

## GENERAL SPECIFICATION – OFFICE FIT-OUT

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### Building

- 1 – Substructure**                      Mass foundations to structural engineer's design.
- Reinforced concrete ground-bearing floor slab to engineer's design on 1200 gauge Visqueen damp proof membrane on 25mm Polyfoam Floorboard Extra expanded polystyrene insulation on well compacted sub-base. 25mm Polyfoam Floorboard Extra insulation to perimeter of slab. Floor to have loading capacity to structural engineer's design. Floor surface regularity Category SR2 to BS8204 Part 2 ( $\pm 5$ mm in 3m).
- 2 – Frame**                                Steel frame, to structural engineer's design. Frame to be gloss paint finished.
- Nullifire System S60 or similar approved intumescent paint finish to steelwork supporting upper floor structure and steelwork on party wall lines.
- 3 – Upper Floor**                        Pre-cast concrete plank floor system designed and constructed by specialist contractor to BS 8110 Part 1, bearing on steelwork. 18mm V313 grade chipboard flooring on 25mm polystyrene insulation.
- 4 – Roof**                                  Kingspan KS1000RW double skin profiled steel, plastisol coated external roofing sheets, with integral insulation layer and colour-coated profiled steel liner sheets, fixed to steel Z purlins on structural frame. 80mm core thickness. Details of roofing trims, verges, eaves, flashings etc to be agreed with architect prior to manufacture.
- 5 – Stairs**                                Timber staircase to requirements of Part B and Part M of Building Regulations. Max. riser 170mm, equal goings of 250mm with colour contrasting nosings. Tubular stainless steel handrail to both sides of staircase. Handrails to extend 300mm beyond top and bottom risers.
- 6 - External Walls**                      Part cavity masonry, with 100mm buff facing brickwork outer leaf on plinth of blue engineering brickwork. Wall ties to rear elevation to be doubled up to support fixing brackets for wall mounted external air-conditioning units. Wall ties to front elevation to be doubled up to support fixing brackets for wall mounted entrance canopies. 110mm cavity to front and rear elevations, 90mm cavity to gable ends. 265mm cavity to full height brick piers. Full fill with Crown Dritherm mineral wool insulation. Lightweight blockwork inner leaf.

Part Kingspan KS1000/600MR double skin insulated composite sheets incorporating bonded insulation layer. 80mm core thickness, fixed to steel Z purlins on structural frame. Cladding system to be Loss Prevention Council approved.

Details of cladding trims, drips, flashings etc to be agreed with architect prior to manufacture.

Internal lining of metal stud framing faced with 12.5mm Duplex plasterboard and skim and emulsion painted.

## **7 – Windows**

Polyester powder coated thermally-broken aluminium windows and glazed screens with 24mm sealed Low-E glass double glazing units. Panes to critical locations specified in Approved Document K to be 6.7mm toughened / laminated glass. Windows fitted with 8,000mm<sup>2</sup> trickle vents in window head sections and lockable ironmongery. White gloss painted mdf window boards fitted internally. Opening lights to ground floor windows to be fitted with casement stays to limit opening to 100mm.

## **8 – External Doors**

Polyester powder coated thermally-broken aluminium doors, frames with 24mm sealed Low-E glass double-glazing units with laminated safety glass, frames weather-stripped and integral with glazed screen. Doors with floor spring closers. Matching coloured letter flap with brush seals fitted into bottom rail of door. Offset cranked 'D' handles externally with SAA finish. 5 lever lock. Snib release internally.

## **9 - Internal Walls**

Metal stud framed partitions faced both sides with 12.5mm plasterboard and skim and emulsion painted. Mineral wool insulation fill to voids between studs.

Party walls between Grid Lines A & B to be 2no. leaves 70 I 50 metal stud frames with 20mm cavity to accommodate structural steelwork cross-bracing. Faced both sides with 2no. layers 12.5mm plasterboard and skim and emulsion painted. All board joints to be staggered, taped and supported. 100mm mineral wool to partition voids. Walls to be fire stopped to underside of first floor / roof covering with Rockwool foil faced Fire Barrier Slab.

Party walls between Grid Lines B & D to be 146mm jumbo metal stud framed partitions faced both sides with 2no. layers 12.5mm plasterboard and skim and emulsion painted. All board joints to be staggered, taped and supported. 100mm mineral wool to partition voids. Walls to be fire stopped to underside of first floor / roof covering with Rockwool foil faced Fire Barrier Slab.

Internal walls to be lined with white emulsion painted 12.5mm plasterboard and skim on dabs.

## **10 – Internal Doors**

Light colour timber veneer flush fire doors with glazed panels generally, doors to wcs without glazed panels. Doors in white gloss painted softwood frames with mdf architraves. Fire doors with overhead closers. Non-fire rated doors with Perko closers. Brushed finish stainless steel lever handles, kickplates, pushplates, pull handles as appropriate to location.

<b>11 – Wall finishes</b>	<p><b>Office Areas</b> – White emulsion painted plasterboard with skim coat.</p> <p><b>WCs</b> – Emulsion painted plasterboard with skim coat to all walls. Paint colour to contrast with handrails and sanitaryware.</p> <p><b>Lobbies</b> – Emulsion painted plasterboard to all walls.</p> <p><b>Generally</b> - 70mm MDF skirtings.</p>
<b>12 – Floor finishes</b>	<p><b>Office Areas</b> – Wood effect laminate flooring. <b>Note:</b> floor surface is suitable only for use with office furniture fitted with soft wheels appropriate for laminate flooring.</p> <p><b>WCs and lobbies</b> – Non-slip vinyl flooring.</p> <p><b>Entrance Lobby, Staircase and Landings</b> – Carpet finish and contrasting stair nosings. Rubber surface mounted entrance mat.</p>
<b>13 – Ceiling finishes</b>	<p><b>Office Areas</b> – Armstrong Tegular Dune or equivalent approved suspended ceiling with 600x600mm lay-in tegular tiles.</p> <p><b>WCs and lobbies</b> – Armstrong Tegular Dune or equivalent approved suspended ceiling with 600x600mm lay-in tegular tiles.</p>
<b>14 – Fittings</b>	<p>Stainless steel inset sink and drainer in 30mm laminate faced worktop with melamine faced cupboard enclosure to kitchen area.</p> <p>Fire exit and fire safety signs to requirements of Building Control.</p> <p>Low level boxings for wastes and plumbing.</p> <p>External unit number sign to match Gamma Terrace.</p>
<b>15 – Sanitary Fittings</b>	<p>White glazed ceramic wc bowls with closed-couple cisterns, white glazed ceramic hand-rinse basin and chrome pillar taps in wcs.</p> <p>Mirror, toilet roll holder and towel rail to wcs.</p> <p>Disabled wc to include lever-handle taps and handrails to meet requirements of Part M of the Building Regulations.</p>
<b>16 – Disposals Installation</b>	<p>Upvc soil and waste pipes connected to underground foul drainage system.</p> <p>150mm diameter plastisol coated steel rainwater gutters and plastics downpipes connected to underground surface water drainage system. Concealed joints to guttering.</p>
<b>17 – Water Installation</b>	<p>32mm Alkathene underground service pipe from meter position to internal stop tap. Cold water services to wcs, sinks, basins, and heating system. Hot water to basins and sink from instantaneous electric water heaters.</p>
<b>18 – Heating Installation</b>	<p>Wall mounted electric storage heaters with automatic charge regulators to stair/lobby areas and wcs. System to be designed to provide ambient room temperature of 21°C.</p> <p>ECA compliant recessed ceiling-mounted reverse cycle cassette heat pump/air conditioning unit with external wall-mounted chiller unit to serve ground and first floor offices. All ductwork within uninsulated &amp; unheated spaces to be insulated.</p>

External air-conditioning units to be mounted at high level to rear elevation. Units to be spray painted metallic silver to match cladding.

**19 - Ventilation Installation**

Electrically operated individual extract fans to wcs. To provide extract rates of 6litres/second to each wc. Fans ducted to outside air and operated by light switches with 15 minute overrun timers. External extract grilles to be spray painted to colour match cladding.

**20 – Electrical Installations**

New incoming 12.5kVA rated 240v mains supply to meter position and consumer unit. Consumer unit to be provided with 3 spare ways. Electricity meters and consumer units to be installed in riser cupboard.

Energy metering to enable at least 90% of estimated annual energy consumption of each fuel to be assigned to each end-use category (heating, lighting, etc) to CIBSE TM 39 guidelines.

Power cabling in offices to be in dado height three-compartment white plastic trunking fitted with 13A sockets and data outlets at 2m centres.

300 lux lighting level in office areas with Category 2 fluorescent fittings to requirements of CIBSE lighting guide LG7.

300 lux lighting level in wcs and circulation areas with compact fluorescent surface mounted light fittings – emergency light fittings.

Emergency call system to disabled wc with pull cord operation, remote alarm sounder and reset control in wc.

Emergency lighting system to BS 5266: Part 1 to all areas to requirements of Building Control/Fire Officer. Emergency light fittings to be provided to all wc compartments and stair landings.

Provide lighting with an average initial efficacy of not less than 45 luminaire-lumens/circuit-Watt as averaged over the whole area.

**21 - Protective Installations**

Fire Alarm and detection system as L1 system to BS 5839 Part 1 to meet requirements of Fire Officer/Building Control.

Note: smoke detector to be provided to void above suspended ceiling within 600mm of roof apex.

Lightning protection to BS6651:1999 – if risk analysis requires. Risk analysis to be provided by contractor.

**22 - Communications**

BT ducting only from site perimeter to office with conduit connection to dado trunking for installation of internal cabling by tenant. Below ground ducting access boxes to be provided in paths/roadways by contractor.

**23 – Entrance Canopies**

Glazed cantilevered entrance canopies to be provided above each front personnel door.

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## External Works

### 1 – Site Works

**Pavings.** Pavings to accommodate loadings of heaviest anticipated standard road vehicles. All pavings laid to falls to surface water drainage gullies and channels.

Bitumen Macadam pavings to roadways with 255x155 half-battered kerbs and 150x50 EF edgings to perimeters on concrete base and haunch. Red tarmac surfacing on concrete base and haunch to pavements.

200x100 concrete block pavings to car parking and unit forecourt areas with cars spaces and unit boundaries marked with contrasting blocks, 150x50 EF edgings to perimeters on concrete base and haunch. Thickness of pavings to structural engineer's recommendations.

Pavement crossing to be constructed to requirements and approval of Suffolk County Council Highways Department.

### 2 – Drainage

Separate foul water and surface water underground drainage systems discharging to sewers and soakaways.

**Surface water systems** - System collecting water from rainwater pipe gullies laid to fall to trench soakaway system. System collecting water from gullies in paved areas and drainage channels and laid to fall to soakaways. All drains to be protected as required from traffic loadings. Inspection covers and gulley gratings in paved areas to be Class A heavy duty fittings.

**Foul drainage system** - connecting to soil and vent pipes, stub stacks and gullies and laid to fall to sewer. All drains to be protected as required where passing under building and from traffic loadings. Inspection covers and in paved areas to be Class A heavy duty fittings.

### 3 – Services

#### Water

Individual metered connection to Anglian Water Services main in public highway, with buried piped connection to unit.

#### Electricity

Individual connection to off-site mains with buried cable connection to meter box positioned on each unit. Landlord's supply to meter box positioned on end gable wall of one block of units.

#### Telephones

Buried ducts laid for connections between British Telecom off-site services and service connection point in unit.

#### Lighting

External photocell street lighting units fixed to all faces of building. Allow 2 lights per mid-terrace unit, 4 lights per end-of-terrace unit.

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