

Scope of Works Document

Robben Island Museum
General Repairs & Renovations
Security Office (B007)
04 April 2019



NARKER & ASSOCIATES
QUANTITY SURVEYORS
PROJECT CONSULTANTS

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Compiled by:

Narker & Associates Quantity Surveyors

For:

Robben Island Museum
(An Agency of the Department of Arts and Culture)

Notes:

The scope of work was instructed verbally by representatives of Robben Island Museum at site visits with the principal consultant (Narker & Associates).

This document serves as a formal record of what was instructed verbally at the initial site visits and briefing sessions. It also serves as a guide that must be followed by the contractor who will eventually execute the works on site.

The appointed Contractor must read this scope of work document in conjunction with the BOQ and all Drawings and Specifications which may also be attached to the main contract document.

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INTRODUCTION

Robben Island Museum (An Agency of the Department of Arts and Culture) has appointed Narker & Associates as the principal consultant to provide professional services for General Repairs & Renovations to various structures on Robben Island. This Scope of Work Document will deal specifically with the Security's Office (B007).

This document identifies any repairs and/ or maintenance works required as mentioned by the User/Client during the initial site briefing walkabout, as well as the Conditions Assessments Report that was provided by the Client.

Robben Island was declared by The United Nations Educational, Scientific and Cultural Organization (UNESCO) as a World Heritage Site in 1999 and declared by The South African Heritage Resources Agency (SAHRA) as a National Monument in 1996.

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LOCATION OF THE WORKS OVERVIEW:

Robben Island Museum

Co-ordinates: 33°48'27.4"S 18°22'16.4"E

Location Google Maps URL: <https://www.google.com/maps/place/Robben+Island/@-33.8037632,18.364831,4544m/data=!3m1!1e3!4m13!1m7!3m6!1s0x1dcc8a654bdf75cb:0x7d6f64452ede9061!2sRobben+Island!3b1!8m2!3d-33.8076073!4d18.3712309!3m4!1s0x1dcc8a654bdf75cb:0x7d6f64452ede9061!8m2!3d-33.8076073!4d18.3712309>

An overview of the location is given on the pages that follow.



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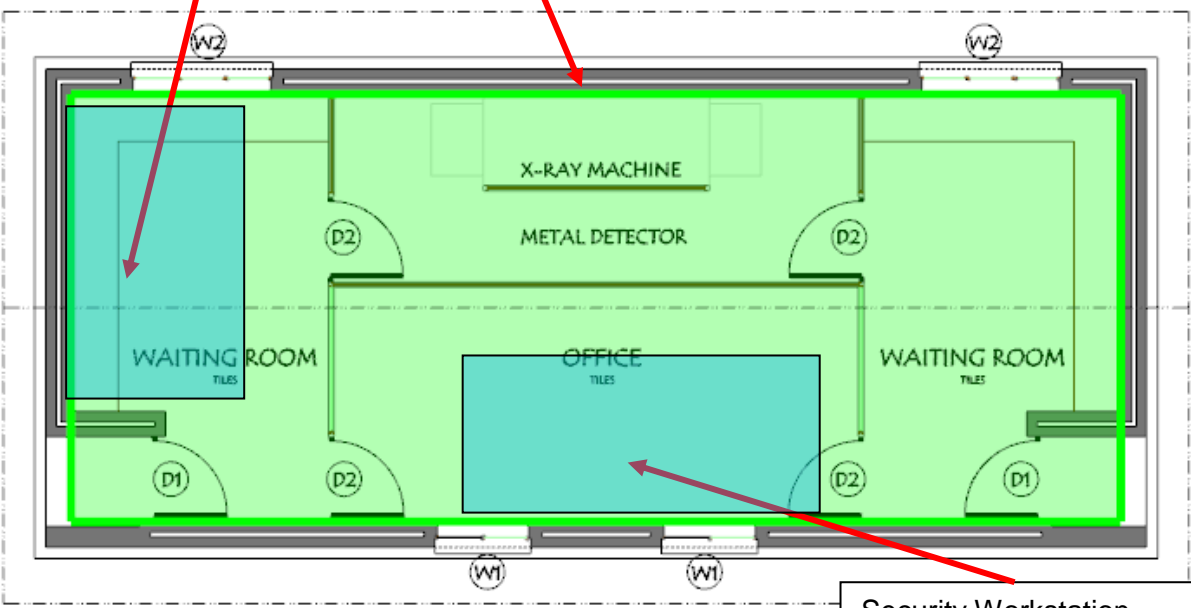
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The Scope of Work comprises of the following building:

1. B007 – Security Office (Total floor area = 50m²)
- 2.



Security Workstation

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GENERAL SCOPE OF WORKS:

PRIMARY ELEMENTS

During the site walkabout, the scope of works was pointed out under this scheduled maintenance contract.

The following is a summary of the General scope of work, which applies to the Security's Office (B007). The more specific requirements as indicated by the client will be detailed further down in this document.

Note:

Throughout this document, wherever the term "To match existing" is used, the intention is for the contractor to price a similar material that matches the material to be replaced as closely as possible. An "Exact" match may not always be possible.

External façade:

- All existing external plastered masonry wall surfaces to be sanded down and repainted with new paint to match existing. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler, sanded smooth and the surface coated with an approved primer.
- All existing external doors to be sanded down and re-painted to match the original finish, including servicing of all ironmongery and replacing with new ironmongery etc. to resemble as close as possible to the existing items being replaced and only where necessary.
- All existing windows, including burglar bars, to be sanded down and re-painted to match the original finish, including servicing of all ironmongery and replacing with new ironmongery etc. as well as replacing broken window panes and putty where necessary etc. to resemble as close as possible to the existing items being replaced and only where necessary.

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Roofs:

- All existing asbestos roof coverings should be cleaned and painted including minor repairs and patching with suitable fibre reinforced waterproofing.
- All existing asbestos rainwater goods shall be cleaned and painted to match the existing finish. Any damaged sections, beyond the point of repair, to be removed and replaced with new to match existing (Provisional).
- All existing fibre cement facia boards to be cleaned and painted to match the existing finish. Any damaged sections, beyond the point of repair, to be removed and replaced with new to match existing (Provisional).

Note:

All works to asbestos elements shall be in strict accordance with the latest OHS and AAIA regulations.

Floor finishes:

- All existing carpet and vinyl floor tiles to be removed and replaced with new vinyl floor tiles to match existing vinyl floor tiles.
- Existing skirting's to be sanded down and re-painted to match existing finish. Any timber skirting's that are damaged beyond the point of repair, to be removed and replaced with new timber skirtings to match existing or new finish.

Internal wall finishes:

- All existing internal wall surfaces to be sanded down and repainted with new paint to match existing. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler, sanded smooth and the surface coated with an approved primer and finishing coats.

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Ceiling finishes:

- All existing ceilings should be sanded down and re-painted with new paint to match the existing finish.

Fittings:

- Existing information workstation is to be removed and replaced with a new (fixed furniture) workstation to match the existing design, only the height is to drop to a height of approximately 800mm.
- Existing security workstation is to be removed and replaced with a new smaller (loose furniture) workstation.
- Existing shelving unit above the wall by the information workstation to receive a new door.
- New wall cupboard to be installed directly above the existing shelving unit, inclusive a door.

SPECIALISTS

Heritage Consultant:

- This is a heritage site and therefore a Heritage consultant should be appointed.

Electrical Engineer:

- All existing light fittings to be removed and replaced with new light fittings.

Mechanical Engineer:

- The building is to be assessed for the requirement of air-conditioning etc.

Asbestos Consultant:

- This site has asbestos elements and therefore an asbestos consultant should be appointed.

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SPECIFIC SCOPE OF WORKS:

Security Office (B007)

Specific requirements in addition to the General Scope of Works as indicated above are listed below:

Internal Division

- New power skirting to be allowed for where required, all in accordance with the Electrical engineers' details and specifications

External Façade

- Metal antennas including brackets mounted to brick walls to be cleaned and painted.
- External perimeter plinth tiles are to be re-laid, where necessary all chipped plinth tiles to be made good with appropriate cementitious material to match the existing tile aesthetic.
- All existing doors to received door stoppers.

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REFERENCE IMAGES:

The Contractor is referred to the following google drive folder containing reference images for this building, reflecting the current condition of the building:

<https://drive.google.com/open?id=18uegKp0izJR6gOGwmxla2nWZJk3K4XUz>