

## **CEDARS – REVISED INTERNAL SPECIFICATION OF WORKS**

**7<sup>TH</sup> MAY 2021**

Room numbers refer to the plans contained within the report by Kings & Dunne

### **B01 - Main basement room**

General tidy up and sweep out all materials (no redecorations required)

New lighting if required to meet Fire Regs

Use remains as a general store

### **B02 – Basement corridor & stairs**

As B01 – no redec required

Threshold repair to 2x lower steps

New lighting if required for Fire Regs

Use remains as corridor and stairwell

### **G01 – Entrance Hall**

General making good and redecoration

Minor repair to tiled floor at entrance to basement

New lighting

New door furniture to Fire Door

Fix any loose cabling

### **G02 – Office**

General making good and redecoration

Removal of suspended ceiling & repairs to original lathe & plaster ceiling and cornice above

Replace missing tiles in hearth

New door furniture if existing is unserviceable

Floor finish - re-carpet or consider exposing timber floor

Service existing sash windows

Replace 2x vents if required

### **G03 – Meeting Room**

General making good and redec

Remove pin board and make good

Repair cracking

Window to be serviced

Renew blinds to window

**G04 – Rear Hall**

General making good and redecor

Remove pin board

Tiled floor repairs

New lighting

**G05 – Rear Porch**

Complete removal of existing timber structure and make good

Overhaul existing door to become reinstated external back door

**G06 – Staircase Hall**

General making good and redecoration

New lighting throughout

Redecorate timber staircase and provide new carpets

**G07 – Safe Room**

Retain safe

New boiler location to be reviewed (from G09 corridor)

New door and frame to meet Fire Rating (if required)

New lighting

**G08 – WC**

Refurbish existing sanitary ware – only renew if unserviceable

New lighting

Review extract arrangements as required

**G09 – Corridor**

Remove boiler & make good

Replace damaged plaster near boiler

Consider new location for boiler in WC adjacent

General making good and redecoration

Repair existing floor and deep clean

Remove or tidy exposed wiring as required

**G10 – Reception**

General making good and redecoration

New carpet to floor

Remove window insert/vision panel if not serviceable

**G11 – Office**

Stud walls to remain in situ

Generally make good and redecorate

New carpet to floor

New lighting

**G12 – Office**

Stud walls to remain in situ – otherwise as G11 above

**G13 1a New Road – Office**

No work required other than door cleaning and repainting

Use to be as a separate NNDC storage facility

**F01 – Landing area**

Replace door to F12 store

General make good and redecorate

New carpets

New lighting

**F02 – Upper stairs and landing**

General make good and redecorate

New carpets

New lighting

**F03 – WC**

Refurb sanitary ware if serviceable otherwise renew

New floor finishes as required

New lighting as required

Mechanical extract vent through external wall

**F04 – Office**

General make good and redecorate

New carpets

New lighting

**F05 – Office**

As F04 above

Remove secondary glazing

Leave open fireplace

**F06 Office**

Refurb internal doors

General make good and redecorate

New carpets

New lighting

Tidy cupboards and fix as required

**F07 – Office**

Stud walls to remain in situ

Potential re-glazing if required

General make good and redecorate

New carpets

New lighting

**F08 – Lobby**

As above F07

**F09 – Office**

General make good and redecorate

New carpets

New lighting

**F10 – Office**

As above

Refurb and retain built in cupboards

**F11 – Store**

Chipboard to remain and to be re-clad

General make good and redecorate

New vinyl floor finish

New lighting

**F12 – Store**

New door and new frame if frame required

New vinyl floor finish

New lighting

### **F13 – Kitchen**

Construct new timber stud wall beneath existing beam to create smaller kitchen area and new WC

Form new door into F13 kitchen by re-opening blocked doorway in F12

Fit new kitchenette

Generally make good and redec

New vinyl floor finish

### **F14 – New WC formed out of F13**

General make good and redec

New vinyl floor finish

New lighting

New sanitaryware

Associated plumbing & drainage (note existing WC in G08 below)

### **General Items**

Remove any secondary glazing if unserviceable

Consider provision of window blinds throughout (tenant fix?)

Replace any door hardware that is not serviceable

Fixed wire test, undertake recommendations and add further sockets as required

Fire exit signage – check all signage & replace extinguishers as required

Fire detection and alarms throughout

Complete Legionella testing prior to any letting

Roof – inspect and review loft insulation – replace if required

Replacement of switchgear as required

Data cabling removals and new installations

Intruder detection alarms to Ground Floor

New boiler, pumps and associated equipment / replacement of all radiators and controls

Builders work in connection with services

### **Roof**

Generally in good order – attend to minor repairs

**Guttering and downpipes & fascia boards**

Renew all items as required

**External windows and doors**

Repair all items as required

**Externals linked to building**

Timber bike shed to be cleared & retained and corrugated plastic roof to be cleaned

Boundary Walls – inspect and repair brickwork as necessary

**Externals**

Bike shed structure outside rear door to be retained, cleared and roof covering cleaned