**Services Engineer Consultant Specification**

**Brief to recruit M&E services Consultant to work on a Holiday Home development ‘The Varne’ off Coast Drive, Greatstone TN28 8NR.**

# Introduction:

The site known as ‘The Varne’ off Coast Drive, Greatstone, undeveloped open space and is in a location preferred for residential development. The site generally has sea views which are partially obscured to the east by the existing lifeboat station sitting to the rear of the proposal.

Outline planning permission with reserved matters for “appearance and landscaping” has been granted on 21st January 2016 for 4 number new build properties under planning reference Y15/1132/SH.

Services Consultants are sought to assist the Architect/lead consultant, [Y/N] Studio to develop the project for the 4 properties through the next phases (RIBA Stage 3) to completion. Initial concept proposals have been produced by [Y/N] Studio (copy supplied) for planning pre-application discussions with the Planning department.

We are looking for a modern design appropriate for today’s expectations for high quality holiday accommodation making the dwellings an interesting location to stay. The Completed development is to be fully furnished in readiness for passing over to a Holiday Rental management specialist.

The development of 4 dwellings is to be completed and retained by Folkestone & Hythe District Council for high quality holiday rentals. Due to the use of the dwellings a high quality robust design is required which will include both internal and external materials for such a purpose. Consideration should also be given to the overall maintenance of the homes and longevity of recommended materials.

The scheme has a client approved budget which needs to be met. It is important that anticipated quality through luxury, robustness and durability is obtained within the confines of the budget as set out within the brief.

# Estimated costing:

A stage 1 cost exercise has been carried out by Quantity surveyors, Betteridge & Milsom (copy supplied). This has given an estimated “**construction works”** cost of **£1,378,544**.

# Programme:

A draft delivery programme has been formulated with assumed timescales for delivery.

|  |  |
| --- | --- |
| May 2018 | Stage 3 Client signoff on layouts |
| June 2018 | Stage 3 Prepare planning application / CGIs and submit for planning. |
| July 2018 | Stage 4 |
| August 2018 | Stage 4 Reserved matters approved. Tender at the end of the month. |
| September 2018 | Tender period |
| December 2018 | Contractor appointed |
| January 2019 | Construction starts (10-12 month construction period) |
| Oct 2019 – Jan 2020 | Construction complete/ handover. |

# The role:

### Generally

The appointment of Services Consultants to carry out specialist roles and advise on all aspect the project through the RIBA Stages 3 to completion.

### The following Consultants will be required to assist with the development of the project to completion to which you will liaise with to produce your proposals:

* Cost Consultant.
* Structural Engineer.
* Landscape Architect.

### Provide full M&E Services design and advice for RIBA Stage 3 -completion.

### Attendance of Design, Project, Construction and other meetings.

### Provide the M&E services design and specification for the project.

### Liaise with the Professional Team and finalise a scheme design, report summarising the design, cost, programme and risk register. Prepare recommendations for the Client’s approval.

### Liaise with the Project Manager & Multi-Disciplinary Team, arrange for the preparation and maintenance of cash flow forecasts and other statements monitoring expenditure on the Project.

### Preparation and checking of full M&E design for submission to Building Control.

###  Full drawings/specifications as required to deliver the project to include:

* + Electrical design
	+ Mechanical design
	+ Above ground drainage including surface water

### Any works requiring Services Consultants input to discharge the planning conditions/reserved matters.

### Contribute to Health & Safety Strategy as required throughout the commission.

## Concept Design

### Prepare Concept Design for services design in accordance with the Initial Project Brief.

### Provide sufficient information in the form of advice, sketches, and reports or outline specifications to enable other members of the Professional Team to prepare their proposals.

### Liaise with the Client QS and Professional Team to establish a structure and procedure for cost management.

### Input to the cost planning, pre-construction information where required.

### Advise on additional works required by third parties.

### Undertake third party consultations as required and any Research and Development aspects.

### Develop the design of the detailed proposals in collaboration with the Architects and Professional Team. Ensure that all elements have been designed within financial constraints and the agreed requirements.

### Prepare sketches, drawings, specifications, and / or calculations as are necessary to support the design and facilitate cost planning, and update the pre-construction information.

## Developed Design

### Analyse the Architects proposals and brief and Prepare coordinated and updated proposals for Services design.

### Assist lead designer with preparation of stage Design Programme where necessary.

### Provide information for preparation of Cost Information and Project Strategies.

## Technical Design – Tender

### Analyse the Architects proposals and brief and Prepare coordinated and updated proposals for Services design.

### Undertake third party consultations as required.

### Provide information for update of Cost Information and Project Strategies.

### Liaise with specialist subcontractors as necessary.

## Construction to Completion (involvement at this stage to be discussed possible input as below)

### Carry out site inspections and review against specification and construction programme.

### Respond to Site Queries as they arise.

### Prepare 'As Constructed' Information.

### Assist where necessary to set up and manage a “Lessons Learned” document.