Proposal Document

Port One, Unit 3, Addison Way
Great Blakenham

Presented to: Mr. George Gagin

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Ecolighting UK Ltd : Forum House : 3 Jacknell Close : Dodwell's Bridge Industrial Estate : Hinckley : Leicestershire : LE10 3BN
Tel no. (01455) 552511 E-mail: enquiries@ecolightinguk.com www.ecolightinguk.com

Executive Summary:

We are pleased to submit our proposal for the facilities at Port One, Unit 3 – Great Blakenham, Suffolk. We can confirm that our proposal is in-line with the information set out within the drawings and specification documents supplied.

CLEAR THINKING, INTELLIGENT SOLUTIONS.

The Ecolighting group of companies incorporates an inhouse division specialising in the design and build of mechanical and electrical services (M&E) across industrial and commercial sectors, with extensive experience operating around Health, Education, Leisure and Warehouse developments.

We provide turn-key solutions to fully integrated M&E or stand-alone lighting, mechanical or electrical services through working in close partnership with our customers to provide sustainable and efficient buildings.

From our head office based in Hinckley, Leicestershire, our dedicated team are ideally located to deliver projects throughout the UK in a personable and professional manner. This approach has created our core strength in ensuring client retention is maintained and developed through years of continuing growth.

We are directly responsible to our clients across the team, with flexibility in decision making and the ability to respond to our customer's needs. Our focus is on operational excellence through the design and delivery of innovative, sustainable and resilient solutions. We work closely with our employees, customers, and supply chain to ensure all parties are fully aware of their responsibilities – a consistent and pleasant working environment are valuable results of this approach.

With in-house design capabilities including mechanical, electrical and lighting designers we are highly experienced in the use of CAD technology, and working to BREEAM, NICEIC 18th Edition and ECA standards.

Mechanical services include:

- Air conditioning
- Ventilation
- Heat recovery
- LPHW Heating
- Plumbing services
- Hot, Cold & Mains water installations

Electrical services include:

- Lighting – Including Emergency, External and Security lighting
- General small power
- CCTV
- Lightning Protection
- Fire Alarms and security

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Scope of Works:

Calculations, designs and costings have been based on the following Barefoot Gills information drawings, together with the Landlord's Shell Specification – Plot 3:

- **2152-PI-10-02 Rev C** : Site Layout Plan
- **2152-PI-40-01 Rev A** : Office GA Sections
- **2152-PI-20-23 Rev A** : Fire Strategy – Ground Floor Plan
- **2152-PI-20-20 Rev A** : Fire Strategy – Warehouse
- **2152-PI-20-10 Rev B** : Offices – Ground Floor GA Plan
- **2152-PI-20-11 Rev B** : Offices – First Floor GA Plan
- **2152-PI-20-01 Rev D** : Warehouse GA Plan
- **2152-PI-20-03 Rev D** : Warehouse GA Plan (East)
- **2152-PI-20-02 Rev C** : Warehouse GA Plan (West)

➢ Electrical:

1. Preliminaries

To cover all design works, site storage facilities, Health & Safety equipment, site management and supervision, and temporary supplies.

2. Mains and Distribution:

Main Switch Panels:

To supply and install a 630A 12-way distribution switch-panel with 400A main incoming switch, Type 1 + 2 surge protection and main incoming meter to Unit 3a. To include the following outgoing circuit breakers:

1no. 160A TPN for MHE Charging
1no. 63A TPN for Office Lighting and Power
1no. 100A TPN for Warehouse Lighting and Power 1
1no. 63A TPN for Warehouse Lighting and Power 2
1no. 63A TPN for Comms Room
1no. 100A TPN for External Services
1no. 63A TPN for Warehouse Dock Door Supplies
1no. 63A TPN for Solar PV Supply

To supply and install a 630A 12-way distribution switch-panel with 400A main incoming switch, Type 1 + 2 surge protection and main incoming meter to Unit 3b. To include the following outgoing circuit breakers:

1no. 160A TPN for MHE Charging
1no. 100A TPN for Warehouse Lighting and Power 1
1nio. 63A TPN for Warehouse Lighting and Power 2
1no. 63A TPN for Warehouse Lighting and Power 3
1no. 100A TPN for External Services
1no. 63A TPN for Warehouse Dock Door Supplies
1no. 63A TPN for Solar PV Supply

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LV Distribution:

To supply and install all necessary distribution boards, isolators and busbars including appropriately sized supply cables into unit 3a. To comprise basically of:

1no. 125A 12-way TPN distribution board for MHE Charging
1no. 125A 18-way distribution board for Office Lighting and Power
1no. 125A 12-way TPN distribution board for Warehouse Lighting and Power 1
1no. 125A 8-way TPN distribution board for Warehouse Lighting and Power 2
1no. 125A 8-way TPN distribution board for Comms Room
1no. 125A 8-way TPN distribution board for External Services
1no. 63A TPN bus-bar for Warehouse Dock Door Supplies
1no. 63A TPN isolator for Solar PV Supply

To supply and install all necessary distribution boards, isolators and busbars including appropriately sized supply cables into unit 3b. To comprise basically of:

1no. 125A 12-way TPN distribution board for MHE Charging
1no. 125A 12-way TPN distribution board for Warehouse Lighting and Power 1
1no. 125A 8-way TPN distribution board for Warehouse Lighting and Power 2
1no. 125A 8-way TPN distribution board for Warehouse Lighting and Power 3
1no. 125A 8-way TPN distribution board for External Services
1no. 63A TPN bus-bar for Warehouse Dock Door Supplies
1no. 63A TPN isolator for Solar PV Supply

3. Earthing and Bonding:

To supply and install all necessary earthing and bonding cables to both sides of the building comprising of:

- Main earthing bar at the switch panel
- Lighting Protection
- Structural Steel
- Incoming Water Supply
- Incoming Gas Supply
- PV System
- Comms Room

4. Warehouse Lighting:

To supply and install ambient and emergency lighting to the warehouse areas as per the appended lighting design, comprising of:

- 2880m of 4 pole bus-bar to supply all light fittings.
- 432no. PEG-160-4-160-30- D1-P fittings, all incorporating occupancy sensors and daylight harvesting.
- 60no. PEG-240-4-160-120-D1-P fittings, all incorporating occupancy sensors and daylight harvesting.
- 192no. ALT-4500-RK emergency fittings to the racking aisles.
- 20no. ALT-4500-WB emergency fittings to the marshalling areas.
- 17no. GUA-3-6-120-E3 emergency exit signs above the fire exit doors.

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All light fittings to be suspended directly from the steel roof purlins and connected to the busbar suspended alongside. All supplies to the busbars will be wired using a SWA cable and supplied from the new distribution boards within the warehouse area. To include all necessary steel cable tray containment and key switch test facility for the emergency light fittings.

5. Office Lighting:

Main Offices:

To supply and install a total of 134no. ambient and emergency light fittings to the office areas as per layouts supplied, comprising of:

76no. 600mm x 600mm 25w LED recessed panels, 22 with emergency back-up.
13no. 25w LED recessed downlight fittings, 10 with emergency back-up.
33no. 18w LED surface fittings, 19 with emergency backup.
12no. emergency recessed blade signs.

Hub Office:

To supply and install a total of 13 no. ambient and emergency light fittings to the office areas as per layouts supplied, comprising of:

12no. 600mm x 600mm 25w LED recessed panels, 4 with emergency back-up.
1no. emergency exit sign

All light fittings will be controlled via ceiling mounted occupancy sensors with manual override switches. Each fitting will be connected via multiway connection boxes, fixed to the containment above the ceiling.

6. External Lighting:

To supply and install a total of 99 ambient and emergency light fittings to the external areas as per layouts supplied, comprising of:

14no. MDP-35-5-140-70:30 Fittings to roadways with 14 - 6m columns
22no. MDP-35-5-140-70:30 Fittings to main carpark with 17 – 6m columns
10no. LDV-PERF-150-ASYM 200w Asymmetrical LED Floodlights overflow car park with 5 – 6m columns.
16no. LDV-PERF-150-ASYM 200w Asymmetrical LED Floodlights to transport yard with 8 – 8m columns.
20no. TIT-30-4-98-E3 30w LED surface fittings with emergency backup to side walkways – building mounted.
17no. GUA-3-6-120-E3 3w emergency bulkheads to exit doors.

7. Warehouse Small Power:

MHE Charging:

To supply and install a total of 16 interlocked switched socket outlets, eight into each unit as below:
2no. 32A TPN Circuits
3no. 16A TPN Circuits
3no. 16A SP Circuits
All circuits to be supplied from the MHE distribution boards

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Dock Doors:

To supply and install a total of 23no. 16A single phase socket outlets, one adjacent to each of the door positions and supplied form the busbar above.

Fire Alarm:

To supply and install a total of 13no. 13A fused spurs for the fire alarm system:
1no. to main panel in Reception
6no. to each side of the warehouse for the air sampling units

Line Drivers:

To supply and install 2no. 13A fused spurs, one to the centre of the rear wall of each side of the warehouse.

Data Cabinets

To supply and install 2no. 16A single phase supplies, one to each side of the warehouse and each based on a 50m cable run from the distribution board. Final locations to be confirmed.

Security Alarm:

To supply and install 4no. 13A fused spurs, two to each side of the warehouse and each based on a 50m cable run from the distribution board. Final locations to be confirmed.

Access Control System:

To supply and install 4no. 13A fused spurs, two to each side of the warehouse and each based on a 50m cable run from the distribution board. Final locations to be confirmed.

Walkabout Chargers:

To supply and install 2no. 32A single phase supplies, one to each side of the warehouse and each based on a 20m cable run from the distribution board. Each supply to have 10no. 13A 2g socket outlets mounted in dado trunking. Final locations to be confirmed.

Roller Shutter Doors in Fire Wall:

To supply and install 2no. 13A fused spurs, one to each roller shutter door.

8. Office Small Power:

Main Offices
To supply and install a total of 88no. 13A 2-gang switched socket outlets as per the layout drawings provided, comprising of:

22no. for general power
12no. for cleaners' sockets
54no. for desk power

To supply and install a total of 18no. 13a switched fused spurs as per the layout drawings provided, comprising of:

5no. for hand dryers

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1no. for intruder alarm
1no. for disabled refuge system
1no. for BT services
8no. for access control system
2no. for fire alarm shutters

To supply and install a 32A TPN supply for the passenger lift.

Hub Office

To supply and install a total of 8no. 13A 2-gang switched socket outlets, comprising of:

2no. for general power within the comms room
6no. for desk power

To supply and install a total of 3no. 13a switched fused spurs, comprising of:

1no. for hand dryer
1no. for water heater
1no. for comms cabinet

9. Mechanical supplies:

To supply and install a total of 51no. 13a switched fused spurs as per the layout drawings provided, comprising of:

6no. for water heaters
9no. for AC internal units
10no. for AC Branch units
6no. for Heat Recovery Units
4no. for WC extract fans
16no. for panel heaters

To install the following supplies as per layout drawings provided:

1no. 16A single phase supply for the comms room AC unit.
2no. 32A TP supplies for the office AC units
1no. 40A supply for shower.

10. Containment:

To supply and install all necessary containment to the walls and roof purlins to support all cabling for the installation, comprising of:

- 417m of 300mm cable, suspended from the roof purlins using Unistrut support brackets and utilised to support all cables for distribution boards.
- 240m of 100mm vertical cable tray fixed to the wall purlins to support the supply cables to the distribution boards.
- 125m of 150mm cable tray to the offices for mains power cables
- 125m of 100mm cable tray to the offices for mains power cables

11. IT and Telecoms:

To install a Cat 6 cable from the Comms room to each of the data points as per layouts provided. Final terminations and Comms room equipment to be by others.

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12. **Fire Alarm**

To install a fire detection and alarm system to the warehouse and office areas of the building to BS5839-pt1:2017 and meet the system category of L1. To comprise of:

- Main Panel in office Reception area
- Aspirating system to the Warehouse areas
- Point smoke detection to office areas, including void detection to the office ceiling voids as necessary.
- Manual call points adjacent to all fire exits
- Interface to the lift supply
- 25no. additional interfaces for access control and fire shutters as per unit 4. No allowance for office / warehouse window shutter.

13. **Disabled Refuge system:**

To supply and install the disabled refuge system as per drawings supplied.

14. **PV Generation:**

To install the power supplies required by others for the PV Solar installation.

15. **Disabled toilet Alarms**

To supply and install an alarm system to each of the disabled toilets, one in the main office and one in the hub office.

16. **EV Charging System:**

To supply and install EV charging points to the 10 designated parking bays as per plans supplied. To comprise of 5no. twin charging points, each supplied on a SWA cable via ducts by the main contractor. All supplies to be taken from the external services distribution board.

17. **Testing and Commissioning:**

To carry out all final testing and commissioning of the installation and carry out client demonstrations for use of services as necessary.

18. **Labelling / Engraving:**

To carry out labelling of all distribution boards and accessories throughout the installation.

19. **O&M manuals:**

To provide full operation and maintenance manuals at the end of the project.

Points for consideration:

1. Warehouse Lighting control includes for all contactor panels (2no.), key switch control for ambient and emergency lighting.
2. Item 10 – All containment for mains power installation is now included throughout. This is considering the issues encountered in Plot 4 of pulling in a number of armoured cables on and around the perimeter steels and purlins.
3. Lightning Protection has been offered as a provisional sum.
4. Item 6 – External lighting has now been included on the two side elevations including all associated wiring. At this stage, we've included for 20no. emergency fittings.

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5. We've allowed for the supply and installation of a number of streetlights located in the positions indicated on the proposed installation drawings. We'll provide free issue, all post for you to install. We'll make all final electrical connections. We've allowed for installing the lamps and for all associated access equipment.

- **Mechanical:**

Quotation covers the supply and installation of the following works:

1. VRF Air Conditioning installation.
2. Office heat recovery ventilation.
3. Toilet extract systems.
4. Hot & Cold water installation.
5. Above ground drainage.
6. Electric Panel heaters.
7. Plumbing Installation
8. Sanitaryware

1. VRF Air Conditioning installation:

We've allowed for the supply and installation of 8no. ceiling mounted heat pump cassette units to serve the following areas:

Ground Floor:

- Office G11 : 1no. unit
- Office G02 : 1no. unit
- Canteen G03 : 2no. units

First Floor:

- Meeting Room F12 : 1no. unit
- Open Space F02 : 3no. unit

The units would be connected via refrigeration pipework to 1no. outdoor condensing unit located on slabs at ground floor level. Each room would have their own hard-wired remote controller for individual user control.

The First floor Comms Room would have its own wall mounted split air conditioning unit matched to its own condensing unit, mounted on cantilever brackets on the adjoining wall.

2. Office Heat Recovery ventilation:

The two-storey office accommodation will be served via a total of 5no. ceiling void mounted heat recovery units to provide the specified air ventilation air change rate into the respective areas. Insulated spiral ductwork and ceiling mounted supply and extract grilles will deliver filtered ambient air into the rooms. A total of 10no. external weather louvres will be installed in the cladding – painted to match the colour.

The systems will have individual time-clock control located adjacent to the respective units.
Selection of the units is based on the ventilation rates indicated with the Landlords Shell Specification, ie:

- Offices : 1 person / 7.5m^2
- Meeting rooms : 1 person / 4.5m^2

- Offices : 10l/s per person.
- Meeting Rooms : 10l/s per person.
- Toilets : 10 air changes / hour.
- Tea Rooms / Kitchenette : 10 air changes / hour.

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This equates to the following occupancy allowances:

Ground Floor:

- G11 : 4 people
- G02 : 5 people
- Canteen : 34 people

First Floor:

- F12 : 20 people
- F02 : 13 people

3. Toilet extract systems:

The ground floor Male and Female toilets will have individual extract systems, each comprising of an external weather louvre, spiral ductwork and ceiling mounted extract grilles. The Accessible WC (room G07) will link into the Male exhaust system. Operation of the fans will be through the respective lighting circuit or PIR sensor.

The First floor Accessible shower, WC and Unisex areas will be served from a common extract system. Initiation of the fans will be from any one of the associated lighting systems.

The new remote Warehouse office will have a wall mounted extract fan, initiated through the lighting circuit.

4. Hot & Cold Water installation:

To include all new distribution pipework from the incoming MCW supply to all outlets. Hot water will be provided through new electric water heaters, suitably located on each floor.
A 22mm supply will be taken across to the warehouse office at the far end of the building to serve the WC and sink unit.
2no. Pulsed water meters will be installed to serve each of the ground and first floors. At this point we've taken the cold water supply serving the remote warehouse office off of the ground floor meter.
2no. externally mounted bib taps will be sited at either end of the loading bays, at low level.

5. Above Ground Drainage:

All drain and waste outlets from toilets, wash hand basins and sinks etc will be taken to the existing stacks indicated on the tender drawings.

6. Electric Panel Heaters / Towel Rails:

We've included for electric panel heaters within the corridor areas and heated towel rails c/w temperature control in each of the smaller toilets. Rooms G.08 and G.09 will have panel heaters.

7. Plumbing Installation and Sanitaryware:

We've included for the supply and installation of all sanitaryware, DOC-M suites, Accessible WC and shower system and cleaners sink, all as indicated on the tender drawings listed above.

For the remote Warehouse office, we've allowed for a WC consisting of back to wall toilet / cistern and wash hand basin.

Points for consideration:

- No allowance made to supply and install any of the cubicle systems within the toilet areas.
- Stainless steel sink tops to be supplied and installed by you. We've made an allowance to connect the water and waste connections thereafter.

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Breakdown of Costs:

Electrical Items:

1.	Preliminaries / design costs	:	£44,696.48
2.	Mains distribution	:	£92,741.27
3.	Earthing and Bonding	:	£4,525.04
4.	Warehouse Lighting & control	:	£302,008.24
5.	Office lighting & control	:	£30,596.93
6.	External Lighting	:	£65,845.52
7.	Warehouse Small Power	:	£26,601.17
8.	Office Small Power	:	£12,215.45
9.	Mechanical Supplies	:	£7,636.26
10.	Containment	:	£49,127.86
11.	IT and Telecoms	:	£9,080.50
12.	Fire Detection and Alarm system	:	£118,752.88
13.	Disabled Refuge Alarm	:	£3,539.77
14.	PV installation power supplies	:	£2,448.87
15.	Disabled toilet alarms	:	£1,252.12
16.	EV charging system (5no.)	:	£10,645.89
17.	Testing and Commissioning	:	£8,606.47
18.	Labelling and engraving	:	£1,640.04
19.	O&M Manuals	:	£937.50
	Sub Total Price	**:**	**£792,898.26 exc VAT.**

Mechanical Items:

1.	Hot & Cold Water installation	:	£37,558.10
2.	Pipework thermal insulation	:	£4,705.46
3.	Air Conditioning installation	:	£35,975.53
4.	Ventilation Installation	:	£28,815.30
5.	Ventilation thermal insulation	:	£6,441.60
6.	Above Ground Drainage	:	£9,737.20
7.	Chlorination	:	£1,153.39
8.	Testing & Commissioning	:	£2,687.50
9.	O&M Manuals	:	£467.50
10.	Electric Panel heaters	:	£2,150.50
11.	Supply and install all Sanitaryware	:	£20,603.06
12.	2no. External Bib taps	:	£340.40
	Sub Total Price	**:**	**£150,635.54 exc VAT.**
	Total Price	**:**	**£943,533.80 exc VAT.**

Provisional Sums:

1.	Lightning Protection	:	£6,825 exc VAT
2.	Foul Pump Alarm	:	£1,625 exc VAT
3.	Interceptor Alarm	:	£635 exc VAT

All prices exclude VAT and any Main Contractors Discount.

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General Information:

Compliance:
All work will comply with BS.7671, current IEE regulations and where applicable BS.5266 and BS.5839.
BS.7671 certification will be issued upon completion.

Health & Safety:
EcoUK Group as a matter of course will supply all standard Health & Safety documentation required in law, including risk assessments and method statements.

Drawings
Costs have been based on drawings provided – refer to list on page 4.

Contract details:

For the purpose of this quotation, we assume the following:

- Unrestricted access is available to our engineers.
- All works to be carried out within normal working hours - Monday to Friday, 08.00 to 17.30.
- All works to be carried out as one continuous contract.
- Free use of the main's power supply.
- Suitable welfare facilities to be made available.

- **Variations:**

All our representatives and operatives have strict instructions not to carry out any additional or variation works unless in receipt of written instructions from yourselves. This written confirmation may be in the form of an engineer's report form. Any signed engineers report forms shall be deemed as an acceptance of the variation and for the purpose of this contract an official instruction to carry out the works on a chargeable basis.

Such variations or un-priced works will be charged for either following your acceptance of our supplementary quotation or on an agreed day work basis.

- **Contract Lead Times:**

We will require a minimum of 10 working days from our acknowledgement of your official order before commencement of the works, subject to the availability of labour and materials.

- **Access Equipment:**

All standard access equipment has been included for within our costs.

- **Drawings and Manuals (Where Applicable):**

Operating and maintenance manuals will be handed over within 2 weeks of completion of the installation.
Any drawings detailing equipment locations and wiring routes will be prepared subject to receipt from yourselves of a reproducible plan or drawing showing the building outline and all internal full height partitions.
Any drawing shall be produced utilising CAD files made available by the client or other representative.

- **Warranty Details:**

The system will be warranted against failure of components due to normal usage for a period of 12 months from practical completion. Accidental damage or abuse of the system is not covered.

- **Payment Terms:**

Deposit payment: 20% with payable with order. Monthly valuations less 20% eroding deposit.
Strictly 30 days terms.

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Accreditations:

Please find below a sample of accreditations for the EcoUK Group, further information can be provided separately if required.

Approved Supplier & Installer

ISO Accredited – Accreditation No CAP 1203CA

ISO 14001 Accredited – Accreditation No CAP 1203EN

Member of United Kingdom Warehouse Association

ECA member since 1971

Approved supplier & Installer.

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