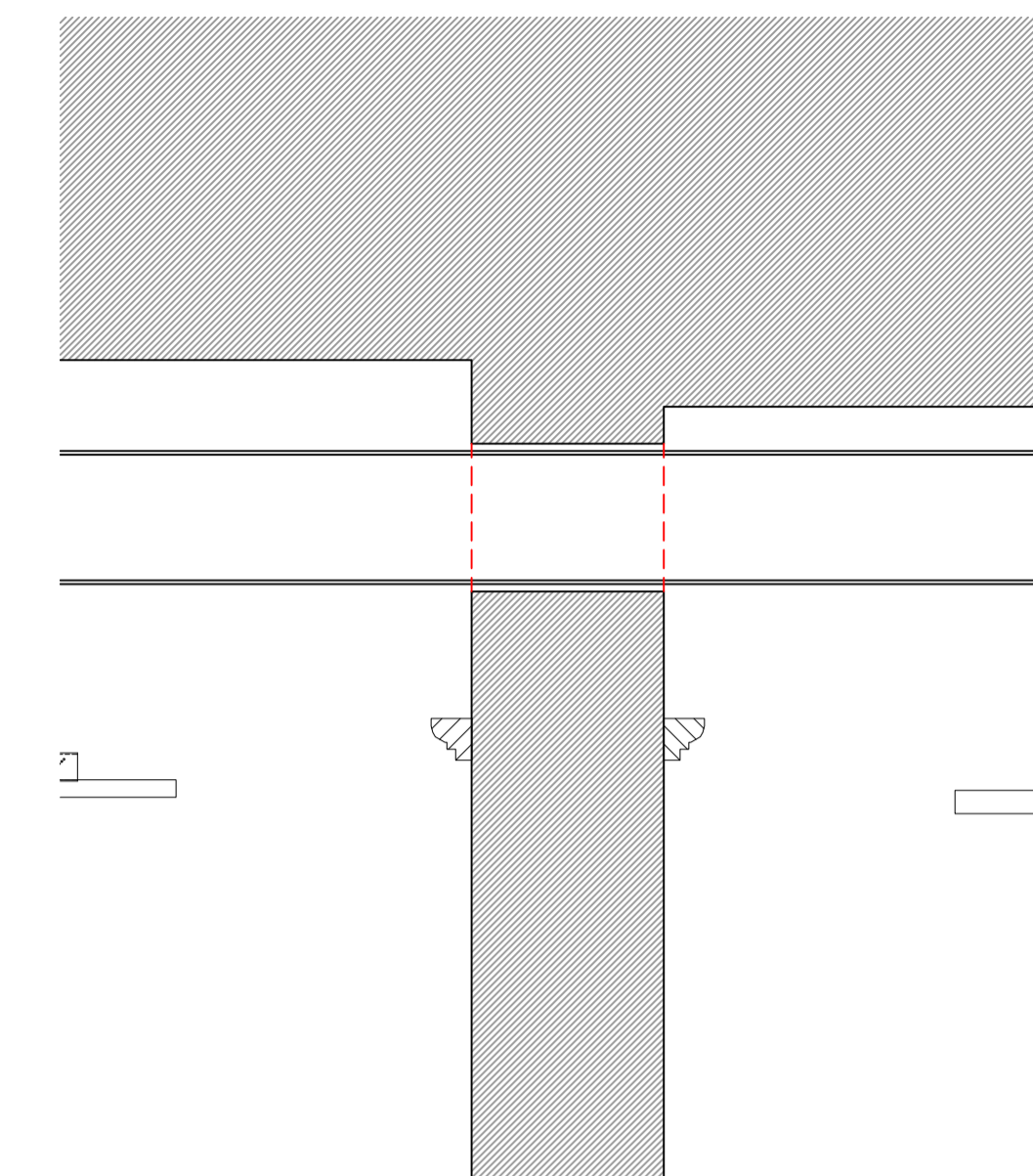
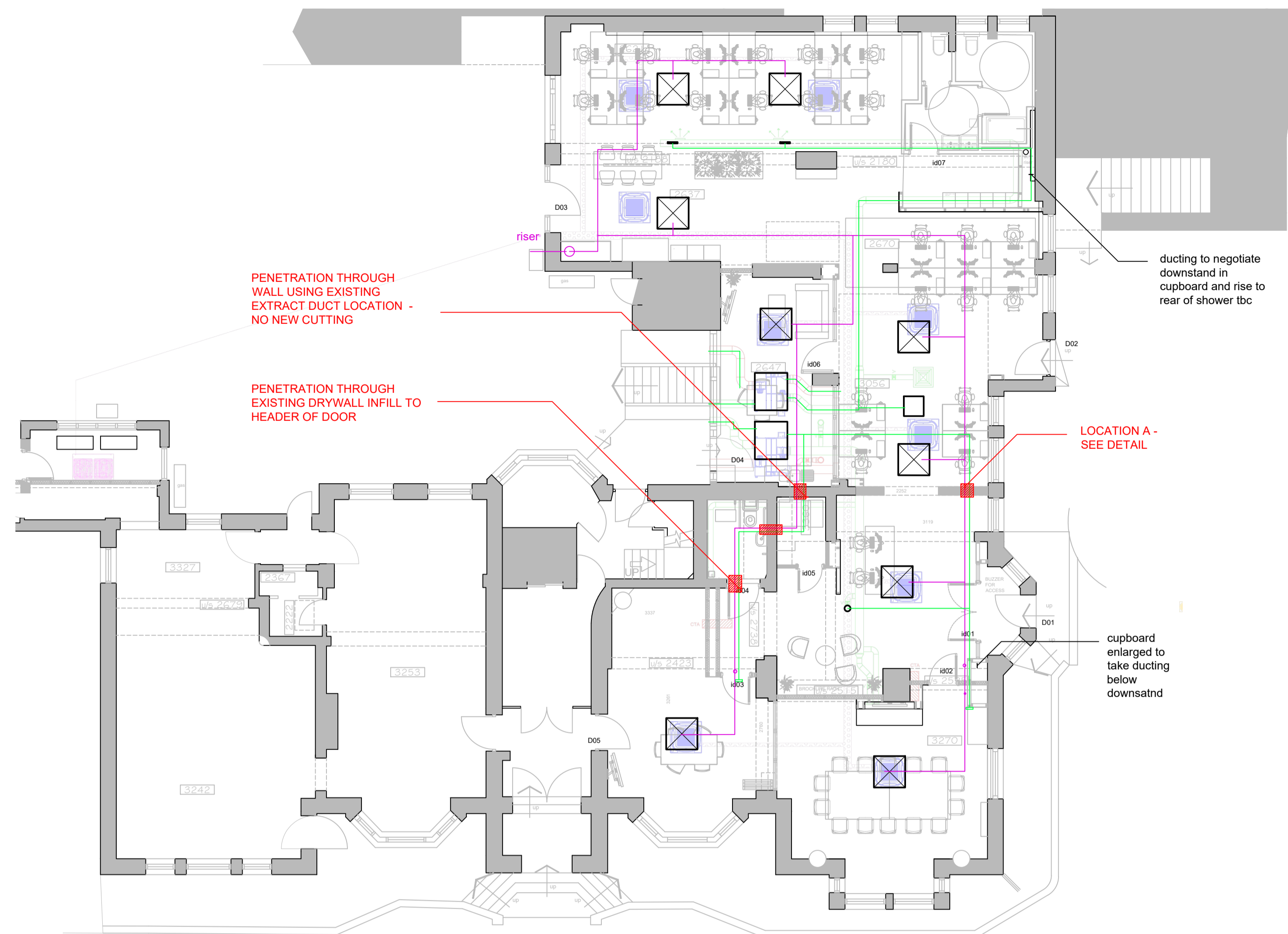
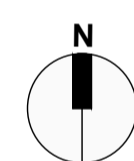
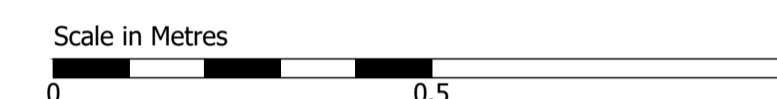


**NOTES**

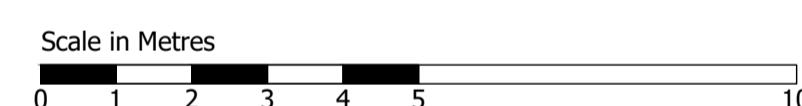
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2. Contractors must verify all figured dimensions on site before commencing any work or making any stop drawings.
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**TYPICAL DETAIL OF DUCT THROUGH WALL AT LOCATION A**  
SCALE 1:10



**SERVICES LAYOUT**  
SCALE 1:100



**Method Statement for Installation of Ductwork at:**

Swan House, Petworth. Office Conversion.

**1. Pre-Installation Planning:**

- Review architectural drawings and historical documentation to understand the building's structural composition, historical significance, and any constraints or limitations.
- Conduct a site survey to assess existing conditions, identify potential challenges, and determine the best routes for ductwork installation that minimise impact on the building's aesthetics and historical features.
- Consult with relevant stakeholders, including conservation authorities, architects, engineers, and building owners, to obtain necessary approvals and ensure compliance with historical preservation guidelines.

**2. Preparation and Protection:**

- Implement measures to protect historical elements, such as ornate ceilings, decorative mouldings, and original finishes, from damage during installation. This may include covering surfaces with protective materials and using temporary support structures where needed.
- Establish designated access points and pathways for transporting materials and equipment to minimise disruption to the building's occupants and surroundings.

**3. Ductwork Fabrication and Assembly:**

- Fabricate ductwork off-site to precise measurements based on design specifications and site conditions.
- Ensure that all ductwork components meet relevant industry standards and regulations for HVAC systems.
- Coordinate delivery of ductwork components to the site and organise them in a designated staging area for assembly and installation.

**4. Installation Process:**

- Install ductwork using methods that minimise alterations to the building's original structure and architectural features. This may involve utilising existing voids, concealed spaces, or architectural features for routing ducts wherever possible.
- Secure ductwork in place using appropriate fasteners and supports that do not compromise the integrity of the building.
- Employ skilled craftsmen with experience working on historic buildings to ensure precision and attention to detail during installation.

**5. Connection and Integration:**

- Connect ductwork to HVAC equipment, such as air handlers, fans, and vents, following manufacturer's guidelines and industry best practices.
- Test the integrity of ductwork connections and ensure proper airflow through the system.
- Integrate ductwork seamlessly with the building's existing infrastructure, such as electrical and plumbing systems, while preserving historical elements and aesthetics.

**6. Quality Assurance and Compliance:**

- Conduct thorough inspections of the installed ductwork to verify compliance with design specifications, regulatory requirements, and historical preservation guidelines.
- Address any deficiencies or discrepancies promptly, making necessary adjustments or repairs as needed.
- Document the installation process, including any modifications made to accommodate unforeseen challenges or conditions, for future reference and compliance purposes.

**7. Finalisation and Handover:**

- Complete final finishing touches, such as painting, sealing, or insulation, as required to integrate ductwork seamlessly with the building's surroundings.
- Obtain sign-off from relevant stakeholders, including building owners and conservation authorities, confirming satisfactory completion of the ductwork installation.
- Provide building occupants with instructions for operating and maintaining the new HVAC system, including recommended maintenance schedules and contact information for support and servicing.

**8. Post-Installation Monitoring and Support:**

- Monitor the performance of the installed ductwork system over time to ensure optimal functionality and efficiency.
- Provide ongoing support and maintenance services as needed to address any issues or concerns that may arise post-installation.
- Maintain detailed records of maintenance activities, inspections, and repairs to facilitate long-term management and preservation of the historic building and its HVAC systems.

Rev	Description	By	Date
Drawing Status			
<b>FOR COMMENT</b>			
			
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Client			
Savills UK Ltd (Petworth Office)			
Project			
Swan House Office Conversion			
Drawing Title			
Services locations with Ductwork Method Statement			
Scale	Date	Drawn	Checked
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Drawing Number	Rev.	Project Number	
24 213	/	618220	