

P O Box 40 -651
Upper Hutt 5140

Phone (04) 526-7711
Cell 021- 427.347
Email ian@irgroup.co.nz
Web www.irgroup.co.nz



Solway School

Block 11 Classroom Re-cladding

Prepared for:
Solway School
302-318 Ngaumutawa Road
Masterton

P O Box 40-651 Upper Hutt 5140
Phone (04) 5267711
Mob 021-427347
E Mail ian@irbuild.co.nz
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Tender Form

Tender For :

Solway School

Block 11 Classroom Re-cladding

I / we the undersigned do hereby tender and offer to construct, finish and maintain the above mentioned works in accordance with the Drawings, Specifications, and Conditions of Contract relating thereto for the sum of:

Tender price	\$.....
Contingency	\$.....5,000.00.....
GST	\$.....
Total Contract Price	\$..... =====

Tender Information

Tenderer:

Address:

Phone:

Mobile:

Fax:

Date:

Signature:

Tenderers Remarks:

Solway School

Block 11 - Classroom Re-cladding

Scope of Work

This contract is for the removal of the existing Shadowclad exterior cladding and replacing with new direct fixed timber weatherboards, and associated work, to two classrooms at Block 11 at Solway School, 302-318 Ngaumutawa Road, Masterton, as described below.

Construction to be as detailed in the attached drawings.

All work is to be carried out to the best of trade practise and in accordance with all relevant standards, manufacturers instructions and the NZ Building Code.

Re-cladding process shall be carried out in a staged manner that will maintain the weather tightness of the classroom block at all times.

Please check all dimensions on site.

Allow to complete the following items of work:

Demolition:

- Allow to disconnect existing services to allow for the removal of existing cladding.
- Remove spouting, down pipes, barge boards, fascia boards, and all miscellaneous exterior fittings to allow for the installation of new timber weatherboard cladding.
- Remove windows, (keep for reuse).
- Remove existing Shadowclad cladding as indicated in drawings.
- Allow to remove section of handrail at location indicted in drawings and reinstall upon the completion of recladding.
- Allow to disconnect verandah roofing at junctions to classrooms and reconnect and reinstall upon the completion of recladding.
- Remove heat pump out door inverter units & ducting, (keep for reuse).
- Dispose of all removed material from site.

New Work:

- Provide temporary hoardings at locations shown in drawings.
- Supply and install new H3.1 ex 200mm bevel back weatherboards direct fixed over new Thermakraft Watergate Plus building wrap over existing wall framing.
- Allow provide new boxed corners, fascias and barge boards, and replace any miscellaneous timber trim affected by new work.
- Reinstall existing windows; allow to supply & install new timber facings & planted sills, including new flashings as detailed in drawings.
- Supply & install new PVC spouting and down pipes.
- Re-install heat pump outdoor inverter units & ducting and reconnect to heat pump indoor units.
- Reinstall hand rail & verandah supports as described in drawings.

Painting:**Painting to entire classroom block.**

Allow to paint new timber weatherboards and existing cladding, verandah roof framing, posts & hand rails, all new & existing facings, boxed corners, barge & fascia boards, window & door frames, timber entry doors and all new & existing miscellaneous timber trim. Paint colours to be advised.

All rubbish and debris to be removed from site upon completion of work.

Painting:

Painting to entire building

- Allow to paint new timber weatherboards and existing cladding, all new & existing facings, boxed corners, eaves soffits, barge & fascia boards, window & door frames, timber entry doors and all new & existing miscellaneous timber trim. Paint colours to be advised.

All rubbish and debris to be removed from site upon completion of work.

Preliminary and General

1) Extent of Work

Refer to the attached page(s).

2) General

The following documents shall form part of the Contract:

- a) The attached Ministry of Education Conditions of Contract.
- b) The accompanying Tender Forms.
- c) The accompanying Specification.
- d) The accompanying Drawings with any subsequent Drawings.
- e) Any written correspondence, instructions and variations issued subsequent to the signing of the contract.
- f) The letter of acceptance.
- g) Any written notice to tenderers recording adjustments to drawings and or specification prior to the signing of the contract.

3) Examine the Site

Tenderers shall examine the site and building before tendering. The submitting of a tender will be taken as an indication that the tenderer has visited the site and made himself familiar with any matters that might affect the fulfilment of his part of the contract and has made due allowance in his tender for these. No consideration shall be granted for any misunderstandings as to the work to be performed or the materials used.

4) Temporary Services

Water

The contractor may draw water from the employers existing reticulation.

Latrine

The contractor may use an existing toilet at the discretion of the employer, and must keep it in a clean and tidy condition.

Electric Power

The contractor may use the existing power supply during the course of the contract, unless special loadings are required, in which case the contractor shall make the necessary arrangements and pay all costs.

5) Work Programme

The successful contractor is to arrange with the school and supervisor, approved dates and times within the specified time when work can be actioned.

6) Insurances

As per the conditions of contract, the Contractor is to carry a General Public Liability Insurance policy with a minimum cover of \$2,000,000.00.

The contractor shall insure separately the Contractors Plant and Equipment.

7) Noise

No radio or other noise not strictly associated with the works shall be audible in any room outside the contractors working and storage area.

8) Scaffolding and Hoarding

The contractor shall provide for the erection of all necessary gantries, cranes, staging, ladders, moving sections, chutes and any other scaffolding to permit the proper and efficient erection of the work.

9) Dimensions and Setting Out

Check and confirm all building dimensions on site. The contractor shall accept full responsibility for the final dimensions. All work shall be set out accurately and in accordance with the plans. Any errors shall be made good at the contractors expense.

10) Existing Services

Any damage incurred to existing services shall be made good to the supervisors approval and at no cost to the employer.

11) Care of the Site

The contractor shall regularly remove all debris, rubbish, and surplus materials, including that of subcontractors as they accumulate. The site shall be as tidy as possible at all times.

Upon completion of the contract works, the contractor shall take down and remove all plant, gear, temporary work, rubbish, debris and surplus materials from the site, and make good.

At the conclusion of the contract, the contractor shall leave the site in such a condition, as new, and to the supervisors approval.

12) Workmanship

Workmanship shall be consistent with good trade practice to produce sound and well finished work, and to the requirements and standards demanded by the supervisor.

13) New Zealand Standards

It is the sole responsibility of the main contractor to ensure that the complete contract works are executed according to the relevant New Zealand standards, and local and national regulations.

14) Protection

The contractor shall be held responsible for the protection of persons or property in the immediate vicinity of, or liable to be affected by his operations. To that end, he shall provide a suitable temporary fence around the entire construction zone, at a minimum orange plastic safety mesh supported on tensioned wire over waratah stays and all necessary coverings, guards and the like, and display suitable and sufficient warning notices. The fences and signs shall be maintained throughout the contract.

15) Bylaws and Regulations

The whole of the operations shall be carried out in compliance with regulations of all public bodies having jurisdiction in the matter, and the contractor shall pay all and any fees which may be payable in respect thereof.

16) Labour and Materials

The contractor is to supply all labour, plant and sundry items as later detailed which are the best of their respective kinds.

Only first class tradesman are to be employed on this contract and any defective or improper workmanship shall be reinstated by the contractor in an approved manner at the contractors expense.

17) Damage

The Contractor shall be responsible for the loss or damage which may be caused to the property of the employer in his carrying out of this contract and the contractor shall make good such loss or damage at his own expense, to the satisfaction of the employer.

18) Behaviour Generally

Any behaviour by workers on the site that could be considered sexist, racist, obscene or beyond the limits of normal, acceptable behaviour will not be tolerated.

The supervisor reserves the right to exclude any such offending persons from the site area.

Wherever possible, contact between workers and school children should be kept to an absolute minimum. If the contractor finds that the school children are being a nuisance within the building site area, he is to notify the supervisor and the principal immediately in order that steps be taken to remedy the situation.

Under no circumstances whatsoever is the contractor and or employees thereof, permitted to have physical contact with, admonish or discipline any children that may from time to time enter the site area and or act in a manner that is a nuisance to the contractor and his staff. Report any such incidence to the principal immediately.

19) Smoking

Smoking is not permitted on any school site unless in a designated area as indicated by each individual school.

20) Foreman

The contractor shall provide at all times an efficient foreman who shall have the power to receive and carry out the instructions of the supervisor or his agent.

21) Compliance Certificate

The contractor shall complete the enclosed compliance certificate, stating that the all work carried out in the execution of the contract works by all contractors involved in such work, has been carried out in accordance with the contract documentation. This certificate shall be delivered to the employer or his agent before the issuing of the completion certificate.

22) Health & Safety In Employment Act

The contractor shall confirm in writing to the employer or his agent that all practical steps have been taken to ensure the requirements of the Health & Safety in Employment Act are complied with, in particular the contractor is required to:

- a) Provide and maintain a safe working environment.
- b) Provide and maintain facilities for the safety and health of employees at work.
- c) Ensure that machinery and equipment in the work place is designed, made, set up, and maintained to be safe.
- d) Ensure that employees are not exposed to hazards in the course of performing their work.
- e) Develop procedures for dealing with emergencies that may arise while employees are at work.

A copy of the Contractors Health and Safety Policy shall be kept on site in a prominent position at all times.

The Contractor is required to seek a copy of the owners health and safety policy and make himself aware of any hazards that may be present on the site.

23) Defects Liability Period

The defects liability period is 12 months.

Complete all defects liability and remedial work identified by the supervisor within the time period stated.

A Maintenance retention of 5% of the contract sum may be held by the employer to cover the work required over this period. The retention will be released upon final completion at the end of the maintenance period.

24) Building Consent Fees

The building consent shall be uplifted and paid for by the employer prior to the awarding of this contract. **Tenderers do not need to allow for building consent fees in their tender price.**

25) Liaison with the Territorial Authority During the Contract

It shall be the responsibility of the main contractor to liaise fully with the local Territorial Authority (TA) on all matters that require the involvement of the TA during the execution of this contract. This shall include for example, notifying the TA when the following work is ready for inspection:

- Foundations
- Pre-lining
- Plumbing and drainage
- Completions.

The main contractor is also to inform the TA any variations that may have arisen during the contract. The main contractor is to inform the supervisor when the TA inspections are to be carried out.

It shall be the responsibility of the main contractor to secure a Code Compliance Certificate from the TA upon completion of the work.

26) Asbestos

The contractor is required to immediately notify the supervisor, if the presence of asbestos is suspected or detected during construction.

27) Contractors Animals

Due to a number of problems having been experienced in the past in relation to contractors pets, particularly dogs, on site during the course of the project, The Ministry of Education Central South Office requests that all contractors and related persons refrain from bringing animals on to the school site at all times during the contract.

28) Police Vetting

As a result of an amendment to The Education Act 1989, Boards of Trustees are now required to obtain a police vet from the NZ Teachers Council on all persons working on a school site that are not registered teachers.

This requirement applies to all contractors and their employees who will be on site regularly, as well as your subcontractors and their employees.

You will be required to furnish a list of all workers that will be on site throughout the execution of the work, and distribute Police vet forms to these persons and return the forms to the school to enable the vetting process to be completed.

Any person who turns up on site to work and is not on the list will not be allowed on site.

All information received by the school will be treated in the strictest confidence and will be held in a secure file by the school.

Carpentry

1) References

Refer to the general conditions of contract and the preliminary and general sections of the contract documents which are equally binding on this trade section.

Read this trade section of the specification with all other contract documents.

2) Scope of Work

Refer to the extent of work section of this specification.

3) General

- 1) Supply all gear and materials necessary to carry out the Works.
- 2) Use all new materials the best of their respective kinds. Make no substitutions for materials specified with out the supervisors approval.
- 3) Set out the Works symmetrically unless stated otherwise.

4) Workmanship

Use workmanship and materials in accordance with the best trade practice by competent tradesman conforming with the relevant New Zealand Standards. Carry out all work in accordance with The New Zealand Building Code, Acceptable Solutions E2/AS1 & E3/AS1, and any relevant manufacturers instructions.

5) Timber Grading

- 1) Timber to grades in accordance with NZS 3604: 2011 and NZS 3631:1988
- 2) Use dry timber with the following equilibrium moisture content:

a)	External	Sawn Timber	20% average max 22% at 17.5 deg c.
		Machine gauged	19% average max 22% at 17.5 deg c.
b)	Internal	Sawn	18% average max 20% at 17.5 deg c.
		Dressed	12% average

max 15% at 17.5 deg c.

6) Timber framing

- 1) Unless otherwise detailed, timber framing to comply with NZS 3604:2011. Generally all framing to be H1.2 SG8 grade Pinus Radiata. Studs for walls up to 2.4 m high: 90 x 45 studs @ 600 centres.
- 2) Dpc to be fitted between all concrete and timber.
- 3) Dwangs to be provided @ 800 crs max to all timber framed walls. Fit additional dwangs as required for upstands, joinery units, light fittings, hardware, and the like.
- 4) Provide all lintels, trimmers and blocking in accordance with NZS 3604:3011

7) Exterior Timber

- 1) Use H3.2 SG8 grade framing grade pinus radiata for all exposed exterior timber.
- 2) Use H5 SG8 grade framing grade pinus radiata for all timber in contact with the ground.

8) Exterior Finishing Timber

Use finger jointed or clear H3.1 SG8 grade pinus radiata for all exterior finishing timbers. Profiles to match existing where necessary.

9) Interior Finishing Timber

- 1) Finishing timber to match existing except where noted otherwise.
- 2) Use selected or Dressing A Rimu for all clear finished interior trim unless noted otherwise.
- 3) Use selected, clear or finger jointed pinus radiata or MDF for all painted interior trim.

10) Fixings

- 1) Nail fix timber work in accordance with NZS 3604:2011.
- 2) Punch all finishing nail fixings and leave ready for stopping.

- 3) Use non ferrous or galvanised fixings for exposed external timber work.
- 4) All hardware is to fixed with appropriate fixings of matching finish to the item being fixed. Use non ferrous screws in external situations.
- 5) Use galvanised fixings where fitting into concrete.

11) Priming

Preprime all surfaces of exterior painted timberwork prior to fixing. Prime all cuts and joints as necessary.

12) Building paper

Fix fire resistant breather type building paper complying with NZS 2295:2006 over exterior framed surfaces in accordance with NZS 3604:2011

13) Exterior Cladding

As per extent of work or to match existing as required, supply, store and fix in accordance with the manufacturers instructions.

14) Interior Linings

As per extent of work or to match existing as required, supply, store and fix in accordance with manufacturers instructions.

PAINTING

1) General

Refer to all the general and specific conditions, the tender drawings and preliminaries section of this specification, all of which shall apply to this section of the works.

2) Extent of works

Refer to the extent of work section of the specification.

3) Colours

Colours will be selected during the contract, generally to match the existing School colour scheme.

4) Workmanship and materials

All painting shall be in accordance with good sound trade practice, in accordance with NZS 2311:2009, and only premium grade paint systems are permitted. The only paint products approved for this contract are for paints manufactured by **Resene** and **ICI Dulux**. Unless prior dispensation is given for an alternative manufacturers product, all tenderers must price this work using paints supplied by either Resene or Dulux.

Only first class premium paints may be used on these contract works and all paint brought on to the site must be in the original manufacturers tins and must be available for inspection by the supervisor at all times during the contract. The supervisor reserves the right to take samples for testing. Any materials which do not conform to the manufacturer's formulae or the requirements of this specification will be rejected.

Unless specified otherwise all paint materials shall be lead free. An exception may be for galvanised steel priming, unless specified lead free for roof water collection areas.

All paint materials in thermal areas shall be of a suitable formula.

a) Paint systems

It is intended that, unless specified otherwise a "paint system" is used on all works involved in this contract. That is, only the same manufacturer's primer, undercoat and finishing coats are to be used in any given situation. Use the correct type of each as recommended by the manufacturer for the materials to be

painted and their situation. The painting for this contract shall require the application of a complete "paint system"

b) Cutting In

Only first class cutting in work will be accepted on this contract. The requirement for, and the importance of, a top class cutting in job cannot be stressed enough. It is therefore brought to the attention of all tenderer in this specific clause and reiterated that any poor cutting in work will be completely rejected by the supervisor and the work will be required to be completely redone.

c) Protection of work

Take adequate precautions during and after painting operations to protect your own work, and the work of other trades and adjacent existing surfaces, from damage or disfigurement, The Contractor must ensure adequate protection for all grassed, concrete or sealed areas during preparation, mixing and application, including cleaning and washing of brushes and applicators.

The contractor must ensure that all brick veneer work is adequately protected from the possibility of paint damage.

Provide pans or trays in which to keep materials and carry out all necessary floor and wall protection, for both new and existing areas.

External work shall not be done during frosty or inclement weather and in the likelihood of frost, work in shaded positions shall cease at least four hours before sunset.

Protect factory finishes from paint disfiguration.

Protect floor finishes from paint spillage or disfiguration. Any paint damaged by frost, rain, and dust or through inadequate protection shall be rubbed down and recoated at the painter's expense.

Any damage done to persons or property by the painting contractor or his workmen during the progress of the contract is to be made good at the expense of this contractor.

d) Conditions when paint is not to be applied

Paint is not to be applied when any one of the following conditions exist:

- The surface is less than 5 degrees Celsius above dew point.
- The ambient air temperature is below 5 degrees Celsius, or 10 degrees Celsius in the case of water based paints.
- The relative humidity exceeds 85%.
- There is moisture or ice on the substrate.
- If any of the above are likely to occur before the paint dries.
- Any condition stipulated by the paint manufacturer more restrictive than above.

5) **Colours**

The colour scheme will be chosen before the contract starts and forwarded to all tenderers.

Tenderers are to note that all work to be painted **white**, will require:

- **three** finishing coats over the undercoat.

6) **Preparation of surfaces**

It shall be the responsibility of the painter to ensure that all surfaces, including surfaces of each successive coat, are in a suitable condition to produce a first class job. Apply "Moss & Mould Killer" to areas where required, wash down and apply such sealers, neutralisers, etc., as are necessary and in accordance with sound trade practice, Similarly wash or brush down prepared surfaces immediately before painting to effectively remove dust, deposits or loose material. Such preparatory work being deemed to form part of this contract.

No paint shall be applied to damp surfaces. All timbers exposed to view or contact by the hand shall be smooth finished and the painter shall not apply to such surfaces if still rough.

It shall be the responsibility of this sub-contractor to make good, to the supervisor's satisfaction, any paint failures or blemishes caused by insufficient or incorrect preparation of surfaces to be painted.

Where appropriate all existing wallpaper shall be stripped off in preparation for the new wallpaper. Prepare the existing wall surface to recommended trade practice.

7) Cleaning down of existing surfaces

Where existing surfaces require re-painting in this contract, the following conditions shall also apply:

a) Generally

Rigid attention must be paid to the "PREPARATION OF SURFACES" clause as above. Existing surfaces shall be repaired as called for and the painter must allow for filling as required.

Remove sufficient to provide a good key for new paint. Prime any existing bare timber or steel shown up by old paint removal.

b) Removal of moss and mould infestation

This must be applied to any porous surface, the contractor must ensure that all moss and mould is removed prior to the application of any paint system.

Treat all infested areas with Resene, or equal approved, Moss and Mould Killer, at a rate of 100 grams to 1 litre of clean water, or as required by the alternative manufacturer. Leave for 48 hours to achieve a full kill, then wash down the affected surfaces.

c) Sanding

The use of disk sanding equipment is not permitted on this contract.

8) Priming

a) Generally

Prime all faces, edges backs, joints and abutting surfaces of all exterior finishing timbers.

b) Galvanised steel

Thoroughly degrease all surfaces before priming. Apply "Galvo One" or equal approved, steel primer.

c) Other priming

Shall be as recommended by the manufacturer of the finishing paint.

9) Undercoats

Undercoats shall be the same brand as the finishing coats and shall be as recommended by the manufacturer of the finishing paints for use with his paint in the situations specified. **Tint the undercoats to closely match the colour of the finishing coats to give additional covering power to paint.** Undercoats on exterior, exposed more than 8 weeks to weather, shall be sanded down and recoated without extra charge. The minimum number of paint coats required in each particular case is specified in later clauses, but not withstanding this, undercoats shall be sufficient to provide a full bodied, even colouration to the finished job.

10) Application of paint

a) Exterior Painting

Shall be applied by BRUSH ONLY. Airless spraying is **NOT** permitted.

b) Interior Painting

The undercoat shall be applied by BRUSH ONLY. The finishing coat may be applied by brush or roller.

11) Painting schedule

a) Timber Doors

NOTE: Both the tops and bottoms of all doors are to be painted.

Prime (if new):	One coat of pigmented sealer
Undercoat:	One coat of alkyd undercoat
Paint:	Two coats of satin enamel

b) Door and Window Frames and/or Liners

Prime:	One coat of pigmented sealer
Undercoat:	One coat of alkyd undercoat
Paint:	Three coats of gloss enamel (white)

c) Exterior Sheathing and Concrete Blocks and C P Plaster Finishes

Prime: One coat of exterior acrylic primer
Paint: Two coats of exterior acrylic "Lumbersider"

d) Existing Galvanised Steel Roofs, Flashings, Spouting, Downpipes & Metalwork

Refer to previous clauses for the preparation of existing surfaces. Ensure all rust, blisters and loose or perished paint has been removed. Recoat in zinc rich paint any ungalvanised metal exposed during preparation.

Prime: One coat of galvanised steel primer
Paint: Two coats of exterior full gloss acrylic or enamel

e) Painted Metalwork

Prime: One coat of galvanised steel primer
Paint: Two coats of exterior full gloss enamel
(3 coats if white)

f) Exterior Trim, Facings etc.

Prime: One coat of exterior acrylic primer
Undercoat: One coat of exterior acrylic undercoat
Paint: Two coats of exterior acrylic paint

g) Gibraltar Board

Sealer: One coat of Gib Sealer
Undercoat: One coat of acrylic undercoat
Paint: Two coats of acrylic (satin)
Three coats for white ceilings (matt)

h) Particle Board Linings

Undercoat: One coat of sealer
Paint: Three coats of clear polyurethane

k) All Interior Finishing Trim and Hardboard Linings

Prime: One coat of acrylic primer (satin)
Paint: Two coats of acrylic (satin)

12) Left over paint

All cans of partially used paint left over at the completion of the contract shall become the property of the Board of Trustees. The contractor shall clearly label each can with the paint colour and the block on which the paint was used.

Hand all left over paint to the school caretaker at the completion of the contract. This paint shall be available for use by the contractor at the conclusion of the maintenance period if it is required.

13) Completion

Clean all glass, flooring, fittings etc. of any paint spots and leave the site in a clean and tidy condition.