### General instructions

- **This question paper is the property of City and Guilds of London and should be returned after the examination.**
  - This examination contains **16** questions. Answer **all** questions.
  - Answer the questions in the space provided.
  - The marks for **each** question are shown in brackets.
  - Show **all** calculations.

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<th>Candidate name (first, last)</th>
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*If any additional answer sheets are used, enter the additional number of pages in this box.

- Please ensure that you **staple** additional answer sheets to the **back** of this answer booklet, clearly labelling them with your full name, enrolment number, centre number and qualification number in BLOCK CAPITALS.
- All candidates need to use a **black/blue pen. Do not** use a pencil or gel pen.
- If provided with source documents, these documents **will not** be returned to City & Guilds, and will be shredded. **Do not** write on the source documents.

*I declare that I had no prior knowledge of the questions in this assessment and that I will not divulge to any person any information about the questions.*

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**You should have the following for this examination**

- a pen with blue or black ink
1. Describe the purpose of the guidance provided by New Rules of Measurement 1 (NRM1). (2 marks)

2. State two advantages of using an electronic spreadsheet format for producing elemental work sections when working up an unpriced Bill of Quantities. (2 marks)

3. Describe how the following terms are used in tendering and estimating.
   a) Estimating. (2 marks)
   b) Preliminaries. (2 marks)

4. Explain why a client might choose to use a two-stage tendering process for an urgent design and build project. (5 marks)
5 Explain how the following factors are taken into account in the superficial area method of estimating for the cost of a building.

a) The dimensions required to determine gross floor area. (2 marks)

b) Stairs, internal walls, lift shafts and columns. (1 mark)

c) Special items such as raised areas, swimming pools and internal sports areas. (2 marks)

6 State two defects associated with structural movement of a building. (2 marks)

7 Describe why it is important to have a planned maintenance programme. (3 marks)
8 Outline the three main stages when tendering for a conversion project.  

9 Summarise the requirements of the Party Wall etc Act for a conversion project which requires structural alterations on and adjacent to the party wall.  

10 Explain why certain building services tasks within the construction phase of a conversion project must be undertaken by a suitably qualified person.
11 Explain the implications of poor workmanship on the long-term condition of a building. (2 marks)

12 Name **two** historical events that prompted significant development and change to Building Regulations. (2 marks)

13 State **three** categories listed in the current Building Act that the Building Regulations are designed to satisfy. (3 marks)

14 Explain why Approved Document L will have increasing importance in the future. (4 marks)
15 Describe how a developer should satisfy the **minimum** requirements for sanitary conveniences and washing facilities to ensure Building Regulations compliance. 

(3 marks)

16 Your client has purchased a large double fronted Georgian town house (circa 1900) in a central location of a busy town. The property is traditionally constructed with solid brick walls, slate covered timber trussed roof and single glazed box sash windows. The property was last used as offices and is in a poor state of repair. Several of the original doors have been removed, the roof has slipped with missing slates and the windows have extensive wet rot. There is no thermal insulation and there are damp issues in the rear ground floor offices. The services are old but functional, however the cold-water provision is through lead pipes.

Your client wants to convert the property back to a single dwelling which they intend to live in. The property is not listed, but is located in a conservation area. You have been asked to advise on:

- Procurement and contractual procedures.
- Measures needed to comply with the Building Regulations.
- Maintenance considerations once the property is refurbished.

Discuss the **main** considerations in respect of the client's specific request. 

(12 marks)