



DEWICK
& ASSOCIATES

CITY OF OXFORD COLLEGE REFURBISHMENT

HI-TECH PROPERTY SERVICES



Project Introduction

The City of Oxford College was founded in 1960, & based at the current Blackbird Leys & Oxford City Centre Campuses. Programmes at the City Of Oxford College include vocational training for school leavers & professionals/adults, A Levels, apprenticeships, higher education, international study, leisure & adult learning & programmes to help the unemployed return to work. The Black Bird Leys & Oxpens Campuses underwent refurbishment to the toilet & teaching areas to include new toilet cubicles, air conditioning & ventilation systems, general & emergency lighting & security systems.

How D&A worked with Hi-Tech Property Services:

Services Provided:

- **Building Handover Manuals** including:
 - General Project information
 - Building Fabric information
 - Full **technical authoring** for Mechanical & Electrical services package of works
 - **Health & Safety File** as a guide to inform future contractors of health & safety information to be taken into consideration when carrying out future works
 - **Building User Guide** providing building users with an easy guide to the everyday functions of the building to ensure a safe & healthy work environment
- Provision of **Preventative Maintenance Log Sheets** & **Fault Finding** processes

Project Highlights

- **Location:** Oxford
- **Discipline:** Architectural, Mechanical, Electrical
- **Contractor:** Hi-Tech Property Services Ltd
- **Industry Sector:** Education