

SCHEDULE OF WORKS SPECIFICATION HEADER INFORMATION			
Address:	37 Sun Hill, Royston, Herts SG8 9AU		Client Name: Mr Oakman
Officer dealing:	Ian Green		Occupant: Telephone: 07591 156044 Number:
Date:	3 April 25		Job Description: Installation of dropped kerb and extending of existing car standing area.
HIA Reference	CA – 026911 Read in conjunction with any sketch drawings supplied from the agency (HHIA), and in particular any location instructions of fixtures as drawn and / or as proposed.	Claim No: If applicable	
OVERVIEW AND DESCRIPTION:			
The property is a end terraced house, in housing association ownership, which 37 Sun Hill, Royston The specification covers the internal works associated with conversion / adaptation of existing building. Equipment and materials included in this Specification shall be installed in accordance with the: - · Current relevant Building Regulations as at 2018 · Manufacturer's instructions · The National Water Housing Trust · Current British Gas Safety (Installation and Users) Regulations · British Standard Specifications and Codes of Practice · CDM Regulations 2015 · Implied terms of the JCT form of MW's contract 2016 · IET 2018 18th Edition Electrical Regulations (BS7671). · OFTEC compliance (where required) · HETAS compliance (where required) · FENSA certification for windows and doors · Regulations and byelaws · Chess recommendations and guidelines · CIBSE recommendation · All of which shall be strictly adhered at all times All details regarding fixtures such as sizes, standards and numeric quantities of items such as electrical sockets, specialist supply equipment etc; to be found in Home Improvement Agency Standards Specification. Read in conjunction with Hertfordshire Home Improvement Agency (HHIA) Part 1: Preliminaries and Part 2: Specification/ Workmanship/ Materials (Minor Works, Internal) a copy of which will be supplied to all contractors included within HHIA approved list.			
ASBESTOS			
Contractor to check Asbestos register (if applicable), prior to the commencement of works and instruct UKAS affiliated asbestos surveyors as required to undertake a full R and D risk assessment with copies of report and findings given to HIA for records purposes. Contractor will arrange and instruct for any / all removals of ACM's (following HSE guidelines for ACM removals HSG264 and CAR 2012), by UKAS affiliated contractors (the removal company), where such materials may be disturbed during the process of the works. The contractor shall supply copies of all consignment notices, air tests and survey reports to HHIA Contract Administrator at completion of contract, where such materials had been disturbed during the process of the works.			
TENANTS CONTENTS			

All tenant contents, furniture and possessions to be protected during the period of the works where such cannot be moved / relocated and in order to avoid possible damages and every precaution should be taken by the contractor in the avoidance of dust creation to non-working areas.

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Note: All quantities installed are for rough guidance only and are approximations and contractors are reminded to inspect property to check and measure all quantities and lay out so as to price accordingly and to ensure their own satisfaction prior to submitting tenders as all tender prices will be considered as lump sum contracts. All items will be subject to the HIA list of Preliminaries which has been previously supplied and will form the contract basis of all standards of finish and workmanship unless otherwise notified by the HIA Contract Administrator or his agents.

Works to be priced from item 1 onwards.	VATable	Non-VATable
Preparation		
1. Excavate, prepare and lay a 1200mm min. wide ramp at max. 1 in 12 gradient. Provide a minimum 1200 x 1200 mm deep level platform to door threshold. Ramp and platform to be constructed of 600 x 600 x 40 mm thick bar faced concrete slabs, on 50 mm 1:3 cement:sand bed, on min. 100 mm well consolidated sulphate free hardcore. Slabs laid with 1:3 cement:sand. Lay concrete edging kerbs set in concrete to edges of and level with paths, and 100mm above ramps and platforms where no wall has been specified.		
2. Construct walls at side of car standing area to dimensions shown on drawing, min 150mm high above concrete surface, 215mm wide, in smooth solid engineering brickwork in stretcher bond (or facings to match existing). Leaves of brickwork tied together every 3rd course with expanded stainless steel reinforcing mesh. Top course to be smooth solid engineering double bullnose on edge capping bricks, with bullnose internal and external returns on edge as required on ends and corners of wall. Bullnose bricks to have 25mm radius with bucket handle mortar joints above ground level and flush joints below. Provide stainless steel cramps fitted at each end of wall to retain end capping bricks in place. All on 315 x 150 concrete strip foundations taken down to a suitable load bearing stratum. Actual levels to be determined on site. Fit 75 mm dia. PVCu sleeved weepholes at max. 1500 mm horizontal centres to drain the soil behind the retaining walls. Weepholes to exit 75 mm above surface onto which they discharge. Line inside face of retaining walls with a 200 mm width of 25 mm dia. gravel to aid drainage to weepholes.		
3. Form new steps from new concrete path to upper car standing area being 450mm x 1000mm and having a rise not exceeding 100mm. All rises to be equal.		
Handrail		
4. Fit handrailing to either side of steps. Top of handrail measured 900mm above surfaces, height to suit client. The handrail, to be of 42mm dia. tubular galvanised steel with powder coated finish.		

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| 5. | Fit handrailing above the walls. Top of handrail measured 900mm above level surfaces, height to suit client. The handrail, mid level rail, and posts (at max. 1800 mm centres), to be of 42mm dia. tubular galvanised steel with 75mm gap between handrail and wall, and powder coated finish. | | |
| 6. | Provide and lay new footpaths constructed of 75mm unreinforced concrete on fully consolidated hardcore, and finished with lightly brushed surfaces and smooth edges. | | |
| 7. | Allow to make good and re-level all/any disturbed external garden areas upon completion, and leave clean and tidy. | | |
| 8. | Allow for repositioning existing shed to clients direction. Contractor to allow for forming 75mm concrete shed base as required. | | |

Sub Total
V.A.T.
Total

Note:

Contractors are to provide suggested lead time from placement of order for the above works to commencement on site and estimated contract period.

Contractors must provide an accurate breakdown of costs per scheduled item and allow for VAT or not as applicable. Failure to do this may render the tender void.

Contractors name

Lead time from placement of order to commencement on site will be Weeks. Estimated Contract Period: Weeks

