WHITECODE
CONSULTING

Scope of Works – MEP System Upgrade

Poplar 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. 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 site has experienced poor water quality, and measures must be taken to replace failed items such as the heating pump, TRVs, and radiators.

The school has numerous issues with both water distribution pipework and heating system pipework. 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

1. Isolate system.
2. Clean Magnaclean.
3. Remove dosing pot.
4. Fit Vexo combined filter and dosing pot.
5. Flush system.
6. Remove 33 x TRV and Lockshield valves.
7. Replace 33 X TRV and add 5 remote heads.
8. Change 2no rads in washrooms – 1200 x 600.
9. Replace the Strainer basket with a larger Gauge mesh.
10. Replace heating pump failed – magna 3D 40-60F.
11. Fit vacuum degasser – spirovent S250 under the control panel into the dosing pot pipework.
12. Refill with inhibitor.
13. Replace the obsolete control panel with Trend IQ4 with IQview 4.

Test Comms to Merton HQ.

4. 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

5. 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

6. 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

7. 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

8. Site Information

Site Address: Poplar Primary School, Poplar Rd S, London SW19 3JZ

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.

8.1. Access Issues (material storage and deliveries)

- None – Ground floor plant room, good access.

9. Constraints and Assumptions

Works to be completed with minimal disruption to the school schedule

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

9.1. Feasibility During School Operation (holiday works)

The work will need to be carried out during the school holidays only.

10. Pricing Document

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

Complete Excel Sheet

10.1. 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.

10.2. Disclaimer

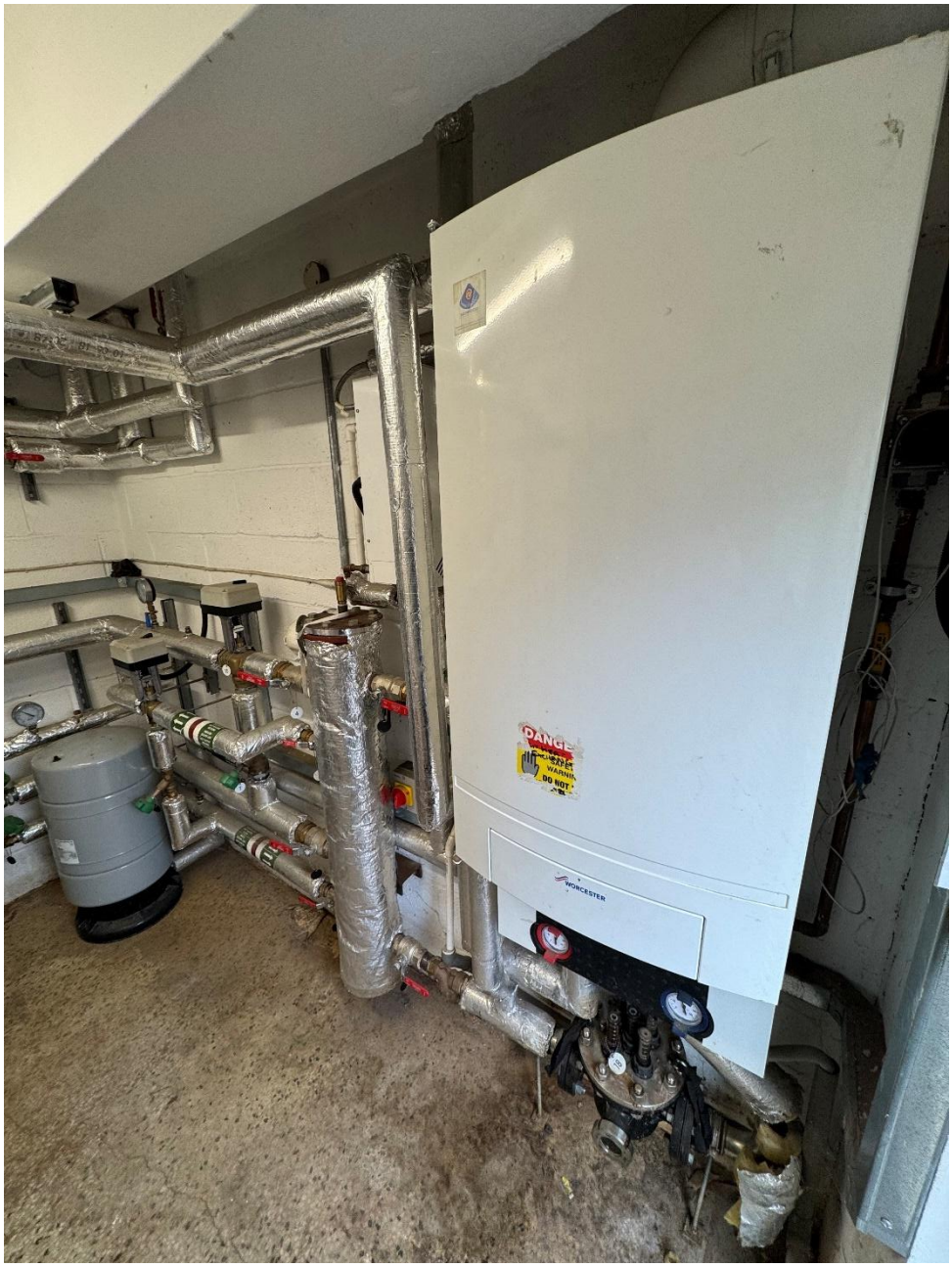
For Unverified Quotations in Tender Submissions

"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."

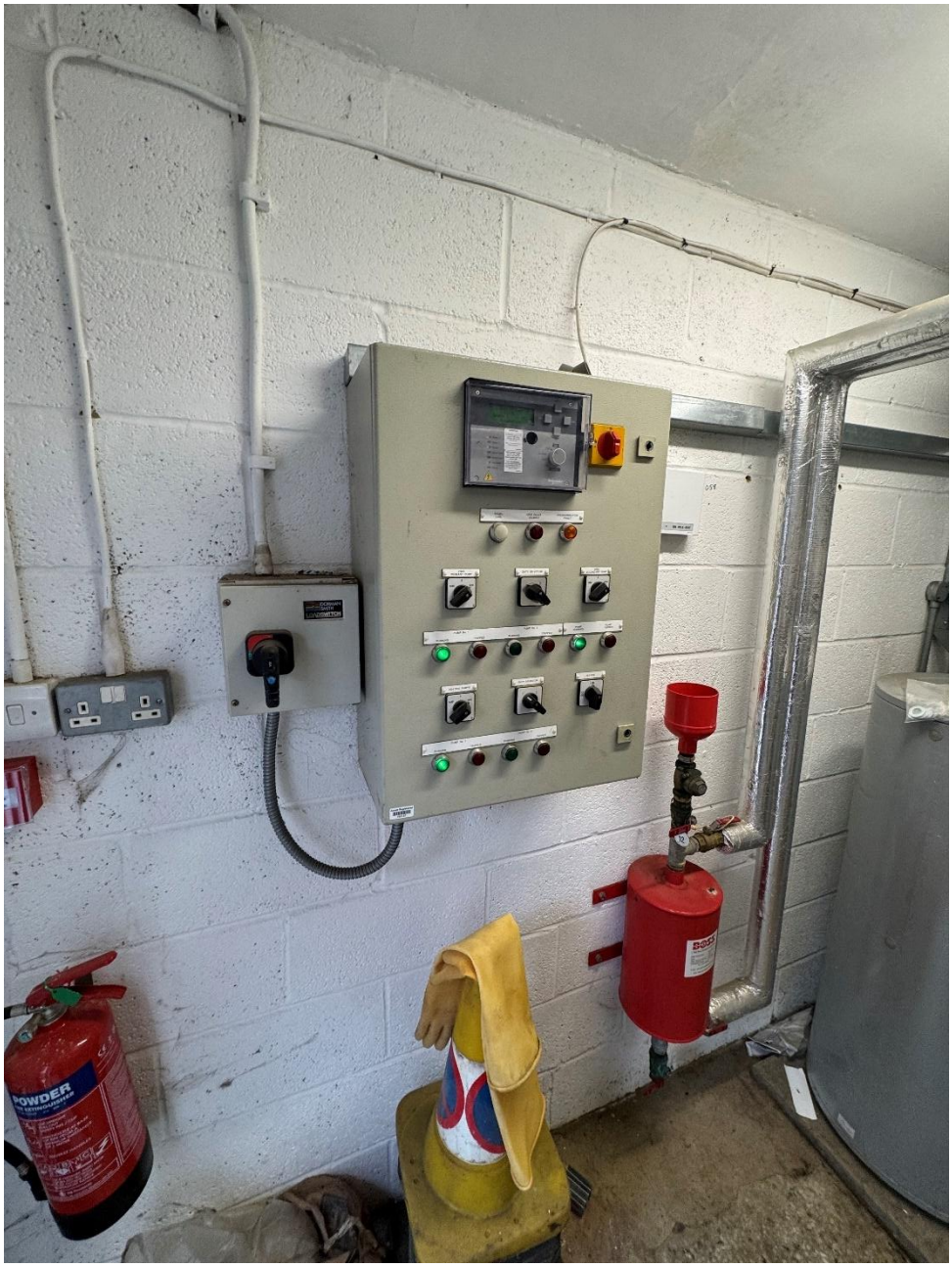
11. Appendices – Supporting Documentation

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

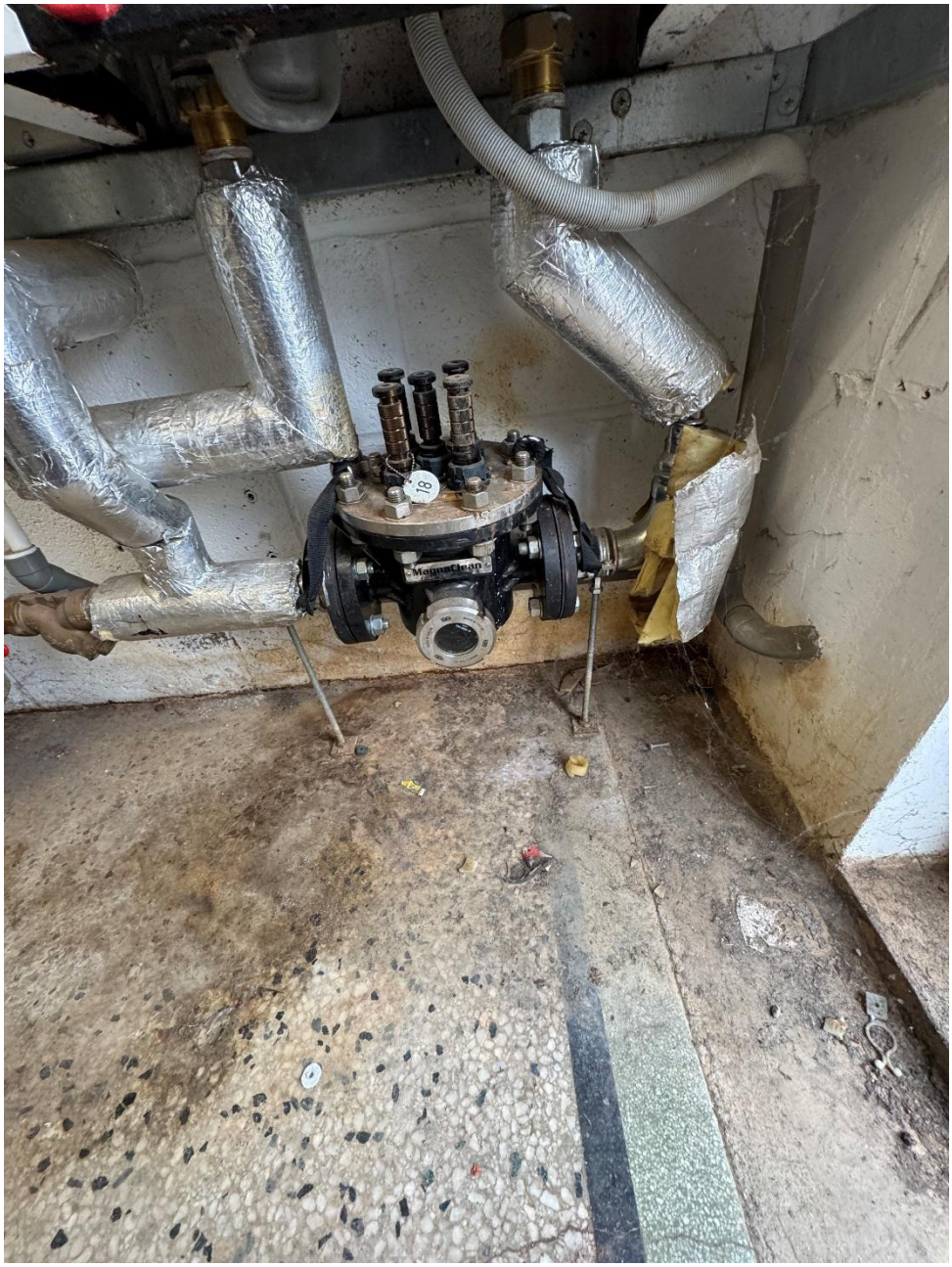
Photograph 1- Plant room



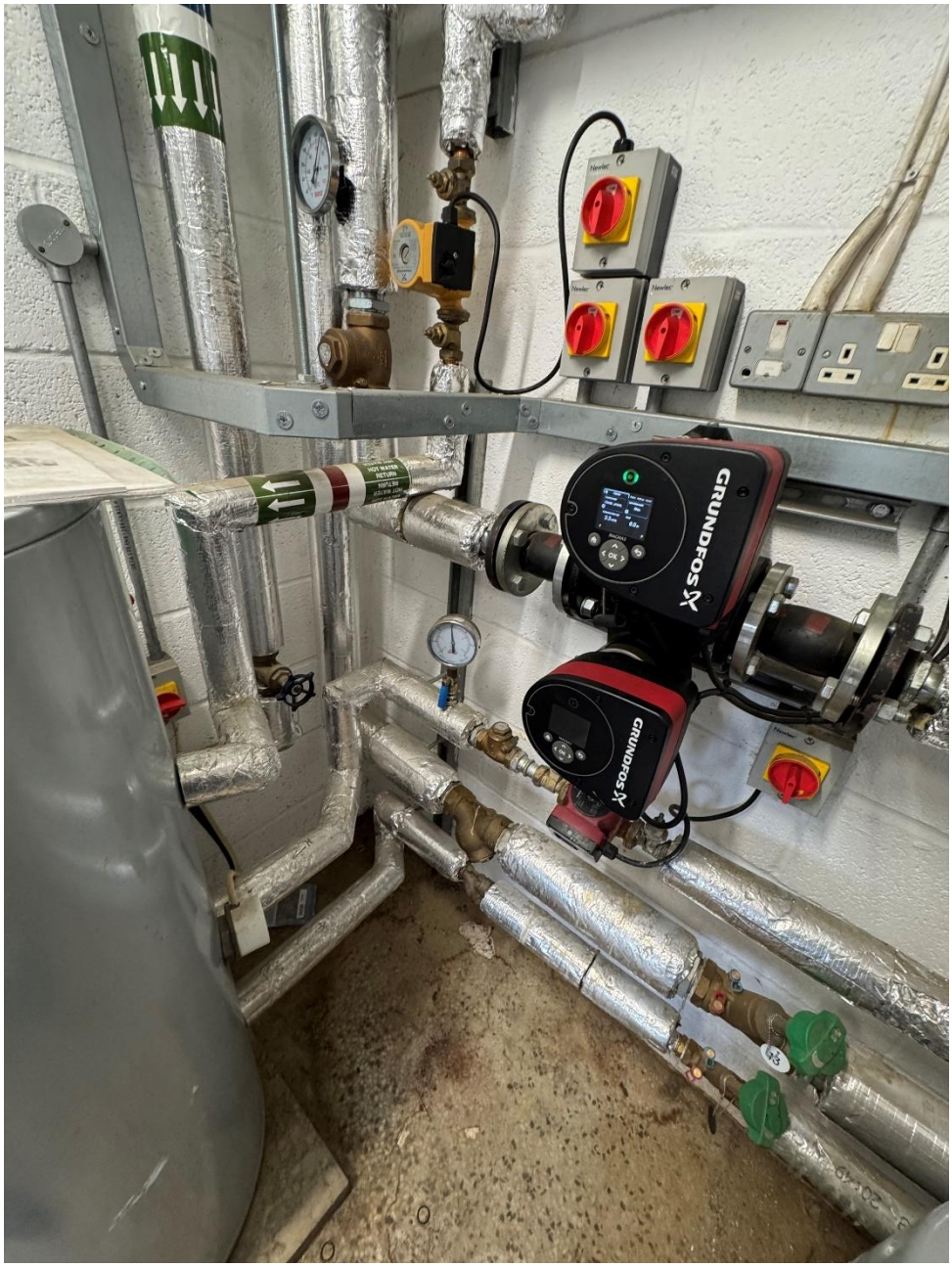
Photograph 2 – Boiler room



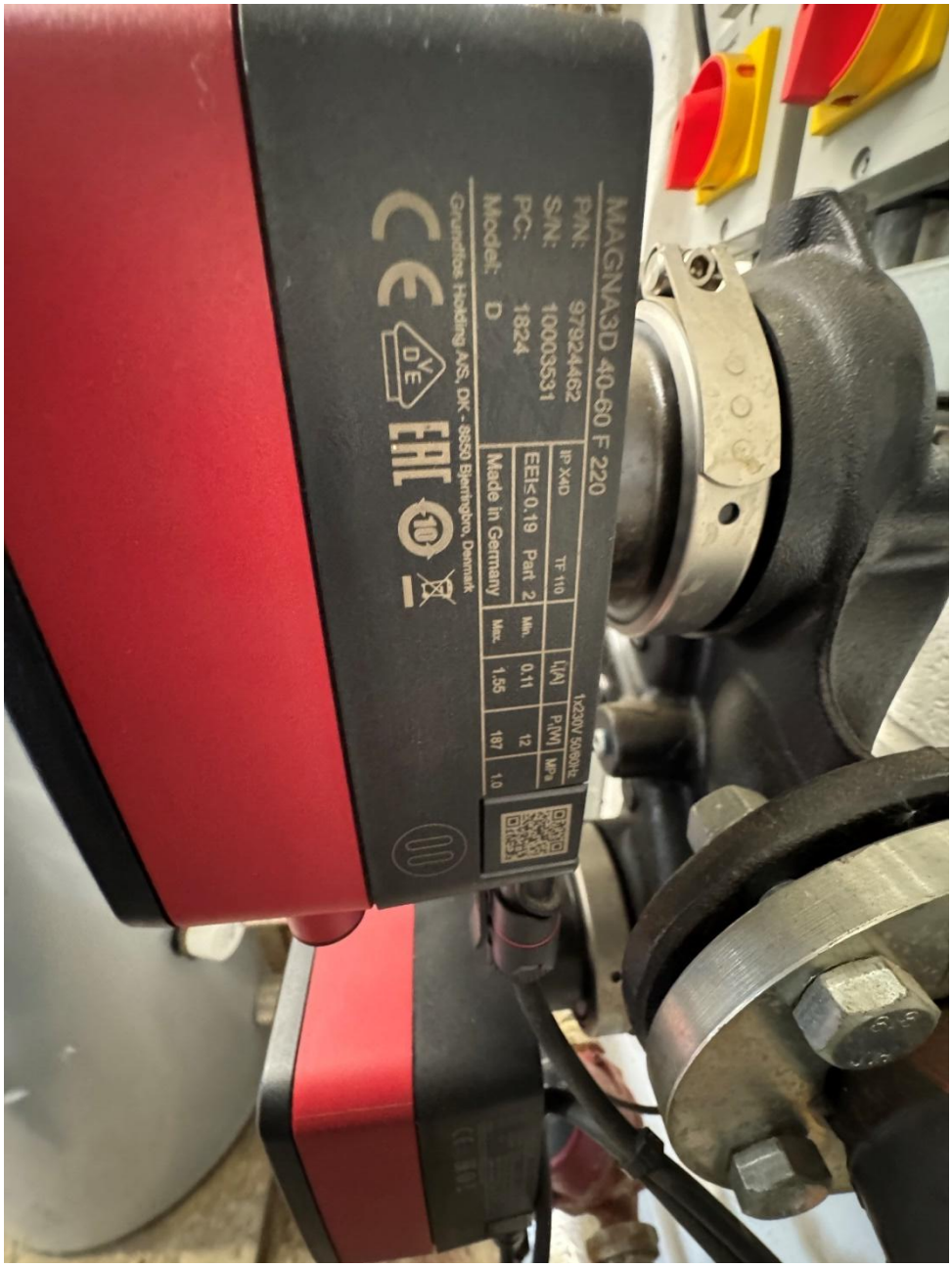
Photograph 3 – Existing controls



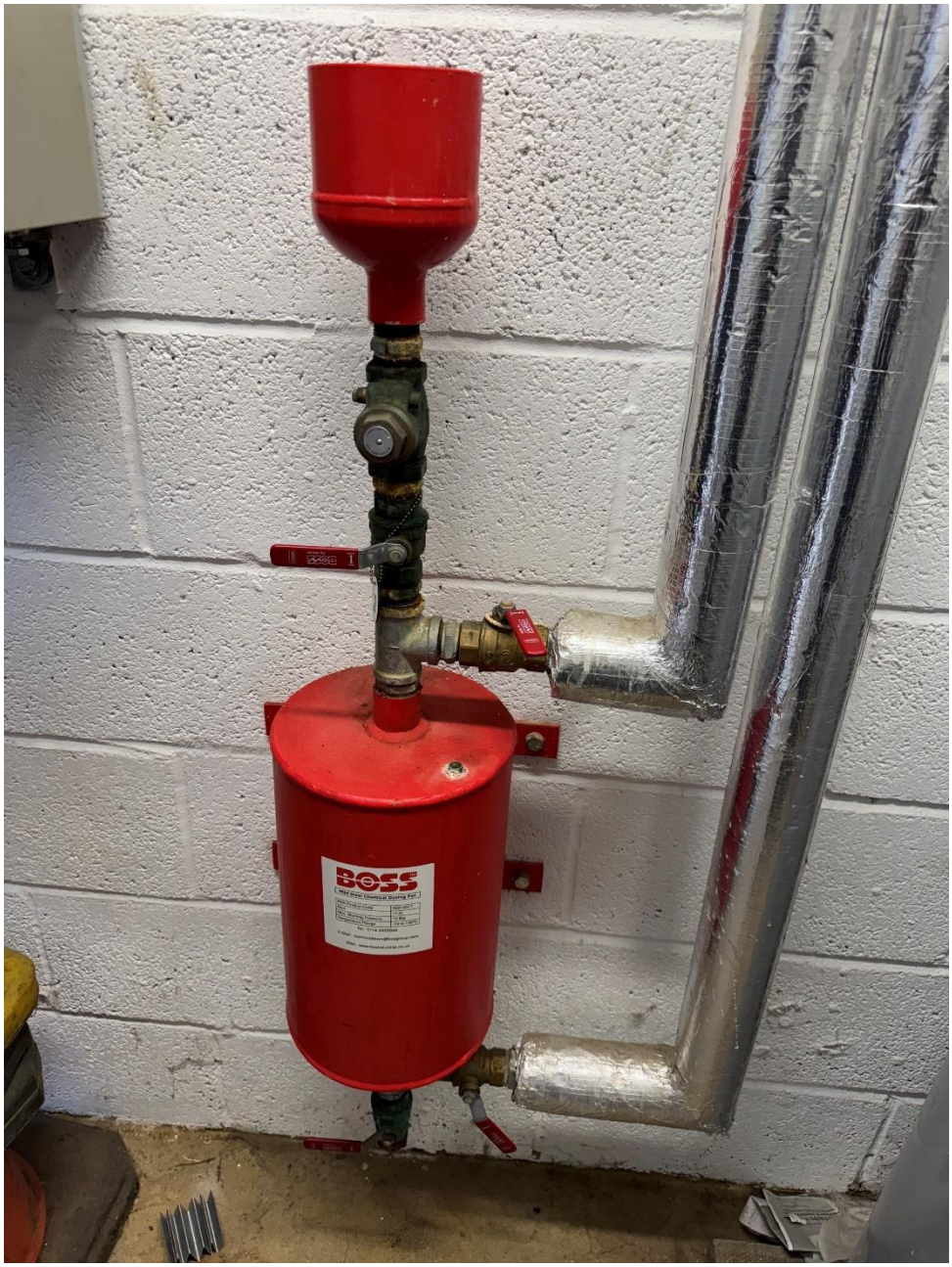
Photograph 4 – Existing Magna clean – never opened



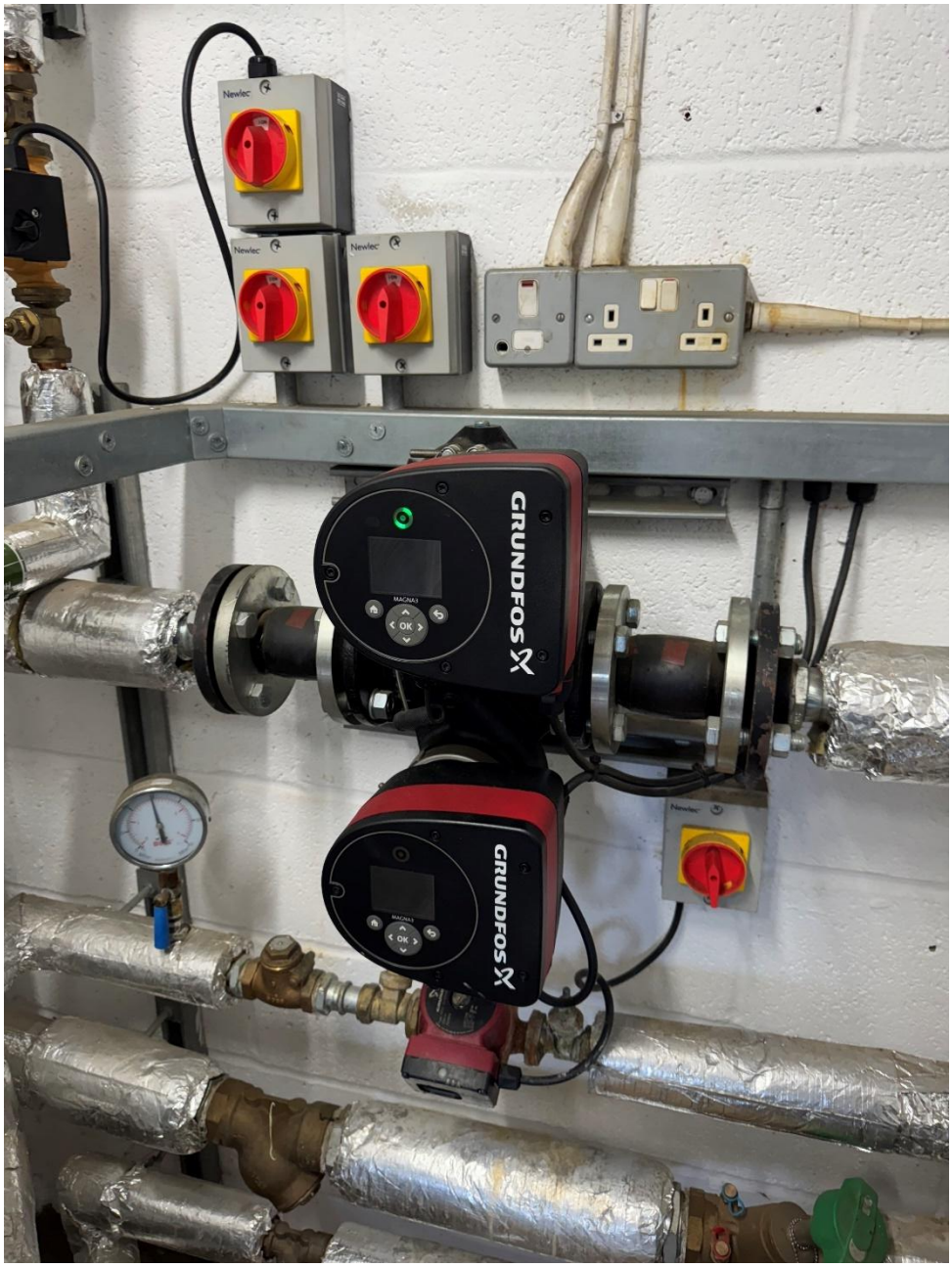
Photograph 5 – The pump set



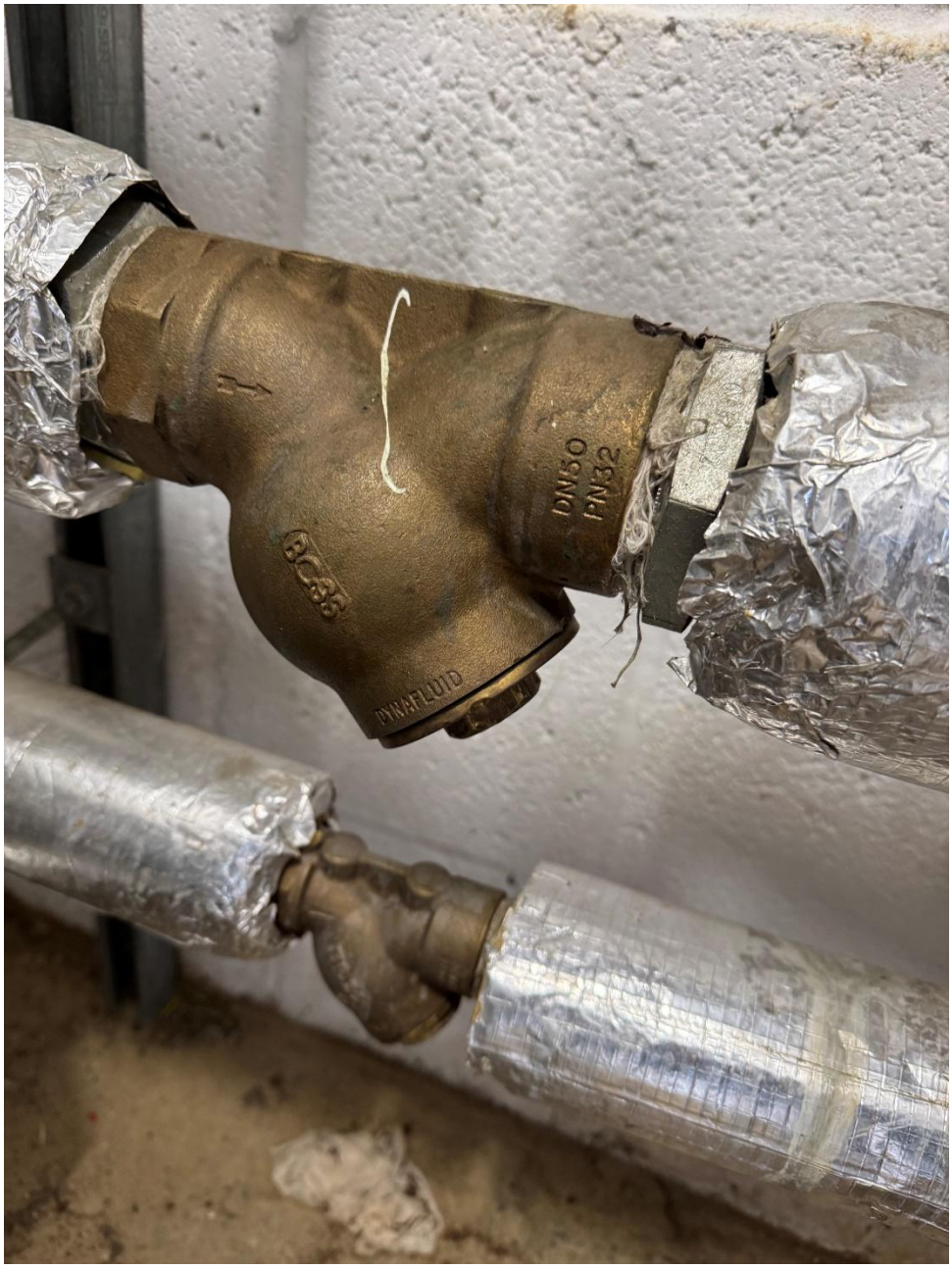
Photograph 6 – Secondary pump model Magnad 40-60



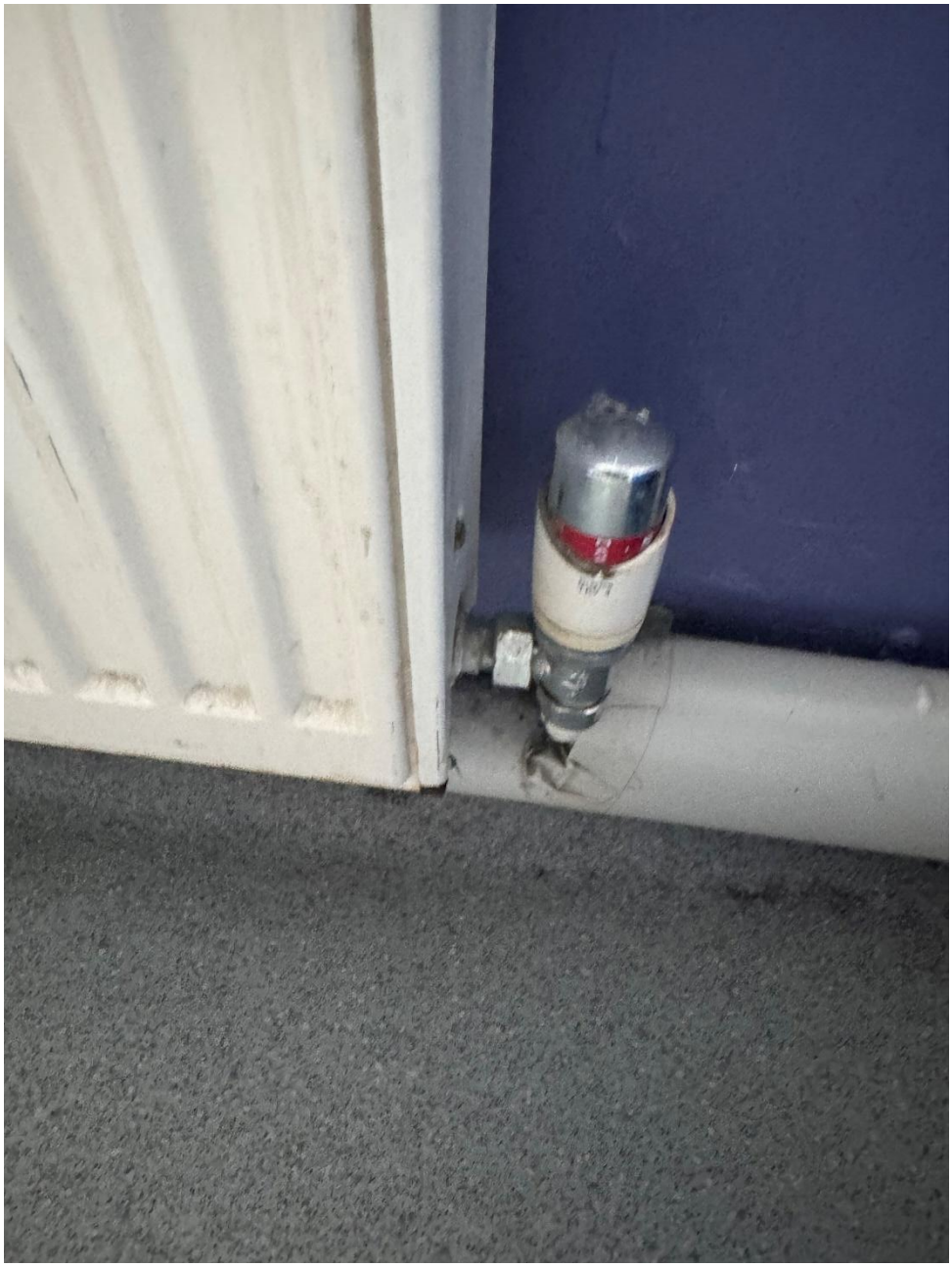
Photograph 7 – Existing dosing pot



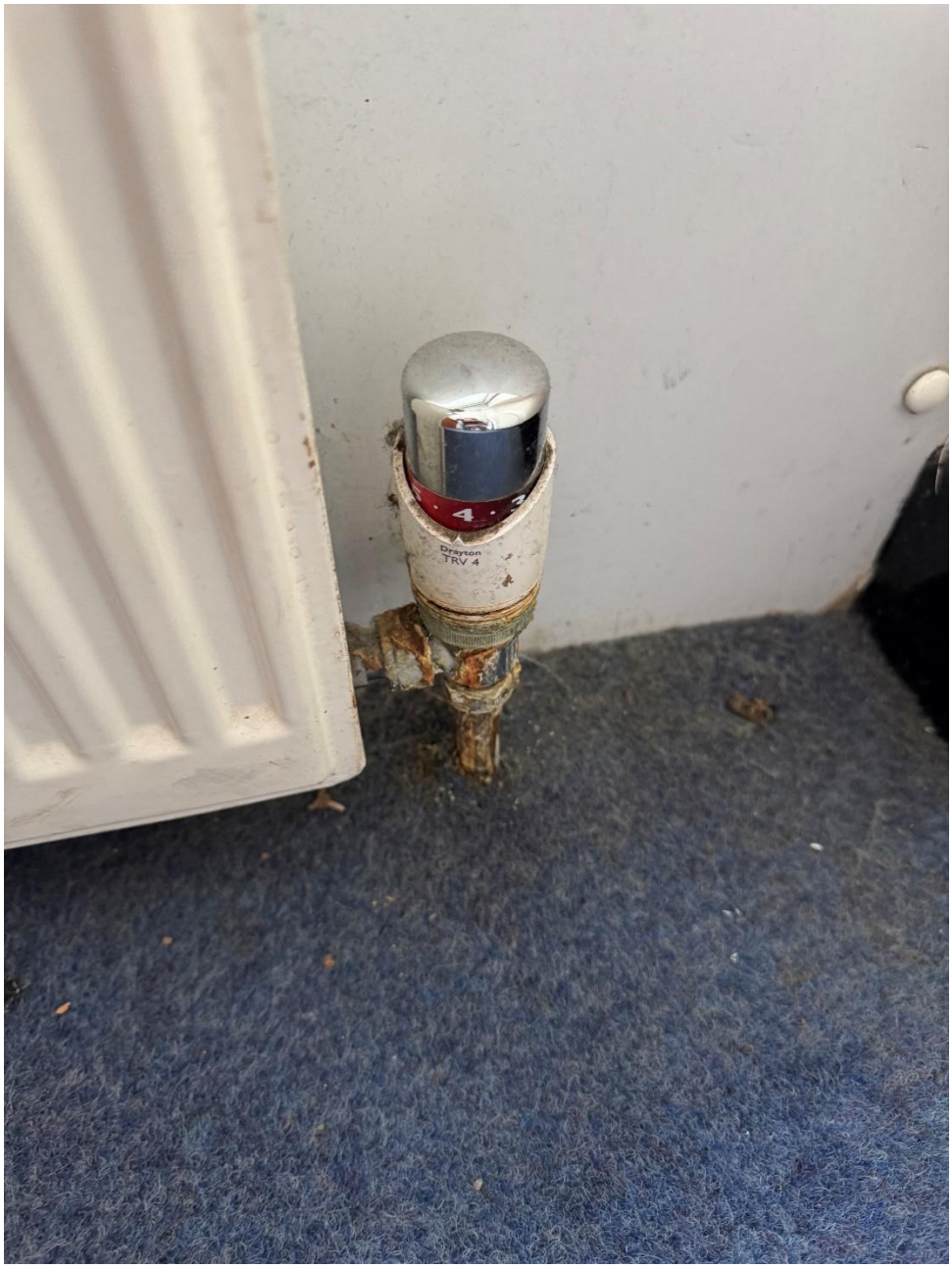
Photograph 8 – Secondary pumps



Photograph 9 – Y strainer – constantly getting blocked



Photograph 10 – Drayton TRVs



Photograph 11 – TRVS showing signs of failure.

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