WHITECODE
CONSULTING

Scope of Works – MEP System Upgrade

Abbotsbury Primary School

Prepared for McBains

Revision 1

12 June 2025

Contents

Revisions:

Rev No:	Date:	Status/Comments:	Prepared by:	Checked by:
01	12.06.2025	Scope of Works – MEP System Upgrade	CM	AH

1. Project Overview

The project involves upgrading the current MEP System at West Wimbledon. The works must be completed with minimal disruption to school operations and in strict adherence to health, safety, and safeguarding policies applicable in educational environments.

2. Background Information

The school has two hot water systems, and both suffer from the same brown water issue. Brown water is normally caused by metals such as iron being used incorrectly in a drinking water system. The brown water was evident on the new system and reported by the school chef on the other. As the symptom was common to both systems, it is possible that it is coming from a water main feeding the buildings or from the main itself.

The project forms part of the school's building services upgrade programme to improve energy efficiency and ensure safe, reliable heating for pupils and staff.

3. Detailed Scope of Work

- Take water samples from both systems first thing in the morning when HWS and CWS are not used. Take a minimum of 4 samples for each service and 16 total for each system.
- Send samples to the independent laboratory to identify the metal present.
- Take water samples from external mains off-site 2 number and up and downstream of the connection via either hydrant or neighbour external tap.
- Take water samples from external taps.
- Once metal is established and a concern is present, carry out a full pipe survey, removing paint and insulation to check the material.
- Produce a report of the findings.
- Quote for remedial works.

4. Detailed Method Statement

- Take water samples from both systems first thing in the morning when HWS and CWS are not used. Take a minimum of 4 samples for each service and 16 total for each system.
- Send samples to the independent laboratory to identify the metal present.
- Take water samples from external mains off-site 2 number and up and downstream of the connection via either hydrant or neighbour external tap.
- Take water samples from external taps.
- Once metal is established and a concern is present, carry out a full pipe survey, removing paint and insulation to check the material.
- Produce a report of the findings.
- Quote for remedial works.

5. Deliverables

The contractor must produce:

- Fully constructed and operational facility
- As-built drawings
- Operation & Maintenance manuals
- Completion certificates
- Fully functional and commissioned boiler system
- Compliance certificates (e.g., Gas Safe, WRAS)
- O&M manual (Operation & Maintenance)
- Disposal certification for old equipment

6. Technical Standards

All works shall be carried out in accordance with the latest applicable standards and guidance, including but not limited to:

- Building Regulations Part L
- CIBSE Guides B and H
- British Standards (BS 5422, BS 5570, BS EN 12828, BS EN 14336, etc.)
- Gas Safe Register Requirements
- BSRIA & CIBSE Commissioning Guides
- Health and Safety at Work Act
- Local Authority Planning and Building Control

7. Exclusions

The items below are *not* included in the scope.

Replacement of radiators or distribution pipework beyond the plant room

Structural building alterations

Electrical upgrades not directly related to boiler operation

8. Roles and Responsibilities

Outline the responsibilities of the contractor versus the client.

- Contractor: Responsible for all Installation, commissioning, testing, waste disposal, and certification, quality assurance, and health & safety compliance.
- Client: Provides site access, utility connections, and permit support as needed

9. Site Information

Site Address: Abbotsbury Rd, Morden SM4 5JS

Site Access: Monday to Friday, 8am–5pm. Arrangements can be made for work to take place outside of school hours. The site must remain operational during working hours unless the school is closed.

Permit Requirements: All works must comply with site induction and permit-to-work systems.

Strict adherence to safeguarding: all workers must be DBS-checked.

9.1. Access Issues (material storage and deliveries)

Pipes are in ceiling voids and access roof areas.

10. Constraints and Assumptions

Works to be completed with minimal disruption to the school schedule

Contractor assumes access to site utilities (water, power, drainage)

10.1. Feasibility During School Operation (holiday works)

Checks can be carried out in the early morning and during school operations.

11. Pricing Document

Refer to Appendix A – Pricing Schedule for the full breakdown of contractor costs associated with the works described herein.

Complete Excel Sheet

11.1. Declarations & Notes

All prices must be inclusive of labour, plant, transport, preliminaries, and overheads.

Prices must remain valid for 30 days from the date of submission of the tender.

Tenderer must clearly indicate any assumptions, exclusions, or qualifications.

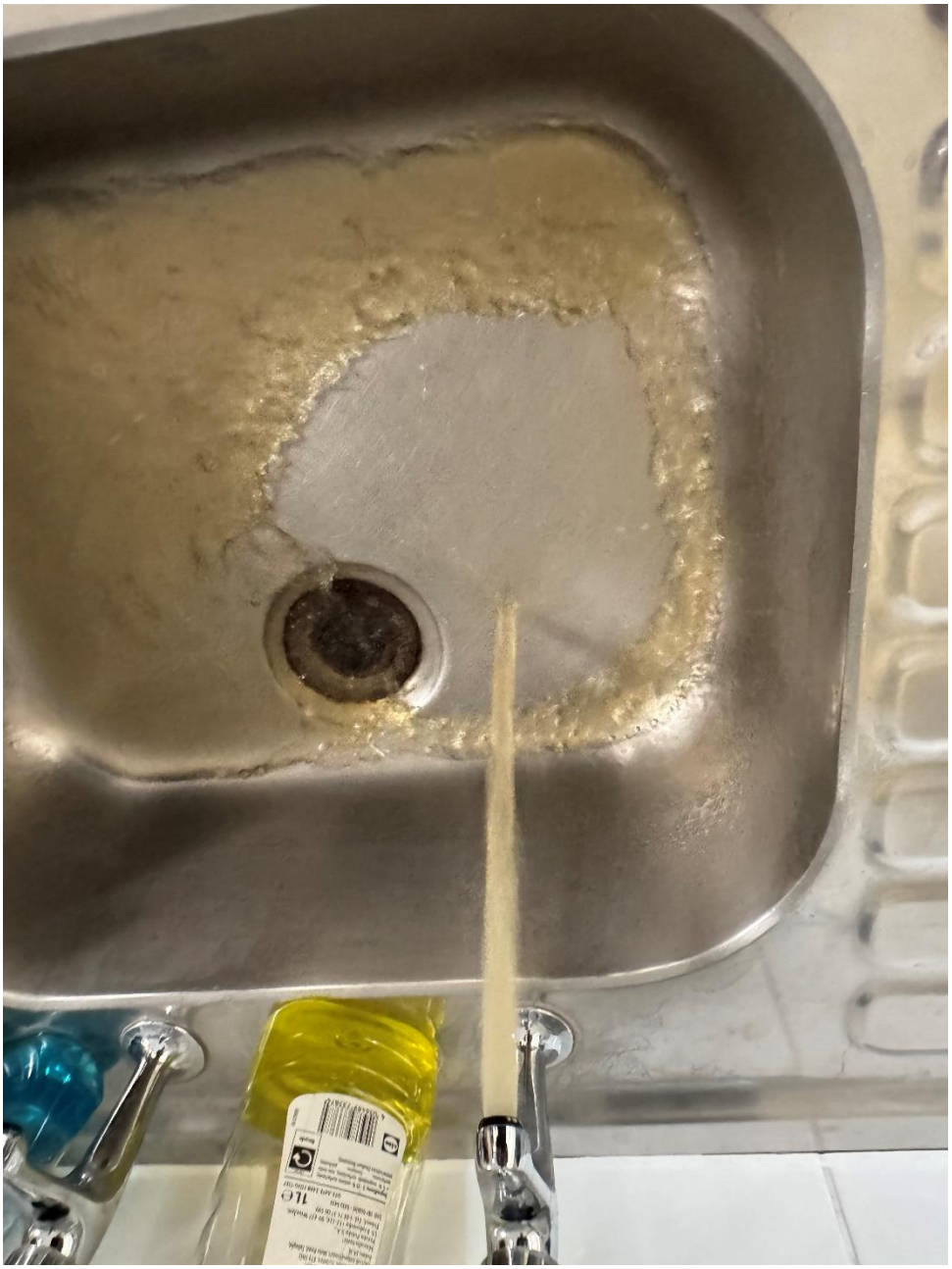
11.2. Disclaimer

For Unverified Quotations in Tender Submissions

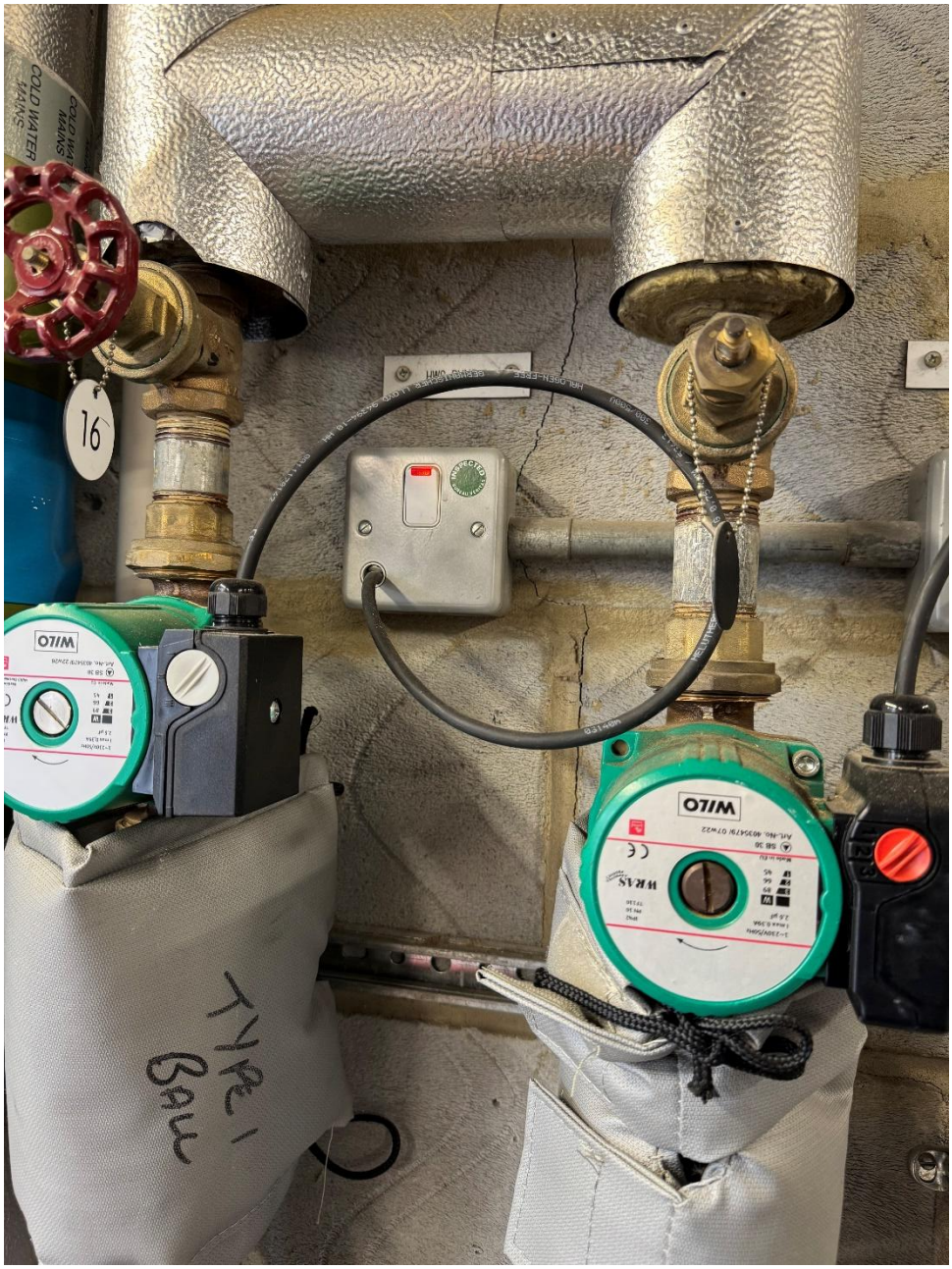
"The tenderer acknowledges that any third-party quotations, estimates, or pricing information included in this submission have not been independently verified by Whitecode Consulting Limited. The tenderer assumes full responsibility for the accuracy, validity, and reliability of such information. Whitecode Consulting Limited accepts no liability for any discrepancies, errors, or omissions arising from the use of unverified quotes. Tenderers use such information at their own risk."

12. Appendices – Supporting Documentation

12.1. Appendix 1 - Pictures of the installation/Remediation area



Photograph 1 - Water colour from HWS



Photograph 2 - Bronze secondary return circulators

Photograph 1 - Galvanized pipes

Photograph 2 - New HWS installation

Photograph 3 - Galavanized pipes in the roof area

Photograph 4- The original assumed to be galvanized pipes converted to copper at a low level

Photograph 5 - Kitchen HWS system calorifier

Photograph 6 - Incoming water main

Photograph 7- Stop valve within the school entry point

Photograph 8 – The school's main incoming water meter is located in the ground by the school's main entrance

Contact details:

Whitecode Consulting Ltd
26-27 The Hill
Northfleet Gravesend
Kent
DA11 9EU

t: 01322 289977

e: design@whitecode.co.uk