



DRAFT

PROPOSED SURVEY OF KESWICK HALL COLLEGE OF EDUCATION

1. In order to assist University Grants Committee consideration of the proposal by the University of East Anglia to take over the property forming the Keswick Hall College of Education, it has been specifically requested that a professional survey of the building fabric be carried out.
2. The University of East Anglia invites Messrs. Feilden & Mawson to consider carrying out such a survey. To comply with U.G.C. requirements, however, it is essential for the University to know, in advance, the cost of such a survey.
3. The survey should comprise a thorough examination of the various buildings which go to make up the Keswick Hall College of Education, the preparation of site and building plans and the listing of existing structural, fabric, decoration and engineering services defects. The estimated costs of rectifying such defects is also to be indicated.
4. The presentation of the survey results would meet the University and U.G.C. requirements, if prepared as follows though some departure, where considered appropriate, would be acceptable by agreement.
5. Presentation of the survey results. The survey results should include the following documents:-
 - (a) A site lay-out plan indicating, to scale, roads, pathways, buildings, landscape areas etc. All buildings on the plan to be numbered to facilitate reference to individual building plans and information.
 - (b) An outline plan of each building together with a brief description of the principle materials used in the construction of that building. A list of all rooms and other areas contained within the building. The floor areas of the building and the total floor area of the building to be indicated. In respect of each building recommendations in

regard to maintenance requirements to be indicated for each building as follows:-

General structural condition

General external fabric condition and appearance

Internal condition and quality of decoration.

Specific maintenance recommendations for each building to be included along the following lines:-

- > List of maintenance work, arising from apparent defects, that would have to be carried out prior to U.E.A. occupation. The estimated cost of this work to be indicated.
- > List of work that would have to be carried out within about two years after occupation by U.E.A. Estimated cost.
- > List of work that would have to be carried out within about five years after occupation by U.E.A. Estimated cost.
- > List of work that would have to be carried out up to say fifteen years after occupation by U.E.A. Estimated cost.

The above lists of work, and estimated costs, to be indicated separately in respect of Structure and general fabric and external drains

Mechanical Services

Electrical Services

Decoration

Other requirements

- (c) Details of the boiler installation and heating distribution together with comments, and cost estimates, in regard to any major replacements or maintenance work required.
- (d) Details of incoming electricity switch gear, transformers etc. and general site electrical distribution system. Comments to be included on any major replacements or maintenance work required together with estimated costs.

- (e) A general description of road and walkway constructions together with comments in regard to major or other maintenance work required. Estimated costs to be indicated.