

# DRAFT Tender Document

Decommissioning  
Decontamination  
Demolition

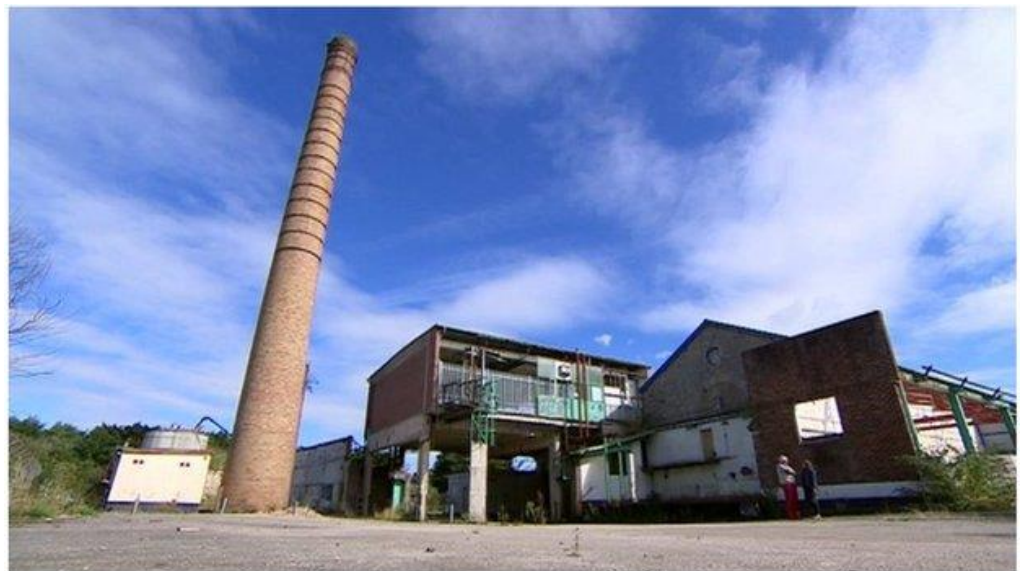
APRIL 2019

## Totnes Community Development Society

Totnes  
Community  
Development Society

### ATMOS

## Demolition Atmos South & Strip Back of Brunel Building



**Submitted to:**

Totnes Community Development Society

**Distributed to:**

Totnes Community Development Society 1 Electronic copy  
Tendering Contractors 1 Electronic copy each

**Project**

15.131/502/B.8

**Number:**



specialist engineering and demolition consultants  
**D3 CONSULTING**



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## **1.0 PRELIMINARIES**

### **1.1 Parties**

The Demolition Project has the following parties:

#### **1.1.1 Employer of Main Contract**

Totnes Community Development Society  
Atmos Project  
Station Yard  
Station Road  
Totnes  
TQ9 5JR

#### **1.1.2 Employer's Project Manager**

Specifically for the demolition works:

D3 Consulting Ltd.  
Lower Court, Littlehempston  
Totnes TQ9 6LU

#### **1.1.3 CDM Principal Designer**

AK Architects Ltd  
Discovery House, Dart Marine Park  
Totnes, TQ9 5AL

With the following CDM Consultants/Advisors for the demolition works:

D3 Consulting Ltd.  
Lower Court, Littlehempston  
Totnes TQ9 6LU

#### **1.1.4 Principal Contractor**

The successful Principal Contractor for the Atmos South Site works. The demolition contractor will hold a contract with the Principal Contractor for the demolition and strip back works.

Throughout this document including Appendices, it is referred that mention of Principal Contractor includes duties and requirements of the Principal Contractors sub-contractors including demolition contractor.

## **1.2 Brief Description of the Works**

Totnes Community Development Society (TCDS) will appoint a Principal Contractor for the works to be carried out at Atmos South site, where a certain element of work includes strip back works of the Brunel Building and complete demolition of surrounding buildings at the Atmos South site in Totnes.

The scope of work is to strip back the Grade II listed Brunel building to the original stone work by removing external render, internal block work and opening up original windows and archway. The other South Site buildings listed in Table 1 are to be demolished to ground level including the removal of slab along with all associated upstandings. All inert demolition waste suitable for recycling into an unbound recycled aggregate shall be crushed and screened to specification and stockpiled at site for future use in the development of the site.

### 1.3 Location of Works

The former Totnes Creamery occupies a location in Totnes located adjacent to the north of the Totnes railway station, see figure 1 below. The total site area is 3.5 hectare. In about 1845 the Brunel building was built as part of the Isambard Kingdom Brunel's atmospheric railway. The site has lain derelict since 2007.



**Figure 1 – Site location**

### 1.4 Instruction to Tenderers

Tenders must be submitted in accordance with the following instructions. Tenders not complying with these instructions may be rejected by the Employer whose decision in the matter shall be final.

#### 1.4.1 Title of Contract

The title of this Contract will be *"Demolition of Atmos South Site and strip back of Brunel Building"*.

#### 1.4.2 Tenderer to Obtain Information

It is the Tenderer's responsibility to obtain all information necessary to enable tendering for the Works and to be fully aware of all conditions which might influence the amount of the tender.

The Tenderer shall be responsible for any misunderstanding or incorrect information however obtained.

Any failure by the Tenderer to obtain reliable information on any matter shall not relieve him from any risks or liabilities or from the responsibility for the completion of the Works included in the Contract.

The Tenderer is to review and incorporate all information provided within these tender documents.

#### 1.4.3 Inspection of Site

The Tenderer shall be deemed to have inspected and examined the site during the preparation of their tender and to have adequately acquainted themselves with all matters relating to the site including local conditions, the accessibility of the works, traffic and access restrictions.

No compensation events, variations or additional costs will be granted on the grounds of lack of knowledge of the site will be considered. The Tenderer shall be required to contact and make suitable arrangements with the Project Manager prior to any site inspection.



#### **1.4.4 Completion of Tender Documents**

- 1) The fully priced Cost Schedule must be submitted signed in ink with the tender. The Tenderer may adjust the cost schedule as they deem fit to complete the works as described in the 'Works Information' within the requirements of the 'Site Information'. Any such adjustments are to be made within the provided fields of the cost schedule;
- 2) The items in the Cost Schedule shall be priced exclusive of VAT;
- 3) If any item in the Cost Schedule is left unpriced by the Tenderer, it shall be deemed to be included at no cost to the employer in the total tender sum;
- 4) All rates and sums are to be expressed in Great British Pounds/Sterling (£);
- 5) Should a discrepancy be found between a price shown in figures and in words, that shown in words shall be taken as correct; and
- 6) The Tender Documents and supporting information must be written in English.

#### **1.4.5 Details of Prices**

If requested by the Employer or Project Manager, the Tenderer shall provide further details of the pricing of any item.

#### **1.4.6 No Unauthorised Alterations Permitted**

No unauthorised alterations may be made in the Contract Documents including the Site and Works Information. Failure to comply with this condition may result in a tender not being accepted. The Tenderer may add additional work related items to the cost schedule, as they deem fit to comply with the requirements of the Works and Site Information where such additions are to be made within the fields provided.

#### **1.4.7 Information to be Provided with Tender**

The following additional information should be submitted with each tender:

- 1) Full Brunel Method Statement: The Tenderers approach to stripping back the Brunel Building as required with detail on work methods and potential risks;
- 2) Full Demolition Method Statement: A statement describing the method by which it is proposed to carry out the demolition of the buildings at Atmos South including the chimney;
- 3) A Demolition Traffic Management Plan for the site from commencement of works through to completion. This to take into account the limitations on traffic movement detailed in below section 3.6.1;
- 4) Programme: A programme of work for the demolition indicating mobilisation and main phases of work;
- 5) Staff Details: The names and CVs of competent staff to act as:
  - a) Site Manager who will be full-time on-site and responsible for day-to-day site management;
  - b) Contract Manager who will be responsible for the Contractor's implementation of the demolition works at senior manager level; and
  - c) Safety Auditor and Adviser (as defined in Section 4.15).
- 6) Tenderers submission for the "Tenderers Company Details and References" as included in Annex B of these Tender Documents
- 7) Sub-Contractors: Details of any work to be sub-contracted and a list of proposed sub-contractors together with evidence of their competence; and
- 8) Provision of EL, PL and PI insurance certificates to include asbestos removal works.





#### **1.4.8 Site Visit**

Formal site visits will be held for Contractors to inspect the site where such visit is mandatory for Demolition Contractors to attend.

Further independent site visits will be permitted by prior arrangement with the Project Manager.

#### **1.4.9 Documents to be Returned**

All documents issued to the Tenderer with the Invitation to Tender and the Notices to Tenderers shall be returned with the tender and will form part of the Contract.

The returned Tender is to comprise:

- a) Completed Pricing Schedule;
- b) Information as requested in Section 1.4.7; and,
- c) Each page of the Tender Documents initialled by the Tenderer to confirm having been reviewed.

#### **1.4.10 Contractor's Design**

Any design in the strip back and demolition works will be the responsibility of the Principal Contractor and their sub-contractor. The Principal Contractor shall submit detailed method statements to the Project Managers for comment. No approval given or implied by the Project Manager shall relieve the Contractor of his responsibility for the design of the demolition work nor strip back works.



## 2.0 SCOPE OF WORKS

### 2.1 Demolition Contractor

The following overall scope of works is anticipated for the successful completion of the project and applies to all buildings and structures for strip back or demolition. Please refer to the section 3.3 for the detailed scope of works for the site:

- Acting as Demolition Contractor (including in adherence to CDM 2015), and undertake all works necessary to ensure the safe strip back and demolition of the buildings with subsequent recycling of demolition waste and disposal of all other wastes, all in accordance with current legislation;
- Protection of third parties, both persons and infrastructure during all works from noise, vibration and dust;
- Protection of Listed Building and structures to remain to prevent damage from the demolition works;
- Protection of the leat running alongside Site with suitable hoarding to prevent demolition waste, debris or items dropping into the leat or banks of the leat;
- Acting as Designer as appropriate for any temporary works design and provision and maintenance of Temporary Works Register and the appointment of a Temporary Works Supervisor as required;
- Provision and establishment of temporary welfare facilities and temporary fencing as required;
- Undertaking surveys and monitoring as required;
- Design, erection and removal of any required scaffolding, temporary structures and supports;
- Protection of the onsite surface water drainage systems and any utilities identified as to remain to prevent damage from the demolition works;
- Protection of any residential property, fences, walls, drains, footpaths, and roadways not included in the scope of the demolition works including railway and highways and residential property exterior to the site;
- Liaison with Network Rail for all works in proximity to the railway, in coordination with the Employer and Project Manager;
- Removal and proper disposal of all lights including fluorescent tubes and ballasts;
- Removal and proper disposal of all asbestos;
- Soft stripping and proper disposal of wastes;
- Removal of goods identified to be retained for future use;
- Demolition of the structures, buildings and facilities to ground level including removal of slab;
- Crushing and screening of all inert demolition arisings and stockpiling at site as directed; and,
- Clearance of site.

### 2.2 Contractor's Risk

It is the intention of the Employer to let the demolition project on an **all risk** basis. The following risks are to be borne by the Principal Contractor and their demolition contractor: (Contractor's risk must include for all elements of preliminaries, temporary and permanent resources, time and cost.)

- Asbestos as detailed in the asbestos survey and any other asbestos identified during the demolition not identified in the surveys;
- The organising, planning and payment for any road closures required as part of the demolition works;
- All matters relating to liaison and coordination with Network Rail;
- Uncontrolled release of asbestos or contamination and impacts thereof;
- Quantity and fluctuation in the value and quantity of scrap metal and other creditable materials;



- Quantity and cost of fluorescent lighting tubes and their ballasts;
- Crushing and screening of optimal quantities of inert arisings to be stored on site in accordance with the Environment Agency's Quality Protocol for "Aggregates from Inert Waste";
- Quantity and cost of all remaining hazardous non-hazardous and inert material forming part of the demolition works, including those not already identified;
- Unreasonable nuisance and damage to Employer's and third party property from demolition works (including damage resulting from dust, debris, vibration, noise, odour, falling objects and spillages);
- Pollution of the foul and surface water systems resulting from the demolition works;
- Damage, loss or theft, to any items to be salvaged during the removal from the site;
- Delays and impacts due to weather;
- Provision and cost of plant and equipment;
- Provision and cost of labour;
- Provision and cost of any protection measures necessary for the safe undertaking of the works;
- Provision and cost of any welfare facilities necessary;
- Rates and availability of all waste disposal facilities and transport;
- Landfill tax and other similar charges and levies;
- Security of the site including theft, damage and vandalism during the works, within boundary of the site;
- Cost repair damage to Employer's and third-party property and items as a result of the strip back and demolition activities, including listed buildings at site, structures to remain and welfare areas handed over to the Contractor;
- Collapse of the ground due to insufficient support of demolition plant or similar;
- Collapse of the underground services due to demolition activities;
- Quantity and cost to remove and dispose radioactive smoke detectors;
- Obtaining necessary agreements with regards to demolition methodology from Local Authority, the Environment Agency, and the Health and Safety Executive;
- Obtaining and maintaining necessary insurances; and
- Any other risk not identified as an Employer risk, yet required for the safe undertaking and completion of the demolition work.



## 2.3 Employer's Risks

The following risks are to be borne by the Employer:

- Disconnection of services to the facilities and structures for strip back and demolition with the exception of Water for which a connection will be left for the Contractor to use under their own contract with the water utility service provider;
- Radiological contamination other than smoke detectors; and,
- Security of the site outside the Contractor's boundaries.

## 2.4 Legal Requirements

The Works are to be performed in accordance with, amongst others, the following:

### Regulations:

- The Construction (Design & Management) Regulations 2015;
- The Management of Health and Safety at Work Regulations 1999 (Amended 2006);
- Provision and Use of Work Equipment Regulations 1998, as amended by the Health & Safety (Miscellaneous Amendments) Regulations 2002;
- Workplace (Health & Safety and Welfare) Regulations 1992, as amended by the Health & Safety (Miscellaneous Amendments) Regulations 2002;
- Personal Protective Equipment at Work Regulations 1992, as amended by the Health & Safety (Miscellaneous Amendments) Regulations 2002;
- Manual Handling Operations Regulations 1992, as amended by the Health & Safety (Miscellaneous Amendments) Regulations 2002;
- Health & Safety at Work etc. Act 1974;
- Lifting Operations and Lifting Equipment Regulations 1998, as amended by the Health & Safety (Miscellaneous Amendments) Regulations 2002;
- BS7121; Code of Practice for Safe Use of Cranes;
- The Construction (Head Protection) Regulations 1989 and amendment 1996;
- The Health & Safety (First Aid) Regulations 1981;
- The Control of Asbestos Regulations 2012 (CAR);
- The Control of Asbestos Regulations 2012 (Approved Code of Practice and guidance) L143;
- The Control of Lead at Work Regulations 2002;
- The Dangerous Substances and Explosive Atmospheres Regulations 2002;
- COSHH Control of Substances Hazardous to Health 2002 and 2004 amendment;
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 amendment 2012;
- The Environmental Protection Act 1990 and The Environment Act 1995;
- The Control of Pollution Act 1974 and 1989 amendment;
- The Pollution Prevention Act 1999;
- The Control of Pollution (Special Waste) Regulations 1980 and 1988 amendment;
- The Control of Pollution (Oil Storage) (England) Regulations 2001;
- The Special Waste Amendment Regulations 2004;
- The Environmental Permitting (England and Wales) Regulations 2010;
- British Standard Code of Practice for Noise and Vibration Control on Construction and Open Sites BS 5228 Part I 1997;
- Control of Noise at Work Regulations 2005 (Effective April 06);
- Control of Vibration at Work Regulations 2005;
- The Clean Air Act 1993;
- The Water Resources Act 1991 and The Water Industry Act 1991;
- The Hazardous Waste (England and Wales) Regulations 2005 (Effective April 05);
- The Environmental Protection (Duty of Care) Regulations 1991;



- The Waste Management (England and Wales) Regulations 2011;
- The Waste Management Licensing Regulations 1994 and 1997 amendment;
- British Standard Code of Practice for Demolition BS 6187: 2011;
- The Chemical (Hazards Information Packaging) Regulations 2002;
- Electricity at Work Regulations 1989;
- HSE Guidance Note; GS6; Avoidance of Danger from Overhead Electrical Power Lines;
- The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2007;
- Work at Height Regulations 2005;
- The Confined Spaces Regulations 1997;
- Water Jetting Association Blue Code of Practice for High Pressure and Ultra High-Pressure Water Jetting 2002; and,
- The Building Regulations & (Amendment) Regulations 2016

**Guidance:**

- BS6187:2011 Code of Practice for Demolition;
- BS7121 Code of Practice for Crane Safety;
- BS5228:1997 Noise and Vibration Control of Construction and Open Sites;
- IND(G) 284: Working on Roofs;
- IND(G) 297: Safety in Gas Welding, Cutting and Similar Processes; and
- Guidance on Lifting Operations in Construction when Using Excavators.

The above regulations and guidance have been highlighted as they are considered applicable to the project. The Contractor must work in accordance with all legislation applicable in the UK whether listed or not.

### 3.0 SITE INFORMATION

#### 3.1 General Information

The former Totnes Creamery covers 3.5 hectares and is located immediately to the north of Totnes railway station, (between the main rail line and the River Dart), in South Devon. The site is crossed by a leat that served the mills located within the town of Totnes. The site has now lain vacant for 9 years. There are several constraints to works at site including protection of the listed building *Brunel Building*, several ecological considerations, existing utilities, proximity to the railway, existing traffic and travel restrictions.

The location of the demolition and strip back works of this Tender are for Atmos South which is the site to the southwest of the leat and incorporates the Brunel Building, a brick chimney and several buildings and structures.

#### 3.2 Site Layout

Several site aerial photos, layouts and building plans are included this Tender Document and below is a Site Layout Plan with buildings to be demolished / retained demarcated. Building sheets for the structures to be demolished are included in Appendix A.

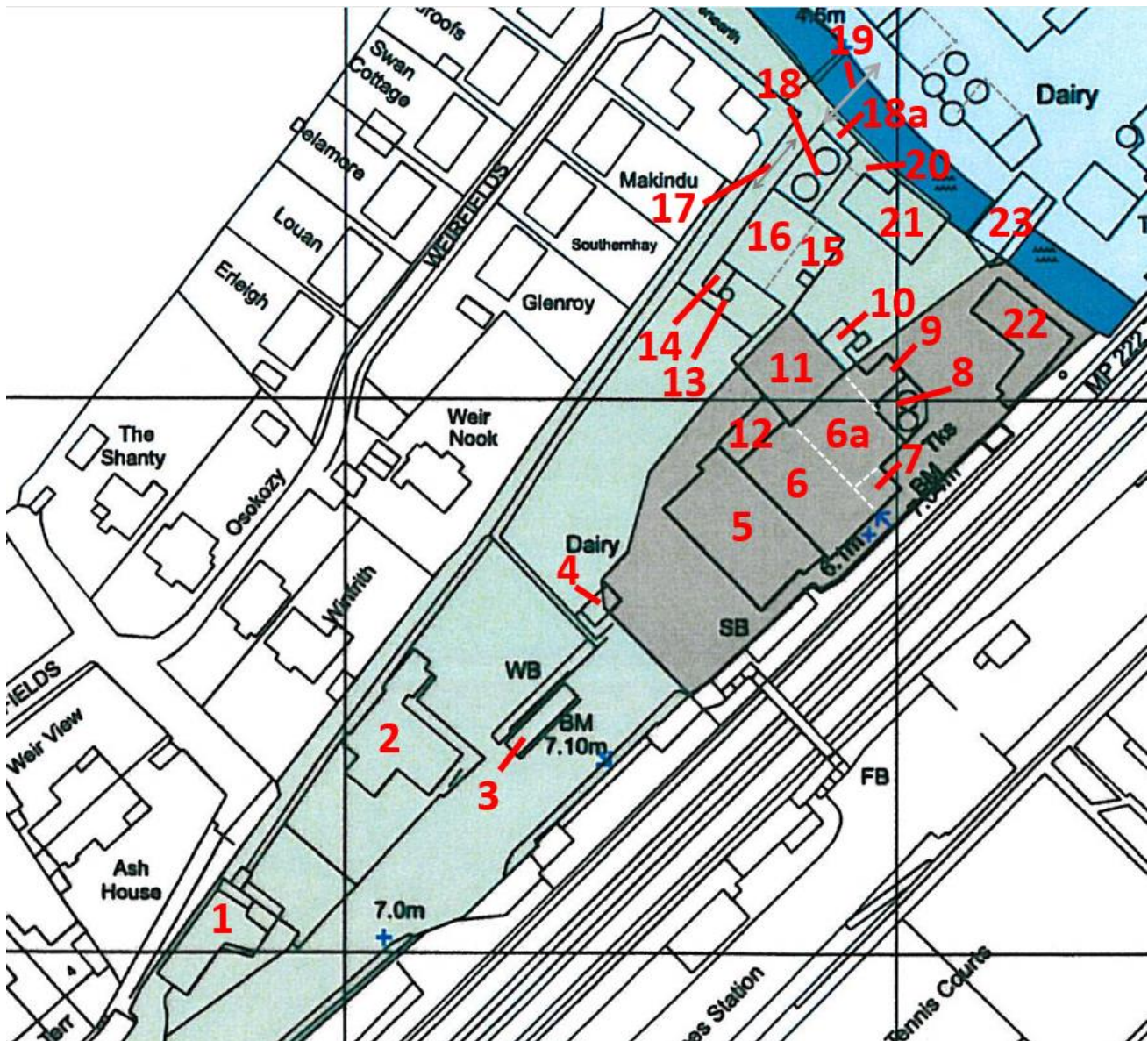


Figure 2 – Atmos South Building site with demarcation of buildings to be demolished / retained.



### 3.3 Scope of Works

#### 3.3.1 Brunel Building Strip Back

The strip back of the Brunel Building involves demolition of adjoining structures, removal of render for the external facades of the building, removal of steelworks, opening of original windows and entrances, bringing up of internal slab etc. as defined in the "Atmos Brunel Demolition Statement October 2018" included in Appendix B. In addition, current elevation and building drawings for the Brunel Building are included in Appendix C and a structural Pre-Investigation report for the Brunel Building is included in Appendix D.

The Contractor shall take care in completing the works such that no damage is caused to the listed Brunel Building and that on completion the Brunel Building is suitably weatherproofed and protected until conservation and development works can commence.

#### 3.3.2 Demolition Works

For the demolition of buildings at Atmos South site, following buildings are to be demolished to ground level including slab:

Building Number	Notes
1	Office
3	Weighbridge
4	Security Lodge
5	Unloading Bay attached to Grade II Listed Brunel Building slab to be removed
7	Building attached to Grade II Listed Brunel Building
8	Tank Plinths adjacent to Grade II Listed Brunel Building
9	Building attached to Grade II Listed Brunel Building
10	Building attached to Grade II Listed Brunel Building
11	Building attached to Grade II Listed Brunel Building
12	Loading Bay attached to Grade II Listed Brunel Building
13	Chimney – assume bats
14	Small building adjacent to chimney
15	Laboratory
16	Former site of boilers
17	Upstanding
18	Fuel Store tanks with stone wall surround. Soft strip wall.
18a	Wall adjacent to leat
19	Pipe bridge over leat
20	Garage like building
21	Refrigeration building with tanks and pipes – Bats confirmed
22	Admin and Service Centre – Bats confirmed



The following details the scope of demolition works at the site

- a. All buildings for demolition are to be demolished to ground level including removal of slab but keeping sub-structures where present in place;
- b. Where buildings and structures are to be demolished adjacent to the listed building, the works are to be carried out with adherence to the requirements as specified in "Atmos Brunel Demolition Statement October 2018" as included in Appendix B. The Tenderer is welcome to propose alternative method statements that the Tenderer may consider more appropriate for the protection of the listed buildings during the demolition works but these must be agreed with the Employer and Project Manager;
- c. The pipe bridge over the leat (building number 19) is to be removed with cut of pipes being on the north side of site/leat. Cut pipes are to be blinded and secured to prevent any leaks and further deterioration of the pipes and bridge structure, making the remaining pipes and bridge secure and safe for a period of up to 5 years;
- d. The leat is to be protected from the demolition works to prevent demolition waste, debris or items dropping into the leat or banks of the leat. Protection to comprise suitable hoarding or fencing to at least 3m height with boarding upto at least 1m height to prevent escape of demolition waste and materials leaving site and entering the leat and its banks. On the outside (leat side) of the barrier to fix green netting with a narrow mesh so the barrier can act as a bat flight path. Barrier to remain after completion of the demolition works. This barrier to be in place before commencement of demolition works on the 1<sup>st</sup> of October 2019;
- e. Any areas of slab and hardstanding identified to remain shall not to be damaged during the works;

Of the buildings and structures to remain the following are applicable:

- f. The Brunel building striped back to the original building materials having had external render and internal blockwork removed as well as other works as defined in the document "Atmos Brunel Demolition Statement October 2018";
- g. The Social Club (building 4) which can be used as Welfare for the Contractor.

Building Packs for the buildings to be demolished at site are included in Appendix A.

### **3.3.3 Recycled Demolition Waste**

All inert (concrete, brick and blockwork) arisings from the strip back and demolition works are to be crushed and screened at site, in accordance with the Environment Agency's Quality Protocol Aggregates for Inert Waste. The Tenderer is to confirm that the inert waste can be recycled into an unbound recycled aggregate for use as granular fill, general fill or capping material (Product and Use class 2 from Table B1 of the Quality Protocol). All recycled materials are to be left on site in suitably managed stockpiles adjacent to the current office building number 1 at a specific location agreed upon between the Principal Contractor and Project Manager.

### **3.4 Schedule**

The Tenderer is to propose their schedule of works as part of the Tender submission where the only Employer requirement is that buildings 13, 21 and 22 are to be demolished by the end of November 2019 for purpose of minimising impact on bats at site.

### **3.5 Security**

The Principal Contractor is to maintain full and applicable security of the site throughout the demolition works commencing from the handover of site to the Principal Contractor until the Employer accepts the completed site in return. The Principal Contractor must adequately safeguard the site, the works, products, materials arising, plant, and any existing buildings and services affected by the works from damage and theft.





The Principal Contractor will maintain a record of all vehicles and persons entering and leaving the site and to ensure that only vehicles directly associated with demolition works are authorised to enter site.

### **3.6 Access and Fencing**

#### **3.6.1 Access**

Access to the site will be through the main entrance of the site and then following the Demolition Traffic Management Plan as proposed by the Tenderer in their tender return. At certain points, access around the sites can be confined and restrictive; the Principal Contractor must take this into account and as appropriately increase the number of banksmen to guide vehicles around the site. The site speed limits as defined in the Demolition Traffic Management Plan are to be strictly adhered to, any driver found breaking the speed limit will be banned from site; this is at the Principal Contractor's risk.

The Demolition Traffic Management Plan is to include as a minimum:

- The parking of vehicles of site operatives and visitors;
- Loading and unloading of plant, materials and debris;
- Storage of plant, materials and debris arising from the demolition the development;
- Erection and maintenance of security hoarding where appropriate;
- Wheel washing facilities;
- Measures to control the emission of dust and dirt during demolition; and,
- HGV timing/ routing to avoid sensitive areas.

A survey of the existing highway and roads at and around the site entrance is under preparation and will be shared with the successful Contractor.

#### **3.6.2 Fencing**

The Contractor is to erect a hoarding for the site with functional requirements to prevent unauthorised access and provide visual screening from site activities prior.

#### **3.6.3 Ongoing works by others**

During the works, the Employer may request access to the site for maintenance or access to the listed building. Furthermore small scale site remediation may be required towards the end of the demolition works in the vicinity of the Brunel Building towards the railway, where potentially contaminated ground may be removed for offsite remediation.

The Principal Contractor shall allow such reasonable access to the Employer or the Employer's delegates by providing safe passage through during the works.

The Principal Contractor shall undertake all of his works taking measures to minimise any disruption and nuisance to such Employer activities.



### 3.7 Services

The following services are on site and before demolition works commence, the Employer will have isolated and disconnected all services and provide contractor with the associated documentation. All services drawings to date are in Appendix E:

- Gas;
- Water;
- Electricity; and,
- Communications.

The Employer will ensure that a water supply connection points is available for use by the Principal Contractor, where the Principal Contractor will be responsible for making connections to the supply pipes and gaining any necessary consent.

If the connection points are not suitable for the Principal Contractor then the Principal Contractor shall, at their own expense, provide the required services.



## **4.0 WORKS INFORMATION**

### **4.1 General Information**

It is required that a Demolition Contractor is appointed to undertake and complete the safe and timely demolition of the buildings at site.

It is presently envisaged that the works will be awarded in June 2019 for commencement 1<sup>st</sup> of October 2019 with completion by the end of June 2020.

This Tender Document should be read in conjunction with the Pre-Construction (Health and Safety) Information Pack (PCI) as included in Appendix F.

### **4.2 Project Communication**

Communication with the project team should be as defined in the PCI with all communications to go through the Project Manager.

Health and Safety related communication should be additionally copied to the CDM Principal Designer.

The Project Manager will decide if other parties of the team are required in this communication.

### **4.3 Programme**

The Contractor is to develop a detailed programme of work, with the Contractor being responsible for keeping the programme up to date. This should be produced in Microsoft Project or other standard format.

The programme shall show the following:

- Mobilisation;
- Site establishment;
- Main phases of work;
- Detailed work activities;
- Resource allocation for each activity;
- Progress of work against each activity;
- Float; and
- Demobilisation.

### **4.4 Hours of Operation**

The hours of operations are to be as defined in the Section 81 Demolition Notice which will be provided to the Contractor once received by the Employer. If not defined then they shall be limited as follows:

- Monday to Friday 8am to 4pm; and
- Saturdays, Sundays and Bank Holidays – no working without prior agreement from Employer and Project Manager.

## **4.5 Method Statement, Risk Assessments and Health and Safety Plans**

### **4.5.1 Safety Information and Instruction for Contractors**

Health and Safety management system, the aim of which is to achieve ZERO Injuries for all employees and Contractors.



Regular safety visits will be made to the work area by the CDM Designer to check compliance with the CPP. Failure to comply with the health and safety requirements may result in the issue of verbal warnings or removal of the operative from site.

#### **4.5.2 Requirements**

Prior to the Principal Contractor commencing work on-site they must provide the CDM Designer with a Construction Phase (Health and Safety) Plan (CPP) in compliance with CDM 2015, at least 5 working days prior to commencement on-site. The CDM Designer will be afforded an opportunity to query and comment on the CPP. The Principal Contractor will then be expected to respond to all queries and comments made by the CDM Designer until no further comments or queries are held by the CDM Designer.

Method Statements and Risk Assessments must be produced by the relevant Contractor prior to key and critical activities being undertaken on-site. The Principal Contractor will provide the Method Statements and Risk Assessments to the CDM Designer at least 3 working days prior to commencement on-site. The CDM Designer will be afforded an opportunity to query and comment on the Method Statement and Risk Assessment. The Principal Contractor/Contractors will then be expected to respond to all queries and comments made by the CDM Designer until no further comments or queries are held by the CDM Designer.

Method Statements must include the following:

- Summary of the scope of the method statement;
- Supervisor contact details;
- Required labour resources;
- Required plant and equipment resources;
- Waste packaging and disposal requirements;
- Permit to work requirements;
- Type of personal protective equipment to be worn including respiratory protective equipment;
- Dismantling/demolition procedure;
- Strip Back procedure;
- Diagrams, drawings and detailed sketches of proposed procedure;
- Calculations as appropriate (for example assessing weight of load to be lifted, strength of pulling ropes); and
- Remaining hazards and control measures.

Risk Assessments must identify the following:

- Hazard (with description);
- Persons potentially at risk;
- Potential severity of harm;
- Likelihood of risk occurring;
- Mitigation measures used to prevent risk from occurring or reduce the likelihood or severity from the risk; and
- Further actions required, including by whom and timescales.



It is required that all documentation be submitted in a Microsoft Office or pdf format by email to the CDM Designer, whose details are contained in the CPP.

During the works, the Contractor is to provide fulltime site monitoring and management, including but not limited to:

- Operatives have been given a site induction;
- Method Statements and Risk Assessments have been produced, reviewed and are being complied with – including that all operatives working under the respective Method Statements have reviewed and signed on to them;
- Plant and Equipment maintenance records are held on-site;
- Operative training records are applicable, up to date and held on-site;
- Hot Works permits are complied with [if applicable];
- Site rules and PPE requirements are being complied with;
- Progress is in line with works programme;
- That the welfare facilities (including first aid) are kept in a clean state of repair and well stocked;
- Any incidents, variations or technical difficulties that need resolving are reported to the Project Team as soon as possible;
- Ensure a diary of the works is kept;
- A register of persons working on-site or visiting site are kept; and
- Records are kept for waste/materials management.

#### **4.6 Permits to Work**

The Contractor will be required to operate a permit to work system where likely permits include:

- Hot works/flare permit;
- Working with site services;
- Isolation Permits;
- Excavation works;
- Proximity Permits;
- Lifting works;
- Working at height; and
- Confined spaces.

#### **4.7 Progress Reports**

The Principal Contractor will provide a weekly progress report to the Project Manager, which shall include the following information:

- Man hours (expended and anticipated for next week);
- Plant (on-site);
- Progress against programme with any relevant updates to the programme;
- Hazard Identification;
- Environmental Monitoring (dust, noise);



- Waste and Scrap disposal summary;
- Topic for weekly toolbox talk;
- The accident and incidents reporting, including complaints;
- Technical Issues requiring address and required response time; and
- Any commercial or contractual issues.

The report will be submitted to the Project Manager by 12:00 midday on the following Monday, or Tuesday if on a national holiday, of the week in question. It shall be submitted by email in a Microsoft Word or pdf format.

#### **4.8 Progress Meetings**

Initially a weekly recorded progress meeting will be held on site, potentially moving to a fortnightly meeting. Attendance by the Principal Contractor and sub-contractors is mandatory.

The progress meeting will cover:

- H&S moment;
- Accident or incident reporting update;
- Identification of any new H&S hazard;
- Weekly update on progress against programme;
- Planned look ahead for next 2 weeks; and
- Technical problems including complaints.

#### **4.9 Commercial Meeting**

A monthly recorded commercial will be held on-site with the Principal Contractor and will cover the following issues:

- Value of works completed;
- Summary of approved variations (if applicable);
- Early warning notice of potential variations in work; and
- Delays encountered and expected date for completion.

#### **4.10 Other Meetings**

The following other meetings will require the attendance of the Principal Contractor:

- Pre-Start Meeting;
- Any monthly site safety meetings that are current at site; and
- Project Closure Meeting.

#### **4.11 Training and Induction**

Training records are to be provided by all of the Principal Contractor's operatives working on-site prior to them working on-site, including any sub-contractors.

##### **4.11.1 General Requirements**

The Principal Contractor is to undertake a site induction for all operatives before they start working on the site.



All operatives are required to be enrolled on a CSCS or CPCS accredited training scheme and at least pass the appropriate Health and Safety Test, or similar to be approved.

All operatives and personnel working on regulated elements of the decommissioning and demolition works are to be trained and accredited for such works, including LOLER 1998 for lifting activities and SG4:05 "Preventing Falls in Scaffolding and Falsework".

#### **4.11.2 Asbestos Awareness**

All persons working at the site are to have completed an asbestos awareness course (expect 2 to 4 hour course) before being permitted to commence works at site. Training records of such awareness courses are to be made available to the Project Manager upon request.

#### **4.11.3 Ongoing Training**

Tool-box talks are required to be given to the Principal Contractor's operatives by the Site Manager, Contract Manager or other senior representative of the Principal Contractors at least once a week. Evidence of the tool-box talk must be made available to the CDM Designer. Additional tool-box talks must be provided should an incident, accident, newly identified hazard or change in the works occur.

#### **4.11.4 Non-English Speakers**

Should the Principal Contractor utilise non-English speaking operatives, then the Principal Contractor shall provide for a translator to assist in the induction and tool-box talks.

### **4.12 Asbestos**

An Asbestos Demolition Survey has been undertaken on the site and is provided in Appendix G. The Principal Contractor is to survey any areas which have been excluded by the existing surveys.

Any additional survey for asbestos undertaken by the Principal Contractor must be undertaken by a competent person under HSG 264: Asbestos: The survey guide.

#### **4.12.1 Minimum Standards and Qualifications**

The selected Asbestos Removal Contractor must hold a current - year HSE granted license, have done so for a minimum of 12 months and can provide evidence of removal works to a similar scale. The asbestos removal Contractor must have no prosecutions or pending with the HSE and be clear of prohibition and improvement notices for 5 years on asbestos related matters.

#### **4.12.2 Asbestos Removal Procedures**

All asbestos removal works must be in accordance with the Control of Asbestos Regulations 2012 and L143 (ACOP Work with materials containing asbestos). All techniques and procedures followed must be in accordance with HSG 247 (*Asbestos: The Licensed Contractors' Guide*). Furthermore, all non-licensable asbestos removal works must be carried out in accordance with HSG 210 (*Asbestos Essentials Task Manual*) and HSG 189/2 (*Working with Asbestos Cement*) as well as in accordance with the best practice and training/medical requirements of Notifiable Non-Licensed Work (NNLW). All other HSE approved codes of practice and guidance notes relating to associated risks (such as working from height) must also be adhered to. All equipment associated with asbestos removal must be maintained and tested in accordance with the requirements of HSG 247, and all records must be available for review by the Project Manager at any time.

#### **4.12.3 Asbestos Removal Operatives**

All operatives engaged in asbestos removal works must be suitably trained for licensable and for non-licensable works, and must undergo periodic refresher training. Records pertaining to training, medicals and face fit testing must be available for review by the Project Manager for each operative at all times during the removal work.



#### 4.12.4 Asbestos Monitoring and Supervision

The Principal Contractor is to retain an Independent Contractor to carry out all supervisory, monitoring and sampling work in accordance with HSG 248 (Asbestos: The Analysts' Guide for Sampling, Analysis and Clearance Procedures). The Independent Contractor is to be UKAS accredited and is to enforce adherence to the CAR 2006 regulations and all other ACOPs and methods mentioned above, in particular HSG 247.

#### 4.13 Ecology

An ecology survey of the buildings has been undertaken by the Employer and key requirements for the demolition works are included in Appendix H. The survey identifies two buildings which bats are using to roost, these buildings are now under license therefore we need to understand the specific demolition methodology within these buildings. For the other buildings, the risk of encountering bats is considered to be reasonably unlikely, however contractors must be able to identify signs of bats and if a bat, or signs of bats are seen then works must be stopped and an ecologist contacted for further advice. A toolbox talk on bats prior to any works is advised.

#### 4.14 Archaeology

There is no recorded evidence of archaeological interest at this site, however if anything of interest is uncovered works must be stopped in that area until advise is sort.

#### 4.15 Safety Audits

The Principal Contractor is to undertake a weekly safety audit by a senior representative or a safety-specialist sub-contractor/Consultant. The auditor shall have a safety specialist qualification NEBOSH/IOSH and at least 10 years' experience in industrial demolition/dismantling. Their **CV must be submitted for approval with the tender.**

#### 4.16 Eligibility to Work

All operatives to be employed to work on the site must be permitted to work within the UK. Evidence of eligibility to work within the UK will be required for the Principal Contractor's operatives and made available to the Engineer's Representative.

#### 4.17 Sub-Contractors

Any sub-contractors used by the Principal Contractor are to be qualified and experienced for their assigned roles and duties, being accredited accordingly. Documentation demonstrating the competencies and capabilities of sub-contractors are to be made available upon request by the Project Manager.

#### 4.18 Noise, Dust and Vibration Monitoring

The Principal Contractor is to carry out the scope of the contract with the minimum of environmental impact to personnel and operations, both within and outside the demolition area.

The Principal Contractor is to take all steps to ensure that all plant, equipment and construction methods do not increase vibration at adjacent services and structures above existing levels.

The Principal Contractor is to take all necessary steps and precautions to ensure that his works do not significantly increase the noise levels, and create a nuisance to other works and neighbours. This includes compliance with the recommendations set out in BS5228 "Noise and vibration control on construction and open sites", 1997, together with any specific requirements therein.

The Contractor shall take all reasonable steps to prevent the spread of dust off-site. These steps shall include, but not be limited to, pre-cleaning of dusty materials and suppression of dust using hose pipes or similar medium.





The Principal Contractor shall regularly clean the roads and footpath, both on and off-site, as utilised by the Principal Contractor. Where required, the Principal Contractor shall also afford cleaning of neighbouring properties and items which have been impacted by the demolition activities.

The Principal Contractor is to undertake dust and noise monitoring throughout the demolition works. Copies of the findings of this monitoring by the Principal Contractor will be submitted to the Project Manager as part of the weekly report.

#### **4.18.1 Vibration Management and Monitoring**

The Principal Contractor shall take all steps to ensure that all plant, equipment and construction methods do not increase vibration at adjacent services and structures above existing levels.

To avoid any damage to surrounding buildings a Peak Particle Velocity of 5 mm/s (for vibrations below 50 hz) for continuous vibrations and 10 mm/s (for vibrations below 50 hz) for transient vibration, is to be enforced during the demolition works.



#### 4.18.2 Noise Monitoring and Management

The Principal Contractor is required to comply with the noise criteria set out in the following table.

**Table 1: Noise Criteria**

Day	Period	Time of Day	Noise Level dB
Monday to Friday	Daytime	07.00 - 08.00	75 LAeq 1 hour
		08.00 - 18.00	80 LAeq 10 hour
	Evening	18.00 - 19.00	75 LAeq 1 hour
		19.00 - 20.00	75 LAeq 1 hour
	Night	22.00 - 07.00	65 LAeq 1 hour
			70 LAeq 1 minute
Saturday	Daytime	07.00 - 08.00	70 LAeq 1 hour
		08.00 - 12.00	80 LAeq 5 hour
	Afternoon & Evening	12.00 - 22.00	70 LAeq 1 hour
			75 LAeq 1 minute
	Night	22.00 - 07.00	65 LAeq 1 hour
			70 LAeq 1 minute
Sunday & Public Holidays	Daytime & Evening	07.00 - 21.00	70 LAeq 1 hour
			75 LAeq 1 minute
	Night	21.00 - 07.00	65 LAeq 1 hour
			70 LAeq 1 minute

The Principal Contractor will undertake twice daily noise monitoring for the ambient noise levels and peak noise levels.

The Principal Contractor shall take all necessary steps and precautions to ensure that his works do not significantly increase the noise levels, and create a nuisance to other works and neighbours.

The Principal Contractor shall comply with the recommendations set out in BS5228 "Noise and vibration control on construction and open sites", 1997, together with any specific requirements therein.

All vehicles and mechanical plant used for the works shall be fitted with efficient exhaust silencers and shall be maintained in good working order.

All compressors and generators shall be "sound reduced" models fitted with properly lined and sealed acoustic covers which shall be closed whenever the machines are in use and all ancillary tools shall be fitted with mufflers or silencers of the type recommended by the manufacturers.

Machines in intermittent use shall be shut down in the intervening periods between work or throttled back to a minimum.

Any plant such as generators and pumps which are required to work outside normal working hours shall be surrounded by an acoustic enclosure to reduce any noise emitted to a satisfactory level.

Hydraulic and pneumatic breakers shall only be used where absolutely necessary and at times which minimise the potential disturbance to neighbouring properties.



### **4.18.3 Dust Monitoring and Management**

The Principal Contractor is to undertake twice daily visual dust monitoring at the site, and record findings in the Contractor's daily diary and also provided at the weekly progress reports. The Contractor shall take all reasonable steps to prevent the spread of dust off-site.

These steps shall include, but not be limited to, pre-cleaning of dusty materials and suppression of dust using hose pipes or similar medium.

The Principal Contractor shall regularly clean the roads and footpath, both on and off-site, as utilised by the Principal Contractor. Where required, the Principal Contractor shall also afford cleaning of neighbouring properties and items which have been impacted by the demolition activities.

### **4.19 Welfare Requirements**

The Principal Contractor may use/adapt the Social Club building 4 as welfare on-site, where it is the responsibility of the Contractor to upgrade and maintain these facilities as required by the project. These are to be in accordance with current and applicable regulations.

### **4.20 Hazardous Waste**

The Principal Contractor will be required to provide a certificate confirming registration as a hazardous waste producer/carrier for the site. The following hazardous wastes are likely to be present on-site and the Principal Contractor is required to carry out all necessary sampling and surveys to confirm the presence of hazardous substances and materials if there is any doubt:

- Asbestos;
- Oils/greases;
- Oils containing PCB's;
- Bitumen roofing;
- Ozone depleting substances (composite panels and refrigerants);
- Fluorescent tubes and ballasts;
- Residues within chimney and ventilation ducts; and,
- Smoke detectors with radioactive sources.

### **4.21 Site Waste Management Plan**

The Contractor must devise and develop and maintain a Site Waste Management Plan as part of the demolition work. The Site Waste Management Plan is to be prepared and submitted to the Project Manager within 10 days of commencement of the demolition works.

The Site Waste Management Plan must identify the following:

- Description of each waste type;
- Appropriate European waste codes;
- Identification of disposal facility;
- Identification of haulier/carrier;
- Estimated quantity; and
- Quantity removed to date.



## **4.22 Disposal of Demolition Wastes**

The disposal of all wastes (except those inert arisings that are for crushing and screening at site) must be in accordance with current legislation. Details of all waste disposal outlets to comprise copies of current waste management licences or appropriate permits, including scrap metal, non-hazardous, hazardous disposal facilities must be provided to the Project Manager, at least 2 days prior to disposal at the outlet.

Copies of all consignment notes must be made available to the Project Manager.

The Contractor must dispose of all general non-hazardous and hazardous wastes off-site to a licensed facility.

## **4.23 Environmental Protection**

The Atmos development incorporates a Framework for Construction Management Plans– as included in Appendix I). Based on this the Contractor is to provide a plan to ensure protection of the environment during their demolition works. The plan will include provisions for at least the following:

- Storage of liquids, including fuels;
- Refuelling of vehicles, plant and equipment;
- Provision of spill kits;
- Procedure for draining down remaining oils and liquids from with plant and equipment;
- Procedure to ensure all waste is appropriately segregated into categories and prevention of cross contamination;
- Procedures to deal with a leak of liquid from the remaining plant and equipment; and,
- Procedures in case of a site flood based on early warning for such event.

Furthermore, the Contractor is to ensure that the leat bordering the site remains unlit for the duration of works to prevent disturbances to any ecology living in or using the leat.

## **4.24 Fire and Emergency Precautions**

The Contractor must provide their own fire extinguishers, hoses and other necessary equipment.

In case of fire or emergencies at site, the Contractor is to call the emergency services to report the fire or emergency.

Within method statements and risk assessments the risk of fire must be covered and must identify the following:

- Fire Precautions and prevention measures;
- Mean of raising alarm;
- Ensuring safe means of escape;
- Muster points and roll calls; and
- Firefighting measures.

## **4.25 Roads and Footpaths**

Roads and footpaths outside the perimeter of the site which the Contractor require access over during the course of the demolition works are to be retained and protected from damage. Prior to the demolition works commencing, the Project Manager will carry out a dilapidation survey of the access roads and pavements, the results of which will be shared with the Successful Contractor.



The Principal Contractor shall allow provision of a road sweeper or other means to clean the roads and footpaths.

## **4.26 Site Clearance and Levelling**

With the exception of inert wastes crushed and left in designated areas on site for later use, the site shall be left clear of all wastes (non-hazardous and hazardous) rubbish, plant, equipment and materials. Backfill materials used within the works at site is to be inert crushed material, to 6F2 specification capped with 100 mm of sulphate resisting concrete, Grade C20. Any backfill shall be cleared of any protruding reinforcement, steelwork, timber and the like.

The site shall be left level with the removal of all protrusions and upstands, with grading/battered to eliminate all trip hazards. This will include cutting flush all steelwork to ground level etc.

### **4.26.1 Concrete Batters**

Concrete batters shall be installed to any remaining ground slab or protrusions. The concrete shall be sloped at no greater than 1:3 (adjusted to suit around any manhole, cover slab, gully or similar). The concrete shall have a 28 compressive strength of 35 N/mm<sup>2</sup> with a maximum particle size of 20 mm. The surface shall be float finished.

Prior to placing the concrete, the Contractor shall clean and remove any debris, dust, surface film, residue or other substance that might affect the bonding of the concrete.

## **4.27 Section 80**

The Section 80 will be submitted by the Project Manager and the Section 81 will be made available to the tendering Contractors once received by the Project Manager.

## **4.28 Incident Reporting**

The Principal Contractor is to establish a site specific incident reporting procedure and include the report in the weekly reporting for the Project Manager. The incident reporting is to be aligned with the Principal Contractor's Health and Safety Plan for the works.



## Report Signature Page

**D3 CONSULTING LIMITED**

A handwritten signature in blue ink, appearing to read 'Martin Bjerregaard', written over a light blue rectangular background.

Martin Bjerregaard  
Project Manager

Date: 12 April 2019

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## **ANNEX A PRICING SCHEDULE**

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## **ANNEX B TENDERERS COMPANY DETAILS AND REFERENCES**



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## **APPENDIX A SITE BUILDING SHEETS**

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## **APPENDIX B    ATMOS BRUNEL DEMOLITION STATEMENT OCTOBER 2018**

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## **APPENDIX C BRUNEL BUILDING DRAWINGS**

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# **APPENDIX D   ATMOS BRUNEL BUILDING PRE INVESTIGATION WORKS SUMMARY JULY 2018**

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## **APPENDIX E SERVICES**

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# **APPENDIX F    PRE-CONSTRUCTION (HEALTH AND SAFETY) INFORMATION PACK (PCI) JANUARY 2016**

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## **APPENDIX G ASBESTOS DEMOLITION SURVEY**

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## **APPENDIX H ATMOS ECOLOGY REQUIREMENTS**





# **APPENDIX I    ATMOS FRAMEWORK FOR CONSTRUCTION MANAGEMENT PLANS**

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**D3 Consulting Limited**

Lower Court

Littlehempston

Totnes

Devon TQ9 6LU

e: [office@d3-consulting.com](mailto:office@d3-consulting.com)

t: +44 (0)1803 840888

f: +44 (0)1803 231230



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