

MELBOURN PARISH COUNCIL

Clerk: Claire Littlewood
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

E-mail: parishclerk@melbournpc.co.uk

Telephone: 01763 263303

<http://melbournparishcouncil.co.uk>

Opening hours:
Monday - Friday : 10:00 – 13:00 / 14:00 – 15:30
Please call in advance to arrange an appointment

Chris Brown
Brownstone Building Services Ltd
12 Daffodil Close
Melbourn
Cambridgeshire
SG8 6FZ

1 March 2021

Dear Chris

Melbourn Community Hub : Extension

Thank you for submitting tenders in respect of the above extension works. I am very pleased to confirm that you have been successful in securing the contracts for items 3 to 9 on your attached Bill of Quantities.

I understand that our Project Manager, Tom Upcraft, has been in contact with you to discuss start dates and you previously indicated that you are in a position to commence works in mid-April. However, as discussed this week during the on-site meeting with Tom an earlier start date is highly desirable if this can be accommodated. - Tom will liaise with you directly in this regard.

By way of confirmation of the above arrangements, I should be grateful if you would sign and return a copy of this letter to the email address above.

Yours sincerely



Claire Littlewood
Parish Clerk

.....
On behalf of Brownstone Building Services Ltd

.....
Print name

Dated:



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Bill of Quantities

Work Section Bill of Quantities

Melbourn Parish Council – The Hub

Summary

Bill No. 1 Foundation, Drainage & Utilities – Inc Preliminaries	✓ £12,244.89
Bill No. 2 Masonry & Floor structure	£3,696.93
Bill No. 3 First Fix Carpentry & Roof structure	£18,942.10
Bill No. 4 Second Fix Carpentry	£1,810.95
Bill No. 5 Other Brickwork	£1,113.14
Bill No. 6 Roof Covering	£6,420.28
Bill No. 7 Cladding & External Finishing	£2,813.97
Bill No. 8 Electrical	£3,931.48
Bill No. 9 Boarding & Plastering	£4,792.15
Bill No. 10 Decorating	£3,228.50
Bill No. 11 Landscaping	£689.76
Bill No. 12 Scaffolding	£3,858.18

37824.07

Total exclusive of VAT

£63,542.33



CLIENT:	The Clerk, Melbourn Parish Council 30 High St, Melbourn, Royston SG8 6DZ
CONTACT	Parish Council office - 01763 263303 Project Management - contact@1731.co.uk
NOTES:	Tender deadline is Tuesday 16th December 2020 11:00hrs Please submit a tender only within this document, any parts of pricing will be returned to the client upon receipt to day elaboration or details. Tenders are non binding to either party without a written contract. Please see drawing pack provided, contact the project manager for additional information or clarification, any additional information supplied to one party will be made publicly available to all parties.



Project Elements	Description	Cost ex Vat
	Wall construction - Front & rear	
1	Remove existing external cladding on wall adjacent to new construction	
2	Set out sole plates for new construction	
3	Erect & anchor wall panels to first floor level	
4	Install 1st floor joists & deck	
5	Erect & anchor wall panels to roof plate level	
	Roof construction - Front & rear	
6	Construct main roofs on new construction using pre cut members - supplied by client	
7	Break into and fix to existing roof structure to for valleys & gulleys	
8	Erect lean to roofs using pre cut members - supplied by client	
9	Cover wall structure in breather membrane	
10	Make all ready for roofers.	
11	Install joinery - supplied by client	
12	Open up existing walls (former external, now internal) for make openings as per plans. No adjustments to existing structural elements required as per Stuc' Engineer's guidance Dec 2020	
13	Line formally clad walls with studwork for boarding	
14	10 man days labour bank to be drawn from - see notes (€250 per day = €2500)	
		<u>Total ex VAT</u> 18942.10

Notes

Notes:

New construction will be from 1220mmx2440mm (or smaller) panels made up of 145mmx45mm timber with 11mm OSB sheathing and PAR insulation already incorporated. The OSB is designed to lap over the adjacent panel to no sheathing will be required.

These panels will sit on a primary sole plate to be set out by the project manager and fixed by contractors. Panels will require anchoring to sole plate and then a lapping top plate to be installed spanning the panels.

All window, door and other joinery structural openings will be pre-configured into the panels.

Roof components will also be precut, as a cut roof configuration not as trusses. All roof components will be supplied, though some cutting to fit of valley rafters may be necessary.

A small mini crane will be available for the erection of the panels and movement of components up to the first floor. Once there the crane will be off-hired. Full scaffolding (3 lifts + apex) will be erected for the duration.

The carpentry contractor will for the largest and longest serving and most versatile of the contractors on-site. Under the instruction of the project manager you may be required to complete small additional tasks, please include as a separate line item the cost for 10 many days of additional labour which could be drawn from (with written agreement) through the duration of the project.

The client will be supplying all materials, fixings and consumables. Your price must include the labour cost and provision for any tools (owned or hired) that you will require for the duration of the build.

The client will supply muck away & skip services through the project manager at your instruction.

Please note there are 2 separate structures, front & rear.

Please itemise the elements where possible, if that is not practical please include a total cost.

If you wish to omit a project element from the total cost please indicate this in the element cost section.

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07877 992123

Project Elements	Description	Cost ex Vat
1	Install door linings, fit & swing doors c/w ironmongery	
2	Fit skirting in new construction	
3	Fit architrave	
4	Fix window boards	
		<u>Total ex VAT</u> 1810.95

Notes

Please include the cost of all labour & machinery required for the above works referring to the plan pack provided.

You are to provide all equipment required to complete the works including consumables & fuel.

The client will supply all materials required, to be ordered through the project manager. Including scaffolding.

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Project Elements	Description	Cost ex Vat
1	Construct facing brick plinth	
2	inc' tying to timber frame & telescopic vents	
		<u>Total ex VAT</u> 1113.14

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Project Elements	Description	Cost ex Vat
1	Install membrane, battens & counter battens	
2	Fit slates to body of new roof & intersections	
3	Fit flashing inc' valley & gulley	
4	Complete infill slating, ridge, venting and verge	
		<u>Total ex VAT</u> 5420.28

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Project Elements	Description	Cost ex Vat
1	Install external joinery - both fixed & opening glazings	
2	Install cladding inc' horz' & vert' battens & brick flashing	
3	Install insect mesh, weather boards, cover boards, stops, reveals & corners	
4	Install fascia & soffit boards, down pipes & gutters	
		<u>Total ex VAT</u> 2813.97

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Project Elements	Description	Cost ex Vat
1	Install cables back to switch for :	
	19 Switched double sockets (11 Grd, 8 FF)	
	14 Data points (8 Grd, 6 FF)	
	3 Telecoms points (2 Grd, 1 FF)	
	3 TV points (2 Grd, 1 FF)	
	4 Fire exit lights (3 Grd, 1 FF)	
	6 Smoke/heat detectors link to system (4 Grd, 2 FF)	
2	Dado trunking for ~40m (see plans)	
3	2nd Fix of faceplates after plastering & decoration	
4	Please provide a nominal lighting fee for standard office lighting in new construction	
5	Testing & Certification	
		Total ex VAT 3931.48

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Project Elements	Description	Cost ex Vat
1	Board out all wall & ceiling services as per plans, 12.5mm walls 9mm on ceilings.	
2	Tape all joints & install all end & corner beads	
3	Skim all surfaces in 3mm Gypsum plaster	
4	Patch in any areas where new construction meets old	
		<u>Total ex VAT</u> 4792.15

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