



Tender Response Form: Gladstone Plaque, Port Sunlight

Please complete the below Tender Response form with relevant costings for each stage of the work.

Task	Cost
Documentation	
<ul style="list-style-type: none"> • Submit H&S documentation including proposed methodology to PSVT for approval before removing the plaque and backing panel. • Prior to removal, document the existing conditions of the plaque and surrounding joinery (including frame and backing board). Documentation should include installation details, photographs, measurements, and accurately recording profiles of the joinery. 	
Remove Plaque with its Back Panel and Install Temporary Protective Panel	
<ul style="list-style-type: none"> • Remove plaque with its back panel and take to conservation workshop. It may be necessary to cut out rotten wood and leave zone ready for reinstall. • Provide and install a temporary wooden panel in the void left by the plaque. Any fasteners used should not damage the surrounding woodwork. • Panel should provide sufficient protection from the weather for the interior of the theatre roof while the plaque is at the conservation studio and should be painted black to harmonise with surrounding woodwork. 	
Transport Bronze and Back Panel to Studio	
<ul style="list-style-type: none"> • Suitably support the bronze and its back panel during transport to prevent undue strain on the thin sheets of bronze. 	
Treat Plaque	
<ul style="list-style-type: none"> • Assess and document the existing conditions of the plaque and back panel and surrounding joinery (including frame and backing panel). Documentation should include installation details, photographs, measurements and accurately recording profiles of the joinery. • Review suitability of proposed methodology for bronze and communicate findings with PSVT. • Hand clean with appropriate dilute soap solution followed by solvent clean of surface to remove any dirt, debris, detritus. 	

<ul style="list-style-type: none"> • Ensure seams are as secure and watertight as possible • Remove corrosion either by gel cleaning or fine abrasion • Repatinate to match existing brown-bronze shade as closely as possible. PSVT to sign off on patina colour after discussion of options. • Apply incralac to the bronze as a protective finish. • Replace any missing fixings onto new back panel. • Dome-headed fixings of non-ferrous metal (such as brass or bronze) to match current screws be made or sourced. 	
Wooden Frame and Back Panel	
<ul style="list-style-type: none"> • Assess the condition of the wooden frame, communicate level of deterioration and if frame will need replacing to PSVT. If the frame is severely deteriorated or no longer fit for purpose (more than 3/5th beyond repair), then propose a methodology for replacing the frame so that it matches the original materials, dimensions, finish and ornamental details. • Frame to be painted in external black paint to match the surrounding woodwork. • Submit proposed methodology to PSVT and relevant stakeholders for approval before removing the frame. • Once approved by PSVT and relevant stakeholders, supply and fit a replacement wooden frame. • Note if a new frame is required, the bottom lip of the frame may need to be re-profiled to encourage water to run away rather than pool. If this is required, provide costs for the installation of a drip edge for the bottom of the frame. Note that the design and dimensions must be approved in advance by PSVT and relevant stakeholders. • Assess condition of back panel, and, if rotten, a hardwood panel sought for replacement. Panel to be sealed with an external grade wood sealant (which should be inert when cured). <p>Please provide costs for the following options:</p> <p><u>Back panel</u></p> <ol style="list-style-type: none"> 1. Repair back panel 2. Replace back panel <p><u>Frame</u></p> <ol style="list-style-type: none"> 1. Repair frame 2. Replace frame 3. Addition of a drip edge to lower section of frame. The design must be approved in advance by PSVT 	

Roof works	
<ul style="list-style-type: none"> Once bronze panel has been removed, inspect the condition of the surrounding timbers Coordinate access and work schedule with PSVT's roofing contractor who will address any deficiencies or damaged areas of the roof identified after plaque is removed. 	
Reinstall Plaque, Backing Board and Frame	
<ul style="list-style-type: none"> Once any potential issues with the roof have been resolved, reinstall plaque, backing board and frame. Ensure that the new frame fits tightly to reduce chance of water ingress. Non-ferrous (brass or bronze) metal dome headed screws to match the original should be used. Any remaining gaps around the plaque can be sealed with a pigmented external grade silicone sealant (this sealant should not have additives that react with copper). 	
Health and Safety, Access and Security	
<ul style="list-style-type: none"> Any general health and safety or access related costs, particularly those associated with working at height, and to maintain fire exit for the theatre. 	
<ul style="list-style-type: none"> Any security related requirements such as Heras fencing (or other suitable fencing). 	
Report	
<ul style="list-style-type: none"> Conservation report documenting works carried out, materials and methodology with sufficiently detailed photographs (before and after). In addition, informal photographs to be sent to PSVT to document progress during course of project. 	
Personnel	
<ul style="list-style-type: none"> Meetings 	
<ul style="list-style-type: none"> Travel/accommodation 	
Other items	
<ul style="list-style-type: none"> Any other items not listed above, necessary to complete the works 	
Timeframe	
<ul style="list-style-type: none"> Estimated timeframe for the project works 	
Total Cost	