

CASE STUDY

York High School & Energise Swimming Pool

Location:- Cornlands Road, York
Value:- £10 Million & £5.4 Million
Completed:- January 2010



Project Description:

A multi phase project comprising of a part new build/refurbishment of the existing school and new courtyard together with a new modular teaching block constructed by Yorkon. Once the school had been completed, a new swimming pool & hydrotherapy facility was constructed, including refurbishment of the existing sports complex and external landscaping.

Objectives:

The Client did not have any specific requirements in respect of the format or content of the O&M manuals. Their only requirement was that the manuals contained all the relevant information for all the elements constructed or refurbished in this project. The Client also required the provision of a building log book in respect of the project.

Method:

ITAcads liaising with the Client, Contractor & CDM established a format and content list that would be consistent for all the various phases of the project. This was achieved by the following process:

- 1) Define the format, content and timescales of the final manuals for each phase.
- 2) Consult with all major sub-contractors and agree format & content of O&M manuals, ensuring compliance with overall format agreed with Client.
- 3) Meet with Yorkon to ensure that the O&M manuals in respect of the modular buildings complied with the overall format agreed with the Client.
- 4) Gather all information with regard to the refurbishment of existing sports complex and collate as separate volume.
- 5) Manage collation of all subcontractors O&M information, compile and report back any issues to contractor.
- 6) Monthly reports issued which were included in contractor's progress reports.
- 7) Collate all the various O&M documents & Health & Safety Files into a single PDF files which are fully indexed, bookmarked and searchable.

CONTRACTOR

Due to the complexities of all the various contracts, design teams and sub-contractors created by the phasing, the approach adopted ensured that all manuals were issued in a consistent format and on time with minimal input from the site project managers, ensuring there was best time employed in running the project.

CDM-C

It was agreed that ITAcads would contact the various design teams & sub-contractors to discuss format & content & collate all the information, whilst providing monthly reports as to the progress of the manuals. Once each phase was completed ITAcads provided all the cross-referencing necessary ensure that the Health & Safety file and the O&M manuals were indexed correctly.

CLIENT

The Client was very satisfied with the manuals for both the school and the swimming pool. Due to the space constraints of the facilities manager's offices, the electronic manuals proved invaluable reference for all aspects of the operation of the buildings, ensuring that all information was available in a form that was easily searchable. The client has since expressed an interest in adopting this approach to all new projects.

Issued Documents:-

For each phase, 2 Copies of the M&E Manuals where produced in paper form.

School

PDF document containing the Health & Safety File and all information issued by all the subcontractors, including a record copy of the building log book. This manual extends to over 5100 pages.

Document is Fully Indexed, Bookmarked & Searchable.

Swimming Pool

PDF document containing the Health & Safety File and all information issued by all the subcontractors, including a record copy of the building log book. This manual extends to over 5300 pages.

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