

Our Services

At design ACB we understand that each client will have different aspirations for their project. We realise that each project requires an individual approach and a bespoke design solution particular to the needs of the site and to your own requirements.

For this reason we have developed three levels of service to enable you to consider how much involvement you would like from us at each stage of your project from inception through to completion.

No decision to opt for a particular scope of service is final, we can increase the provision of service once the project is underway either in level or through work undertaken at our hourly rates.

Against each level of service we have provided a notional fee percentage associated to construction cost, generally we would expect projects of 10's of thousands of pounds would sit at the upper range of this scale and those of several hundred thousand pounds towards the bottom of this scale. Working with Listed Buildings or within Conservation Areas is inherently more complicated, this does add an additional premium to this type of project.

Once your preferred Level is identified we will develop a fee proposal specifically applying the details of our services to your project, this will clearly define our commitments to you. Within the summary overleaf the items listed in black text are included within the corresponding service Level, the grey ones are not.

All levels of service exclude expenses and printing, these will be charged at cost plus a 10% handling charge. VAT is excluded and will be added at the appropriate rate.

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Level One

Fees for this service would typically equate to between 10 – 15 % of your construction cost.

This is our most comprehensive service, we will manage the project from start to finish, concept to completion. This is summarised against the RIBA work stages below:

Feasibility (RIBA work stages A&B)

Preparation of studies to enable the Client to decide how best to proceed

Preparation of Brief on behalf of the Client confirming key requirements and constraints.

Execution of an architectural building survey

Identification of procedures, organisational structure and range of Consultants and

others to be engaged for the Project.

Planning (RIBA work stages C&D)

Development of chosen feasibility option against refined Brief

Preparation of outline proposals and obtain cost estimate

Preparation of detailed proposals

Negotiations and application for detailed planning approval

Detail Design (RIBA work stages E&F)

Preparation of drawings and documents for the Project sufficient for co-ordination of all components and elements of the Project.

Application for statutory approvals.

Obtain a cost estimate

Preparation of drawings and documents in sufficient detail to enable a tender or

tenders to be obtained.

Preparation of further information required for building.

Tender (RIBA work stages G&H)

Compilation of tender list of Builders/Contractors, obtain references and assessing their capability.

Management of the tender process

Appraise tender returns and make recommendations to the Client

Place an appropriate contract between the Builder and the Client.

Construction (RIBA work stages K&L)

Management of the Builder and quality of construction.

Site Inspections as reasonably required

Assess Builders valuations of work completed for payment

Management of Client / Builder changes reasonably required

Administration of the building contract

Provision to the Contractor of further information as and when reasonably required

Making final inspections and settling the final account.

Level Two

Fees for this service would typically equate to between 6 – 9 % of your construction cost.

Our mid level service will broadly provide sufficient information for the Client to be able to obtain the necessary Statutory Approvals. The drawings and documents will be progressed to allow a Builder to price for the size & complexity of the project. There is a reduction of service from Level One at every stage, particularly those at Detail Design stage onwards, the scope of this is summarised below:

Feasibility (RIBA work stages A&B)

Preparation of studies to enable the Client to decide how best to proceed

Preparation of Brief on behalf of the Client confirming key requirements and constraints.

Execution of an architectural building survey

Identification of procedures, organisational structure and range of Consultants and

others to be engaged for the Project.

Planning (RIBA work stages C&D)

Development of chosen feasibility option against refined Brief

Preparation of outline proposals and obtain cost estimate

Preparation of detailed proposals

Negotiations and application for detailed planning approval

Detail Design (RIBA work stages E&F)

Preparation of drawings and documents for the Project sufficient for co-ordination of all components and elements of the Project.

Application for statutory approvals.

Obtain a cost estimate

Preparation of drawings and documents in sufficient detail to enable a tender or

tenders to be obtained.

Preparation of further information required for building.

Tender (RIBA work stages G&H)

Compilation of tender list of Builders/Contractors, obtain references and assessing their capability.

Management of the tender process

Appraise tender returns and make recommendations to the Client

Place an appropriate contract between the Builder and the Client.

Construction (RIBA work stages K&L)

Management of the Builder and quality of construction.

Site Inspections (limited to 3 visits throughout the construction period)

Assess Builders valuations of work completed for payment

Management of Client / Builder changes reasonably required

Administration of the building contract

Provision to the Contractor of further information as and when reasonably required

Making final inspections and settling the final account.

Level Three

Fees for this service would typically equate to between 2.5 – 4 % of your construction cost.

Our base level service will enable determination of your project at Planning level. The service assumes a much reduced amount of consultation with the Client and any other parties, the scope of this is summarised below:

Feasibility (RIBA work stages A&B)

Preparation of studies to enable the Client to decide how best to proceed

Preparation of Brief on behalf of the Client confirming key requirements and constraints.

Execution of an architectural building survey

Identification of procedures, organisational structure and range of Consultants and

others to be engaged for the Project.

Planning (RIBA work stages C&D)

Development of chosen feasibility option against refined Brief

Preparation of outline proposals and obtain cost estimate

Preparation of detailed proposals

Negotiations and application for detailed planning approval

Detail Design (RIBA work stages E&F)

Preparation of drawings and documents for the Project sufficient for co-ordination of all components and elements of the Project.

Application for statutory approvals.

Obtain a cost estimate

Preparation of drawings and documents in sufficient detail to enable a tender or

tenders to be obtained.

Preparation of further information required for building.

Tender (RIBA work stages G&H)

Compilation of tender list of Builders/Contractors, obtain references and assessing their capability.

Management of the tender process

Appraise tender returns and make recommendations to the Client

Place an appropriate contract between the Builder and the Client.

Construction (RIBA work stages K&L)

Management of the Builder and quality of construction.

Site Inspections as reasonably required

Assess Builders valuations of work completed for payment

Management of Client / Builder changes reasonably required

Administration of the building contract

Provision to the Contractor of further information as and when reasonably required

Making final inspections and settling the final account.