APPENDIX 1: PROJECT BRIEF Standalone Roof Replacement / Repair Project

School Name: S.N. na Carraige Roll Number: 18611F

Scheme: Climate Action Summer Works Scheme (Type 2a Minor Project)

Date: 10/11/2026

1. INTRODUCTION & PROJECT OVERVIEW

The Board of Management of S.N. na Carraige has received capital grant approval under the Department of Education's Climate Action Summer Works Scheme for the standalone replacement and repair of the school roof. The Net Construction Value (NCV) is designated at €439,612.33 ex VAT.

The Board of Management wishes to appoint a qualified Architect / Design Team Leader to provide full consultancy services (Stages 1 through 5 inclusive) and to act as Project Supervisor for the Design Process (PSDP).

2. EXISTING SITE & BUILDING CONDITIONS

- **School Classification:** Primary School.
- **Approximate Age of Building:** Built in 1962 with an extension in 2008/2009
- **Roof Construction Type:** Flat roof on the entrance area and corridors, toilets, staff room and offices. Pitched roof with roof tiles on the main building including class rooms
- **Estimated Roof Surface Area:** 310 metres squared

3. STATEMENT of THE NEED & DEFICIENCIES

The existing roof fabric has reached the end of its serviceable life and suffers from the following ongoing issues:

- Active water ingress
- Some of the existing roof tiles are missing.
- All of the existing roof tiles on this roof are brittle. Need new ridge tiles.
- Laths and felt must be replaced. New breathable membrane in line with the felt underlay

4. CORE SCOPE OF WORKS REQUIRED

The successful Consultant will be required to design, tender, and oversee a comprehensive fabric upgrade that maximizes energy efficiency under Climate Action funding parameters.

The scope includes:

Complete strip-back of failed roof coverings and rotten structural timbers/decking where identified

- Installation of high-performance, current building regulation-compliant thermal insulation to optimize the building envelope's U-values
- Installation of a high-quality, long-warranty roof covering system (slates/tiles/membrane system as architecturally specified)
- Full renewal of all rainwater goods, flashing, valleys, and associated trim
- Replacement of degraded rooflights with highly insulated, double/triple-glazed units where required
- Making good all internal finishes directly impacted by roof leaks or construction works

5. SPECIAL OPERATIONAL CONSTRAINTS

- **School Operations:** The school will remain fully operational during the design, statutory planning, and contractor tendering phases (Stages 1 to 3). Internal surveys must be strictly coordinated with the School Principal to avoid educational disruption
- **Construction Window:** The physical construction works on site (Stage 4) must be strictly scheduled and optimized to take place during the summer holidays (July and August) when students are not present.
- **Safety:** Due consideration must be given to child protection, boundary controls, and standard school site safety management

6. ASBESTOS REMEDIATION

It is the responsibility of the appointed consultant to comply with all regulations and standards in relation to asbestos remediation. Information on this can be found on the HAS's website.

7. **ENERGY MONITORING COMPLIANCE**

The appointed consultant will be required to ensure that all replacement specifications support the school's obligations regarding sustainable energy usage and assist where necessary in aligning data for mandatory online reporting via the Sustainable Energy Authority of Ireland (SEAI) monitoring system.