# CONSULTANT'S REPORT

**Guidance:**

- Items 1 to 6 below must be addressed in any Consultant's Report.
- A full breakdown of all building costs, in sufficient detail that items can be identified and quantified, must be included in the consultant's report.
- Where the proposed works involve alterations/refurbishment within the existing building, the gross floor area of the portion of the building affected by the works must be stated.
- For applications in connection with mechanical, electrical and gas services the Consultant should consider all relevant building services Technical Guidance Documents (TGDs) and associated guidance documents and design notes as published on gov.ie. The report itself should comply with the guidance in TGD002, Sections 18.0, 18.1, 18.2 (Primary Schools) and TGD003, Sections 19.0, 19.1, 19.2 (Post Primary Schools).
- The Consultant's Report **must** be submitted in the format set out in the Template. Any variation may result in the school's on-line application being invalidated.
- The Consultant's Report **must** be provided to the school authority in word/PDF format in order to allow it to be downloaded as part of the on-line application.
- **Photographic evidence of the affected area is mandatory and must be included in the**

1. **School Details – the following information must be provided:**

| | |
|---|---|
| **School Roll Number** | 61691B |
| **School Name** | Scoil Dara |
| **School Address** | Scoil Dara, Church Street, Kilcock, County Kildare |
| **Eircode** | W23 WT26 |
| **Contact Name** | Michael McDonagh |
| **Contact Number** | (083)470 5464 |
| **Contact E-mail** | michaelmcdonagh@scoildara.ie |

2. **Describe the part(s) of the building for which the proposed project is required. Include, if applicable, details of number of rooms affected and the gross floor area of the building or portion of the building affected.**

The school consists of three main sections: the original flat-roofed building at the front, constructed in the 1960's; a middle section built circa 1991, featuring a pitched roof with flat valleys; and a two-storey flat roofed building at the rear, completed in 2002. There are other ancillary buildings e.g. GP hall and prefabs. The proposed work will focus on the front and middle buildings and involve replacing the section of flat roof waterproofing with a new insulated membrane roof system.

The internal floor area of the school is approximately 6,000 m2. The school currently accommodates 860 pupils and 90 staff members. The school is a secondary school with pupil's classes ranging from first year to sixth year.

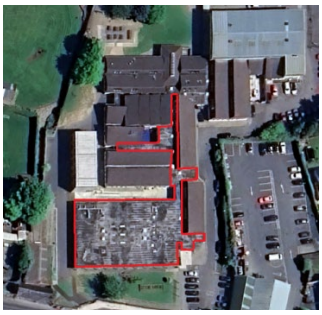


**Image 1.** School and affected areas

3. **Provide a full explanation of the nature and extent of the defect(s) with supporting photographs, and floor plans (or site plan of school) with affected area highlighted. (See circular for more information)**

The existing flat roof waterproofing membrane has exceeded its service life and now requires replacement. Numerous localised leaks have developed throughout the school building, indicating ongoing deterioration. There is ponding water on the roof surface and the surface itself is 'springy' underfoot indicating water has penetrated between layers. We recommend removing the current membrane and installing a new, warrantied roofing system that includes insulation. This will help prevent further heat loss, lower the school's heating costs, and reduce carbon emissions.

See images below:



**Image 2.** View of front roof, with patch repairs carried out bv school/ caretaker



**Image 3.** Another view of the front roof, with evidence of ponding water and more patch repairs



**Image 4.** Interior view of leaks



**Image 5.** Another interior view of the ceiling showing the type of leak that is becoming more evident

4. **When was the affected part(s) of the building last replaced and/or remedial works carried out? Where applicable, a description of previous remedial works should be included.**

The school caretaker is patching up leaks as they develop to the best of his ability, but the membrane is past its expected lifespan.

5. **What evidence is there of an effective maintenance programme for the affected area(s)?**

Yes, there is a clear maintenance system in place, with monthly repairs carried out. The roof is inspected and footballs removed to avoid blocking gutters and downpipes.

**5a. Please indicate below by ticking the box(es) relevant to your project if including a climate action element of works in the proposed project:**

| | | |
|---|---|---|
| **Attic Insulation** ☐ | **Cavity Wall Insulation** ☐ | **Bike Rack** ☐ |
| **Air Tightness works** ☐ | **LED lighting** ☐ | **Heat Pumps** ☐ |

**Electric Vehicle (EV) charging provision** ✓

We recommend replacing the roof membrane with an insulated roofing system to reduce heating expenses and reduce carbon emissions. We have also included an allowance for raingardens to be positioned where possible to direct rainwater from the roof, this will help to filter and reduce the peak water flows thereby reducing the risk of flooding in the local sewers and streams. As the climate becomes wetter due to climate change and meet the local council development plan objections for developments.

6. **All proposed projects should include a breakdown of, including costs per m² of building area affected by the proposed works.**

**All proposed projects should be fully itemised and costs broken down, as follows: -**

| Item | Description | Quantity | Unit | Rate € | Total € |
|---|---|---|---|---|---|
| 1. | Prelims & insurance & PSCS | | | | |
| | | | | | |
| | A. Roof surface requiring replacement: 1400 sq. metres | | | | |
| 2. | Remove existing membrane | | | | |
| 3. | Prepare roof surface | | | | |
| 4. | New roof insulated roof membrane system with PIR insulation and warranty including rainwater outlets and linear skirting details and insulated angle fillets | | | | |
| 5. | Insulated rooflights | | | | |
| 6. | Provision for bio-retention rain gardens | | | | |
| 7. | Provision for fall arrest system | | | | |
| 8. | Provision of twin electric car charger ponts | | | | |
| | | | | | |
| | | | | Construction Sub Total | |
| | | | | VAT @ 13.5% | |
| | | | | **Total Construction Cost** | |
| | | | | Professional Fees | |
| | | | | VAT @ 23% | |
| | | | | **Total Professional Fees** | |
| | | | | **Overall Total (Construction & Fees)** | |

**All proposed Climate action aspects of projects should be fully itemised and costs broken down, as follows: -**

| Item | Description | Quantity | Unit | Rate | Total € |
|---|---|---|---|---|---|
| 1 | Replace roof membrane with a new insulated roof and provision of bio-retention raingardens & car chargers<br><br>NOTE: This is the climate action breakdown not additional monies requested | | | | |
| 2 | New roof PIR insulation | | | | |
| 3 | Insulated rooflights | | | | |
| 4 | Provision for bio-retention rain gardens | | | | |
| 5 | Provision for fall arrest system | | | | |
| 6 | New twin electric car charging points | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | Construction Sub Total | |
| | | | | VAT @ 13.5% | |
| | | | | **Total Climate Action Element Construction Cost** | |
| | | | | Professional Fees Relation to Climate Element of works | |
| | | | | VAT @ 23% | |
| | | | | **Total Professional Fees** for **Climate Element** | |
| | | | | **Climate Element Total (Construction & Fees)** | |

**Consultants Details**

IT IS IMPERATIVE THAT THIS SEGMENT IS COMPLETED. IF IT IS NOT COMPLETED CORRECTLY THE SCHOOL WILL NOT BE CONSIDERED FOR FUNDING.

**Consultant Disciplines**

The Consultant disciplines set out below are appropriate to the Climate Action Summer Works Scheme in respect of engaging professional advice to prepare a technical report. Consultants completing reports must be satisfied that they comply with the qualification requirements as set out below. Failure to comply with the qualification requirements, including the carrying of adequate Professional Indemnity Insurance and Employer's & Public Liability Insurance, will result in the application being invalidated and therefore not being considered for funding.

Please also refer to the Guidance on Procuring Consultants for Small Works (4th edition October 2021).

| **Consultant discipline** | **Proposed scope of works >€500,000** | **Proposed scope of works <€500,000** |
|---|---|---|
| | **Category** | **Category** |
| Registered Architect | 2, 5, 6, 7, 8, 9, 10 | 2, 5, 6, 7, 8, 9, 10 |
| Chartered Civil/Structural Engineer | 9, 10 | 2, 5, 6, 7, 8, 9, 10 |
| Chartered Building Services (Electrical) Engineer | 1, 3 | 1, 3 |
| Chartered Building Services (Mechanical) Engineer | 4 | 4 |
| Registered Building Surveyor | 2, 5, 6, 7, 8, 9, 10 | 2, 5, 6, 7, 8, 9, 10 |

**In the case of multi-disciplinary practices the firm must have a principal (i.e. director or partner) who meets the qualification requirements for the category of works being applied for.**

**Consultant Details:**

Consultants First Name: _____

Consultant's Surname: _____

Consultant discipline: _____

Firm Name: _____

Firm Address: _____

_____

_____

Firm Telephone: _____

Firm email address: _____

Professional Membership Body: _____

Membership No/Registration No: _____

## Conflicts of Interest

The concept of conflicts of interest shall at least cover any situation where staff members of a contracting authority, or of a service provider acting on behalf of a contracting authority, who are involved in the conduct of a procurement procedure or may influence the outcome of that procedure have, directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement procedure. In this context, a shareholding, equity or financial interest in a construction industry related contracting or supply company by an Applicant must be disclosed as part of this submission and, unless the Applicant can demonstrate that no conflict of interest exists, will be grounds for exclusion. Failure to disclose a potential conflict of interest which subsequently becomes apparent may be grounds for exclusion from further competitions for the provision of services.

## Declaration

I confirm that I understand that failure to comply with the Consultant qualification requirements, including having adequate Professional Indemnity Insurance and Employer's & Public Liability Insurance, will result in the school's application being invalidated and therefore being excluded from consideration for funding. Please also refer to the Guidance on Procuring Consultants for Small Works (4th edition October 2021).

_____ _____

**Signature of Consultant** **Signature of Chairperson/Patron/ETB**

**If you have any doubts in relation to the suitability of a proposed Consultant, please contact your school management body. The Department's decision will be final as to whether or not a Consultant is appropriately qualified for the purpose of this Scheme.**

## Consultant Insurance Details

IT IS IMPERATIVE THAT THIS SEGMENT IS COMPLETED. IF IT IS NOT COMPLETED CORRECTLY THE SCHOOL WILL NOT BE CONSIDERED FOR FUNDING.

Professional Indemnity Limit €_____

Name of Insurer:_____

_____

_____

Public Liability Indemnity Limit €_____

Name of Insurer:_____

_____

_____

Employers Liability Indemnity Limit €_____

Name of Insurer:_____

_____

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Please Note:

Where you are a Consultant who is registered as a Sole Trader, you may not be able to complete the Employers Liability Limit insurance details above. Please ensure that you put 'N/A' in the Employers Liability Indemnity Limit.

Are you a Sole Trader* Yes/No _

***Please see definition of Sole Trader below**