

Kent Minor Works Scope Document

Gravesend Old Town Hall

High St, Gravesend, Kent, DA11 0AZ

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Revision Control Schedule

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Rev	Date	Description	Prepared By	Checked By	Approved By
P0	22nd Oct	First issue	RK	RC	RC
P02	02/02/2021	Amended Scope as per client request Item 6 – repair works amended Item 13 and 14 - Removed	RK	RC	RC
P03	23/04/2021	Amended Scope as per client request Item 6 – Hammer test changed to visual survey Item 11 – Masonry repairs amended. Item 15 - Removed	RK	RC	RC
P04	05/10/21	Fire doors to be upgraded not replaced	GN	RC	RC

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Contents

1. Introduction	3
2. Building Description	3
3. Schedule of Works	4
3.1 Main Building	4
Appendix A – Site Plan and Ground Floor Plans	6
Appendix B – Site Photographs	10

1. Introduction

The purpose of this report is to define the scope of work needed to provide maintenance to the external and internal building fabric of Gravesend Old Town Hall, Kent, DA11 OAZ.

Skanska Technology Ltd (STL) were provided with a Feasibility Report by Consult Construct, dated July 2020. This report outlined proposed building fabric and Internal work required. A site visit was undertaken by STL on Wednesday 11/11/2020 in order to review these elements in more detail, and to record any necessary additions/omissions to the scope, the results of which follow.

A site plan of the main building can be found in Appendix A, and reference photographs are in Appendix B.

In addition to the description of the scope, a corresponding specification is provided, covering workmanship and performance criteria.

Please note that this report only considers works to the external fabric and parts of the internal fabric of the building, other defects have not been considered.

2. Building Description

Gravesend Old Town Hall is listed multi use building located on High Street, Gravesend within a conservation area. The property houses a restaurant, coroners office and function rooms. The original town house was built in 1573 and since then it has been rebuilt in 1764 by local architect Charles Sloane. In the 1830's it received its frontage and was again remodelled. The rear of the town hall was completely built in the 1880's and 1890's. The building is of traditional construction and comprises of multiple pitched rafter roof covered with artificial slates, solid brick and stone walls. it has timber sliding sash windows and timber suspended floors. To the external fabric there are various elevations with period architectural details.

3. Schedule of Works

3.1 Main Building

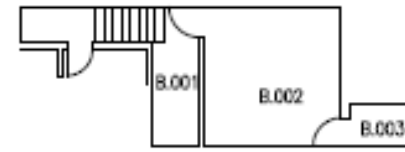
Item	Description	Estimated Quantity	Ref.
	<u>Building Fabric</u>		
1	Roof: Cleaning of roof surface and valley gutters	Allow for 300m2	Figure 1
2	Roof: Replace artificial slates on roof where missing, displaced or they have become loose	100m2	Figure 1
3	Roof: Repointing of ridges	50m	
4	Roof: Replacement/rebedding of loose ridges	50m	
5	Clearance of gutters and jetting down pipes		Figure 2
6	Visual Survey to all elevations to determine condition of stonework/stucco		Figure 3, 4,5,6
7	Windows: timber repair including sills where decayed		Figure 7
8	Windows: decorate timber and timber sashes	Allow for 55 No. windows	Figure 7
9	Undertake render repair to undercroft soffit	5m2	Figure 8
10	Doors: Splice repair where decayed		Figure 11
11	Masonry repairs – Undertake survey to determine condition of brickwork and apply resin repair. Repoint cracked and missing mortar.	60m2	
12	External drainage – Replace fractured cast iron down pipe and hopper		

	[Lobby 1.018 and 1.010 – walls visibly stained]		
13	Removed from scope		
14	Removed from scope		
	<u>Internals</u>		
15	Removed from scope		
16	Plaster repair to exposed lathes within room 1.014 [coving repair/replacement required]	Allow for 5m2	Figure 10
17	Trace and access required to identify and treat source of leak causing moisture in soffit of basement. Directly below G.026.		Figure 12
18	Hack off damp plaster to entrance staircase (G.027 – G.029) and within the main hall (1.024), first floor corridors (1.011) Allow for wall to dry Renew plaster with lime-based plaster and decorate to finish	Allow for 30m2	Figure 10
19	Original panelled fire doors to be upgraded and not replaced by using intumescent veneers and paint	Allow for 20 no Doors	Figure 11

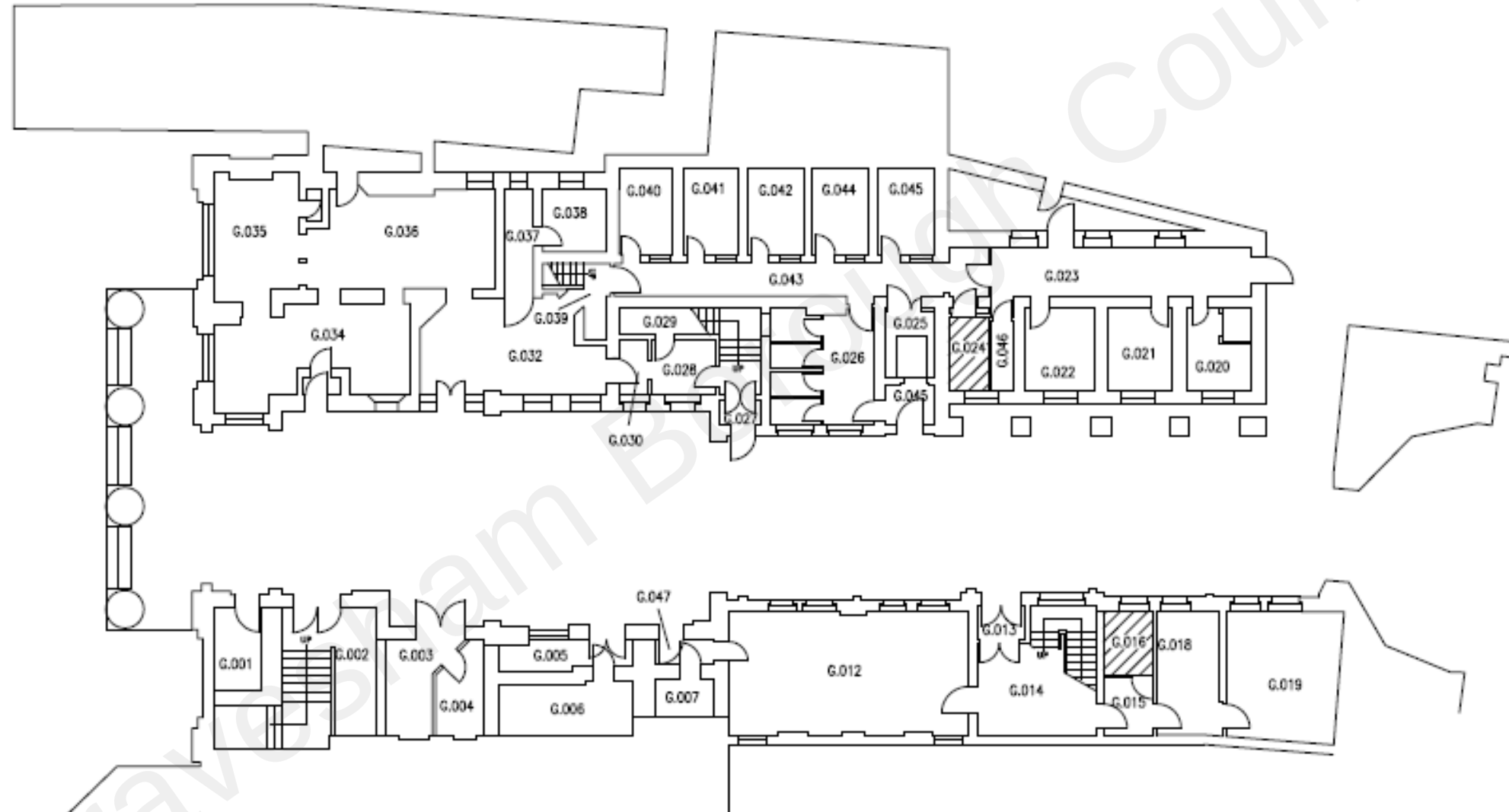
Appendix A – Site Plan and Ground Floor Plans

Gravesend Borough Council

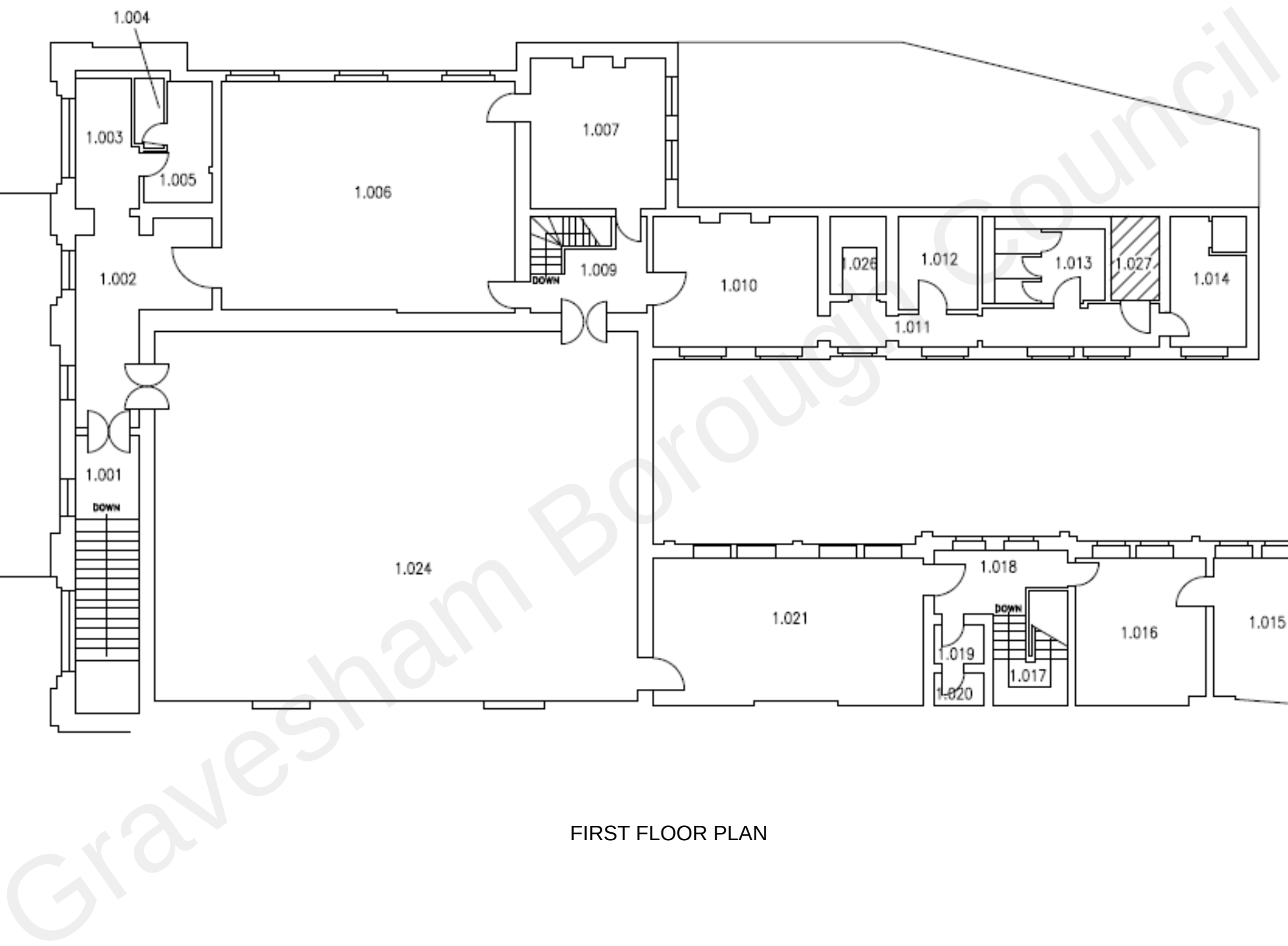




MAIN BUILDING – BASEMENT



MAIN BUILDING – GROUND FLOOR



FIRST FLOOR PLAN

Appendix B – Site Photographs

Gravesham Borough Council

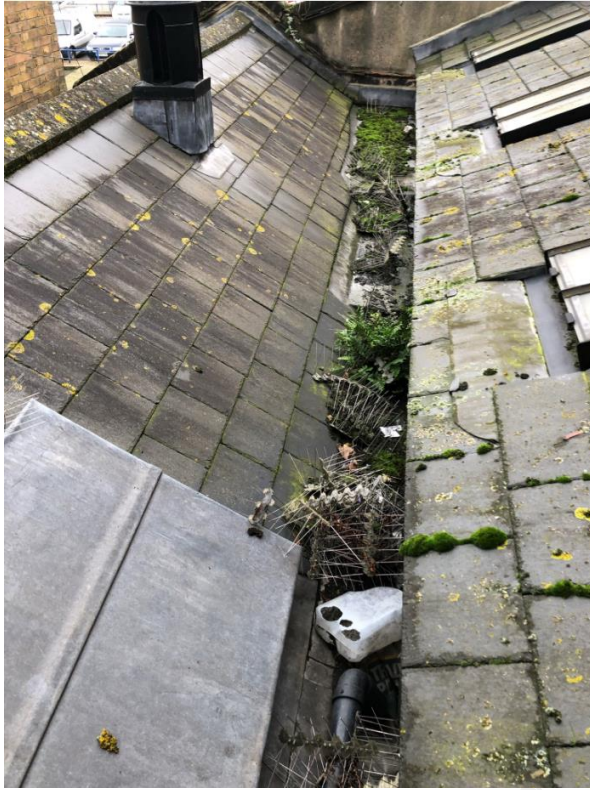


Figure 1 – Roof and Valley



Figure 2 – Down Pipes and gutters



Figure 3 – Stone and Render repair



Figure 4 – Stone repair – LHS of portico at main front entrance Gravesham coat of arms detail eroded



Figure 5 – Stone repair to portico and thoroughfare



Figure 6 – Stone repair



Figure 7 – Window repair and repaint



Figure 8 – Undercroft repair



Figure 9 Replace/Re bed damaged/undulated pavers within thoroughfare



Figure 10 – Plaster and rainwater pipe repairs



Figure 11 Fire Door

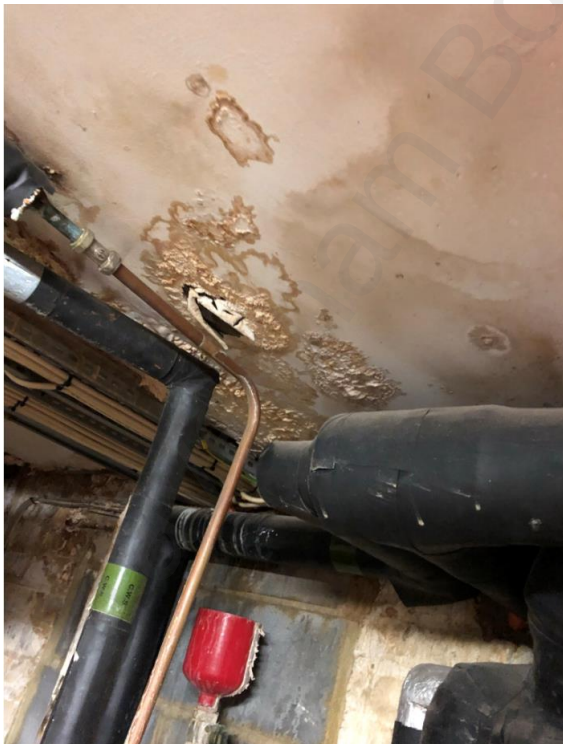


Figure 12 - Trace and access required to identify source of leak causing damage

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