



bridgeside house

specification of works
for office building

97&99

McDonald Road Edinburgh EH7 4NS
www.bridgesidehouse.com

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SECTION 1.00 - PRELIMINARIES

1.01 The proposal is to provide an open plan office building of approximately 2,228.5 sq. m (23,988 sq.ft). on 3 floors on a site at Bridgeside House, 97-99 McDonald Road, Edinburgh EH7 4NS.

Any additional internal fit-out by Tenant is subject to separate Building Warrant and/or Planning Consent (by others) and subject to the Landlord's standard fit out licence. The Tenant will supply all information in respect of his fit out to upgrade the Landlord's Health & Safety File.

1.02 The building will benefit from Planning Use Classes 2 & 4 and be constructed in accordance with the Building (Scotland) Regulations 2004 and all amendments current at the date of lodging. Building Regulation Use Class "Office"

1.03 The electrical installation will comply with BS 7671:2001 as amended.

1.04 Provision will be made for all temporary services, accommodation, hardstandings and roads, together with all plant, scaffolding and protection of the works during construction.

1.05 It is the responsibility of the Tenant (or occupant), as employer, to satisfy the requirements of the Fire Authority in relation to the Fire (Scotland) Act: 2005. The requirements of the Fire Authority in relation to Part 3 of the Act apply to the occupant's use of the building rather than, and usually in addition to, its construction under the terms of the Building Regulations, therefore any additional items specified by the Fire Authority in respect of the Act have not been allowed for and will be the responsibility of the Tenant or Occupier.

1.06 It is the responsibility of the Tenant (or occupant), as employer, to satisfy the requirements of the Disability Discrimination Act 1995.

1.07 Details of current all risks insurance policy, showing details of current cover and date of renewal, will be provided by Bruce Stevenson Ltd, Insurance Brokers, if required.

SECTION 2.00 - GENERAL

2.01 All sizes and dimensions stated herein are approximate.

2.02 The building will be generally rectangular in shape behind the retained façade with office accommodation on 3 floors, 2 floors within the refurbished townhouse. The basement will provide car parking along with service and plant areas. At roof level there will be a plant room and external plant space.

2.03 This specification is to be read in conjunction with Drawings Number :
01:07:200 U Site Layout
01:07:300 CC Ground and Basement Floor Layouts
01:07:301 S First and Second Floor Layouts
01:07:302 N Plant Room and Roof Layouts
01:07:303 F Elevations Sheet 1
01:07:304 E Elevations Sheet 2

2.04 Selection of Manufacturers and materials to reflect the standard of a good quality office development has been allowed for.

2.05 All materials to comply with the appropriate British and European Standards where applicable.

2.06 Only items mentioned in this specification, or shown in the above drawings, have been included.

2.07 Unless specifically stated, it has been assumed that there are adequate supplies of all public utility services and drainage adjacent to the site.

2.08 Any significant alterations required by the Statutory Authorities to the enclosed proposals will be deemed a variation to this specification.

SECTION 3.00 - ELEMENTAL SPECIFICATION

3.01 Substructure

Foundations are reinforced concrete piles & ground beams to structural engineer's design. Ground floor slabs will be designed to take normal office loadings. The slab will have a raised access floor all as upper floors. The main entrance will be barrier free.

3.02 Frame

Structural steel frame to structural engineer's design.

3.03 Upper Floors & Plant Room

Precast prestressed concrete structural floor slabs are supported on structural steel frame, all to take superimposed load of 3.0 kN/m² and 7.0 kN/m² in local designated areas partition load of 1.5 kN/m² ready for raised access floor. Plant Room floor similar but screeded and sealed as a finish.

3.04 Roof

Main areas are TROCAL membrane roof finish on insulation metal decking on steel purlins and slates on timber sarking on joists with Roof Plant Room area constructed of concrete screed on pre-stressed slabs with metal decking on steel purlins over.

3.05 Stairs

Precast concrete stairs and landings with stainless steel balustrade including toughened glass infill panels and hardwood hand rail or mild steel balustrade and handrails with painted finish. Carpet tiles and aluminium stair nosing.

3.06 External Walls

Cavity wall construction with cast stone finished concrete block outerleaf, insulated cavity blockwork inner leaf or existing retained stone with insulated plasterboard lining.

3.07 Curtain Wall, Windows & External Doors

Double glazed aluminium curtain walling with polyester powder coating, coloured finish. Armour-clad insulated glass panels to floor and ceiling zones. Windows to front and side elevations, along with the rear elevation to the town house, are timber single and double glazed timber windows with bottom hung

opening lights or sash and case. Double glazed aluminium entrance door with toughened glass as required. Fire exit doors to the rear are to be solid core timber doors and frames with 16g metal skin to the exterior. Entrance canopy of toughened glazing on stainless steel frame.

3.08 Internal Core Partitions

Partitions to reception area, toilets and escape corridors to be Gyproc, or equal, metal stud partitions with plasterboard or Fireline finish – joints taped and filled for direct decoration. Proprietary laminate finish I.P.S. and W.C. cubicles - Armitage, or equal.

3.09 Internal Doors

Fire escape doors will have panic bars and push plates. The suite entrance doors will have a mortice lock, flush bolts to one leaf, push plates and pull handles to both leaves. Internal doors will be timber flush doors, fire check where applicable, with hardwood veneer and lippings and stainless steel or brass ironmongery, all in hardwood frames. All leaves will have door closers. Hardwood facings and skirtings, etc. from a renewable source. Doors to main office areas suitable for wheelchair users.

3.10 Wall Finishes

Drylining to brick, blockwork walls and metal stud partitioning. Full height tiling and laminate integrated plumbing system to toilets and full height tiling to showers.

3.11 Floor Finishes

Offices suites:- medium grade modular raised fully accessible floor system with 600 x 600 panels set 200mm approximately above structural slab to finished floor level (excluding carpet).

Vestibule:- entrance mat – interface barrier matting or similar

Toilets:- ceramic tiles

Cleaners escape stairs:- welded vinyl sheet

Shower:- ceramic tiles or non slip vinyl sheet

Offices, lift, lobbies and main stairs:- carpet tiles – Heuga Interface

Quantum or similar

Hardwood skirtings

3.12 Ceiling Finishes

Proprietary suspended ceilings in lay in grid throughout the building with Armstrong or similar ceiling tiles. Plasterboard ceiling to stair soffits where required.

3.13 Decoration

1 coat sealer and 2 coats emulsion to plaster board. 3 coats oil paint/varnish to woodwork as required.

3.14 Fittings

Provision of male and female toilet facilities at ground, first & second floor levels with disabled toilets at ground floor level. Cleaners store, shower and supplies to tea preparation points. Sanitary ware is to be white glazed fireclay. Close coupled W.C. suite, wall mounted W.H.B.s and individual wall mounted urinals all to suit IPS system. Toilets will be provided with spur outlets and electric hand driers. Water heating serving the toilets, cleaner's stores and tea preparation Points will be provided from the landlords system. Proprietary toilet cubicles with indicator bolts, toilet roll holders and coat hooks to match IPS.

3.15 Plumbing Installations

Male and female toilets at all floors with accommodation, except townhouse, together with disabled toilets at ground floor. Showers provided at first floor and at ground floor in the townhouse. Provision of cleaners facilities at each level. Water and waste services to a tea preparation point for tenant's installation.

PVC drainage disposal system with fire collars as required.

A common cold water storage tank will be provided at Roof level in accordance with the requirements of the Local Authority. The tank shall be of the sectional GRP, fully factory insulated type.

Hot water will be provided by means of a common packaged storage unit and plate heat exchanger supplied by LPHW from the common boiler room.

3.16 Ventilation Installation/Heating Installation - To Office Suites

A centralised ventilation installation will be installed served by two airhandling

unit located in the Roof Plant Room. The air-handling unit will be sized to provide tempered fresh air to each office area at a rate of 12 litres per second per person at a density of one person per square metre.

The air-handling unit will incorporate a run around coil system for heat recovery. On days of high ambient air temperature the supply air shall be cooled to room temperature by means of a DX cooling coil within the air handling unit matched to an air cooled condensing unit.

The ventilation will be augmented by natural ventilation via openable windows.

Ventilation to the refurbished portion of the building (the Townhouse – 97 McDonald Road) will be by natural means, using the openable windows.

The air-handling unit will be served with LPHW from common gas fired boilers. The boilers will be located at plant room level, flued to roof level.

The boiler room is naturally ventilated.

Heating to office areas will be provided by steel panel LPHW and trench radiators fitted with thermostatic control valves.

3.17 Ventilation/Ancillary Heating To Common Areas

Toilet ventilation will be achieved by a common twin fan extract unit with auto changeover with make up air taken from adjoining areas. Heating to ancillary areas and toilets shall be by steel panel LPHW radiators fitted with thermostatic control valves.

3.18 Controls

The controls are via an industry standard B.M.S. system.

3.19 Switchgear

A main switchboard will be established at the Basement Level and served via the local Supply Authority (See 3.32). The supply will be made at 415 Volts three phase and neutral and shall feed the main switchboard.

3.20 Sub-Distribution

Suitably rated XLPE/SWA/LSF cables shall run from the main switchboard on cable basket fixed to the building fabric to the various items of equipment and final sub-circuit distribution boards located one per half of each floor level. Final sub-circuit protection shall be by means of MCB's.

3.21 Wiring Installation

Final sub-circuit wiring shall be run from the local distribution boards to lighting and power installations using LSF single core cables contained in trunking and conduit. Separate circuit protective conductors shall also be installed.

3.22 Lighting

Lighting within the Main Office areas will be to a general lighting level of 450 lux using cool white/natural tubes and low brightness louvers to be LG7 compatible using 600 x 600mm recessed fittings. Downlighters to perimeter.

Switching to open plan areas will be control on a presence detection basis. Notional access corridors will be switched separately. Manual override switching will also be provided.

Landlord's areas will have manual switching installed with presence detection to toilet and basement car park areas.

Recessed/surface mounted luminaries will be installed to circulation and Ancillary Areas.

Accent uplighters and recessed downlighters will be used in Entrance areas and main Stairway.

3.23 Power

Three compartment floor boxes will be provided on a ratio of approximately 1 per 10m². Each box will contain one twin socket and two spare plates for data/telecom. The power supply will be by means of a plug in bus bar system with "tap offs" at 300/500mm intervals. Boxes will be on a 3 metre umbilical cord

Ancillary power for cleaning etc will be installed at strategic locations. Wiring to automatic hand drier outlets will be provided to toilet areas and wiring to all mechanical services automation controls & equipment.

3.24 Containment

A system of cable basket, trunking and conduits shall be provided for the installation of data/telephone cabling to be installed by the Tenant (See 3.32).

3.25 Fire Alarms

A 24 Volt DC analogue fully monitored addressable fire alarm system to BS 5839:2002 Part 1 category L2, will be installed with automatic detection, electronic sounders and break glasses located throughout. This will comply with the Building Warrant, however, the Tenant will be responsible for extending the system as necessary to suit their use of the premises.

The system shall have a reasonable number of fire alarm zones to accommodate the Tenant's additional fire alarm points.

3.26 Emergency Lighting

Emergency lighting will be installed in accordance with BS 5266:2005 pt1 and CIBSE TM12 Standards. The Tenant will be responsible for extending the system as necessary to suit their use of the premises.

3.27 External Lighting Services

External lighting will be provided in the form of illumination to Basement Car Parking Areas, Walk Ways, Building Security and Feature Lighting.

3.28 Earthing & Testing

The installation shall be earthed and tested upon completion in compliance with the 16th Edition of the IEE Regulations.

3.29 Lift

8 person machine roomless lift serving all floors. Doors and controls complying with EN81-70, lifts accessible to persons including persons with disability. Emergency telephone service will be provided.

3.30 External Works

Provision of 23 No. Basement car parking spaces, identified by painted numbers. Grassing and planting in accordance with site layout plans.

3.31 Drainage

Main drainage to comply with the Local Authority Building Regulations, BS8301, BS5572 and Scottish Water/SEPA Requirements. Drainage tails and all testing by developer.

3.32 Services

Provide/arrange for gas, water and electrical services to position within the building, connection by Statutory Authorities and provide route for telephone installation.

Gas & electricity - for purposes of providing a supply to the building the landlord has selected an initial shipper for gas and electricity. The electricity shipper is to be confirmed and the gas is shipped to be confirmed. Notwithstanding this the tenant will be responsible for entering into a supply contract with the selected shipper or arranging an alternative supplier.

Water - metered supply to building provided by Landlord.

Telecoms - Tenant/occupier to install wiring and arrange supplier. Underground ducts are provided into the building for use by the Tenant for their incoming telecoms/broadband installations via BT or Virgin Media.

3.33 Enclosures

Provision of enclosure to gas meter.

3.34 External

Secure covered bicycle store

Bin Stance

Timber fencing to perimeter at rear as required

3.35 Lightning Protection

External lightning protection will be provided in accordance with BS EN 62305 Parts 1-4.

3.36 Signage

External to the building there will be a sign over the entrance canopy denoting "Bridgeside House" along with the high level sign on the North West gable denoting "Bridgeside".

At both entrances, adjacent to the door entry system, there will be a directory board with space for tenant's vinyl graphics against each suite.

At 1st & 2nd floor level opposite the lift there will, be a floor directory board with space for tenant's vinyl graphics against each suite.

Above each suite entrance door there will be a sign board with space for tenant's vinyl graphics.

Standard health and safety signage will be installed as appropriate throughout the building.

SECTION 4 EXCLUSIONS

For the avoidance of doubt, the following items are not included in this specification:

- 4.01 Blinds, curtains, furnishings, etc.
- 4.02 Signs and supports for same, other than items specified in 3.36 above.
- 4.03 Shelving, etc.
- 4.04 Security alarm systems.
- 4.05 Fire fighting equipment.
- 4.06 Telephone installation.
- 4.07 Reception desk.
- 4.08 Partitions to form cellular office.
- 4.09 Security fencing and gates.
- 4.10 Sprinkler system.
- 4.11 Kitchen equipment.