November 2019

studio.SPACE

Fee Bid
Proteus Creation Space

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RIBA Chartered Practice

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Proteus Theatre Company Limited
Proteus Creation Space
Council Rd
Basingstoke
RG21 3DH

To whom it may concern,

We are pleased to accept your invitation to submit a fee bid proposal for a new studio theatre in Basingstoke. Studio.SPACE are an award-winning architecture practice who are delighted to provide a complex architectural solution to the proposal at hand.

We are a bright, young and passionate team who believe we can creative innovative and high quality designs no matter the task at hand. We are a close-knit group of architects who strive on providing excellent service, with our relevant portfolio of commercial and educational work a demonstration of our successes; such as our RIBA regional award-winning design at Twyford Secondary School. We are excited to expand our portfolio with this project and believe that with our collaboration, we can create a theatre that both Proteus and studio.SPACE can be proud of.

Our exceptional design team, led by director Tom Nock who has experience in the creation of educational schemes, displayed through his wonderful portfolio of contemporary designs. Our design team have collective experience working with buildings within the public domain from various architecture firms around the UK. We believe this experience is vital for establishing a well-rounded and exceptional design.

Following our informal discussion on 25th October 2019, we agree to the following;

- To produce a feasibility study for client feedback and pre-application comments to test the initial brief requirements,
- To provide an estimate of the project cost based on our daily rates.

The total cost of the project up to and including Stage 6 will be £115,140 (inc. VAT). The initial appraisal exercise, based on the pay rates from the RIBA, will be charged at a cost of £15,060. If received well, we would proceed to produce drawings ready for a full planning application based on lump sum fees charged at the progression of every work stage.

The attached documents formally set out our scope of works, with costs, from RIBA Workstage 0 to 4, along with the skill sets of our practice.

We look forward to working with you.

Kind regards,

Arunima.Gupta

Arunima Gupta ARB / RIBA
Director, Architect & Conservation Specialist

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RIBA

The Forbury, Reading
RG1 1DA

Phone: +44 7575 856 546

Email: studio.space.uop05@gmail.com

Website: www.group5uop.wixsite.com

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THE DESIGN TEAM

Director - Tom Nock is a founding director and sustainability specialist at studio.SPACE. He manages the strategic development of the practice and oversees the design, construction and delivery of a mixed-use portfolio of high-profile projects. These include the award winning Twyford School, the bold and imaginative secondary school building in Reading. As an architect, Tom specialises in combining the design concept with innovative construction techniques and has a particular focus on brickwork and refurbishment.

Architect - Anna Georgiou is a recently qualified Architect, completing her degree with Distinction at the University of Edinburgh. Prior to becoming a studio.SPACE member, Anna gained experience in working for Wilkinson Eyre & Penda Architects on mixed-use masterplans, infrastructure and public developments across the UK, Asia and USA with a primary focus on sustainability and affordability.

Technologist - Jack Bennett graduated from Warsaw University of Technology in Poland and went on to complete a year's study in Beijing, China. He built upon his educational experience by gaining hands-on experience on construction sites prior to joining studio.SPACE. This work has deepened his interest in full lifecycle of the construction process, design precision and building efficiency. Throughout his career, design focus of sport and education public facilities for competitive public sector contracts.

PROJECTS

St Judes Science Laboratory

A zigzagging structure aof spruce beams supports the roof of new science laboratory recently completed by studio. SPACE. The two triangular forms of the roof sit slightly higher than the building to integrate skylights, providing the structure's passive ventilation strategy via small hatches located high on the walls.

£3.5 million
2019

Bennet Manor Masterplan

A recently complete urban infill project located in Reading that consists of six modest-sized dwellings with colourful louvres within the facade. Built on a rectangular lot, the development consists of six affordable homes. Each wood-framed building rises two storeys and totals 140 square metres.

£15 million
2019

Wafra Tower

Studio.SPACE have recently been successful in bidding for Wafra Tower, a residential development in the town centre of Maidenhead. Formed of 5 blocks stacked around an exposed core, each section of the tower will be rotated slightly off the axis, daylighting and views.

In process
2019

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We are studio.SPACE. A collection of architects and designers that are focused on making the space around us better to live, work and play.

We are committed to delivering high quality design in the housing and education sectors. With conservation and sustainability specialists, we believe that the design process is an iterative one and requires a balance of analysis, innovation and engagement – where ideas emerge almost as an inevitable consequence of a full understanding of context, site and client vision.

We understand that quality design stems from the collaborative process. Therefore, we work closely with clients and other stakeholders to respond to their needs and realise their aspirations whilst respecting the social, cultural, economic, historical and environmental contexts of place.

Design Quality

We aspire to the highest quality of design and service to our clients and the wider communities in which our projects are delivered. Clients trust us because we go out of our way to understand and realise their needs through detailed research and careful practice.

Experience

Studio.SPACE has successfully delivered projects within the housing, educational and cultural sectors. Our collaborative approach allows immediate sharing of knowledge, benefiting the delivery, implementation and quality of each project we undertake. With an extremely tight project budget we can use BCIS to forecast project costs more accurately. Previous experience working on Twyford School demonstrates our ability to achieve the security and acoustic requirements on this project.

Planning Expertise

Negotiating the planning process requires knowledge and expertise and studio.SPACE provides both. We apply these alongside the wider design team to provide our clients with the greatest opportunity for success, balancing project ambition and achieveability.

Technical Delivery

Studio.SPACE pays very close attention to detail. We realise that innovative architecture requires knowledge and on-site experience. We apply our in-depth technical knowledge to ensure that the construction phase delivers the highest quality outcome for the clients. Our in house technical team are experienced in achieving BREEAM, helping our clients achieve their environmental aspirations.

As a company we have **Professional Indemnity Insurance** of up to £5 million, evidence of this can be provided upon request. This insurance would adequately cover a project of this scale.

The proposed RIBA plan of work under the Design and Build procurement route. This is cost effective and ensures a smooth transition between key RIBA work stages. It allows for the contractor and other key design team members to be involved at an early stage, thus allowing a more informed and collaborative design process (see appendix for more).

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RIBA Work Stages 0-1 — £15,060

Appraisal

- Assisting the Client in defining the Client's requirements.
- Preparing feasibility studies to confirm the Client's requirements.
- Providing information for a report on cost implications.
- Contributing to completion of the Project Brief.
- Contributing to preparation of the Design Brief, which confirms key requirements and constraints and identifies procurement.

RIBA Work Stages 2-3 — £24,940

Design Concept

- Outline proposals for structural and building services systems
- Preparing and submitting pre-application submission.
- Reviewing procurement method.
- Drawings include (BIM Level 2) - conceptual 3D model and associated drawings.
- Providing information for approximate estimate of Construction Cost.
- Investigating effect of statutory standards and construction safety on Concept Design.
- Developing the approved Concept Design to show spatial arrangements, type of construction, materials, appearance and detailed proposals for structural and building services systems and updated outline specifications.
- Providing information for estimate of Construction Cost.
- Preparing and submitting application for detailed planning permission.

RIBA Work Stage 4 — £27,300

Tender Drawings

- Prepare and submit Building Regulations submission and any other third party submissions requiring consent.
- Liaise with multiple suppliers to ensure correct details and specify suitable materials.
- Providing more detailed information of project cost.
- Resolving technical details to ensure quality of original design is strengthened.

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Additional stages to be confirmed when appointed

RIBA Work Stage 5 - 6 — £28,650

Construction to Handover and Close Out

- Oversee project on site
- Liaise with contractor
- Attend site meetings
- CDM
- Snagging reports

RIBA Work Stage 7

In Use

- This stage will be charged at an hourly rate to be agreed with the client accordingly prior to construction appointment.

[Note: Additional services may or may not be required, i.e due to a planning rejection, which will be charged on a hourly rate basis]

£95,950

+VAT **£115,140**

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Appendices

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RIBA PLAN OF WORK

RIBA Plan of Work 2013

This **Project** version of the RIBA Plan of Work 2013 has been prepared by **Studio.SPACE** for use on its project **Proteus Creation Space**. It has been prepared on the basis of a **Traditional Contract** procurement route.The RIBA Plan of Work 2013 organises the process of briefing, designing, constructing, maintaining, operating and using building projects into a number of key stages. The content of stages may vary or overlap to suit specific project requirements. The RIBA Plan of Work 2013 should be used solely as guidance for the preparation of detailed professional services contracts and building contracts.

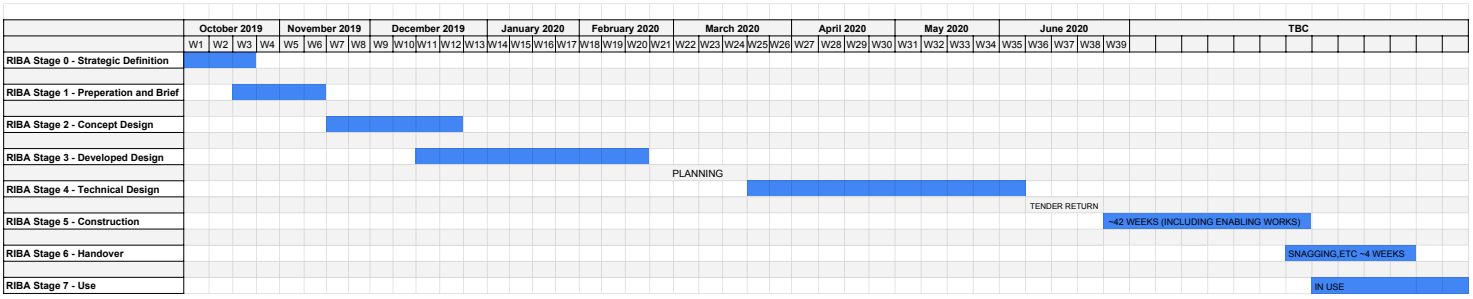
www.ribaplanofwork.com

VIABILITIY STUDY FEASIBILITY STUDY OPTIONS APPRAISAL TENDER STAGE

Work Stages / Tasks	0 Strategic Definition	1 Preparation and Brief	2 Concept Design	3 Developed Design	4 Technical Design	5 Construction	6 Handover and Close Out	7 In Use
Core Objectives	Identify client's **Business Case** and **Strategic Brief** and other core project requirements.	Develop **Project Objectives**, including **Quality Objectives** and **Project Outcomes**, **Sustainability Aspirations**, **Project Budget**, other parameters or constraints and develop **Initial Project Brief**. Undertake **Feasibility Studies** and review of **Site Information**.	Prepare Concept Design, including outline proposals for structural design, building services systems, outline specifications and preliminary **Cost Information** along with relevant **Project Strategies** in accordance with **Design Programme**. Agree alterations to brief and issue **Final Project Brief**.	Prepare Developed Design, including coordinated and updated proposals for structural design, building services systems, outline specifications, **Cost Information** and **Project Strategies** in accordance with **Design Programme**.	Prepare Technical Design in accordance with **Design Responsibility Matrix** and **Project Strategies** to include all architectural, structural and building services information, specialist subcontractor design and specifications, in accordance with **Design Programme**.	Offsite manufacturing and onsite **Construction** in accordance with Construction Programme and resolution of Design Queries from site as they arise.	Handover of building and conclusion of **Building Contract**.	Undertake In Use services in accordance with **Schedule of Services**.
Procurement *Variable Task Bar	Initial considerations for assembling the project team.	Prepare **Project Roles Table** and **Contractual Tree** and continue assembling the project team.			Design Team Stage 4 output issued for tender. Tenders assessed and **Building Contract** awarded. Specialist contractor Stage 4 information reviewed post award.	Administration of **Building Contract**, including regular site inspections and review of progress.	Conclude administration of **Building Contract**.	
Programme *Variable Task Bar	Establish **Project Programme**.	Review **Project Programme**.	Review **Project Programme**.	Review **Project Programme**.	Specialist subcontractor design work undertaken in parallel with Stage 5 in accordance with **Design and Construction Programmes**.			
(Town) Planning *Variable Task Bar	Pre-application discussions.	Pre-application discussions.	Pre-application discussions.	Planning application made at end of stage using Stage 3 output.	Planning conditions reviewed following granting of consent and, where possible, concluded prior to starting on site.			
Suggested Key Support Tasks	Review **Feedback** from previous projects.	Prepare **Handover Strategy** and **Risk Assessments**. Agree **Schedule of Services**, **Design Responsibility Matrix** and **Information Exchanges** and prepare **Project Execution Plan** including **Technology** and **Communication Strategies** and consideration of **Common Standards** to be used.	Prepare **Sustainability Strategy**, **Maintenance and Operational Strategy** and review **Handover Strategy** and **Risk Assessments**. Undertake third party consultations as required and any **Research and Development** aspects. Review and update **Project Execution Plan**. Consider **Construction Strategy**, including offsite fabrication, and develop **Health and Safety Strategy**.	Review and update **Sustainability Strategy**, **Maintenance and Operational** and **Handover Strategies** and **Risk Assessments**. Undertake third party consultations as required and conclude **Research and Development** aspects. Review and update **Project Execution Plan**, including **Change Control Procedures**. Review and update **Construction** and **Health and Safety Strategies**.	Review and update **Sustainability**, **Maintenance and Operational** and **Handover Strategies** and **Risk Assessments**. Prepare and submit Building Regulations submission and any other third party submissions requiring consent.. Review and update **Project Execution Plan**. Review **Construction Strategy**, including sequencing, and update **Health and Safety Strategy**.	Review and update **Sustainability Strategy** and implement **Handover Strategy**, including agreement of information required for commissioning, training, handover, asset management, future monitoring and maintenance and ongoing compilation of **"As Constructed" Information**. Update **Construction Strategy** and **Health and Safety Strategies**.	Carry out activities listed in **Handover Strategy** including **Feedback** for use during the future life of the building or on future projects. Updating of **Project Information** as required.	Conclude activities listed in **Handover Strategy** including **Post-occupancy Evaluation**, review of **Project Performance**, **Project Outcomes** and **Research and Development** aspects. Updating of **Project Information**, as required, in response to ongoing client **Feedback** until the end of the building's life.
Sustainability Checkpoints	**Sustainability Checkpoint - 0**	**Sustainability Checkpoint - 1**	**Sustainability Checkpoint - 2**	**Sustainability Checkpoint - 3**	**Sustainability Checkpoint - 4**	Sustainability Checkpoint - 5	Sustainability Checkpoint - 6	Sustainability Checkpoint - 7
Information Exchanges (at stage completion)	**Strategic Brief**.	**Initial Project Brief**.	Concept Design including outline structural and building services design, associated **Project Strategies**, preliminary **Cost Information** and **Final Project**	Developed Design, including the coordinated architectural, structural and building services design and updated **Cost Information**.	Completed Technical Design of the project.	"As Constructed" Information.	Updated **"As Constructed" Information**.	**"As Constructed" Information** updated in response to ongoing client Feedback and maintenance or operational developments.
UK Government Information Exchanges	Not required.	Required.	Required.	Required.	Not required.	Not required.	Required.	As required.

SCHEDULE OF ACCOMMODATION
APPOINTMENT OF OTHER SERVICES
BUILDING CONTROL
3D VISUALS, PROPOSED SITE PLANS
PRE-APP
SUBMIT PLANNING APPLICATION
CONTRACT ADMINISTRATION
BREEAM REQUIREMENTS

ESTIMATED PROJECT PROGRAMME



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PRECEDENT RESEARCH

Sultan Nazrin Shah Centre - Niall McLlauglin

- £8.9 million

Chichester Theatre - Haworth Tompkins

- £11.4 million

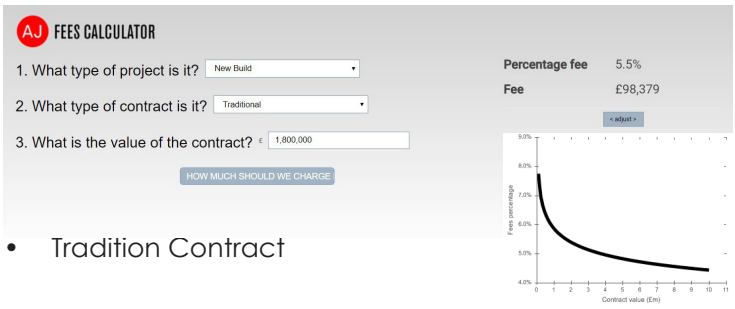
Pegasus Theatre - Fielden clegg bradley

- £3 million

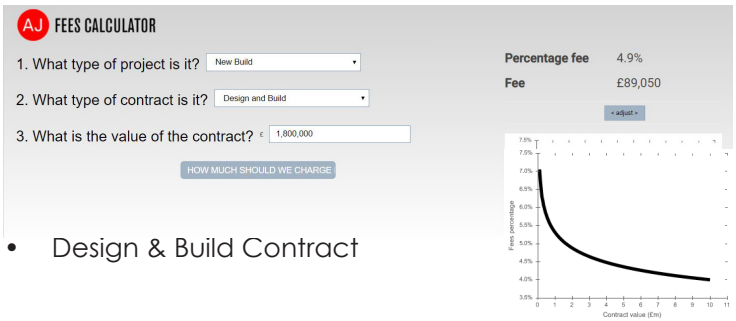
Studio 144 Theatre - Glen Howells

- £30 million

ARCHITECTURAL JOURNAL FEES CALCULATOR (FOR REFERENCE ONLY)



- Tradition Contract



- Design & Build Contract

FEE CALCULATION

STAGES	DIRECTOR £380/day		ARCHITECT £310/day		TECHNOLOGIST £280/day		ASSISTANT £250/day		TOTAL DAYS	TOTAL RATE
	Days	Rate	Days	Rate	Days	Rate	Days	Rate		
0 - Strategic Definition	4	£1,520	8	£2,480	0	0	10	£2,500	22	£6,500
1 - Preparation and Brief	5	£1,900	10	£3,100	2	£560	12	£3,000	29	£8,560
2 - Concept Design	8	£3,040	6	£1,860	2	£560	18	£4,500	34	£9,960
3 - Developed Design	5	£1,900	14	£4,340	8	£2,240	26	£6,500	53	£14,980
4 - Technical Design	8	£3,040	26	£8,060	40	£11,200	10	£5,000	94	£27,300
5 - Construction	4	£1,520	60	£18,600	24	£6,720	4	£1,000	92	£27,840
6 - Handover	0.5	£190	2	£620	0	£0	0	£0	2.5	£810
Total	35.5	£13,110	126	£39,060	76	£21,280	80	£22,500	316.5	£95,950
+VAT										**£115,140**

Cost & Profit Calculation

EXPENSES	DIRECTOR £212.5/day		ARCHITECT £162.5/day		TECHNOLOGIST £125/day		ASSISTANT £110/day		TOTAL DAYS	TOTAL
	Days	Rate	Days	Rate	Days	Rate	Days	Rate		
Total	35.5	£7,543	126	£20,475	76	£9,500	80	£8,800	316.5	£46,318
+£96*	35.5	£3,408	126	£12,096	76	£7,296	80	£7,680	316.5	£30,480
Total										**£76,798**
Profit								16.6% Profit		**£19,152**

*Daily company expenses per person (£96)

BCIS RESEARCH

BCIS®

Performing Arts Centre, St Bernard's High School - #22409
Summary

Performing Arts Centre, St Bernard's High School

Location: Westcliff-on-Sea, Essex

Date: 16-Jan-2004

Building cost: £1,164,575

Cost/m²: £1,313

Floor area: 887m^2

Main construction: Steel framed

Storeys: 4

Level of analysis: Elemental

BCIS®

The Hold Archive Centre - #33758
Summary

The Hold Archive Centre

Location: Ipswich, Suffolk

Date: 23-Nov-2018

Building cost: £12,082,298

Cost/m²: £2,647

Floor area: 4,565m^2

Main construction: Steel framed

Storeys: 2 (1)

Level of analysis: Elemental

BCIS®

Rosehill Theatre Extension - #31532
Summary

Rosehill Theatre Extension

Location: Rosehill, Whitehaven, Cumbria

Date: 7-Apr-2015

Building cost: £1,169,451

Cost/m²: £1,673

Floor area: 699m^2

Main construction: Steel framed

Storeys: 3 (2)

Level of analysis: Group elemental

BCIS®

Rosehill Theatre Extension - #31532

› Rebased to 4Q 2019 (335; forecast) and Surrey (118; sample 180)

Summary

Rosehill Theatre Extension

Location: Rosehill, Whitehaven, Cumbria

Date: 7-Apr-2015

Building cost: £1,765,116 rebased

Cost/m²: £2,525 rebased

Floor area: 699m^2

Main construction: Steel framed

Storeys: 3 (2)

Level of analysis: Group elemental

To gather an estimated cost of the scheme, we used BCIS to gather information of buildings which were of a similar size and occupied the same purpose. From this, we can use the BCIS technology to rebase the building within Maidenhead, allowing us to gather adjusted figures for construction costs, including the cost of the building according to area.

Prior to hiring any Quantity Surveyor (QS) there will be an initial costing advice that will often be provided by the Architect during the early stages of the project (RIBA stage 1). With this early prediction of construction costs, it is beneficial as it will give the main client overall construction budgets before proceeding to the next stage of development. Through the use of the Building Cost Information Service (BCIS) tool, the Architect is able to provide an overall estimated total project budget based on cost information of other projects and precedents within its own database.

Overall, the use of BCIS is rather inaccurate when in the context of tMaidenhead. The precedent is not an exact replica of the proposed model and is of a different scale, so perhaps will not give us a reliable set of information regarding the costing of construction. To make this more accurate, we would have to take more potential readings of similar design proposals or perhaps locate a precedent more suitable for this particular project. In addition to this, civil engineering and various forms of landscaping fall outside the capacity of many BCIS databases. There would be information needed from landscape architects and Quantity surveyors to estimate a more accurate cost.

DESIGN AND BUILD VS TRADITIONAL RESEARCH

Traditional procurement route:

By using a Traditional Procurement route, the Quantity Surveyor along with the Design Team will be directly employed for the duration of the build. The design team will create the design and submit it for planning approval, whilst generating a package of tender information. The tender process will then be managed by the Architect who will guide the client with selection of a suitable contractor. A formal agreement will be created between the client and the contractor, in which the overall control will be dictated by the Architect who will be the contract administrator. In which they will lay out each party's responsibilities and expectatIons.

Design and Build:

The Design and Build form of construction contract selects the contractor as the main driver of the project. The contractor will take the project from RIBA stage 4 from the designer until completion. They will be the employers of the wider design team and surveying services. A client, along with the contractor, will draw up an employer's requirement documents which outline the services to be provided by the contractor.

The difference between the two procurement routes, and the reason we've opted for Design and Build, is the control that is given with the project. With a traditional route, the contractor is required to build what has been specified and is liable for the responsibility for workmanship. However, all the design liability lies with the Architects. The parties then work together to ensure the projects success, checking at each stage that the build complies towards the clients specifications and expectations. The client hires and negotiates separately with an architecture practice and a construction coordinator. The design firm only delivers the design documents, with bids from contractors taking over to perform the work defined in the tender documents. This is typically awarded to the lowest bidder.

With Design and Build however, the contractor has more control and choice of products and design solutions. This typically produces cheaper schemes. The project client hires a single company to perform both design and construction under a single contract.

Design and Build typically has a construction cost fixed from the initial design phase, with much less uncertainty at the initial stage. It requires much less client expertise and resources which allows for more control for the design team. Design and Build also provides for the construction to overlap design completion, thus reducing the overall project schedule. Design and Build maintains a single point of responsibility for project owners with faster delivery.

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