

Scope of Works – Draft Priority List

Priority	Barron Surveying suggested works and comments
1. Guttering	<p>Thoroughly clean out all gutters. Water test and seal all leaking joints with gutter sealant compound. Note gutter joints are dripping on the north side of the building.</p> <p>Prepare and paint all metal or other gutters, downpipes, brackets, hoppers etc. on all elevations. Ensure differently coloured date stamps are picked out. Remove all surface corrosion. Paint in accordance with the coatings specification and leave in good order.</p>
2. Windows	<p>All windows and doors have specific suggestions relating to the required works. These can be obtained by referencing the decoration scheme drawings document against each window number. Suggested window works will range from:</p> <ul style="list-style-type: none"> -installation of draught strips to all opening window sashes and casements at the building, -wood paintwork, -external render paintwork, -Repairs under the masonry and crack works to windowsills, -Scrape glass clean, -Removing corroded fixings, -changes to sashes, -increases to weights on, -sashes easement of sashes, -repairing window putty.
3. Masonry / Crack Works	<p>Rake out all cracks in render on walls and windowsills. Cut back to sound render. Fill crack with flexible exterior fillers or sand/cement. Feather over existing. Leave ready for decoration. Report any underlying cracks in the stone or brick to the employer and seek further instruction.</p>
4. Flag Pole	<p>North Elevation: Remove 2no. flagpole brackets. Hand to Employer. Purpose-make 2no. galvanised and powder coated black flagpole brackets to exactly match existing. Fix with stainless steel bolts and washers. Leave in good condition.</p> <p>West Elevation:</p>

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	Remove and set aside large wooden flagpole. Remove 2no. brackets. Purpose-make matching galvanised, and powder coated brackets as above. Reinstate and leave in good condition.
5. Exterior Paint	Existing paint finishes appear to be generally in sound condition. Localised adhesion failures are evident in some areas. Organic growth contamination is evident in some areas. Paint to wall around the crest. Cleaning of external stone works with suggested methods and materials bringing back to a neat visual appearance. Painting behind signage removing and reinstalling. External timber and render to be cleaned / rust removed and repainted. All colours to match existing. All loose flaking or powdering material back to a sound surface. Metal work to be cleaned and re coated.
6. Interior Paint	Internal painting would reflect in windows and doors. There is no commentary relating to internal walls from review of the document.

*Some work would require scaffolding and other potential methods to work from height, costings would need to be factored in for this, and used wisely.