

**University of Strathclyde
Department of Architecture**

Module name	Professional Studies 5
Module code	AB968
Assignment: Semester 1	1 (of 1)
Level	5
Assignment due time and date	<u>Monday 30th October 2023 @ 10am</u> The submission window opens on the 23rd of October 2023 @10am with a cut-off date 6th of November 2023 @ 10 am.
Pass mark	50
Word count	Circa.1,000 (excl. calculations, workings out, etc)

Learning outcomes

Code	Description
LO1	Demonstrate understanding of required management processes and risks of running an architectural practice
LO2	Demonstrate an understanding of resource management and job costing
LO3	Demonstrate a knowledge and ability to calculate compensation for architectural services from first principles
LO4	Assess the procurement options for development projects and methods for selecting contractors
LO5	Evaluate evidence, facts and opinions and make plausible inferences, predictions, or interpretations to assist in contract administration, cost control and dispute resolution.

The learning outcomes shown in bold text are fully covered by this assignment. The other outcome is partially covered.

Scenario

Your client, a major UK pension fund (UKPF Ltd), is looking to speculatively develop an out-of-town retail complex on a brownfield site in Woodville and has asked us to provide a fee proposal for the architectural services. The site was acquired two years ago, following favourable market conditions, resulting in two national chains signing pre-let agreements. As such, your client now wishes to move forward with the scheme. The overall development will comprise the following retail units:

- 1 x 3000m² unit, which has been pre-let to a national toy store
- 2 x 900m² units
- 2 x 700m² units
- 1 x drive-through type restaurant, which has been pre-let to a coffee shop franchisee
- Along with associated external works

All buildings on the site were cleared prior to the pension funds acquisition. The site is close to a local school and is accessed from a main highway.

It is estimated that the total work cost will be in the region of £15m, with work to commence on site in summer 2023 and complete by summer 2024, the project is currently at RIBA Stage 0. The completion date is critical given the pre-let agreements stipulate handover for fit-out must occur within 12 months. If this is not achieved, the agreements are likely to be terminated.

We would need to prepare initial sketch design proposals, prepare and submit a Full Planning Application, staged building warrant, production information package (for tender and construction), and inspect the works on site up to completion. We would also be the Lead Consultant, with structural engineers, services engineers, and landscape architects as sub-consultants to us.

UKPF Ltd has sent across the proposed appointment form that they have asked us to sign up for – and it looks quite onerous! It is a bespoke appointment drafted by their lawyer, and in almost every case of dispute or disagreement, it finds in favour of the client. There are no provisions for us the claim additional fees (even if the scope changes after we are appointed), and the client will own all of the copyright for our design – it seems they intend to use it on multiple other sites without paying us any more fees.

It is likely they will want to proceed with Tiny Builders Ltd as their preferred contractor, given the recently completed waterfront apartments in Rivertown, but they remember the issues around delays and disputes over the weather and design changes, so they want to minimize their risk of delays and increased costs during the project, especially as the site is brownfield and the site investigation has reported patchy areas of hazardous materials in the ground.

Task

- Prepare a report including the following:
 - A fee proposal for full architectural services (including Principal Designer and Lead Consultant), showing your working and final fee.
 - Comments on the client's proposed form of appointment and any potential risks to us signing up for it – is there another appointment form that may be more appropriate?
 - Thoughts on the copyright proposals the client makes in relation to our fees
 - Recommendations on the most appropriate procurement route for this project, given the client's concern over potential additional costs – traditional SBC/Q/Scot (known as a “traditional” contract) or the DB/Scot (known as a “design and build” contract) – including the justification for your recommendation

Note: Your report should include justification and reasoned arguments for your recommendations.

Reference list and bibliography

You should include a **reference** list with a minimum of **ten** separate relevant and appropriate sources that you have written about and directly cited within your work.

A bibliography of uncited sources is not required.

Marking guidance for this activity

This guidance is designed to help you to do as well as possible in your assessment by explaining how the person marking your work will be judging it. Your work will be assessed in relation to the requirements set out in the **assessment criteria marking guide** and the grading guidance section below.

It is recommended that you read both of these sections before starting your assessment to learn what will help you to achieve the highest marks. Once you have finished you should review the assessment before submitting it, to check you have done what is required to achieve the highest marks. When you receive your feedback from your tutor you should clearly be able to see which categories you gained marks in and, where relevant, recommendations about how to improve your performance going forward.

Grading guidance

This grading guidance section explains in more detail what a submission for this assessment should include in order to achieve a mark at the threshold, good and excellent standard

Threshold Pass

You will demonstrate an awareness of fixed office costs or overheads, any likely project costs, the likely resourcing required for the project, the presentation of a resource chart identifying the drawings or other deliverables required against the duration it would take to produce, and calculation of the cost to the office of that staff time. You will demonstrate an understanding of the profit to be added to the “break-even” figure. A threshold assignment will include a basic analysis of payment structure, copyright issues, and proposed appointment and procurement proposals.

Good Pass

You will have met the criteria for the Threshold pass and also considered the type of fee – whether lump sum/hourly rate/percentage fee – payment stages to align with the RIBA Plan of Work relative to the time/resources required. There should be a reference to the need to appoint sub-consultants, and an analysis of the payment structure and copyright. A good assignment should include a reasoned analysis of the form of appointment and the form of procurement proposed by the client.

Excellent Pass

You will have met the criteria for Good and provided a sophisticated and well-argued analysis of the form of appointment and the form of procurement proposed by the client. An excellent assignment should demonstrate a well-cited sophisticated understanding of alternative appointment and procurement options given the context.

Submission of assignments

All assignments must be submitted online in the module area on MyPlace. The assignment submission link opens 7 days before the due date. Please refer to the information provided in the 'Tutorial Assignment' session for general submission guidance.

Avoiding academic misconduct

Plagiarising someone else's work, whether copying from the internet, PS study materials, a textbook, a fellow student or elsewhere, is a serious offense. Before you submit your work for assessment, you must check it to ensure that you have fully cited within the text all the sources of information you have used and that all your sources are listed in a reference section at the end of your submission. Quoted text must not be excessive in length.

You will find guidance on correct citing and referencing in the Guide to Referencing and Citation on MyPlace. Be aware that your work will be checked using text-matching software.

The 'Turnitin' software is as much for your benefit as ours at the University of Strathclyde. You can use it to check that all your citations have a matching reference, and review any highlighted text that may not be original and requires a reference. A high text-matching result could indicate plagiarism. If plagiarism is identified, this could result in a penalty ranging from a loss of marks to exclusion from your programme.

Note: Please use the assignment referencing a link to check the originality of your work before submitting it.