

Trade	Room-in-The-Roof (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	Product
A	1	✓	Room in the Roof: Primary Contact	Roofspace Solutions Ltd : Paul Terry - Paul.Terry@roofspacesolutions.co.uk Smartroof : Kevin Sherlock - kevin.sherlock@smartroof.co.uk
A	2	✓	Room in the Roof: Secondary Contact	Smartroof : Sean Og Coyle - SeanOg.Coyle@thekeystonegroup.co.uk
A	3	✓	Roof Lights: Primary Contact	Fakro GB : Iain MacPhearson - Iain.Macpherson@fakrogb.com
A	4	✓	Roof Lights: Secondary Contact	Fakro GB : Noel Shanahan - Noel@fakrogb.com
A	5	✓	GRP Dormers: Primary Contact	IG Elements Ltd : Richard Dolben - Richard.Dolben@igelements.com Stormking Plastics Ltd : Chris Pierce - chrispearce@stormking.co.uk
A	6	✓	GRP Dormers: Secondary Contact	IG Elements Ltd : Sean Og Coyle - Stormking Plastics Ltd :
A	7	✓	Loose Insulation: Primary Contact	Knauf : James Hulbert - james.hulbert@knaufinsulation.com ; commercial.support@knaufinsulation.com
A	8	✓	Loose Insulation: Secondary Contact	Knauf : Matthew Prowse - matthew.prowse@knaufinsulation.com
A	9	✓	Fascia and Soffit: Primary Contact	General All Purpose Plastics (GAP) : Dave Tingle - Dave.Tingle@gap.uk.com

B. Key Information				
Code	Item	Included	Scope of Works Item	
Quality & Compliance				
B	1	✓	Design, supply, deliver and install a system roof structure in accordance with the construction specification, system details and in line with all relevant site specific drawings and schedules.	
B	2	✓	Materials and workmanship to comply to current:	
B	2.1	✓	NHBC standards and recommendations.	
B	2.2	✓	British standards code of practice	
B	2.3	✓	TW UK Construction Specification and details	
B	2.4	✓	Framework Agreement	
B	2.5	✓	House type working drawings	
B	2.6	✓	Standard details	
B	2.7	✓	Manufacturers' installation instructions,	
B	2.8	✓	TW Customer Quality Approach (CQA) document,	
B	2.9	✓	TW Production Manual,	
B	2.10	✓	Current TW Health & Safety Manual.	
B	2.11	✓	Customer Service Policy for contractors and suppliers	
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	✓	The contractor should check for dimensional accuracy and report any discrepancies to the site management team.
B	9	✓	Ensure spandrel positions are fitted as per panel layout drawings and design.
C. HSE			
C	1	✓	Please refer to the HSE Manual.
C	2	✓	Materials delivered must clearly identify the weight classification for manual handling purposes. Please refer to Taylor Wimpey Health and Safety policy and guidance regarding manual handling.
D. Materials & Logistics			
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	✓	All Labour, materials, plant, tools, equipment and fixings to be included by the contractor to carry out all works including all unloading, transportation and lifting of all components, unless stated otherwise.
D	5	✓	Materials and fixing to be in accordance with the Taylor Wimpey named suppliers products and manufacturers recommendations.
E. Waste			
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. TW reserves the right to levy charges against any contractor who fails to segregate waste effectively. Any material movement to or from site must comply with waste regulations, transfer tickets must be made available, and the weight or volume of waste taken from site must be made available to TW upon request.
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.
F. Cleaning & Protection			
F	1	✓	Please refer to Protection Guidance in S21 of the Production Manual.
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.

Project Tasks			
<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
G. Quotation & Inclusions			
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, engineering drawings and design, elevation drawings and other tender drawings and information.
G	4	✓	Sufficient number of visits to complete the works to be included in accordance with the programme provided by the Site Manager. Taylor Wimpey will not entertain costs for additional visits.
G	5	✓	Provide a rate for a crane including a fully trained slinger or banksman
G	6	✓	Separate price required to supply GRP Dormers.
G	7	✓	Separate price required to supply GRP chimneys
G	8	✓	Separate price required to supply Roof windows
H. Project Tasks			
System Roof structure to be fully in accordance with the Taylor Wimpey housing designs, to include the following;			
H	1	✓	Delivery transport.
H	2	✓	Craneage to unload and installation.
H	3	✓	Wallpates to masonry walls.
H	4	✓	Chamfered wall plate
H	5	✓	External spandrel wall panels inclusive of insulation, VCL and plasterboard facing
H	6	✓	Separating wall spandrel panels inclusive of insulation, VCL and plasterboard facing
H	7	✓	Separating wall cavity insulation fitted to spandrel panels
H	8	✓	Holding down straps and associated metalwork

- H 9 ✓ Panel membrane skirt to be trimmed and installed into loose insulation.
- H 10 ✓ Roof support beams and posts
- H 11 ✓ Level ceiling joists
- H 12 ✓ External spandrel wall panels to upper roof void section inclusive of insulation, VCL and plasterboard facing
- H 13 ✓ Separating spandrel wall panels to upper roof void section inclusive of insulation, VCL and plasterboard facing
- H 14 ✓ Panelised roof cassettes inclusive of insulation, VCL, OSB sheathing, breather membrane and counter battens
- H 15 ✓ ARC Cavity barriers and Firestopping to close the top of the separating wall
- H 16 ✓ ARC Soffit Slab
- H 17 ✓ Supply and fit GRP dormers, rooflights and GRP chimneys
- H 18 ✓ Supply and fit only PVCu Eaves and Verge finishes incl. soffit and fascia.
- H 19 ✓ Plasterboard support noggins
- H 20 ✓ Exposed separating wall spandrels at steps or stagger to be fitted with a fire resistant board
- H 21 ✓ First fix checks to be completed to ensure all installed correctly to manufacturer's instructions. Site management team to sign off.

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: