is to run to the point where it connects into the new toilet pan. The penetration through the floor slab is to be protected by a Quelfire intumescent collar to provide a minimum of 60 minutes fire protection.
15.00	ELECTRICAL SERVICES:
	Existing / Retained Electrical Services:
15.01	On day one of the project, test all electrical services and report back to the ER of findings and any recommended remedial works required to leave the electrical services in a compliant state.
15.02	Contractor to state a provisional sum which they deem will cover any repairs to the electrical services following the initial testing (to be assessed and allowed at pre-measure). Contractor to note that as long as the required C1 & C2 electrical remedial works are within the stated provisional sum then they are to proceed without instruction from the ER. If the electrical remedial works exceed the stated provisional sum, then clarification and agreement is to be obtained from the ER before proceeding.
	New supplies and coordination UKPN:
15.03	The existing single phase supply is to be upgraded to a new three phase supply. All electrical services within this unit are to be completely new and contractor to allow for liaison with the utility supplier to bring in a new 100A 3-phase metered supply and remove the existing supply as per Electricity Northwest (ENW) quotation ref: 5500227377/A. Contractor to allow for provision of all necessary ducting into the property required by ENW as set out within their quotation. ArchCo are progressing the quotation with ENW and information will be issued to the contractor to progress in due course. In the interim and for pre-measure purposes, allow a PROVISIONAL SUM of £4,291.10 for payment of the supplier quotation and for all coordination of the utility supplier in installing the new supply. The contractor is requested to make payment as soon as is practically possible and to provide evidence to the ER that the utility supplier is mobilising. The time scale for utility installation should be factored into the programme, advising if this element is likely to fall outside of the main fabric works programme.
15.04	Contractor to make allowances for coordination of the ArchCo's appointed metering supplier and take on liaison and coordination of their metering install to follow immediately after the electrical connection by the utility supplier has been installed. The ArchCo will initially procure the instruction and will pass on details to the contractor in expectation that the contractor will ensure timely attendance and providing of information and arranging of access for the appointed metering company. The contractor is to make allowances for their electrical sub-contractor to be present for the metering installation in order that the final electrical testing can be completed immediately after the meters have been installed and in case of any electrical issues on the day of meter installation.
15.05	In order to secure metering, minimal client electrical installation needs to be in place.

	This is to allow for the physical connection of your internal wiring to the industry supply via the industry electricity meter. Your minimal install should consist of: <u>REC4 4 pole isolator for 3 phase / REC2 2 pole for single phase 25mm double insulated metering tails, correctly colour detailing identifying each phase and neutral.</u> A dead test certificate should accompany this installation however whilst ideal is not mandatory. The above requirement is necessary for all metering requests up to 100Amps. The isolator should be positioned no greater than 1.5m away from the metering position and on the same physical wall as the service itself which should be infill walls and not onto the arch structure itself where possible. In other words, you should be able to see the isolator, metering and service head in one glance. The isolator can be positioned either right or left of the service head to suit site conditions. Example of a typical installation layout is adjacent. The above information is applicable for supplies up to 100Amps
	New Electrical Installations (Basic LL services):
15.06	Supply and fit a new 12-way three phase electrical distribution board suitable for a light industrial unit with sufficient ways for landlord's lighting and power services and spare ways for tenant circuits. Exact positioning to be decided by the contractor but should be close to where the existing has been removed from and on infill walls where possible and safe to do so.
15.07	Supply and fit IP65 rated 1nr double switched socket outlet at the distribution board for tenant's power.
15.08	Construct a suitable electrical services cupboard for all distribution boards, meters etc and ensure any incoming mains cables are contained into appropriate trunking from floor to new cupboard. Cupboard must achieve a 30 minute fire rating (expected to be achieved from lining the internal faces of the cupboard with a fire resistant board and sealing around penetrations with intumescent foam) and be provided with doors which open fully, allow good access to the boards and electrical equipment within the cupboard and are appropriately fire rated. Cupboard to be painted white on completion and appropriate safety signage affixed ('fire door keep shut' and 'electrical hazard' signage) to the front door.
16.00	NEW BASEMENT LIGHTING:
.01	Supply and fit LED strip lighting (with a minimum of 113 Lumens per Watt (Lm/W)) throughout the arch supported from the underside of the mezzanine to provide good light coverage throughout, allow for 4nr strip lights evenly spaced throughout. Allow for a switch to control of the lights close to the entrance door and running of all required lengths of cable to the required positions and ensure these are securely and neatly attached to the walls within the unit. Lighting to mezzanine area to be retained.
17.00	WC SERVICES:
17.01	Into the new WC, supply and fit an electrically operated extract fan suitably sized for the WC. Fan to be operated from the light switch with a delay shut down after light has been turned off. Allow for all required fused spurs, fittings, running of new electrical cables and supplies from the distribution board etc as necessary. Extract fan to be core drilled through the rear infill and vented to the exterior, allowing for all builder work in connection and installing grilles on the exterior side of the rear infill.
17.02	Into the new WC, supply and fit a surface mounted LED bulkhead light fitting with pull cord switch. Allow for all required fused spurs, fittings, running of new electrical cables and supplies from the distribution board etc as necessary.

	Hot Water - to be agreed with TACO on requirements.
17.03	Into the new WC, supply and fit an electrically operated point of use under sink hot water heater. Allow for all required fused spurs, fittings, running of new electrical cables and supplies from the distribution board etc as necessary.
18.00	TESTING & CERTIFICATION:
18.01	In the event that live power is not available by handover of the project, the contractor is to allow to dead test all electrical installations to demonstrate they are in a pre-completion state ready for final powering up when the electrical services are livened in the unit. Contractor is still to return to undertake final testing once power is live.
18.02	Test and certify all electrical installations on completion. All works to be undertaken by a NICEIC Qualified Electrician and to current Building Regulations with certification provided on the date of Practical Completion.
19.00	TELECOMMS:
19.01	Contractor to trace all telephone lines entering the building and allow for removing any redundant internal cables / connections / boxes etc and leaving one single point of usable connection (whether this is fitting a new outlet or checking and validating an existing) for tenants to connect to telephony services in future.
20.00	HANDOVER:
20.01	On completion, the contractor is to undertake a deep sparkle clean of all <u>existing elements</u> in the site that are not newly installed and ensure that just these elements are left as clean as possible and presentable. The contractor is expected to hand over the unit with any newly installed finishes, fixtures etc in a clean condition as expected as part of the installation of the new elements and these should not be included as part of this deep cleaning exercise of existing finishes. The unit must be handed over in a clean condition suitable for new lettings of the unit. Contractor to itemise all the existing surfaces and fixtures that are being deep cleaned as part of the premeasure.
20.02	Provide the ER 2nr electronic copies of the O&M manual on completion of the works.
20.03	Contractor to provide all statutory certification at handover meeting.
20.04	Contractor to ensure continued liaison with Building Control to ensure that all requested information and queries has been issued and confirmed in order for them to issue a Final Certificate. It is the contractor's responsibility to forward all required statutory certificates to the relevant officer dealing with the project.