

## **1. MOCK UP**

1.1 Contractor is to provide the following mock up off/on site complete mock up of:-

- 1 unit flashing over the metal roof area of min 1.5m demonstrating the wrap-over of existing flashing for additional protection.
- 1 unit of 2.0m x 2.0m of water proofing works at all interface of following area:-
  - Interface of RC floor to wall
  - Interface of roof to side wall
  - Interface of plater area
  - Interface of RWDP to roof gutter/spout
  - Side wall where water seepage occurred
- 1 unit of 1.5m x 1.5m wall painting (consist of 3 colour option for each colour) based on existing painting on façade wall of Singapore Sport School. (i.e for existing wall with beige, a mock up of 3 x beige painting at varying shade to be provided; all other colour to follow same concept)
- 1 unit of 1.0m x 1.0m galvanised steel P.U paint (consist of 3 colour option for each colour) based on existing painting on façade wall of Singapore Sport School.

1.2 Contractor shall not be eligible to claim for VO / EOT if the above progressing mock-up was not administered and approved prior of actual works being carried out and the S.O has subsequently instructed the contractor to change/correct/rectify/make right based on Architect's intent.

## **2. CONTRACTOR TO PROVIDE FULL TIME PROJECT MANAGER & PUBLIC MANAGEMENT PERSONNEL AS WELL AS SITE / SITE SAFETY OFFICER**

- a) Contractor is to provide a full-time Project Manager as well as a Public Relationship Officer (PRO) who can be contacted at all time for all liaison, emergency responds, work coordination and reporting as well as managing the feedback, compliant, request from the public.
- The PRO shall contact the person who raise complaint/concerns/issue within 24hrs from the case being raised to understand better the concerns and records in registry the case filled.

- The PRO shall report to the person who raised the issued within 48hrs from the case being raised on outcome of the issue either it being- solution proposed, steps to be taken to resolve the issue, timeline to be estimated.
  - The issued being raised is to be closed within 2-weeks from the point the case being raised. If there is such incident where it requires more than 2 weeks for resolution, a follow up formal reply is to be attended to the person in reporting the updates of case.
  - Should the issued being raised and the PRO does not take necessary steps in resolving the issued following the above clause, the S.O shall at his discretion, engage the assistance of the 3<sup>rd</sup> party contractor/specialist and all cost incur shall be chargeable to the original contractor.
- b) the name and contact information of the public management personnel shall be made available on the construction hording at all time during which the work is carried out.
- c) The full-time Project Manager shall ensure that all temporary staging and safety requirement is complied. The Safety Officer shall at all time certify and keep on site a records of approved paper Works required safety officer endorsement.
- d) The Safety Officer shall submit safety assessment report each week on respective area of works prior to commencement.
- e) The Safety Officer shall too, submit incident reporting each week showing the condition of site safety each week.

### **3. PROVISION OF HOARDING DURING THE COURSE OF WORK**

- a) The contractor is to submit proposed hoarding details and plan for approval prior to setting up hoarding line.
- a. the height of the hoarding to be minimum 2.4-meter consistent along the hoarding line.

- b. Hoarding material shall be in Alum panel / canvas to contractor's proposal that is easy to be deployed and removed. For avoidance of doubt, hoarding is to be provided at following works area:-
    - i. Area where staging is raised
    - ii. Area where painting works, water proofing works is carried out.
    - iii. Area where works on height is expected.
    - iv. Area where deployment of material on site is expected.
    - v. Area where metal works is expected
    - vi. Replacement/ removal of door where access is not intended
  - c. For touching-up works where it pose no danger to the building occupant but curing is required to be kept away from traffic, netting can be proposed for easy deployment and removal.
  - d. clear and sufficient danger signs are to be displayed along the hoarding panel to warn public off the construction area.
  - e. contact information of the contractor liaison personnel is to be placed at the hoarding board at all time.
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- b) Where hoarding is expected to be erected at the main circulation area where it affect the fire escape of the occupant a clear map showing the re-routing of escape path is to be provided and placed on hoarding by PRO.
  - c) contractor's Professional Engineer is to inspect and endorse on scaffolding/ staging, barricade, Site safety officer on hoarding and staging with regards of the safety compliance.

#### **4. SUBMISSION OF DAILY WORK REPORT**

Contractor is engage prescribed C&S P.E to propose, calculate, design and endorse on the area itemized below:-

- a) Contractor is to submit a daily work report with photo showing area of works.
- b) Contractor is to submit a compiled weekly report showing the summarised completed work together with the plan diagram annotating the area of work completed.

- c) Contractor is to submit a monthly report consolidating the following scope:-
  - a. Monthly manpower works
  - b. Progress of works
  - c. Picture summary of works completed
  - d. Progress on pest control on site office / material storage area.
  - e. RVO list, RFA/RFI list
- d) For water seepage rectification contractor is to record step-by-step works of tracing, water proofing grouting, water proofing layer, top layer to establish that all required steps has been administered.

**5. Contractor's Scope on Tender Drawing Non-Exhaustive**

Contractor is to refer to Document [ Scope Matrix ] for reference of required execution of works in this tender. Contractor's includes:-

- Survey and verification of existing condition on site and submission of report of the survey finding
- Proposed rectification works of the defects
- Step-by-step execution of rectification works
- Post work test/verification/observation and record submission
- The area of scope in the contract includes:-
  - Repainting of building, boundary, internal common area that is emulsion base, galvanised steel P.U surface, aluminium façade
  - Rectification of wall and floor crack
  - Water seepage as according to the survey report
  - Rectification on rain water down pipe
  - Rectification on roof top lightning protection system
  - Rectification/tightening of wall cladding/awning/sun screen features.
  - Rectification of doors
- The scope indicated in contract drawing is non-exhaustive, it shall nonetheless covers all external and common wall, roof and floor area in Singapore Sport School. The indication of works shown in the tender drawing

shall be inferred and referred and applied to area in connection beyond the plan/section/elevation in tender drawings.

**6. Contractor's scope in temporary, pre and post works arrangement**

- All necessary preparation works, scaffolding, protection, post completion testing should be within the contractor's scope.
- For warranty within DLP, all access to rectification including all post rectification re-verification/testing should be within contractor's scope.
- Contractor is to arrange for daily cleaning of common area immediately outside of the work/hoarding area to ensure that no area is made dirty by contractor's construction works.
- Contractor is to arrange for pest control within the contractor site office area including material storage area.
- For Works involving drilling and hacking, contractor is to arrange for noise measurement device ( on live measurement) and shall comply with the NEA prevailing requirements.