

Trade	Mastic Pointing (Traditional)	Revision	A
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**Project Overview:**  
Brief overview of the project, site or phase providing relevant information

A. Product Selector			
<u>Products must be purchased through our Group National Suppliers.</u>			
Code	Item	Included	Product Selector Item
A	1	✓	<b>Builders Merchant: Primary Contact</b>
			<b>Product</b>
			<i>Travis Perkins:</i> Neil Henderson - neil.henderson@travisperkins.co.uk
			<i>Jewson:</i> Clare Hadfield - clare.hadfield@sgebd.co.uk
A	2	✓	<b>Builders Merchant: Secondary Contact</b>
			<i>Travis Perkins PLC:</i> Greg McBain - greg.mcbain@travisperkins.co.uk
			<i>Jewson:</i> Wayne Brett - Wayne.Brett@jewson.co.uk

B. Key Information			
Code	Item	Included	Scope of Works Item
<b>Quality &amp; Compliance</b>			
B	1	✓	Supply labour, materials, tools, equipment and fixings in accordance with the relevant site specific drawings and details to all external and internal works.
B	2	✓	Materials and workmanship to comply to current:
B	2.1	✓	<a href="#">NHBC standards and recommendations.</a>
B	2.2	✓	<a href="#">British standards code of practice</a>
B	2.3	✓	<a href="#">TW UK Construction Specification and details</a>
B	2.4	✓	<a href="#">Framework Agreement</a>
B	2.5	✓	<a href="#">House type working drawings</a>
B	2.6	✓	<a href="#">Standard details</a>
B	2.7	✓	<a href="#">Manufacturers' instructions,</a>
B	2.8	✓	<a href="#">TW Customer Quality Approach (CQA) document,</a>
B	2.9	✓	<a href="#">TW Production Manual.</a>
B	2.10	✓	<a href="#">Current TW Health &amp; Safety Manual.</a>
B	2.11	✓	<a href="#">Customer Service Policy for contractors and suppliers</a>
B	3	✓	If there is a conflict between building regulations, British standards, NHBC guidelines and TW UK construction specification. The contractor is to contact and confirm with the TW BU Technical department prior to installation.
B	4	✓	You must provide supervision and ensure all works are fully checked and completed prior to offering to Taylor Wimpey Site management. TW Build Quality Checklist (BQC) must also be signed by the contractor and TW.
B	5	✓	Contractor is not permitted to vary the design without first obtaining prior written approval from the regional technical teams.
B	6	✓	The contractor to examine the drawings and specifications, and any questions should be raised prior to contract start.
B	7	✓	It is essential that the Contractor liaises with all other trades associated with the Works to ensure details are constructed correctly and appropriately prior to following work being carried out.
B	8	✓	All silicone and acrylic sealants to be flexible and fungicidal.
B	9	✓	Sealant colour to be as per site specific drawings and details.
B	10	✓	All mastic is to be applied with a tooled finish.
B	11	✓	Units must be complete prior to commencement of internal and external sealant works.
B	12	✓	If a plot is not in ready for mastic works, the Contractor shall report to the site manager and will not commence work. The subcontractor shall be deemed to have satisfied himself to the suitability of the working surfaces that shall be laid upon prior to the commencement of his works.
B	13	✓	It is essential that all surfaces are properly primed, and the correct sealant used. If any background is not considered suitable, the sub-contractor must advise the site manager of any rectification works to be carried out. Where this is not adhered to and works have to be taken down at a later stage, TW will not pay for the dismantling and rebuilding works.
B	14	✓	Sealant to architrave and perimeter skirtings as part L requirements.
B	15	✓	All surface-to-tile joints are to be sealed.
C. HSE			
C	1	✓	Please refer to the HSE Manual.
C	2	✓	Progressively stripped scaffold to be utilised where possible to apply mastic pointing to all relevant external areas.

C	3	✓	Where scaffold access is not possible then, 3 points of contact must be made at all times when working from a ladder and a 'lap belt' worn and ladder footed or relevant stabilisers used.
<b>D. Materials &amp; Logistics</b>			
D	1	✓	The subcontractor will be responsible for all material handling applicable to their trade. TW will make available, where possible, a forklift and driver. The driver will not be responsible for sorting, loading, unloading or any other activity on behalf of the Subcontractor. Sufficient resources shall be allowed by the subcontractor for this purpose.
D	2	✓	The contractor is to coordinate with the site manager/material controller for material requirements daily. No claims for delay due to lack of materials will be accepted.
D	3	✓	It is the contractor's responsibility to ensure that all surplus materials are correctly stacked on pallets to either be moved back to the compound or moved on to a following plot.
D	4	✓	Secure storage for your materials is to be provided by you, in an area designated by the Site Manager.
<b>E. Waste</b>			
E	1	✓	All waste to be segregated appropriately to the relevant skip provided and working area to be left in a clean and tidy state. Only empty mastic tubes to be put into the skip. Any mastic tubes which are not empty must be placed in hazardous waste (known as special waste in Scotland).
E	2	✓	It is the contractor's responsibility to ensure minimal wastage of materials. TW reserves the right to levy charges against the contractor in the event of excess materials wastage.
E	3	✓	The TW Site Management team should be made aware of any surplus material for reuse in other plots.
<b>F. Cleaning &amp; Protection</b>			
F	1	✓	<a href="#">Please refer to Protection Guidance in S21 of the Production Manual.</a>
F	2	✓	It is the contractor's responsibility to ensure that all their work is suitably protected, in line with S21 of the Production Manual.
F	3	✓	Should the contractor feel that adequate protection has not been provided by other trades for them to safely carry out their works, it is the responsibility of the contractor to notify the TW site manager.
F	4	✓	Clean surrounding work areas and surfaces prior to the commencement of works.
F	5	✓	Clean off grout or protection prior to scaling.

<b>Project Tasks</b>			
<i>Note to TW - where a section is highlighted, there is a choice, please pick the relevant options to be included in the scope using the drop downs.</i>			
Code	Item	Included	Scope of Works Item
<b>G. Quotation &amp; Inclusions</b>			
G	1	✓	Quotation to be broken down in labour & materials.
G	2	✓	Price to be fixed for a minimum of 12 months'.
G	3	✓	The contractor is to provide a full inclusive lump sum price per plot in accordance with the House Type working drawings, materials plan, elevation drawings and other tender drawings and information.
G	4	✓	Your price is deemed to be ALL RISK in respect of the mastic joint sizes and movement joint quantities in plot elevations and screen walling as requirement under building regulations - no re-measurement or additional payment will be made in this regard.
G	5	✓	There will be no minimum plots required per visit.
G	6	✓	Allow for works to show homes/sales office and return visits to make good or reapply where necessary upon reverting to standard house.
<b>H. Project Tasks</b>			
H	1	✓	Supply and apply sealant to external window and door reveals (including jambs), heads of windows, window cills, porch soffits, gallow brackets, doors and garage door frames, including soffits to drive throughs.
H	2	✓	Supply and apply sealant to perimeters of external meter boxes.
H	3	✓	Supply and apply polysulphide mastic to building and screen wall expansion joints.
H	4	✓	Supply and apply silicone sealant to horizontal and vertical internal tiled corners.
H	5	✓	Supply and apply silicone sealant to junctions of tiles with sanitary-ware.
H	6	✓	Supply and apply silicone sealant to sanitaryware, pedestals, frames, baths, basins, enclosures or shower screens and the outside horizontal face of shower enclosure. Please ensure that the bath is filled with water prior to sealing around it.
H	7	✓	You may be required to remove some small areas of protection film on windows/doors etc.
H	8	✓	Supply and apply silicone sealant to vanity units, internal side of all windows/doors at finals stage. Care should be taken to avoid scratching or damage to windows. This is particularly important if "cutting back" of the sealant is necessary.
H	9	✓	Supply and apply silicone sealant to work tops, kitchen upstands, kitchen units, sinks, hobs all internal angles to wall tiling, where all exposed end units meet the wall and wall surfaces.
H	10	✓	Supply and apply caulk to integral garages and, where plasterboarded, perimeters of integral garage ceilings and soffits of exposed upper floors (drive throughs), 4 sides of windows and doors internally, under window and cill board, 4 sides of front, rear doors internally and under timber threshold. Fire mastic to applicable openings to be included.

H	11	✓	Supply and apply silicone sealant to perimeters of vinyl floors in social/private plots to all wet areas (kitchens, bathrooms, en suites and cloaks).
H	12	✓	Joints are to be well filled, with care being taken to ensure that no gaps or voids remain. Surfaces should be left smooth and without debris.
H	13	✓	Sealant is to be applied to dormer openings and loft hatches.
H	14	✓	Sealant is to be applied to all boxings.
H	15	✓	Excess sealant should be removed from surrounding surfaces immediately.
H	16	✓	Sealant to be applied to any penetrating pipes, grilles and ducts.
H	17	✓	Sealant to be applied to edges of cladding
H	18	✓	Apartments - when required, install acoustic sealant around the underside of slab against top of blockwork walls to perimeter of each apartment
H	19	✓	Sealant is to be applied to joists and formers for air testing. Seal around all joist ends prior to plaster.

*Open text box - to be used to capture any comment or amendments to be assessed and included on future SOWs.*

Item	Included	Scope of Works Item

Date:

Signature: