



# M3NHF Schedule of Rates Version 6.1

The National Housing Maintenance Forum advise on and control the development of the M3NHF Schedule of Rates and its associated modules.

The Forum decided in 2010 to undertake a review of the Invitation to Tender, Conditions of Contract, Preliminaries, Price and KPI Frameworks and the Specification of Workmanship and Materials elements of the M3NHF Schedule of Rates documentation and commissioned a team from Anthony Collins Solicitors LLP led by Andrew Millross and David Miller of Rand Associates Consultancy Services Ltd (the original developer and joint copyright owner of the M3NHF Schedule of Rates) to undertake the review. This has resulted in the publication of two volumes of tender and contract documents.

The NHF Form of Contract comprises:

- Articles of Agreement
- Price Framework
- Contract Details
- Contract Conditions
- Preliminaries
- Specification of Workmanship and Materials
- KPI Framework

It is designed to be generic and can be used for all types of maintenance undertaken by social landlords in addition to the M3NHF Schedule of Rates and its associated modules, by the selection of options in the Contract Details and (where desired) by using a Schedule of Amendments.

Additional items have been created in this release of the Schedule of Rates incorporating a new section on the "Maintenance of Energy Efficiency Components" as well as new items in respect of Client Inspections, Lock Changes, Attendance at Eviction etc.

The reviewers would like to thank the members of the National Housing Maintenance Forum executive committee who reviewed the draft documentation and made helpful suggestions on its content.

Users of the M3NHF Schedule of Rates documentation should seek their own legal and technical advice on their use, completion and adaptation for their particular circumstances.



No responsibility can therefore be accepted by, NHF Hammer South West and Rand Associates Consultancy Services Ltd, M3 Housing Ltd (acting as agents to NHF Hammer South West, Rand Associates Consultancy Services Ltd and the National Housing Maintenance Forum) or Anthony Collins Solicitors LLP to any individual or organisation in relation to these contract documents except as part of a retainer for professional services. These documents are drafted specifically for the legal jurisdiction of England and Wales, so may need to be adapted when used in other legal jurisdictions.

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Additional M3NHF Schedule of Rates items have been developed and incorporated in respect of the items indicated below. The need for these items has been identified from specific requests received from M3NHF Schedule of Rates subscribers and audits undertaken by Rand Associates on behalf of its clients.

All items are evaluated on the same cost basis as version 6 of the M3NHF Schedule of Rates which is using rates of labour and material prices prevailing at January 2008.

The additional items have been included in the Microsoft Word, Excel, XML and CSV files, and the Standard Minute Value files.

<i>M3NHF Schedule of Rates element</i>	<i>New item</i>	<i>Number of new items</i>
Groundworks	Client inspection	1
Fencing	Client inspection	1
Drainage	Client inspection	1
Brickwork	Client inspection	1
Roofing	Client inspection	1
Joinery	Attendance at evictions	5
	Eurolock cylinders	1
	Multi-lock changes	3
Plasterwork	Removal of damaged ceilings	2
Glazing	Vacuum double glazing	6
	Triple glazing	6
Plumbing	Macerators	2
	Shower thermostatic low flow mixers	2

	Shower pumped wastes	3
	Low flow taps	2
	Thermostatic bath, basin and sink mixers	5
	Surestops	4
	Shower pumps	5
Electrical	Overhaul heat recovery units	1
	Light fittings	2
	Car park lighting	3
Maintenance works to energy efficiency appliances and components	Maintenance of green roofing	3
	PV solar panels – inspections, overhauls and renewals	18
	Air source heat pumps – inspections and repairs	7
	Ground source heat pumps - repairs	3
	Solid fuel or biomass boilers – servicing and breakdowns	5
	Underfloor heating – investigate and remedy leaks	4
	Solar hot water systems - inspections, overhauls and renewals	11
	Solar hot water systems – cylinders	4
	Grey water harvesting systems - inspections	3
	Rainwater harvesting systems - inspections	3
	Rainwater butts for garden watering – renewals or installations	3
	Wind energy systems - maintenance	8

Additional features included in the M3NHF Schedule of Rates generally include:

Definitions	Definitions of ease, make good, patch, remove, renew, repair, replace, to match existing, etc have been incorporated.
Measurement rules and preambles	Have been further amplified.
Amplification on use of M3NHF Schedule of Rates	<p>The M3NHF Schedule of Rates contains composite items which are designed to cover a number of potential repairs to a particular component or installation e.g overhaul WC pan.</p> <p>When a composite item for repair is ordered the service provider is required to carry out all necessary</p>



repairs as may be required to the component or installation in order to effect a complete repair.

If there is a subsequent fault to the same component or installation and such fault is, in the reasonable opinion of the client representative, deemed to be an integral part of the composite repair item which should have been attended to at the previous visit, then the service provider shall carry out such further remedial repairs as are necessary as a recall and at no extra charge to the client.

The M3NHF Schedule of Rates contains both elemental and composite items for particular repair, maintenance and renewal items. For example there are composite items for complete roof covering renewals which includes for tiles (including eaves, ridge tiles, verges, vents), underfelting, battens, renewal of flashings, soakers etc., and there are individual M3NHF Schedule of Rates items covering these separate components.

Where a complete repair/renewal is required such as a roof renewal then the cost chargeable will be based on the composite M3NHF Schedule of Rate item(s) and not by adding together the individual M3NHF Schedule of Rate items for each separate component part.

The selection of the M3NHF Schedule of Rates codes to be used in the evaluation of any works order shall be at the sole and absolute decision of the client representative.

Additional features included in the Microsoft Excel data file only include:

Component accounting	Model designator Y or N to indicate whether the content of the M3NHF Schedule of Rates item is applicable for component accounting purposes
First time fix	Model designator Y or N to indicate whether the content of the M3NHF Schedule of Rates item is applicable as a first time fix job for key performance indicator purposes
Trade code	Two digit alpha code against each M3NHF Schedule of Rates items to assist with installation on certain housing management and maintenance computer/IT systems. The trade codes adopted are:
	GR Groundworker    WF Wall and Floor tiler
	FE Fencer            FL Floorlayer
	DR Drainlayer       PA Painter and decorator
	BL Bricklayer        EL Electrician



SM	Stonemason	GL	Glazier
AS	Asphalter	HE	Heating engineer
RF	Roofer	CC	Cleaning or clearance team
PT	Plasterer	JR	Carpenter and joiner
SP	Specialist	DA	Disabled adaptation multi skilled operative