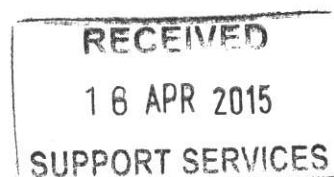


Rayleigh Primary School

Modular Classroom

Essex

Rev 1





Our Ref: FB0524462/CN/AJS Rev 1

Wednesday 4th March 2015

Rayleigh Primary School
Love Lane
Rayleigh
Essex
SS6 7DD

For the attention of Peter Malcolm

Dear Peter

FOREMANS PROPOSAL

We thank you for your recent enquiry and we now have pleasure submitting our proposal for the supply and installation of modular accommodation to suit your specific requirements.

In support of our proposal, we would like to draw your attention to the following relevant points:

- Foremans RBS Ltd uses **Portakabin manufactured Duplex** steel frame modules to provide a permanent system having a design life of over sixty years from new and also capable of relocation.
- Foremans RBS Ltd is proud of the buildings we provide and our standard product is enhanced and refurbished to a standard which is difficult to distinguish from new build, through the inclusion of new external cladding and internal finishes, whilst maintaining the sustainable credentials associated with recycled modular construction.
- Foremans RBS Ltd is now pleased to introduce the "Customer Charter"; we are so confident in our service and product that if we fail to meet the agreed date we will provide either a 1% refund of your contract value or £5,000 for projects in excess of £500,000 for every week we are late – full terms & conditions are available on request.
- In many instances our use of Portakabin manufactured Duplex steel frame modules allows for compliance with Part L2A of the building regulations (in England & Wales) without the requirement for Air-Conditioning, though we are happy to supply it where specifically required.
- The Foremans 3 year Product and 10 year Structural Warranties provide our customers with peace of mind – full terms & conditions are available on request
- Our method of construction can reduce project time scales by up to 50% and will ensure minimal disruption on site during the construction process.
- The use of Foremans in house design and project management ensures that your project is delivered on time, within budget and to the agreed specification.

Foremans Relocatable Building Systems Ltd, Catfoss Lane, Brandesburton, Driffield, East Yorkshire YO25 8ES
Telephone 01964 544344, Fax 01964 542141

Email sales@foremansbuildings.co.uk Web site www.foremansbuildings.co.uk

Registered Office, Huntington house, Jockey Lane, Huntington, York YO32 9XW. Registration No. 2912200 England

AN ENVIRONMENTALLY FRIENDLY METHOD OF CONSTRUCTION

The use of a recycled pre-owned modular buildings is one of the most sustainable methods of construction, as the unique characteristics possessed by pre-owned modular buildings are that the embodied energy required to manufacture them is transportable; helping you to reduce carbon emissions, waste sent to landfill and the carbon footprint of your building.

The embodied energy of modular buildings are locked into their fabric and with pre-owned modular buildings, the embodied energy can be relocated along with the modules to another site.

Where a pre-owned modular building is relocated with minimal alteration, the amount of energy used is less than 3% of the energy that would be required to manufacture an equivalent new building.

Please do not hesitate to contact me if you require further information or clarification on any points.

Thank you for contacting Foremans

Yours faithfully

C Northwood

Carly Northwood
Regional Sales Manager
Foremans Relocatable Building Systems
07792 558855
Enclosures

BUILDING DESCRIPTION

Our proposal for the Modular classroom

This refurbished Portakabin building, consists of 2 number modules, with an overall dimension of 9.937m x 6.056m, which represents a gross floor area of approximately 56m², this is offered as shown on our enclosed proposed layout drawing FL/2014/0524462-1.

BUILDING SPECIFICATION:-

- External walls clad with steel faced insulated panels - colour to be Honesty
- Plastisol steel column covers to all external columns - colour to be confirmed by client
- Existing 500mm Deep plastisol steel fascia to the building perimeter – Patched and painted blue
- 1 no External steel security entrance door and frame, 2065 x 1210mm, as indicated on drawing - colour to be confirmed by client
- White UPVC double glazed windows, 925 x 1125mm, as indicated on drawing
- White UPVC double glazed windows, 925 x 1800mm, as indicated on drawing
- Toughened glazing to both panes of all windows
- Samson Velor sheet Carpet throughout - colour to be confirmed by client
- External walls lined internally with 15mm vinyl faced megadeco

ELECTRICAL INSTALLATIONS

Distribution

- 1no Single Three Phase Distribution Board
- 1no Meter on the incomer

Electrical Wiring Installation

- All wiring shall be in twin and earth PVC/PVC contained within surface PVC trunking. Cabling shall be contained within surface mounted trunking below the ceiling
- Cabling shall not be LSF.
- All cables shall be calculated and sized accordingly.

Lighting Installations

- Lighting throughout building shall be provided via high frequency fluorescent luminaires. Lighting shall be designed to CIBSE/Society for lighting codes for interior lighting.
- 5ft 2x49W T5 Crysenco Butterfly Fittings shall be installed throughout
- Manual Switching

Emergency Lighting

- Self-contained 3 hour bulkhead fittings.
- Running man directional signage where required
- Local key test switches
- External fittings shall be fitted above fire exit doors.

Cable Containment

- A Marco MT105 PVC trunking shall be run around the perimeter of the building
- YT4 PVC trunking shall be run across ceilings to contain lighting cables etc
- YT2 PVC trunking used for drops to sockets etc

Small Power

- 10no Hager White Plastic Double Sockets have been allowed for

Electric Heating

- Consort 1 & 2kW LST Heaters with built in stats shall be installed to all areas
- 1no Heating Control Time Clock shall be installed at the main board position

Earthing and Bonding

- All Earthing and equipotential bonding shall be carried out in accordance with BS 7671.
- All supplementary equipotential bonding shall be carried out in single core, stranded copper cables, green/yellow PVC insulated contained in trunking as close to the practical point of bonding.

Testing & Commissioning

- Upon practical completion all testing and commissioning shall be carried out. Upon completion of testing, NIC EIC test certification shall be provided both electronically and in paper form.

Operations & Maintenance Manual & Record Drawings

- A full electronic Operations & Maintenance manual shall be provided with all maintenance details & record drawings.

GENERAL ITEMS

- Delivery
- Craneage (Our costs are based on using a 50t crane @ 8hrs per day for the installation of the modules, should installation overrun additional charges may become applicable)
- Installation
- Supervision of Foremans staff and its subcontractors

OPERATION & MAINTENANCE MANUAL & RECORD DRAWINGS

- A full Operations & Maintenance manual shall be produced on CD detailing instructions for all products we have installed. This O&M Manual shall also come complete with copies of as installed drawings. The O&M manual will be provided no later than 14 days from practical completion. Electrical certification will be issued as soon as it is available following practical completion.

FOREMANS STANDARDS

- Foremans standard specification has been used in all costs unless we have been supplied with any special requirements.
- If there are no quantities shown we will provide equipment inline with current regulations.
- Samples are available upon request from our standard ranges.
- Foreman's standard specification has been developed over many years, offering a complete cost effective, high quality and durable building at a competitive price
- Foreman's flexible approach includes working closely with a client, offering alternatives to Foreman's standard specification

COST:-

Our costs are based on a **Portakabin manufactured Duplex** high quality build specification, which can be compliant with the Building Regulations and are designed for maximum durability, together with offering the best value for money.

£34,477.00 Nett

OPTIONS/EXTRAS AS REQUIRED

- a) Cedar Cladding as shown on drawing
FB0524462-1 (cladding)

£360.00 Nett

- b) Planning Application including fees to the
council

£2,570.00 Nett

- Foremans will produce (If required) plans, elevations, site plans & block plans along with a biodiversity statement checklist, a waste minimisation statement and an access statement.
- Foremans will submit the application together with drawings, site plans, block plans, biodiversity statement checklist, waste minimisation statement to planning along with the planning fee detailed below

Planning Application Clarifications

- The above fee assumes Foremans will act as the planning agent
- To allow Foremans to prepare the application we will need certain information which can only be provided by yourselves, upon receipt of your order Foremans will issue this request for information; the answers will form part of the planning submission.
- The above scope is based on our consultant not visiting site.
- The above council fee is based on today's rate should this change between this proposal and your order Foremans will advise you of the adjustment to the fee on receipt of order.
- Any unforeseen items, which may need the appointment of an engineer or specialist, would be advised if or when the need arises, but are not included within the above costings
- In providing this service Foremans cannot guarantee that planning permission will be granted.
- Savings can be offered if you have or would like to produce your own site plan or access statement

If you would like us to submit the planning application, I would be pleased if you could forward your instruction to proceed along with any supporting information and your official order for carrying out this service.

Exclusions

Any unforeseen items, which may need the appointment of an engineer or specialist, would be advised if or when the need arises and are not included within the above costing. Planning statements, tree reports, travel plans, transport statements and statement of community involvement to be provided by others, if required. The discharging of conditions following a planning approval of any further applications is not included within the above costing.

- c) Building Regulations Application

- The price allows for the submission of the Building Regulations application, including fees payable to the council. Foremans will act as the agent for this service.

£1,445.00 Nett

- d) Groundwork's

£15,672.00 Nett



Foundations Grass Site

Excavate and concrete 9no 600mm 600mm x 1m deep pad foundations, reduce levels to allow level approaches to main door only. Foundation sizing subject to building control.

Lay polythene and aggregate solum – If required.

Design

Foul Drainage

Construct foul drainage system and connect to the existing system via an existing inspection chamber.

Storm Drainage

Construct storm drainage system and connect into A New Soak away.

Paving

Install 15m x 1.500m Slab path from the existing slab paving to proposed main entrance door.

Retaining kerbs

Lay retainer kerbs to the front of proposed building to retain soil to achieve a level approach to the main entrance.

Skirt

Install ply skirt to 3 side of proposed building including painting in black.

Services

Excavate a single trench from the proposed building to the nearest point of the existing building, to a depth of 750mm allowances have been made to supply and lay Electric cable including connections.

Reinstatement

Reinstate all disturbed areas

Welfare

Supply, erect and dismantle Heras fence for site safety and tree protection including signage.

Supply 1no W/C.

No other works allowed for unless stated.

Depths of foundations are assumed and are subject to additional costs due to building control instructions or site conditions encountered on excavation

No allowance for location, alteration or diversion of existing services and drainage other than those currently shown on drawing provided, or additional works in connection with foundations due to proximity of services, trees, etc.

All drainage will be laid in UPVC pipe.

All service connections by others apart from water.

No allowance for protection or reinstatement of any roads, car parks, playgrounds, playing fields, etc. used as access to site or as site compound. Reinstatement of any areas covered by track way not included in prices, works to be assessed and priced on completion of project.

Hard materials (rock, concrete, etc.), made ground or contaminated ground encountered during excavation is subject to additional charges.

COST CLARIFICATIONS

The above costs for this building have been prepared from the information provided, this is based on Foremans Standards and the approved Foremans drawing FL/2014/0524462-1. These costs are valid for 60 days from the date of this proposal; this specification is subject to the following clarifications:

- The above costs exclude VAT
- Any changes to the specification could result in +/- adjustment in the above costs.
- Due to possible access / site restrictions the above costs remain budget until we have carried out a full and final site survey of conditions and access.

EXCLUSIONS

- Anything not specifically included unless described in the specification
- Value Added Tax
- Planning and Building Regulations applications (including fees). (Optional cost supplied)
- Weekend delivery of modules and associated costs e.g. crane and transport
- CDM Coordinator Fees
- Foundations and Groundwork's (Optional cost supplied)
- Ground investigation surveys and reports including fees
- Trackway – we have based our delivery and craneage on utilising a 50tonne crane lifting from a site with suitable bearing pressure for the crane, should upon inspection trackway be required we will advise you of the cost and treat this as a variation
- Vermin Skirt – It is recommended that if a vermin skirt is required this is treated as a variation once the building is sited
- Incoming Services
- Ambulant toilet cubicles
- Fire Alarm
- Fire fighting equipment and extinguishers
- Intruder Alarm
- External lighting
- All Data Installations
- Links to Existing Systems
- Scaffolding (Foremans do not require scaffolding to install)
- LSF Cabling
- Foremans are not acting as principal contractor
- Air-Conditioning
- Abnormal Fire Insurance Requirements
- BB93, BB100 & BB101 requirements
- BT telephone line for lift – (This line must be available for lift commissioning)
- Hearing Induction Loop
- Lightening protection
- Emergency Voice Communication systems
- BREEAM
- Upgrading of any existing services unless specifically detailed in our proposal (electric, gas, water, drainage etc)

BUY BACK OPTIONS

Foremans RBS Limited recognises that in certain cases our customers require differing degrees of certainty when considering the 'disposal strategy' of a building requirement.

To this end we are pleased to advise you that Foreman's RBS Ltd would be interested in offering you a 'Buy Back' for this building at the end of your planned use.

This Buy Back option can take two forms:-

1. A mutually binding contract which transfers ownership of the building back to Foremans RBS Limited on a given date for a predetermined sum.

Or

2. A less formal arrangement where 3-6 months before the planned end of the building use the owner gives Foremans RBS Limited the option to offer a Buy Back.

Please note that in both cases in addition to paying a cash sum to the client for the building, Foremans RBS Limited will also incur the substantial costs, liabilities and responsibilities of the removal of the building from the site.

The different client risk profiles associated with these options will require discussion. Please advise us if you wish to investigate these options further and we will be happy to discuss them in more detail at a face to face meeting.

HEALTH AND SAFETY

Our trained erection and fitting out teams are fully qualified and experienced to undertake a contract of this size, and will comply with the requirements of the Construction, Design and Management Regulations 2007 whilst on site.

The following documentation will be provided after receipt of an order, as necessary.

- A copy of our company's Health and Safety Policy.
- Risk assessments for all significant operations.
- Method statements for site activities, where necessary.
- A programme of factory and site operations.
- Details of our insurance policies, upon request.
- Details of our Construction Skills Certification Scheme, when required.

TERMS AND CONDITIONS

- Foremans Relocatable Building Systems Ltd is a subsidiary of Shepherd Building Group Ltd.
- Shepherd Building Group Ltd subsidiary companies are organised such that they focus on different markets and products offerings with the aim of presenting the customer with a range of differentiated products and services. The subsidiary companies concerned with the provision of interim and permanent modular building solutions in the UK are Portakabin Ltd, Foremans Relocatable Building Systems Ltd, Yorkon Ltd, Paton Plant Ltd and Konstrukta Hire Ltd.
- Each company prepares their tenders or bids using their own processes, and controls are in place such that fellow group members may not be aware that they are competing against each other.
- However, the Shepherd Group considers it important in the interests of transparency that our clients are aware of the common ownership, and directorship of the above companies, and should tender or bid submissions be received from more than one of the above companies they should not be considered to be independent of each other."

CONTRACT

- Your requirements have been presented to Foremans Limited in various documents and/or meetings and by acceptance of this offer you acknowledge that this offer supersedes and replaces the client requirement documents; however we will be happy to discuss specific contract conditions you may have.

PAYMENT TERMS

Subject to satisfactory credit check at time of order

- All prices are subject to the VAT rate current at the time of invoice.
- A deposit of 30% of the purchase price, due with the order, which is non returnable.
- An interim payment of 40% of the purchase price, due prior to delivery of the building to site. If payment has not been received within 5 working days of the due delivery date we reserve the right to delay delivery.
- An interim payment of 20% of the purchase price, on completion of delivery of the building to site.
- Final payment, the balance of the purchase price, due upon practical completion.
- All payments are due within 14 days of invoice.
- Overdue payments will be recovered under the terms of the Late Payment of Commercial Debts (Interest) Act 1998 as amended and supplemented by the Late Payment of Commercial Debts Regulations 2002.

CONDITIONS OF OFFER

- Anything not specifically included in our offer and order confirmation to the client is excluded.
- Guarantees for buildings are as agreed in writing, at the time of order.
- Quotations for delivery and erection are subject to a site survey and there being no change in the conditions between the date of the survey and when the work is carried out.
- Point load layout drawings provided by Foremans RBS Ltd are an indication of the loadings at the centres required to safely support the building. Foundation design is subject to calculation by others (unless Foremans are providing foundations and have been supplied with all relevant ground conditions), appointed by the client, which must take account of the loading requirements of the building and the ground conditions on the site.
- All offers for pre-owned units are made subject to their availability at the time of order unless a non-returnable deposit or official order has been accepted, in writing by Foremans RBS Ltd, to secure the building.
- Delivery and completion dates are given in good faith but are subject to our workload and will be confirmed at the time of order.
- Foremans RBS Ltd reserves the right to charge for storage and associated costs if the despatch of the unit is delayed beyond the agreed date by more than two weeks.
- All goods are fully and properly insured by Foremans RBS Limited during the works till handover or occupation whichever is sooner. The client shall ensure that proper insurances are in place at the required date.
- All works are based on standard working hours – evenings and weekend working will attract additional costs and will be detailed if included.
- This remanufactured Portakabin modular building has the benefit of a 3 year Product and 10 year Structural Warranties provide our customers with peace of mind – full terms & conditions are available on request
- The internal fit out of the building is guaranteed for a period of twelve months from the date of hand-over. It is the clients' responsibility to ensure that any serviceable equipment (i.e. wet heating systems) is serviced as per the manufacturers' instructions.
- In the event of any disputes arising, contra charges will not be accepted unless we have been given the opportunity to resolve the issues at the company's cost.
- Where testing of any building services systems cannot be completed while the necessary specialists are on site, all subsequent return visits to complete the testing will be chargeable.
- The building and all associated work remain the property of Foremans RBS Ltd until the purchase price has been paid in full.

In preparing our offer, we have assumed that the client will undertake the following:

- Provision of safe and adequate access from the public highway to the delivery point for our delivery vehicles and crane.
- Payment of any waiting time and abortive costs as a result of inadequate access. If you are uncertain about the adequacy of the access please discuss it with us.
- Provision of adequate hardstanding immediately alongside the proposed building for delivery and craneage.
- Responsibility for the risk of any loss, deterioration or damage to the building where it is stored beyond the agreed date of delivery whether on our premises or elsewhere.
- The security of the site during the progress of the works.
- Provision of suitably sized temporary water and power supplies adjacent to the building at no cost to Foremans.
- Provision of site facilities for our operatives during the course of the works.
- To advise Foremans RBS Ltd in writing of any defects or complaints within seven days of their discovery otherwise claims will not be accepted.
- Such defects or complaints should be addressed to our Operations / Contracts management.
- Planning and Building Regulations application / approval (copy of these approvals to be made available to Foremans RBS Ltd). Ensuring compliance with and obtaining all relevant statutory approvals required, and all associated fees and costs.
- Provision of suitable foundations to meet the requirements of Building Control and the loading plan provided.
- Marking the setting out lines on the tops of the foundation bases to ensure accurate positioning of the building.
- Provision of adequate mains services and below ground drainage to agreed locations including final connections.

BUILDING REGULATIONS AND OTHER STATUTORY APPROVALS

- This offer is based on our interpretation of the Building Regulations and should further work be required, as a result of the Building Control or Fire Officer's interpretation differing from ours, the additional work will be treated as a variation.

Where Foremans RBS Ltd undertake to obtain Statutory Approvals such as Planning Permission or Building Regulations, the following is the basis on which that work is carried out:-

- The Company is acting solely as an Agent for the Employer in the obtaining of the approvals and will act in the best interests of the Employer at all times.
- The Employer is responsible for all statutory fees.
- Many aspects of the Building Regulations and the associated regulations are open to interpretation by the Building Control Officer, the Fire Officer, the Disablement Access Officer and others.
- In preparing our quotation for a modular building we have based our price on our best interpretation of the Building Regulations using our previous experience.
- Our ability to predict accurately the work required to satisfy the regulations is dependant on the quality of the information supplied to us by the Employer. This is particularly true in relation to site work. An accurate site plan, site investigation information, drainage and service plans, all enable more accurate costing. While some of this information can be interpreted from a site visit, **it is impossible to accurately design or cost foundation work without site investigation information.** Where no site investigation information is available, we can only price on the basis of assumptions concerning the ground conditions. In this situation, when foundations are inspected by the Building Control Officer, he may instruct them to be excavated deeper than our assumption and this will result in additional costs to the Employer.
- The Employer will be responsible for any additional costs, including design and construction work required to obtain the approval. All such additional work will be treated as variations to the contract.
- Wherever possible any additional costs will be discussed with the Employer before work commences but in some situations, such as increasing the depth of foundations, the costs of delay will be greater than proceeding immediately.