

WINDOWS REPLACEMENT SPECIFICATION

1.0 INTRODUCTION

- 1.1 The Code of Practice (COP) for the survey and installation of UPVC windows must be undertaken in strict accordance with BS8213-4:
- 1.2 BS8213 gives recommendations for the surveying and installation of non load bearing, replacement windows.
- 1.3 Materials and workmanship must comply with the requirements of current building regulations and comply with BS7412 and BS7412/PAS24.
- 1.4 The Glass & Glazing Federation (GFF) and FENSA (set up by GFF), provide good practice guides for the installation of replacement windows.
- 1.5 You should establish with Brighton & Hove City Council that it has no objection to the proposed installation and should obtain any necessary planning consent. In addition to this you must ensure that your window installer is FENSA registered. If not you will be required to obtain the necessary permissions from the Building Control Department at Brighton & Hove City Council.
- 1.6 A permit to work must be obtained from the Managing Agents and the management of Hilton Metropole Hotel before work commences.
- 1.7 The Board and Managing Agents to agree the design when replacements are being considered.
- 1.8 You would be responsible for ensuring any damage that may be caused to the external fabric of the building by your contractor during the course if the installation works is rectified to the satisfaction of Sussex Heights (Brighton) Ltd and the Managing Agents.
- 1.9 The installation of UPVC units will not affect your liability to contribute to the cost of future external redecoration programmes, except in as much as it may reduce the overall cost of such works and hence your contribution thereto.
- 1.10 Should you have any queries please feel free to contact the Managing Agents.

2.0 SURVEYING

- 2.1 The Surveyor should determine that the structural openings and surrounding areas are in a state of good repair. The brickwork and aperture around must be checked for defects.
- 2.2 The Surveyor should be made aware that the 'turn and tilt' windows that open inwards are susceptible to water ingress around the opening vents and therefore should be avoided.
- 2.3 Where bricks are to be removed to install a window, the cavity closing method must be specified.

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- 2.4 The Surveyor should specify the drainage method for the window.
- 2.5 Risk assessments must be carried out for both window design and installation.

3.0 SITE PREPARATION AND REMOVAL OF EXISTING WINDOWS

- 3.1 During the course of the work, the contractor will do their best to minimise nuisance or annoyance to the occupiers of adjoining flats.
- 3.2 Frames should be transported and stored in an upright position and placed on timber battens, to protect the frame edges and corners.
- 3.3 The property must be adequately protected both internally and externally.
- 3.4 The replacement windows must be installed on the same day that the original windows are removed, in order to maintain security and the weathertightness of the building.
- 3.5 Reasonable care must be taken to avoid damage to the reveals. After removal of the frame, remove all sealant and debris from the brickwork and check that the mortar bed has sufficient clearance.
- 3.6 Damaged concrete and facade covering should be properly repaired.
- 3.7 Check that the cavity is clear of debris and that the cavity tray is not damaged. Replace damaged or missing cavity trays.
- 3.8 Insulated cavity closers to be installed where damaged or missing, using Thermobate by Kingspan, or similar approved.
- 3.9 All lead flashings under the windows to be replaced, where damaged, using Code 4 lead. Ideally, the lead apron under the cill should be dressed into a pre formed groove under the UPVC cill. Alternatively, the lead apron should be dressed to form a drip along the length of the lead apron to ensure any water ingress is discharged away from the interior of the building.

4.0 INSTALLATION, FIXING & SEALING

- 4.1 In general, the replacement window should be positioned in the same position as the original frame.
 - a) The new frame should bridge the DPC's and the required expansion gap should be maintained.
 - b) The new frame should be set back as far as possible within the aperture to shield it from the elements.
 - c) The replacement windows must be installed plumb, level and square within the aperture.
 - d) Each frame member should be fixed to the structure to resist all likely imposed loads, which will cause the frame to defect.

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- e) Fixing methods should allow for thermal movement. This will be influenced by the relative position of the frame and cavity in relation to the reveal, the position of the plaster line and the need to preserve the interior decorations.

4.2 **Fixing:** There are two principal methods of fixing the new windows, used either separately or in combination: through frame fixing or lug fixing.

- a) Through frame should penetrate the substrate a minimum of 50mm. Use Fischer fixings or similar.
- b) Lug fixing should be made from non-corrosive materials and used with 'one way' or tamper proof screws.
- c) Construction foam should be used only as a fixing assist or void filler.
- d) Corner fixings should be a minimum of 150mm and a maximum of 250mm from the corner.
- e) Fixings should be a minimum of 150mm from the centre line of the transom or mullion.
- f) All intermediate fixings should be at centres no greater than 600mm.

4.3 Drainage paths should be cleared of any debris and internal reveals made good.

4.4 Sealing: The purpose of the perimeter sealant is to prevent water and air leakage due to thermal expansion between the aperture and the frame. Perimeter joints should be sealed inside and outside. The sealant should:

- a) Adhere to the frame surface.
- b) Adhere to the structure.
- c) Accommodate joint movement.
- d) Withstand exposure to weather.
- e) The sealant used externally should be CT1 by C-Tec or similar approved.
- f) All joints between the window frame and the building protective coating must be primed with Arbo Primer 2650 and sealed with Arbosil 1096 silicone. Arbo Polyethylene Foam must be applied in gaps wider than 6mm.
- g) Internal sealants should be capable of accepting paint or wallpaper ie. Acrylic based.

5.0 COMPLETION

5.1 The Contractor should clear away on completion and leave the whole of the works in good order.

5.2 Double check to ensure that debris does not block drainage paths or impair the operation of the window.

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6.0 WINDOW DETAILING

- 6.1 The window appearance and detailing should resemble the majority of the replacements that have previously been installed.
- 6.2 Colour – white.
- 6.3 Handles – cranked tilt and turn (if possible avoid outward opening windows).
- 6.4 Hinges – restrictor such as Cotswold or similar approved.
- 6.5 Locks – Easyfit Secure by Design window locks, such as Kendrick or similar approved.
- 6.6 Cills – 200mm wide minimum.
- 6.7 Beading – 28mm wide.
- 6.8 Drainage – concealed.
- 6.9 Glazing – Energy efficient glass such as Planitherm or similar approved.
- 6.10 Unit glass make up – 4/20/4 Argon filled.
- 6.11 Frame sizes – Mullions or transoms 80mm wide.
- 6.12 Frame manufacturer – Rehau, Kommerling or similar approved.
- 6.13 Energy rating – ‘A’ rated.