

Schedule of Works
for structural repair and works at

Tavistock Museum
Tavistock

for Tavistock Town Council

revision history

<i>Revision</i>	<i>Clauses altered</i>	<i>Issue</i>	<i>Date</i>
T1		TENDER ISSUE	March 2023

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1.0	Background Information
1.1	<p>Project Particulars</p> <p>Employer Tavistock Town Council Contact: Wayne Southall</p> <p>Architects: Gillespie Yunnie Architects LLP Contacts – Jackie Gillespie, James Neal</p> <p>Structural Engineer John Grimes Partnership Contact – Chris Batsford, Mark. Crumplin</p> <p>Principle Designer Gillespie Yunnie Architects LLP Contacts – Jackie Gillespie, James Neal</p>
1.2	<p>Outline Description</p> <p>The works cover the structural replacement of an existing beam and lintol which have been affected by dry and wet rot, along with associated replacement of affected joists, treatment of rot affected fabric, and structural stitching of the masonry wall above. The temporary works required to safely support the loads above during replacement of the beam are substantial and will form a large proportion of the overall work. Existing elements affected by the temporary works will also need to be reinstated.</p> <p>The principle elements comprise:</p> <ol style="list-style-type: none"> 1. Temporary propping and structural support as directed by Structural Engineer including mini bore piling and temporary beams, needles footings and shores. 2. Temporary protective enclosures 3. Temporary relocation and reinstatement of affected services and electrics 4. Removal of existing studwork wall to create work area, and reinstatement on completion. 5. Removal of redundant and rot affected beams and timbers 6. Treatment of rot affect material / dry rot 7. Installation of new structural beams and lintols. 8. Replacement/repair of timber floor joists and boards. 9. Resupport of joist ends 10. Structural stitching of internal walls 11. Making good/reinstatement of fabric and features affected by temporary works 12. Cleaning and making good.

2.0	General requirements.
2.1	<p>Notifications</p> <p>The Contractor is to notify and liaise with the nominated Building Control Approved Inspector, at appropriate work stages for inspection prior to covering up of completed work.</p> <p>Devon Building Control 01626 215793 mail@devonbuildingcontrol.gov.uk</p>
2.2	<p>Site services</p> <p>Before starting work, check and mark positions/routes of all existing services and drainage runs likely to be affected by the works. Notify the Employer where these may clash with proposed works</p>

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2.3	<p>Site Working Area. Contractor may utilise the extent of the working area as agreed along with sanitary facilities. Contractor should not go beyond these areas except by prior agreement with the Employer.</p>
2.4	<p>Designers Risk Assessment and CDM Regulations.</p> <p>John Grimes Partnership have designed the works to minimise risks during both the construction and occupation phases of the building. Residual risks however are inherent in the construction process and site factors, and these should be included with in the Construction Phase Health and safety Plan. Prepare method statements for all structural or other works in accordance with CDM regulations or as highlighted by the Principle Designer.</p> <p>The works are Notifiable under the CDM regulations.</p>
2.5	<p>Sustainability: All timber, including hardwoods to be from an FSC approved source. Contractor to retain certifications for inspection if requested.</p>
2.6	<p>General Notes – All work to be carried out to a good standard & to comply with all current codes of practice, British and EU Standards, UK Building Regulations Approved Documents & other relevant legislation.</p> <p>All materials, products and appliances to be installed in strict accordance with the Manufacturer’s written recommendations & instructions.</p> <p>Dimensions: are not to be scaled from drawings & all dimensions are to be confirmed on site. CA to be notified of any discrepancies before construction continues.</p> <p>Discrepancies: the Contractor is to check all documents upon receipt (including drawings for any discrepancies in dimensions) and report any discrepancies found to the CA immediately. No document is to be amended without written authorisation. Refer and discuss any inconsistencies with the CA before work commences.</p>
2.7	<p>Alternative suppliers and products. Contractors may offer alternative products or manufacturers to an equivalent or improved performance/standard over those specified for consideration.</p> <p>The naming of suppliers within the specification does not mean that they will become nominated subcontractors within the contract.</p> <p>The Employer will retain the option to retain the original specification, or take up the Contractors alternative product in each and every case.</p>
2.8	<p>Historic Fabric The Contractor’s attention is drawn to the historic nature of the existing building, which is Listed Grade II There is potential for below ground archaeology within the work area, which is scheduled as part of a Historic Monument.</p> <p>All work should be undertaken in a careful and diligent manner to minimise disturbance to the existing fabric and ground.</p> <p>No materials, fittings or finishes are to be removed or replaced beyond those identified on the drawings and specification. If in doubt check with CA.</p> <p>Stop work and advise if any below ground archaeological remains/features or unidentified structures are uncovered</p>

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	The Contractor will be expected to make good or reinstate any damage to the listed fabric .caused by negligence or lack of proper site supervision at his own expense and in accordance with direction from the CA or Local Authority.
2.9	Asbestos Please refer to existing asbestos survey dated 2006 which includes the Museum area. Contractors should note the locations of ACMs identified, and which are labelled as low risk. Contractors to be aware that other latent ACM may be present and take appropriate precautions.

3.0	Preparation and temporary works
3.1	Existing services Establish and confirm positions of services runs affected by the works. Refer to drawing GA-004 which indicates known electrical services. Notify any other services not shown on the drawings but which may be affected by the works. The following services will need to be removed in advance of the structural works and reinstated prior to handover. <ul style="list-style-type: none"> • Electric panel heater • Surface fixed cable trunking, socket outlets and switches on studwork wall which is to be removed. • Cabling within first floor void • Any other affected cabling/services
3.2	Temporary screening and protection Allow to screen off the work area at both levels with polythene to provide a dust proof enclosures. Suggested locations for screening are shown on drawings GA- 001, GA-002 Allow for temporary protection to existing ground floor fireplaces and first floor fireplace – including surrounds and hearths (note first floor hearth may need to be removed and reinstated see 3.4)
3.3	Recording Take photographic records and/or measurements to enable the making good and reinstatement of removed elements to be properly matched.
3.4	Removals Carefully take down existing timber studwork and lath and plaster wall (ground floor) to enable space for ground floor temporary propping and bracing. Refer to John Grimes drawing. Set aside skirtings, door frame, architraves and existing four panel wall - all to be reinstated- Carefully remove timber linings and steps to first floor gallery opening to allow for temporary support propping. Set aside all timber components and reinstate/make good on completion of works. Subject Allow to carefully remove existing stone hearth at first floor level if joists in area 1B need to be replaced. Reinstated on completion.
3.5	Temporary structural works and supports. Undertake temporary works, propping, piling and support to existing walls and floors at both ground and first floor level as designed by structural engineer, following the recommended construction sequence.

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	<p>Carefully take up existing timber boarding and timber floor bearers to areas affected by temporary works, set aside floorboards for re-instatement on completion.</p> <p>Undertake Odex 115mm piling scheme – 4 no 115 diameter piles</p> <p>Fabricate and install temporary steel bearing beams as shown on JGP drawings.</p> <p>Cast two new support padstones in existing walls supporting temporary steel beams.</p> <p>Cast two concrete strip footings to support temporary diagonal bracing</p> <p>Core drill holes in existing walls to receive needle support beams</p> <p>Erect adjustable props, needle beams and bracing as shown</p> <p>Pack to underside of existing wall as specified</p> <p>Allow for inspection of temporary support works by Structural Engineer.</p> <p>Stop work and advise CA of any potential archaeology or significant structures found during excavation stage.</p>
3.6	<p>Redundant materials: All redundant materials/waste become the responsibility of the Contractor and are to be removed from site and disposed of safely, or recycled to a suitable facility. All redundant materials to be separated for recycling wherever possible.</p>
3.7	<p>Removals All temporary props, beams needles and the like to be carefully taken down and removed from site. Temporary footings and pile caps may remain except where they interfere with reinstatement of existing timber floors, in which case they should be broken out and removed.</p>

4.0	Structural works
4.1	<p>Existing beams Once structure is fully supported remove the existing timber beam(s) and lintols in accordance with structural details and the suggested Construction Sequence prepared by John Grimes Partnership.</p>
4.2	<p>Rot affected timber Remove beam(s) and clean out all rotten timber and debris from bearings and wall pockets and thoroughly vacuum the area. Treat exposed masonry surfaces with fungicide in accordance with NBS spec section C52</p>
4.3	<p>New beams</p> <ul style="list-style-type: none"> • Form new cast concrete padstones as specified. • Install new fabricated steel beam(s) in accordance with structural details and the Construction Sequence prepared by John Grimes Partnership. • All new steel beams to be fully galvanised. • Pack between new beams and walling as specified with non shrink mortar. • Make good existing wall finishes around padstones – including reinstatement of moulding profiles.

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4.4	<p>Protection to new beams New steel beams to be fire protected to achieve 60 minutes fire resistance. Clad steel beams in two layers 12.5mm fire resisting plasterboard on three sides ensuring staggered joints between layers and secured to steel sections using proprietary clipped system.</p> <p>Cladding system – Contractors choice to meet the fire performance. Submit manufacturers details.</p> <p>Decorative skim finish and reinstatement of corner mouldings to beam is not part of this contract.</p>
4.5	<p>New concrete lintols</p> <p>Remove existing rot affected timber external wall window lintol once temporary works are in place. Clean out any rotten timber and debris. Vacuum thoroughly. Treat the area with fungicide as spec section C52. Install 2 no new precast concrete lintols to external opening in place of existing as detailed by Engineer. Grout up to existing walling using non shrink mortar</p>
4.6	<p>Structural timber and joists</p> <p>First floor</p> <ul style="list-style-type: none"> • Re-support existing or new timber floors with new timber wall plate(s) to external wall with hangers and fixings as detailed by Engineer. 1C • Renew area 1A of rot affected and poorly spliced timber joists with new joists to Engineers specification. • Take up floor boards in area 1B for inspection of joists by Engineer for inspection. Retain or renew joists as advised. to be re-supported on timber wall plates in lieu of existing wall pockets. • Existing wall sockets to be infilled with insulating batts. • Reinstate timber floor boards on completion of joist works as 7.3 <p>Ground Floor Reinstate timber floor boards and skirtings on completion of structural works supported on timber bearers to existing levels.</p>
4.7	<p>Structural stitching</p> <p>Existing cracking to first floor walls to be stitched using proprietary Helifix bars set into wall pockets as detailed by Structural Engineer.</p> <p>Making good of wall surfaces and decorations is by others.</p>
5.0	<p>Fungal and preservative treatments</p>
5.1	<p>Dying out of existing fabric Allow for temporary space heating / ventilation to the work area to ensure that existing fabric is dry.</p>

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5.2	<p>Treatment of wet rot. Remove all affected material within the work zone cutting back to sound timber. Treat adjacent areas and cut ends with preservative as specification Splice in new sections of well seasoned timber where required. Match timber species where replacement material is being used. I.e hardwood replaced with hardwood, pine to be replaced with pine.</p> <p>REFER to NBS specification section C52</p>
5.3	<p>Treatment of fungal dry rot Remove all timber within the work area known to be affected by dry rot. Remove existing skirtings, linings etc within the work area and check for hidden fungal infection Remove all affected material and treat the area with boron based fungicide as NBS section C42</p> <p>REFER to NBS specification section C52 and Methodology document 1217-Treatment of dry rot</p>
5.4	All fungal and preservative treatments to be in accordance with appropriate British Standard and NBS specifications
5.5	Appropriate PPE to be used and method statement to be submitted for Boron and preservative based timber treatments.

6.0	Replacement window – omitted
6.1	<p>Facsimile timber window design and manufacture New arched head sash window to be fabricated and installed to exactly match the existing ground floor sash window pattern. Two vertical sliding sashes and sash weights within timber sash box, Survey existing original window sections and match profiles with new. Window to be formed in joinery quality hardwood – submit proposals Submit measured shop for unit for site decoration..</p>
6.2	<p>Installation Install into existing opening and seal to moulded surround with lime mortar pointing. Decorate with 1 undercoat and two coats satin finish Glazing to match existing putty glazed single glazing.</p>

7.0	Reinstatement works
7.1	<p>Ground floor partition Reinstate former timber partition using 100x50mm timber studs at maximum of 600mm centres built off of timber sole plate and existing masonry bearing. Re-incorporate existing studs wherever possible. Provide timber noggins at half height of partition. Treat all timber studwork with preservative. Restrain head of partition to first floor joisted floor. Reform former door opening and limber lintol to suit existing four panel door and architraves. Reinstate skirtings</p>

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	<p>Finish both sides of partition in two coat lime plaster sourced from Mike Wye Associates and as follows:</p> <p>Manufacturer/supplier: Mike Wye Associates Buckland Filleigh Sawmills Shebbear Beaworthy, EX21 5RN Tel: 01409 281644 Email: sales@mikewye.co.uk</p> <ul style="list-style-type: none"> - Plaster support laths - sawn oak or chestnut laths. Fix laths using galvanised lath nails to every support - Initial scratch undercoat: <ul style="list-style-type: none"> - Product reference/ type: Haired Course Lime mortar . Fibre reinforcement: Haired as delivered. - Thickness (excluding dubbing out and keys): 15mm. - Provide key whilst wet. - Float coat: <ul style="list-style-type: none"> - Product reference/ type: Course Unhaired Lime Mortar . Fibre reinforcement: none. - Thickness (excluding dubbing out): 6-8 mm. - Final coat: <ul style="list-style-type: none"> - Product reference: Heritage lime Plaster - Thickness: 3mm. - Finish: smooth, fine finish. <p>Applied lime plasters in accordance with suppliers recommendations.</p> <p>Existing door Rehang original door leaf and frame using reclaimed architraves, ironmongery etc. Adjust as required.</p> <p>Existing electrics and socket outlets Reinstate socket outlets in original locations, using hidden wiring in lieu of surface mounted trunking.</p>
7.2	<p>First floor steps and door lining into north gallery Reinstate timber steps and handrails to original positions. Reinstate timber linings to underside of lintol at head of opening following removal of temporary supports.</p>
7.3	<p>First floor timber floors Reinstate timber floors using existing boards wherever possible. Supplement with matching reclaimed pine boards as required. Fix boards using c/sunk screws and timber plugs. Treat with matt sealant as necessary to match adjacent areas.</p>
7.4	<p>First floor hearth If required - allow to reinstate the existing hearthstone to the first floor fireplace and grout in place using lime mortar .</p>
7.5	<p>Ground floor temporary padstones and wall pockets Allow for infill/make good two no wall pockets formed for temporary support beam. Use masonry material. Make good wall face using lime-based plaster flash to adjacent surfaces. Make good affected areas of skirting</p>

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8.0	Finishes and redecorations
8.1	External repointing -not part of works
8.2	Internal walls and re-plastering – Only where specifically identified
8.3	Replacement of existing gypsum based wall plasters - Not part of works
8.4	Redecorations – Only where specifically identified .

End of schedule