



Specification and Schedule of Works

For

Internal Accessibility Improvements

At

St Peters Church, Sharnbrook

Prepared by; - D. Llewellyn Ba Arch, Dip Proj Man, MRICS, MCIOB

Priory Heritage Ltd, Lt Staughton, Bedfordshire, (01767) 631293, (01234) 376866

Date of Issue; - January 2025

Client; - Vicar and PCC St Peters, Sharnbrook



PART A PRELIMINARIES

1.0 - PARTIES TO THE WORKS

Item	Description	Cost
1.01. Employer	The employer for the works shall be St Peters Church Sharnbrook PCC	
1.02. Contract Administrator	<p>The clients Contract Administrator (C.A.) for the works will be Priory Heritage Historic Buildings Consultants;</p> <p>The Old Clay Works, Lt Staughton, Bedfordshire, MK44 2BX Telephone (01234) 376866</p>	
1.03. CDM	<p>Construction (Design and Management) Regulations 2015. The previous 'CDM Coordinator' role has been replaced by the Principal Designer who must be appointed if the project is notifiable to the HSE or if the project involves more than one contractor.</p> <p>A project is notifiable if it likely to be more than 30 days in duration and involve more than 20 workers or if it is likely to be more than 500 person days.</p> <p>It is not anticipated this project will be notifiable under current CDM regulations.</p> <p>Where projects are notifiable or where more than one contractor is involved in the works or the Contractor is to employ one or more subcontractors then unless otherwise stated the Contractor shall allow to provide the role of Principal Contractor (PC) within the meaning of the CDM Regulations. This will include managing the separate contractors regarding health and safety on the site and ensuring proper coordination of all site work.</p> <p>Where more than one contractor is employed on site or the contractor employs subcontractors the employer will ensure that a Principal Designer (PD) is appointed for the project. They will be responsible for issuing Pre-Construction Information and ensure that a H&S File for the project is prepared on completion.</p> <p>The contractor, acting as PC, must prepare a Construction Phase Plan (CPP) prior to starting work. The CPP must be acceptable to the clients PD and approved before the works commence</p>	
1.04. Site safety	<p>Safety on site shall remain the contractors responsibility and take reasonable steps to keep unauthorised persons off site. 'Authorised persons' shall be confirmed at the pre-contract meeting.</p> <p>Update the CPP throughout the duration of the job and provide the</p>	

necessary information to the PD to enable him to include that information in the Health and Safety File.

Provide adequate training to all site operatives and manage all site risks and hazards including those arising from the design which should be notified to the PD.

1.05. Contractor To be Confirmed

1.06. Diocese St Albans

2.0 - THE WORKS IN GENERAL

- 2.01. Site Location** The works are located within the church at St Peters, Sharnbrook, Bedfordshire.
- 2.02. Pre Contract Site Access** In the event the contractor requires access to the site this shall be agreed via David Llewellyn of Priory Heritage
- 2.03. Project Summary** The works shall consist of;
- 1) Relaying the Chancel floor to eliminate steps down at chancel arch and up again at altar rail.
 - 2) Relocating the chancel screen to improve access and visibility
 - 3) Revision + relocation of some sections of pews to create spaces within the Nave for accessible seating.
 - 4) Replace existing metal ramp into Lady Chapel with stone ramp
- 2.04. Schedule** The contractor is to produce a bar chart to indicate his anticipated programme at the pre contract meeting.
- The contractor shall allow to attend periodic progress meetings on site with the client / C.A. as appropriate and as agreed at pre contract meeting
- 2.05. Payment** Unless otherwise agreed the contractor shall make application for payment at intervals not less than 4 weekly via the Contract Administrator. See item 4.05
- 2.06. Pre-start** At commencement of the works the contractor shall record the condition of all items such as floor surfaces, furnishings etc which might be defective before work starts hence likely to affect satisfactory completion of item 8.01 and 8.02

3.0 - TENDER INSTRUCTION

- | | |
|---------------------------------|---|
| 3.01. Quality | The tender documents must not be regarded as a complete statement of all work or materials required to complete the project. The contractor shall include for all procedure and items required to complete the works outlined therein to a proper and workman like standard in compliance with all current legislation. |
| 3.02. Quantities | There will be no formal Bill of Quantities prepared for this project. The contractor shall make his own judgement from a site visit and supplied drawings / schedule as to the exact amounts required to undertake the works required for each item. |
| 3.03. Priced Schedule | The contractor appointed shall provide to the C.A. a detailed cost breakdown to be set against specification clauses |
| 3.04. Variations | <p>All variations shall be agreed in advance with the Client / Contract Administrator. Variations not notified and agreed in advance may be disallowed from the final account.</p> <p>All additions or omissions from the contract sum shall be priced within 14 days. Subsequent to this period, failure to provide information to the Contract Administrator for cost variations within 7 days of a written request may result in additional costs being disallowed in the final account.</p> |
| 3.05. Tender Appointment | The employer does not hold himself liable to accept the lowest or any of the tenders submitted. The tenders submitted must remain valid for acceptance by the employer for a period not less than 30 days from stipulated submission date |
| 3.06. Submission Date | The contractor shall return his quotation by the date stated on the form of tender any received after this date shall not be considered. |
| 3.07. Contingency Sum | The contractor shall include a 10% contingency allowance beyond the net cost of the works for unforeseen items. This shall only be utilised by written instruction from the C.A. The contingency shall be included within the final tender sum where indicated at close of <u>Part B</u> scheduled items. |
| 3.08. Qualifications | <p>The contractors quote shall be deemed to include all work described or reasonably inferred as necessary for the proper execution of the works in accordance with current best practice.</p> <p>In order to maintain a consistent and fair basis for tendering contractors shall list (at end of Part B schedule of works) and price any items which are included within the tender sum and considered essential to the proper execution of the project but not specifically included in the following specified and scheduled items.</p> |

4.0 - CONTRACT DOCUMENTS

- 4.01. Version** The contract document shall be by exchange of letters format.
- Key terms;
- Commencement Date; To be confirmed
- Completion Date; duration of works to be stated on form of tender
- Liquidated damages; Nil
- Rectification (defect) Period 12 months from Practical Completion
- Interim payments: The first Interim Date is one month after start on site and thereafter at intervals of one month. Unfixed materials or workmanship off site shall not be included in valuations unless by special arrangement pre-contract.
- Payments due prior to practical completion – percentage payable of the total value of work 95%
- Payments which become due on or after practical completion – percentage of the total amount to be paid to the Contractor 97.5%
- Supply of documentation for computation of amount to be finally certified 3 months from the date of Practical Completion
- Contractor's Public Liability Insurance: injury to persons or property – the required level of cover is not less than £5 million for any one occurrence or series of occurrences arising out of one event
- Insurance of the Works etc. – alternative provisions cover for terrorism not required. (Works & existing structures insurance by Employer in Joint Names)
- Adjudication and Arbitration – Nominating Body to be Royal Institute of Chartered Surveyors
- 4.02. Drawings** The contract drawings shall be 2416-P2-1 to 2416-P2-7 as reduced copies appended to schedule of work. (originals at A3 size).
- 4.03. Copies of Documents** A copy of the signed contract document shall be available from the C.A. on request
- 4.04. Dimensions** The contractor shall take dimensions for estimating and construction from site. Do not scale from the drawings use written dimensions where stated. If discrepancies are encountered consult the C.A..
- 4.05. Interim claims for payment and Valuations** Interim payments are to become due to the contractor at intervals of not less than four weeks. A schedule of due dates is to be agreed pre-contract. In the event of extension of time on the works the due dates shall be considered to continue at equal intervals
- The contractor shall submit his interim claim for payment to the Contract Administrator 7 working days before the 'due date' who shall consider the claim and issue an appropriate certificate to the client and contractor authorising payment.
- The certificate issued to the contractor with associated valuation shall be considered to represent the 'Payment notice' or 'Payless

notice' within current Construction Act process where appropriate.
This shall be issued within 5 days after expiry of the due date.

Once confirmed by certificate the amount shown +VAT is due to be paid by the client to the contractor 14 days from issue of the certificate.

5.0 - STATUTORY AUTHORITIES / OBLIGATIONS

5.01.	Planning	Not Required
5.02.	Listed Building	Not Required
5.03.	Building Control	Not Required
5.04.	DAC / Faculty	In progress, confirm prior to start on site
5.05.	Archaeologist	<p>The project is not expected to require any excavation beyond lifting the chancel floor slabs. All new floor construction will then be built up from the under-slab level Whilst no significant Archaeological impact is anticipated it is possible a degree of Archaeological oversite may be undertaken and if so this will be agreed at pre contract meeting and costs as applicable paid direct by the PCC.</p> <p>In the event any more significant excavation is later instructed the Contractor's operatives must be aware that human remains or other archaeological items may be encountered work should stop immediately and further advice be sought from the CA.</p>
5.06.	Utility Services	The contractor shall take all reasonable steps to locate and maintain provision of adjacent internal services, wiring etc. The contractor shall notify the PCC not less than one week in advance if any works may interrupt the supply to the remaining building
5.07.	Site access	<p>The contractor shall erect reasonable barriers / control measures to ensure only those entitled to gain access to the areas of works within the church may do so. The persons authorised shall be agreed at the pre contract meeting with the C.A.</p> <p>The general contractor shall ensure the use of safety helmets in accordance with current legislation and ensure he maintains spare helmets on site for use by authorised visitors.</p>
5.08.	Site Safety	<p>The contractor shall be responsible for site safety and shall include within his quote for compliance with all relevant health, safety and workforce welfare legislation.</p> <p>The contractor shall provide information reasonably required in preparation of the clients H&S file in compliance with CDM regulations and a copy of his project risk assessment for the works on request.</p>

It is not anticipated asbestos will be encountered during the schedule works but remain alert for presence of asbestos previously used or incorporated into the structure. Allow to undertake contractors pre-start site inspection as required for compliance with Statutory instrument 1969 No 69 (and subsequent Instruments relating to asbestos), the Codes of Practice and Guidance notes published by the Asbestos Research Council, and the Health and Safety at Work Act.

- 5.09. Fire Precautions** The general contractor shall be responsible to ensure his own and sub contract operatives take all reasonable precautions to prevent loss or damage by fire. All operatives should be made aware of the location of fire extinguishers and be able to contact responsible officials in the event of an emergency.
- 5.010. Ecologist (Bat) Protection** Under THE WILDLIFE AND COUNTRYSIDE ACT 1981 bats are granted full protection. It is illegal not only to intentionally kill, injure or handle any bat but also intentionally to damage, destroy or obstruct access to any place that a bat uses for shelter or protection or to disturb a bat whilst it is occupying such a place. In this context 'damage' means make worse for a bat and so includes such operations as chemical treatment of timbers.
- Timber treatment - Organochlorine woodworm killers are not to be used where bats are in evidence. An alternative Synthetic pyrethroid insecticide such as permethrin and cypermethrin may be permitted if agreed with the C.A in advance.
- 5.011. Commencement** The contractor shall not commence work until the contract documentation is signed and returned to the C.A. The contractor shall notify the C.A. at least two working days in advance when work shall start on site.
- 5.012. Noise** The Contractors attention is drawn to sections 60 and 61 of the Control of Pollution Act 1974 and B.S. 5228:1975. These refer to the control of noise from construction works and the need to establish from the Local Authority responsible, what requirements or restrictions may apply to the works. The Contractor is responsible for complying with such requirements and is to allow in his tender for any costs arising from such compliance. No instruction issued by the Architect shall relieve the Contractor from compliance with the Act.
- 5.013. Insurance** The contractor shall maintain adequate insurance for the works as defined in the contract. The Contractor must indemnify the Employer against all liabilities, loss, claim, expense or proceedings whatsoever, in respect of damage arising from his (or his subcontractors) operatives negligence. Particular care should be exercised in the use of heat producing appliances such as blow torches for lead-working.
- Existing structures, contents and unfixed materials / goods (except Contractor's sheds, plant, tools and equipment) shall be insured in joint names. The Employer shall notify his insurers prior to commencement of the works to maintain insurance cover against such risks. (see also 7.01 materials on site)

6.0 - PROJECT MANAGEMENT

- 6.01. Supervision** The general contractor shall be responsible for the day to day project management of his operatives and for co-ordination with both domestic and nominated sub-contract operatives
- The general contractor shall prepare a schedule for the works and shall keep this updated throughout the duration of the project.
- 6.02. Sub-Contract** The contractor shall ensure that all subcontractors whether nominated or domestic appointments are instructed via a proprietary form of subcontract and hold an appropriate 'sub-contractors' certificate from Inland revenue for tax purposes
- 6.03. Site Facilities** The contractor shall provide and locate in an agreed position such temporary site facilities for use by his own and sub-contract operatives as required to comply with current legislation. This is to include allowance for welfare facilities necessary under CDM legislation.
- Assume for tendering on this project there is no requirement for a separate portable WC. Toilet facilities exist in the Church and may be used provided they are maintained in a clean condition during the works and left 'as found' on completion.
- Allow within tender for secure site storage unit as necessary if valuable materials / equipment is proposed to be stored on site.
- 6.04. Scaffold** In general, no scaffold is anticipated necessary for the works other than limited use of a tower scaffold for relocation of the chancel arch screen components.
- This scaffold to be erected daily as required and taken down + secured when the works are unattended.
- 6.05. Site Security** The contractor shall take all reasonable measures to maintain public safety and prevent unauthorised access to the area of the works.
- 6.06. Protection** The works are primarily internal and the contractor shall supply and maintain adequate covers to protect internal fixtures and fittings from damage by dust or debris arising from the works. Items of particular value or historic importance in the area of the works shall be physically protected by taped plastic sheeting + plywood casing or similar method as appropriate to prevent damage.
- In particular, the contractor shall consult the person responsible for maintaining the organ and ensure it is adequately covered during the works to prevent contamination by any dust arising during the project. Remove covers on completion.
- The contractor shall throughout the works be responsible for taking all reasonable measures to protect and externally stored materials etc from damage by the weather and to minimise delays consequent on inclement weather conditions.

- 6.07. Site use** The Chancel and other areas directly affected by the alterations will be out of public use for the duration of site works but the main areas of the church are expected to remain in use + publicly accessible. The east end altar will be brought forward to the chancel arch for the duration.
- Details to be confirmed at the pre-contract meeting, areas accessible for the contractor shall be agreed and subsequently all contractors activities restricted to those areas.
- 6.08. Site Services** The contractor shall make arrangements for the temporary supply of water and electricity for the works. Assume for tendering these are available free of charge for all works reasonably in connection with the contract.
- 6.09. Electrical** Main electrical supply / switchgear is located in the Tower base. Include to visit site to inspect the existing installation prior to tender to ascertain suitability for use during the contract. Where electrical works are later scheduled or found necessary as temporary works the electrical contractors shall have N.I.C.E.I.C Approved Contractor Status.
- If required to enable the works all temporary electrical wiring installed shall comply with N.I.C.E.I.C. regulations and be disconnected at the end of each working day.
- 6.010. Dayworks** Where dayworks have been agreed in advance the contractors foreman shall be held responsible for maintaining accurate operative time-sheets and submitting copies to the C.A. weekly (or at some other interval as shall be agreed with the C.A. in advance)
- 6.011. Completion** The contractor shall notify the C.A. when he considers the works completed to specification.
- The works shall be deemed practically complete by the C.A. who at this point shall issue a practical completion certificate and reduce retention held to 2.5% of the final certified value. This money shall be retained on deposit by the client for the 12 month defect retention period
- At expiry of the defects period the contractor shall notify the C.A. that the works are complete and following a final inspection the C.A. shall certify the outstanding sum due to the final certificate.
- 6.012. Non Completion** The contractor shall state on his form of tender the number of weeks duration anticipated on site. A start and completion date based on this shall be agreed at the pre-contract meeting.
- Damages for non-completion by the agreed date after allowing extension of time for extra works and non-seasonal inclement weather shall be applied at the rate £...Nil..... per week.
- 6.013. Inspection** The C.A. shall visit periodically to inspect the works.
- The contractor shall maintain on site at all times a competent workman vested with authority to discuss the works and take instruction from the C.A.

7.0 – THE WORKS

- 7.01. Materials** In the event any material, product or quality of workmanship is not fully specified it shall be suitable for the purposes of the works stated in or reasonably to be inferred from the contract documents and in accordance with best building practice.
- Other than bulk unprocessed materials such as sand / gravel etc only sufficient quantity of materials as required for the days work shall be brought to site. Valuable materials particularly metal sheet for roofing shall NOT be stored on site without specific written instruction from the C.A.
- 7.02. Method Statement** The successful contractor will be required to submit his method statement for the project with particular attention to agreed schedules to maintain safe public access to the building during the works
- 7.03. Delay** The contractor shall allow for all reasonable and approved building aids and methods to prevent or minimise delays during cold and inclement weather.
- 7.04. Rubbish** Maintain a tidy and workmanlike site.
- Ensure all rubbish and debris is removed or skipped on a day to day basis. On completion of the works the contractor shall thoroughly clean and tidy the works removing all dirt / debris and surplus materials
- 7.05. Stonework** All stonework alteration and works to relay paving + memorial slabs shall be undertaken by qualified stonemasons approved by the client's C.A.
- 7.06. Mortar** The preferred mortar for all stone pointing work shall generally be assumed to be three parts sharp sand to one part fat lime putty. The mix should be left for at least a day to mature before use
- As internal work frost risk is not expected to be an issue. In the event any external repointing or similar is later instructed it shall not be undertaken during winter months where there is a reasonable probability of hard frost. If conditions are less favourable (but not so severe as to prevent working) or the work is in an exposed locations the fat lime putty mortar may not be suitable. In such situations and in agreement with the client's C.A., mortar for walling pointing work shall be undertaken using NHL 2 Hydraulic lime in place of the lime putty. Mix assumed to be 2.5: 1 (sharp sand: lime).
- The sand shall be clean sharp pit sand. A sample to be agreed with the Architect before work commences. On no account should soft builder's sand be used. Exact mortar mix to be agreed on site and a sample panel prepared for approval.
- A coarse gritty texture of joints is required and should be obtained by brushing the surface of the mortar before it achieves a full set using a stiff brush or scraping with a pointing trowel

- 7.07. Lime Supply** Generally to be fresh non-hydraulic lime putty to BS890 from one of the following suppliers (or similar approved):
Chard Building Supplies Tel. 01179 777681
Singleton Birch Ltd Tel. 01652 688386
Bleaklow Industries Ltd Tel. 01246 582284
Hirst Conservation Materials Ltd Tel. 01529 497517
Lincolnshire Lime Tel. 01469 531227
Where an Hydraulic lime is agreed this shall be no stronger than NHL2 and from a similar approved source. Ensure Hydraulic lime is used and stored in accordance with suppliers recommendations.
Hydrated lime shall not be used and neither shall a lime mix gauged with cement be used.
- 7.08. Sand** Sand should be washed coarse, sharp, pit sand graded in accordance with BS 812 Testing aggregates and BS EN 13139 Aggregates for mortar. Sand to be dark yellow or brown in colour to sample approval on site to suit existing aggregate in mortar.
- 7.09. Pointing (slabs)** Fine jointing between slabs will require joints to be carefully cleaned out + masked along edges. Blow out dust and damp down raked out joints.
Lime mortar shall be fine screened and / or made up with silver sand as dictated by site conditions and joint widths. Mortar may require to be more fluid hence shall be applied into joints through 50mm tape placed over joint then slit to allow mortar to be firmly tamped into joint without staining adjacent stone face.

8.0 - COMPLETION

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- 8.01. Make Good** On completion of the works a site inspection will be undertaken to confirm practical completion. This will identify defects and damage reasonably associated with the contracted works which contractor shall make good howsoever caused.
This is to include all making good consequent on direct labour works and all subcontractors works.
- 8.02. Tidy** Remove all temporary protective works and uncover the organ.
At handover clean and tidy the areas directly affected by the alterations and the church generally leaving fit for use.
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Part A Sub Total

£.....

PART B - WORKS SCHEDULE

9.0 - GENERAL AND PREPARATORY WORKS

9.01.	General Scope	The work shall consist of; a) Remove chancel screen and relocate on Aisle North wall b) Remove choir stalls and relocate to clear area in North Aisle c) Lift chancel paving, infill lower area and relay all flush to Nave d) Remove Nave pews as indicated on plan, relocate frontals and reform section of pew base to create accessible seating positions e) Replace existing metal ramp into Lady Chapel with stone ramp	
9.02.	Access	The contractor shall visit site before tendering to assess relevant conditions affecting his quotation.	£.....
9.03.	Preliminaries	Allow here to bring forward all costs associated with works to provide internal protection and other costs relating to requirements of preliminaries section A	£.....
9.04.	Hoardings etc	Allow for all access and safety equipment needed to undertake the work and maintain public safety / access into the church via agreed entrances. Maintain general public safety include for all measures reasonably required to prevent unauthorised access into the areas of the internal works.	£.....
9.05.	Site Storage	An external area adjacent the works will be defined for site storage of bulk materials and securely fenced off by the contractor using Heras panels or similar. A limited area for storage of small tools and equipment within the building to be agreed at pre-contract meeting. Any materials or equipment left on site is at the contractor's risk.	£.....
9.06.	Debris	Clear up debris and surplus materials as it arises. Maintain a tidy site and do not allow general construction debris or rubbish to cause a nuisance in other areas of the site.	£.....
9.07.	Existing Services	<u>Water</u> - Available on site. Allow for temporary provision as required to get water to point of use for the work and welfare use. <u>Electric</u> - This is available at the church and available free of charge for all activities reasonably in connection with the works <u>Toilets</u> - There are toilets within the Church / adjacent hall. Maintain in good order throughout the contract works on site. <u>Welfare</u> - The contractor shall provide his own facilities, site hut etc as necessary for general welfare and safety in accordance with current regulations.	£.....
9.08.	Asbestos	Do not include any special costs for removal or disposal of asbestos. In the event this is found or notified at pre-contract this will be priced as a variation.	£00.00

10.0 – CHANCEL SCREEN

10.01.	Remove screen	<p>Allow to provide temporary bracing to screen as required to maintain its integrity during transfer. Ensure no fixings into historic timber work and a protective fleece or similar is used between abutting clamped surfaces.</p> <p>Detach all existing fixings restraining upper sections of screen and carefully cut / break out at abutment to Nave floor where embedded at the chancel step. Damage where unavoidable shall be restricted to the masonry of the Nave floor infill which abuts the screen and not to the historic joinery itself.</p> <p>Set aside in agreed location within the church until refixed in North Aisle.</p>	£.....
10.02.	Adaptation	<p>The chancel screen can be refitted in the North aisle without dismantling or loss of historic joinery but the modern blank infill panel to the left hand side is not required in the new location and does not contribute positively to the structure.</p> <p>Carefully remove that infill panel before refixing the historic screen.</p> <p>For tendering allow to fabricate and fix an oak plinth cover section to the front of the historic screen at low level as detailed on drawing to cover the area previously embedded in the masonry at the Chancel step.</p> <p>It is likely that embedded face will be decayed but if on removal the low level joinery is found still to be in sound condition the proposed plinth cover section may be omitted. Confirm this with the C.A. on site as work proceeds.</p> <p>Finish new oak with van dyke crystal stain + button polish to tone new surface to blend alongside the historic timber. Clean and wax all on completion.</p>	£.....
10.03.	Water pipe	<p>The existing tap / water standpipe located at low level in the North aisle is to be relocated.</p> <p>Allow to form small recess in RH reveal wall surface into north door sufficient to allow new tap to be fitted without obstructing the operation of the door.</p> <p>Reroute the water supply pipe behind the screen, drilled through the wall to discreetly enter the back of the new tap recess.</p> <p>Make good to wall plaster and within the recess with lime plaster / skim as adjacent wall areas. Supply and fix new long reach brass bib tap and back plate.</p>	£.....
10.04.	Refix screen	<p>Allow to relocate the Chancel screen to the North aisle in position shown around existing North door. NB, it is anticipated the screen may need to be fixed apx 20mm off centre to the west to ensure the north door opens fully to 90°. Confirm this with the C.A on site as the screen is refitted.</p>	£.....

Include for lead shims / spacers under screen base rail to accommodate any irregularity between timber and existing floor finish and concurrently act as DPC between structure and timber.

Allow the provisional sum of £1000 for repair to existing base rail of screen as agreed with C.A. on site when exposed + removed from current position.

£1000.00

Allow to purpose fabricate and fix nominal 12N° black painted stainless steel fixing brackets to secure screen against wall. The exact location + detail for each fixing to be agreed with C.A. on site to ensure they remain as unobtrusive behind the historic timbers. The vertical load (weight) of the screen is to be supported directly to the floor as existing configuration.

£.....

11.0 – CHANCEL FLOOR

11.01. Choir stalls Allow to remove choir pews and frontals and set aside for later reuse in nave

Lift raised timber bases and supporting joists, dispose of debris.

£.....

Clear loose debris and supporting brick walls as found from void below pew bases. Dispose of debris.

11.02. Archaeology Exact archaeological requirements to be confirmed at pre contract meeting but assume for tendering that a watching brief is in place. Archaeological fees to be paid direct by the PCC but the main contractor shall allow within tender to liaise with and provide attendance on the Archaeological works.

£ 00.00

£.....

11.03. Existing slabs (+memorials) Allow to number all existing slabs and memorials and record positions for later refitting

Carefully lift existing floor paving slabs and set aside for reuse

£.....

Include for suitable lifting equipment to carefully lift all memorial slabs currently laid as part of the chancel floor and set aside for reuse. Ensure lifting process / mechanism does not damage the memorials. Stone slabs to be stored flat and adequately protected + supported to prevent damage.

Assume the current east end Altar can be moved back against the east wall for the duration of the contract allowing the eastern chancel floor area to be available for the safe temporary storage of memorial slabs.

£.....

Allow to temporarily remove altar rail, undertake adaptation to raise top rail 300mm as detail drawing then reinstate to original position on completion.

11.04. Nave floor / step. To create a consistent edge for new paving abutment, allow to remove redundant top step at the former access through screen and carefully cut back the variable / damaged edge of concrete along former abutment to historic screen.

£.....

- 11.05. Infill / sub-base** Notify C.A. when the flooring is removed to allow inspection prior to laying infill. Exact works to be confirmed on site but for tender allow to raise floor level as indicated on drawing;
- Overlay the retained lower step masonry and exposed soil / sub-base as found using Terram 1000 Geotextile Fabric then infill lower area with lightly compacted MOT type 3 crushed limestone or similar. Overlay crushed limestone fill with nominal 100mm lime concrete base. (No DPM). Final upper level of lime concrete to be determined by thickness of thickest memorial to be relaid. £.....
- 11.06. Wall memorials** The two memorials fixed to the wall are to remain in position. Allow to form stone kerb as detail (C) to manage proposed raised level away from face of monument. Rebate top edge of stone and fit 25mm thick oak infill board flush to new FFL to close void. Drill 2No 20mm holes through oak board for ventilation and to allow board to be lifted out for inspection if required. £.....
- 11.07. Step abutments** North Chapel - Supply and bed into position new matching Yorkstone paving slab at level of existing screen threshold and new stone kerb section to create step edge down into North Chapel all as detail (D). £.....
- In the location of the relaid floor memorial the height of the new stone 'riser' section is to be reduced to allow the memorial slab to be fitted over and remain flush to FFL.
- South Door - Lift and rebed the existing lower stone step currently at the Chancel south door to become flush with the existing upper step level on the south door. (The south door is not in routine use but the extended top step level allows the door to open with a small, apx 30mm, step down from the proposed chancel floor.) £.....
- 11.08. Relay floor** Original slabs and memorials to be relaid to original positions recorded prior to removal / as shown on plan. Shortfall of paving required where screen + choir stall bases removed to be made up with new 50mm thick, buff coloured sawn Yorkstone slabs laid to random lengths but to continue the existing north - south coursing of the existing slabs. £.....
- The stone selected shall have an even appearance without excessive figuring / lining. Provide samples of the proposed Yorkstone for C.A and client approval prior to order. For tendering allow supply only costs at £150M² (+ VAT + delivery)
- All paving laid to an even surface flush with adjacent in Nave and the existing FFL in Chancel, to be bedded into a firm lime / sharp sand screed to fully support all slabs and memorials (not just localised support 'dabs'. To avoid a small residual physical step in levels (20 - 25mm) between Nave and Chancel, the slight height difference shall be graded off evenly when laying floor.
- 11.09. Completion** Carefully and firmly refill all joints between paving ensuring the face of slabs and memorials remains clean. Strike in the face of joint pointing with a pointing iron or similar to consolidate mortar face and limit future joint loss during floor cleaning. £.....
- Clean floor leaving fit for use on completion.

12.0 – NAVE PEWS

- 12.01. Choir stalls** To the choir pews removed from the chancel under item 11.01 above allow to reposition 3N° into the area indicated on plan 2416-P2-7. This area already has a temporary timber pew platform which is currently populated with three loose non matching pews.
- The current non matching pews to be set aside on site, retained by client and offered for sale / disposal within the parish.
- The modern raised floor structure is to be removed and a new section of correctly oak kerbed + softwood boarded pew platform created matching the original of adjacent pew areas. (Fix over existing stone floor and drill 20^{mm} holes through plinth + boards to ventilate concealed void. £.....
- Assume the 2N° already shorter choir pews are fitted at current length, 1N° longer pew to be cut down to refit the existing pew end to create 3rd pew of matching length. Final 4th pew to be retained on site by client for disposal / sale within the parish.
- 12.02. Nave - Accessible spaces** To each of the 4N° proposed accessible seating positions A,B,C,D allow to remove section of existing pew and frontal. Refit frontal in front of last retained pew creating an adjacent clear space apx 800^{mm} wide. (see plan drawing). Rework spare pew end to create new end for retained section of existing frontal adjacent to column
- Remove matching section of raised timber pew platform. Trim to support the cut joists ends and provide additional underfloor support as needed to keep all raised timber platform areas secure. Refit kerb edge around retained platform edges. Ensure any new timber fitted is preservative impregnated and isolated from adjacent masonry with DPC £.....
- Infill sections of timber floor removed with compacted crushed limestone or similar and resurface with reclaimed Yorkstone slabs, to create accessible spaces. All to match adjacent original paving and to finish level with the floor in Nave.
- 12.03. Ramp to Chapel** Allow to remove the modern temporary metal ramp providing disability access into the North chapel. Set aside for retention / disposal by client.
- Allow to overlay existing stone paved floor with new paved ramp The reformed stone ramp is to be 3050^{mm} in length giving a gradient apx 1:15 (improved from current 1:9.5) and to coincide with existing joint between slabs. Form 100^{mm} Bathstone ashlar sides with raised kerb down both sides of ramp. Lay Terram fleece as Chancel and infill with lime concrete to create ramped subbase. £.....
- New Yorkstone for paved surface to be 50^{mm} sawn Yorkstone as required for new areas of Chancel floor. To avoid fragile feather edge to stone at lower edge of ramp cut out apx 75^{mm} section of existing flooring where ramp abuts joint in the retained floor slabs.
- Onto low kerb walls to both sides of ramp supply and fix purpose made black wrought iron handrail to simple design matching that agreed for handrail at south porch.

13.0 – ASSOCIATED WORKS

13.01.	Nave - Floor	<p>The currently carpeted section of the Nave floor toward the east end of the Nave adjacent the Chancel arch has step / screen ‘cut-out’ sections and will need to be removed. £.....</p> <p>When existing carpet is lifted the C.A. and Churchwardens will inspect condition of exposed floor. If this is not suitable to remain exposed the PCC will have a new carpet fitted upto the line of the new chancel floor but without the current step ‘cut-out’etc.</p> <p>Any carpet later required to be arranged separately direct by the PCC separately to the main contract works.</p>
13.02.	Door	<p>Allow to rub down timberwork to the Chancel south side door and re-oil with boiled linseed oil. Carefully mask as required and repaint ironwork gloss black £.....</p>
13.03.	Chancel Arch	<p>Make good minor damage to chancel arch where previous screen fixings removed £.....</p>
13.04.	Completion	<p>Leave all areas affected by the proposed works fit for use, clean + tidy, remove all debris and make good on completion. £.....</p>

SUMMARY

Part A	Preliminaries applicable to this phase	£.....
9.0	General	£.....
10.0	Chancel Screen	£.....
11.0	Chancel Floor	£.....
12.0	Nave Pews	£.....
13.0	Associated work	£.....
	Qualifications (if any)	£.....
	Sub Total	£.....
	10% General Contingency	£.....
Contract Total (ex VAT)		£.....