

SPECIFICATION OF WORKS

FOR THE REPLACEMENT OF THE CUPOLA TO CHRISTCHURCH TOWN HALL, HIGH STREET, CHRISTCHURCH, BH23 1QB.

Introduction

The contract requires works to be carried out to replace the cupola, associated supporting timbers, lead works and some minor attention to the roof.

The tenderer notes that the BCP Council and Christchurch Town Council will make the building available to the contractor for a maximum period of six weeks to carry out the specified works.

The tenderer is to note that normal service to all areas within Saxon Square and the High Street will continue for the duration of the works. Protection must be made for staff, members of the public and traffic for the duration of the works.

Information about existing structure

The Old Town Hall, incorporating the Mayor's Parlour at first floor level, is a Grade II Listed building. It was originally built as the Market Hall in 1745 at the junction of Castle Street, Church Street and the High Street and was relocated to its present position in 1859.

The building is of red brick with stone dressings, eaves, cornice and balustrading, it has a hipped slate roof over with lead lined valley gutters. The central domed cupola and weather vane form a dramatic architectural feature typical of the historical period. There is a stone plinth and first floor stone string course abutting a stone centre bay on the front elevation. The central bay is comprised of two Doric pilasters supporting a pediment over a balustraded balcony with a Venetian window/doorway. The pilasters are adorned with triglyphs and guttae. The ground floor windows, door and open space adjacent have rounded stone arches with stone surrounds and keystones over. First floor windows are simply glazed sliding sashes with gauged/rubbed red brick headings and feature keystones.

Up until the latter half of the 20th century the Old Town Hall and Civic Offices occupied what is now Saxon Square. The Civic Offices moved to Bridge Street in 1980 and the following year all the buildings except the Old Town Hall were demolished as part of a redevelopment scheme of the Town Centre. The Celtic cross in the square marks the back of the building before its demolition.

To complement the Saxon Square development it was decided to refurbish the building and reinstate the Mayor's Parlour into the newly restored building. In April 1983 the Old Town Hall was officially opened with the ground floor having been restored to an open arch design making reference to its original market function and allowing views through to Saxon Square.

It is currently used for council members to assemble when joining civic functions such as Remembrance Sunday and the Civic Service and for formal entertainment of visitors and local people by the Mayor of Christchurch.

In recent years the building has suffered from various problems associated with a building of its age. When restoration work to the exterior stonework, roof and paintwork was carried out in 1996, the opportunity was also taken to carry out some refurbishment to the interior.

More recently (January 2016) major redecorations and refurbishments were carried out in the Mayor's Parlour after ingress of water from a blocked valley gutter caused internal damage to the ceilings and walls.

Drawings

- Drawing 1 - 2017-19-01
- Drawing 2 - 2017-19-02
- Drawing 3 - C-Prop-2017-17-001
- Drawing 4 - C-Prop-2017-17-003
- Drawing 5 - 2017-19-04 Rev A
- Drawing 6 - 2017-19-05
- Drawing 7 - 2017-19-07
- Drawing 8 - 2017-19-08
- Drawing 9 - C-Prop-2017-17-009
- Drawing 10 - C-Prop-2017-17-010 Amended
- Drawing 11 - PS19006-01

Tender visit

It is strongly recommended that tenderers visit the Town Hall to acquaint themselves with both the location and the roof space environment. Access to the Town Hall can be arranged through Daniel Lucas, the Town Clerk, on 01202 022 479 or email townclerk@christchurch-tc.gov.uk

Access to the roof space is from the landing at the top of the stairs as Drawing 2 2017-19-02 and Drawing 5 2017-19-04 Rev A. Height from landing floor to roof hatch is approximately 4.6 meters. Tenderers will need to take a three section extension ladder, levelling packers as the landing floor slopes and suitable lighting.

THE WORKS

1. Obtain the necessary permissions and permits from the BCP Council and the managing agents of Saxon Square to allow for the provision and installation of all/any necessary scaffolding to carryout, and for the duration of, the works.
2. Obtain the necessary permissions from the BCP Council and the managing agents of Saxon Square to allow for the provision and installation of protection to staff and the public for the duration of the works and the securing of the area for lifting operations as Drawing 9 C-Prop-2017-17-009.
3. Allow for provision of temporary access and lighting into the roof space and carry out an accurate comprehensive site survey and record all taken measurements of the existing cupola structure, both internal and external, to include all timber works, metal bracing, lead flashings and dressings, bird netting/mesh and roof structure, so that an exact replacement can be constructed. This replacement cupola must be constructed so that the existing can be removed and the new put in place in a controlled operation.

4. Following the above allow to manufacture the new cupola as described in Drawing 4 - C-Prop-2017-17-003, Drawing 6 - 2017-19-05, Drawing 7 - 2017-19-07, Drawing 8 - 2017-19-08, Drawing 10 - C-Prop-2017-17-010 Amended, Drawing 11, PS19006-01 and the information taken from the site survey as above. All new timber to be pressure treated and prepared for painting. All exposed external timber is to be painted, using Dulux Weathershield Exterior Gloss paint system, in one coat preservative primer, one undercoat and one gloss coat. To include for all timber faces that are not exposed once constructed.
5. Allow to undertake preparation works to release/remove the existing cupola and services attached to cupola legs, both within the roof space and external including all associated internal and external roof works. The building must be kept wind and weatherproof at all times during the works.
6. Allow for the fabrication, subject to site measurements, and installation of 8No stainless steel support shoes, to receive new legs, fixed with stainless steel bolts, washers and nuts, to the main bearing beams to take the lower sections of new support legs as Drawing 11 PS19006-01. Steel work is to be finished with black Hammerite paint to all surfaces including edges. Include for the removal of any loose and flaking timber, back to sound timber, to bearing beams and make good with two part epoxy resin filler prior to fitting support shoes.
7. Following fabrication allow to remove the existing cupola, salvaging the weather vane for reuse, and install the new cupola complete with all new metal bracings, code 5 and 6 lead flashings and dressings, bird netting/mesh, weather vane and associated treated timber work both internal and external. Include for road closure permits and costs, traffic management plan and banksmen, craneage and lifting equipment, weather protection and clearing of site, upon completion of works, both internally and externally.
8. Allow for the replacement/refixing of loose and missing slates, these are readily observed from within the roof space.
9. Include for a provisional sum of £5,000.00 for unforeseen works to be expended only on the instruction of the BCP Council Project Manager.
For the sum of £5,000.00.