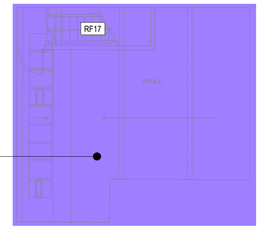
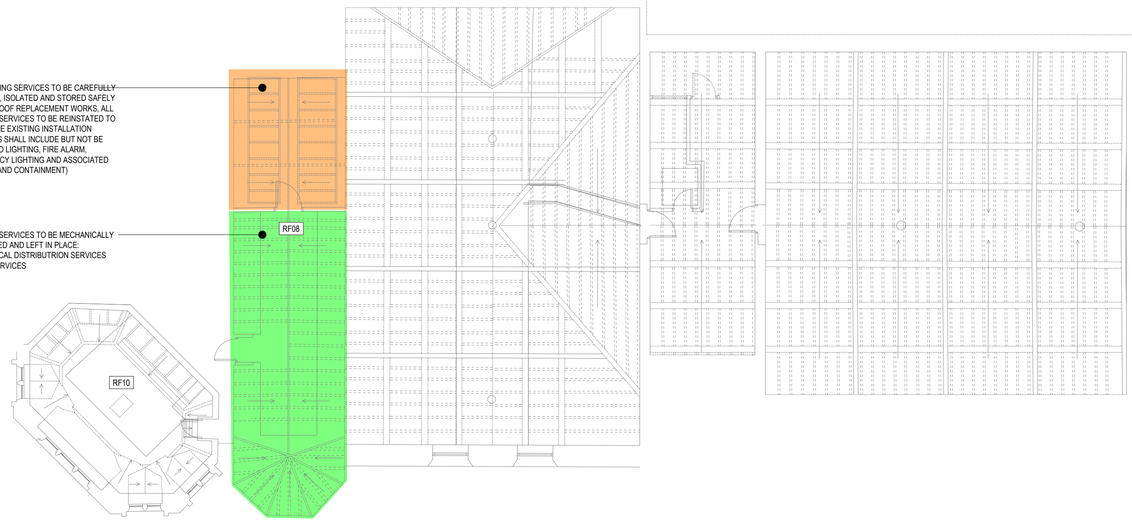


EXISTING TO BE STRIPPED OUT:
- VENTILATION SERVICES

ALL EXISTING SERVICES TO BE CAREFULLY REMOVED, ISOLATED AND STORED SAFELY DURING ROOF REPLACEMENT WORKS, ALL EXISTING SERVICES TO BE REINSTATED TO MATCH THE EXISTING INSTALLATION (SERVICES SHALL INCLUDE BUT NOT BE LIMITED TO LIGHTING, FIRE ALARM, EMERGENCY LIGHTING AND ASSOCIATED CABLING AND CONTAINMENT)



ALL EXISTING SERVICES TO BE CAREFULLY REMOVED, ISOLATED AND STORED SAFELY DURING ROOF REPLACEMENT WORKS, ALL EXISTING SERVICES TO BE REINSTATED TO MATCH THE EXISTING INSTALLATION (SERVICES SHALL INCLUDE BUT NOT BE LIMITED TO LIGHTING, FIRE ALARM, EMERGENCY LIGHTING AND ASSOCIATED CABLING AND CONTAINMENT)

EXISTING SERVICES TO BE MECHANICALLY PROTECTED AND LEFT IN PLACE:
- ELECTRICAL DISTRIBUTRION SERVICES
- LTHW SERVICES

// LEGEND

- MECANICAL AND ELECTRICAL SYSTEMS TO BE STRIPPED OUT IN PART/FULLY
- MECANICAL SYSTEMS TO BE STIPPED OUT IN PART/FULLY. ELECTRICAL SYSTEMS TO BE CAREFULLY REMOVED AND STORED FOR REINSTATEMENT
- NO MECHANICAL WORKS. ELECTRICAL SYSTEMS TO BE CAREFULLY REMOVED AND STORED FOR REINSTATEMENT
- ALLOWANCE FOR MECHANICAL AND ELECTRICAL SYSTEMS TO BE CAREFULLY PROTECETED FROM DAMAGE DURING THE PROJECT WORKS

// DRAWING NOTES

M&E STRIP OUT NOTES

WHILE THIS DOCUMENT DEFINES PARTICULAR REQUIREMENTS IN RELATION TO THE BUILDING SERVICES SYSTEMS, INCLUDE ANY WORKS REQUIRED TO COMPLY WITH ALL STATUTORY REGULATIONS APPLICABLE TO THE SCOPE OF WORKS, WHETHER OR NOT THESE ARE EXPLICITLY DESCRIBED HEREIN.

MAKE SAFE, DECOMMISSION, STRIP-OUT AND SAFELY DISPOSE OF EXISTING BUILDING SERVICES SYSTEMS.

DURING THE REMOVAL OF SERVICES, TAKE GREAT CARE NOT TO DAMAGE THE BUILDING STRUCTURE. REPAIR DAMAGE CAUSED TO ANY ELEMENT OF THE BUILDING AT NO ADDITIONAL COST TO THE CONTRACT.

AS PART OF THE STRIP-OUT WORKS, REMOVE ALL BRACKETRY, SUPPORTS, PLANT AND EQUIPMENT BASES.

THE RECORD DRAWING INFORMATION FOR THE PROJECT IS INCOMPLETE AND THEREFORE TO DATE IT HAS NOT BEEN POSSIBLE TO LOCATE ALL M/E SERVICES SERVING THE PROJECT SCOPE. THEREFORE, INCLUDE AS PART OF YOUR SCOPE OF STRIP OUT, UNDERTAKE AN INTRUSIVE SURVEY TO VERIFY AND IDENTIFY LOCATION AND SUITABLE POINT OF ISOLATION TO STRIP BACK SERVICES AS REQUIRED.

ALLOW FOR THE PROVISION OF TEMPORARY HEATING SYSTEM IN ROOMS BELOW ROOF REPLACEMENT WORKS. THE EXTENT OF WHICH WILL NEED TO BE AGREED WITH THE CONTRACT ADMINISTRATIOR AND THE CONSERVATION OFFICER.

DOMESTIC HOT AND COLD-WATER SYSTEMS

VERIFY THAT EXISTING MEANS OF ISOLATION ARE EFFECTIVE AND ABLE TO CLOSE SUCCESSFULLY AGAINST THE PREVAILING SYSTEM PRESSURE WITHOUT LEAKAGE. PROVIDE ADDITIONAL MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE STRIP-OUT WORKS. IF SUITABLE ISOLATION POINTS CANNOT BE LOCATED, ALTERNATIVE METHODS FOR ISOLATING THE MAINS COLD WATER TO THE SCOPE AREA SHOULD BE SOUGHT. THESE MUST AVOID INTERRUPTIONS TO THE MAINS SUPPLY SERVING THE REMAINDER OF THE BUILDING. WHERE ANY ISOLATION VALVES ARE TO BE INSTALLED ON BRANCHES FED FROM RETAINED PIPE RUNS, ENSURE THESE ARE NO MORE THAN TWO PIPE DIAMETERS AWAY FROM THE CONNECTION POINT. ENSURE NO DEAD-LEGS REMAIN DURING OR FOLLOWING THE WORKS. FULLY DRAIN DOWN ALL REDUNDANT PIPEWORK. STRIP OUT AND REMOVE ALL EXISTING HOT AND COLD WATER PIPEWORK, BACK TO ISOLATION POINTS AS CLOSE AS POSSIBLE TO THE PROJECT SCOPE BOUNDARY READY FOR TO BE EXTENDED AS PART OF THE REFURBISHMENT WORKS.

LOW TEMPERATURE HOT WATER (LTHW)

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE STRIP-OUT WORKS OF THE LTHW SYSTEM. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

CHILLED WATER (CHW)

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE STRIP-OUT WORKS IF THE CHW SYSTEM. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

VENTILATION SYSTEMS

THE BUILDING IS GENERALLY SERVED BY NATURAL VENTILATION OR MECHANICAL VENTILATION SYSTEMS.
SAFELY DISABLE, SHUT DOWN AND ISOLATE ALL EXISTING MECHANICAL VENTILATION SYSTEMS IN THE PROJECT SCOPE. STRIP OUT ALL EXISTING VENTILATION SYSTEMS, FANS, DUCTLINES, DUCTLINE ANCILLARIES, AIR TERMINALS, LOUVRES, CONTROLS EQUIPMENT AND POWER SUPPLIES IN THE SCOPE AREA.
BLANK OFF ANY OPENINGS IN THE BUILDING FABRIC LEFT OPEN AS A RESULT OF THE STRIP-OUT AND ENSURE VERMIN AND BIRDS CANNOT ENTER THE BUILDING. OPENINGS THAT SHALL BE REQUIRED TO BE SEALED WITH BRICKWORK OR NEW GLAZING SHALL BE HIGHLIGHTED ON THE RECORD DRAWING FOR THE CONTRACT ADMINISTRATOR.

ABOVE GROUND DRAINAGE SYSTEMS

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE STRIP-OUT WORKS OF THE DRAINAGE SYSTEM. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

ELECTRICAL DISTRIBUTION AND POWER SYSTEMS

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE STRIP OUT OR TEMPORARY REMOVAL OR MECHANICAL PROTECTION OF THE ELECTRICAL DISTRIBUTION SYSTEM. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

GENERAL LIGHTING SYSTEMS

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE TEMPORARY REMOVAL OR MECHANICAL PROTECTION OF THE GENERAL LIGHTING SYSTEM. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

FIRE PROTECTION SYSTEMS

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE TEMPORARY REMOVAL OR MECHANICAL PROTECTION OF THE FIRE PROTECTION SYSTEMS. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

LIGHTENING PROTECTION SYSTEMS

PROVIDE MEANS OF ISOLATION IF REQUIRED TO FACILITATE THE TEMPORARY REMOVAL OR MECHANICAL PROTECTION OF THE LIGHTENING PROTECTION SYSTEMS. THESE MUST AVOID INTERRUPTIONS TO THE REMAINDER OF THE BUILDING UNLESS AGREED WITH THE CONTRACT ADMINISTRATOR.

// GENERAL NOTES:

THIS DRAWING SHOULD BE READ IN CONJUNCTION WITH THE RELEVANT ETCH ASSOCIATES SPECIFICATIONS, TECHNICAL SCHEDULE DOCUMENTS, STANDARD SYMBOLS & ABBREVIATIONS DRAWING(S).

ALL APPARENT DRAFTING ERRORS OR DISCREPANCIES WITH OTHER DESIGN DOCUMENTS SHALL BE IDENTIFIED AS SOON AS POSSIBLE AND BROUGHT TO THE ATTENTION OF ETCH ASSOCIATES.

THIS DRAWING SHOULD ALWAYS BE PRINTED IN COLOUR.

ALL DIMENSIONS ARE IN MILLIMETRES UNLESS STATED OTHERWISE.

DO NOT SCALE FROM THIS DRAWING. IF ACCURATE DIMENSIONS ARE REQUIRED, MEASUREMENTS ARE TO BE TAKEN BY THE CONTRACTOR ON SITE.

THIS DRAWING IS INDICATIVE AND ILLUSTRATES PERFORMANCE DESIGN PRINCIPLES ASSOCIATES WITH THE RELEVANT SYSTEMS AND SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR THE DETAILED DESIGN, SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF THE SYSTEMS AND SERVICES AS DEEMED NECESSARY TO FORM A COMPLETE AND FULLY FUNCTIONING SYSTEM. REFER TO RECORD INFORMATION FOR DETAILS OF EXISTING SYSTEMS TO BE RETAINED / ADAPTED.

REV.	DESCRIPTION	DES.	CHK.	APP.	DATE
T01	TENDER ISSUE	D.S.	M.E.	D.B.	17.02.2026
P01	ISSUED FOR INFORMATION	D.S.	M.E.	D.B.	06.02.2026

etch

// CLIENT

Reading Borough Council
Working better with you

// PROJECT
READING TOWN HALL
ROOF REPLACEMENT WORKS

// TITLE
COMBINED MEP ENGINEERING SYSTEMS
MEP STRIP OUT - FOURTH FLOOR
PHASE 1

SCALE: AS NOTED
SHEET SIZE: A1
Proud to be certified by BSI

SUITABILITY DESCRIPTION: FOR REVIEW & AUTHORISATION BY LEAD APPOINTING PARTY
SUITABILITY CODE: S4

DRAWING STATUS: TENDER ISSUE
REVISION: T01

DRAWING NUMBER: 011270-EAL-01-04-D-Z-9001