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| **WP09a** | Carpentry and Joinery | | |
| **Subcontractor** | Raphael Contracting Limited | | |
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| **Document Revision** | Rev 0 | | |
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| **Master Programme Ref** | 25CS – MCP Rev 01 | | |
| **Master Programme Date** | 27 – Jun - 2019 | | |
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| **Produced by** | Planner | B. Pluck |  |
| **Checked by** | Surveyor | D. Smith |  |
| **Approved by** | Construction Lead | G Ridge |  |

The following notes and dates are for guidance only. Allowance is to be made for the development of the construction sequence with preceding and following trades as main works procurement advances.

**1.0 Overall Programme**

1. Main Works Commencement: 20/01/20
2. Main Works Completion: 26/07/21
3. Main Works Duration: 79 calendar weeks

**2.0 Anticipated Package Procurement**

Commencement of the Sub-Contract period(s) for carrying out the Sub-Contract Works is triggered by BAM’s notice to do so.

1. Notice period to commence site works: 2 calendar weeks

**3.0 Sub-contract Programme – Anticipated Phasing, Sequence, Dates and Durations**

Anticipated start on site dates are for guidance only.

1. Anticipated commencement on site (excluding early visits noted below): 21/09/20
2. Anticipated completion (excluding return visits noted below): 18/06/21
3. On site period: **38 calendar weeks** *(35 working weeks);*
4. Anticipated phasing (to be developed with subcontractor):

Main Core toilets 1st Fix Levels 1,2,3,4,5,G (North Toilet prior to south) 21/09/20 - 18/12/20

Main Core Toilets 2nd and Final Fixes 1,2,3,4,5,G (North Toilet prior to south) 04/01/21 - 26/04/21

Stair 3 Timber Panelling 13/11/20 – 18/12/20

Basement Doors & Joinery 21/09/20 – 25/01/21

End of Travel Basement shower area 21/09/20 – 22/02/21

Basement Doors 04/02/21 – 23/02/21

Ground Floor Window Cills North Elevation 21/06/21 - 25/06/21

Reception Area Joinery 29/03/21 – 18/05/21

Staircase and Lift Lobby doors 01/02/21 - 20/04/21

Final Fix Loose Joinery Items 16/04/21 – 18/06/21

**Return Visits**

Ground Floor Window Cills North Elevation 28/06/21 - 07/07/21

All other joinery items together with other miscellaneous items will be co-ordinated with the main contractor within the overall period

**4.0 Number of visits, including early, out of sequence working and return visits**

The subcontractor shall include for all visits to site necessary to complete the subcontract works in compliance with the Contractor’s programme requirements, which may vary from time to time.

1. Early site visits for dimension surveys as necessary – this will need to be co-ordinated with manufacturers and readiness of site conditions. All design and lead periods must be highlighted within the tender return.
2. Early site visits for exploratory and/or conditional survey/ testing works as necessary to assist in concluding temporary design/design and/ or methodology.
3. Early site attendances for the inspection of areas and confirmation of acceptable conditions prior to on site commencement.
4. It is anticipated that the above durations include completion of all works
5. Intermittent phasing as identified within section 2(d) above.
6. Return/Out of Sequence visit allowance following removal worksite welfare and accommodation to Ground and Basement floors
7. Allowance for out of sequence working within riser areas to enable riser installations. This will include an early pass ahead of main installations to construct a number of walls, the new goods lift shaft and a late pass after main installations to close riser fronts following main services installations. The sequence of building the Core has been attached in the “Typical Core Sequence” which is to be agreed with the MEP Contractors.
8. Key critical areas of the programme of Lift Lobby and south toilet are to be developed
9. All necessary attendances through the building commissioning period up to Practical Completion of the Main Project as necessary for the testing and witnessing of automatic and/or power assisted doors, windows, fire curtains and vents in conjunction with building services systems.
10. Necessary attendance on site until project completion (26th July 2021) and as required through the main contract defects liability period to undertake snagging / making good items and rectification of defective works.

**5.0 Working hours**

The standard working hours will be:

* 8.00am to 6pm Monday to Friday
* 8.00am to 1pm Saturday

Please note that programme to be based on Mon-Fri working only with Saturdays by agreement only.

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Specialist deliveries may also be required to be completed outside these central hours. No night time work is currently envisaged but it is conceivable that certain works may need to be undertaken. These works will be prior agreed and be within any limits set by City of London and Transport for London (TfL).

**6.0 Work Logistics, Restraints and Allowances**

In pricing the works, the subcontractor will be deemed to have included for the following:

1. All works are to be planned and undertaken in accordance with the City of London and Transport for London (TfL) Code of Construction Practice documents.
2. Details are required with the tender return of all major deliveries and anticipated logistics. They should include the access requirements through the building fabric as for instance leaving walls unbuilt or removing existing elements. It will be the responsibility of the Sub Contractor to ensure sufficient protection is supplied to adjacent works and within all logistical routes into the building to avoid damage to finished or existing elements of the building. Rectification required due to damage caused subsequent to the package works will be the responsibility of the Sub Contractor.
3. Primary unloading/ removal of waste for the site will be via Watling Street adjacent to the site. All materials should be unloaded either straight to the place of work, an agreed storage zone or temporarily onto a loading gantry until distribution to the place of work becomes permissible. All planned vehicles visiting the site are to be registered with BAM management at least 48hours in advance of their arrival or in line with BAM delivery booking system.
4. The subcontractor is advised to check with the local authority restrictions on time for large vehicles to make deliveries and travel through London and any planned embargo periods and/or road closures which may affect planned deliveries, access and the reasonable progression of the works.
5. Unloading and working will be restricted to the site working hours of 08.00 to 18.00, Monday to Friday, and 08.00 to 13.00 on Saturday. Vehicles will not be allowed to unload or access to site before 08.00. No work will be permitted on Bank Holidays or Sundays.
6. Storage capacity outside the area of work is minimal and deliveries should be coordinated on a ‘just in time’ basis. Small storage areas may be determined according to prevailing site conditions by agreement with the site management team.
7. Given the restricted on-site storage capacity all redundant plant, equipment, material and waste products are to be removed promptly from site.
8. Sufficient time should be allowed for the arrangement of deliveries, labour, plant, the provision of risk assessments/method statements, co-ordination and necessary liaison with statutory services.
9. The subcontractor will be responsible for the lifting and distribution of all equipment, plant, material and components. Proposals are to be included within the tender return.
10. A goods hoist will be located externally on the north elevation of the main building to distribute materials from ground floor to roof level. It is anticipated the goods hoist will be available on a shared basis with internal cage dimensions of approx. 1.4m x 3.2m x 1.1m and a maximum safe working load of 2000kg. All horizontal distribution and any other vertical distribution of materials outside the scope of the hoist will be the responsibility of the subcontractor. We envisage the hoist being operational and serving First floor to Roof level from 23rd Mar 2020 until 08th Feb 2021. Please note the hoist run off will be designed to suit the various window openings with scaffold run offs to structural slab level. Details on the location of the hoist can be noted on the 25 Cannon Street site logistics plan.
11. The existing internal 3000kg Goods/passenger lift will be available on a shared basis from 20th Jan 20 until 25th May 20. Internal dimensions of 2.0m x 2.8m x 2.3m with door opening 1.3m x 2.1m
12. The existing Car lift will be available until 17/06/20 for plant delivery TBC
13. The permanent 2000kg Goods Lift will be available on a shared basis from 25 Jan 2021. Internal Dimensions 1.7m x 2.3m x 1.7 with door opening 1.3m x 2.1m
14. A internal passenger lift will be available for use
15. To undertake the works included within the subcontract package, the subcontractor is to take account of and fully consider site conditions, the adjacent building structures, the progress of construction undertaken by other trades and the safe means of access and egress at all times.
16. Safe means of high level access and measures of edge protection/ safe means of working associated specifically with the subcontract will be deemed to be included within the sub contract. Any specific items that the subcontractor considers should be the responsibility of BAM are to be identified separately within the tender return. It will be the responsibility of the subcontractor to undertake and maintain the works to ensure the safety of themselves and those around them.
17. During the course of the subcontract works the subcontractor is to be aware, and take account of, the other major on-going construction activities including, but not limited to:
    1. Mechanical Services Contractor
    2. Electrical Services Contractor
    3. Raised floors
    4. Plasterboard
    5. General finishing trades
    6. Lift installations

In particular the sub-contractor will be working very closely with the Mechanical, Electrical, Plasterboard and Raised Floor packages for its close co-ordination and access and logistics on site.

1. Specific reference is made to works interfacing with or over the boundary of the site. Methods of working, secure access and protection for works any works over sailing the boundary must be detailed within the tender return and must be fully approved prior to those works commencing.
2. There will be a Permanent UKPN Substation located to the North of the building at basement level along Watling Street. Access is to be continuously maintained for UKPN inspection and maintenance through the duration of the works. Any works that may affect either the access to or the integrity of the substation in any way must not be commenced without the prior written agreement of BAM construction.
3. Noise, vibration and dust are to be minimised and if unavoidable, suitably controlled by the Sub Contractor. It will be essential that the package contractor selects methods and equipment, so far as reasonable safety, cost and quality constraints permit, to be as quiet as practicable. Hours for noisy operations shall be agreed in advance with BAM.
4. At the completion of each phase of the subcontract works the relevant work area is to be left clear and in a fit and proper state for all following trades to immediately commence their works.
5. On completion of the subcontract works all plant, accommodation and unused material is to be removed from site without undue delay.
6. In addition to the provision of all plant and equipment required to carry out the subcontract works, the subcontractor is to provide all necessary lifting and erection equipment to carry out the subcontract works, including spider cranes and manipulators.
7. Shared office accommodation will be provided by BAM, and to be maintained by the subcontractor.
8. Welfare accommodation including mess facilities, drying rooms and toilets will be provided by BAM.
9. All external common user scaffolding will be provided. All internal scaffolds internally required for the Mechanical Services package should be priced into the subcontractor bid. The sub-contractor is to specify its requirements for external scaffolding.

**7.0 Programme and Methodology Requirements**

1. Programme for the works detailing design, procurement and construction activities which demonstrates compliance or divergence from the proposed dates outlined above. A breakdown of areas and/or phasing (as a minimum) must be included in the programme.
2. A latest date for final information release by the design team for each element of the works are to be separately identified.
3. The preferred planning software on the project is ASTA Powerproject.
4. Details of major plant, lifting and logistical proposals.
5. A weekly schedule of on-site labour levels for the duration of your works.
6. A project specific method statement related to your programme.
7. Detailed methodology, protection and access provisions relating to works interfacing with boundary conditions.
8. Details of any site work to be undertaken out of normal site working hours.

The following programme obligations are to be adhered to through the period of the sub-contract:

1. The subcontractor submits revised programmes at intervals no longer than 4 weeks.
2. The subcontractor will be responsible for providing a detailed and resourced programme showing the progress of their works detailing, design, procurement and construction activities highlighting key dates and sectional completions as in accordance with the subcontract
3. The updated programme should be submitted (electronically & hardcopy) to the Contractor’s production team in good time to allow for an assessment to be undertaken by the Contractor and any comments to be discussed as appropriate.
4. The subcontractor shall progress their works regularly and diligently in a manner that does not cause delay to other works executed under the Main Contract.
5. The subcontractor has allowed provision for the occasional delays, out-of-sequence working, re-sequencing and/or re-programming of works which are to be expected from time to time on complex and restricted sites such as this project.

The subcontractor has included a provision in their rates/costs for all visits to site necessary to complete the subcontract works in compliance with the programme requirements of the Contractor, which may vary from time to time and no extra payments will be made due to extra visits required due to site progress.

**9.0 Acknowledgement**

Acknowledgement of the foregoing signed on behalf of: ……………………………………………………………

Print Name: …………………………

Position: …………………………

Date: ………………………