



**Lambert  
Smith  
Hampton**

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## Refurbishment & Fitout Cost Assessment

For the premises known as

**Liongate  
Ladymead, Guildford  
Surrey GU1 1AT**

on behalf of

**Guildford Borough Council**

Prepared by

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Tel: 01483 53 8181

Original: 14<sup>th</sup> November 2019

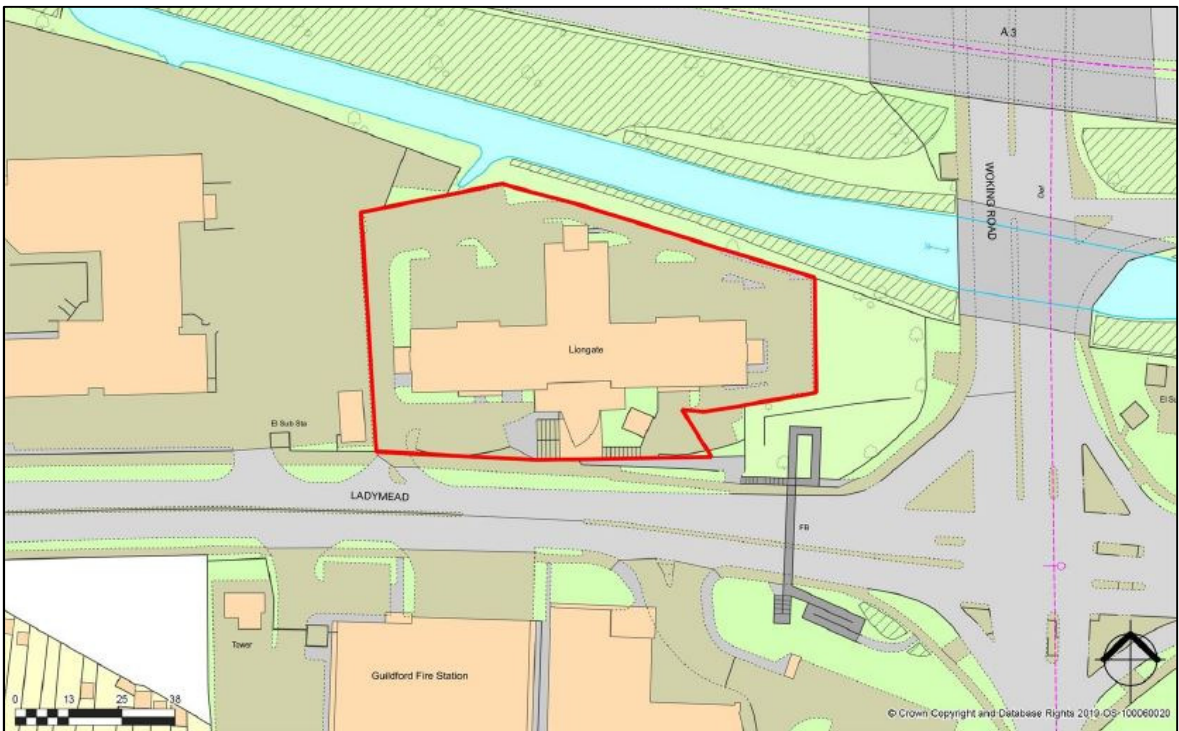
Revised: -

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Liongate, Ladymead Guildford – Aerial View & Site Plan





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Report Issue Date: 14<sup>th</sup> November 2019

This document has been prepared and checked in accordance with the Lambert Smith Hampton Quality Assurance procedures and authorised for release.

*Lambert Smith Hampton*

Signed: .....

For and on behalf of Lambert Smith Hampton

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## **1.0 INTRODUCTION**

1.1 In accordance with our Professional Services Proposal, Terms of Engagement and Scope of Service, and your instructions of 5<sup>th</sup> November 2019, we have undertaken a review in respect of the offices at Liongate, Ladymead, Guildford, Surrey, to consider the likely cost to strip out the previous tenants alterations, refurbish the property to a good quality Cat A typical landlords base build specification and then Cat B fitout for your potential owner occupation.

## **2.0 BRIEF DESCRIPTION OF PROPERTY**

2.1 The building is a three storey framed office building of approximately 42,500sqft, which is raised above ground level to provide basement parking beneath the structure. The external envelope is traditionally finished with pitched synthetic slate roofs, predominantly brick elevations and powder coated aluminium double glazed windows. To the front there is a feature entrance structure and reception area.

2.2 The site is mainly hard landscaping to provide the optimum parking with a bin store area and limited soft landscaping.

2.3 Internally the building is currently finished to a basic standard with dated plank suspended ceilings, Category 2 reflector type light fittings, partitioning and raised floors with carpet finish. To the ground floor there is a Comms Room and commercial Kitchen with servery.

2.4 There is a water based air conditioning installation and ventilation system, with the main plant located in a third floor plant room and accessible flat roof area.

## **3.0 INFORMATION PROVIDED**

3.1 We have been provided with the following information:

- Floor plans indicating the layout from the previous tenant.

3.2 Our Assessment is based on the above information and assumptions we have made in respect of your requirements for the building, which are detailed in the following section. If further information or detail on your requirements is made available after the Assessment is completed, this could affect our conclusions.

## **4.0 REFURBISHMENT & FITOUT COST**

4.1 Our assessment of the dilapidations reinstatement, refurbishment and fitout costs is as detailed below and the cost breakdown, which can be found at Appendix A:

Reinstatement & Repair Works / Base Build Refurbishment	£1,290,000
Fitout of office spaces to meet your requirements	£2,320,000
Contractor Preliminaries / High Level Access / H&S	£205,000
<b>Total Estimated Cost excluding VAT &amp; Fees</b>	<b>£3,815,000</b>
<i>To be read in conjunction with the notes &amp; assumptions below.</i>	(approx. £90sqft)

## 4.2 Notes to the Cost Assessment & Assumption

4.2.1 To ensure a cost effective approach is taken to the refurbishment, we have allowed for the partial retention of existing;

- A proportion of the Meeting Rooms & Offices to the centre of the main areas.
- Café Servery & Kitchen
- Comms Rm + Gas Suppression + Cooling (subject to testing)
- Fire alarm system with alterations to suit your fitout (subject to testing)
- Access control, barriers, security systems (subject to testing)
- Secondary stair carpets
- Reception area, although it is raised appreciably above ground level with step and ramped access, and is potentially not well arranged for your purposes. (Possibly allow approx. £1,000,000 for substantial rebuild & access improvements.)
- Windows to be cleaned and overhauled with no allowance for replacement. (Budget for replacement would be approx. £1,050,000, including an allowance for additional high level access.)

4.2.2 The cost stated above excludes the following elements;

- Furniture, desks, meeting tables, seating, chairs, etc.
- Consultant fees - Project Manager / M&E / Structural Engineer – approx. £300,000.
- IT servers, installations, systems, racks, telephony.

4.2.3 We have made the following assumptions;

- There are no latent defects or similar requiring significant repair.
- Raised floor legs are structurally sound and panels are in sufficient condition.
- Recently refurbished toilets are in acceptable condition.
- You will reuse some Audio Visual equipment from your existing premises.
- No inclusion of ecology or environmental solutions, such as rainwater harvesting.
- You do not require installation of modern smart building systems and will rely on upgrading of the existing BMS.

4.3 No allowance has been made for the effects of inflation in the period following the issue of this report.

4.4 The plans included within Appendix B show an indicative floor layout following removal of redundant previous tenant partitioning, to assist with the cost assessment, and do not represent detailed fitout proposal.

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## **APPENDIX A**

### **Cost Assessment Breakdown**



**Address:** Liongate, Ladymead, Guildford, Surrey  
**Original:** 14th November 2019  
**Revised:** -  
**Version:** One



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Ref:	Element	Total
<b>A</b>	<b>CAT A - REINSTATEMENT &amp; REPAIR</b>	
<b>A1</b>	<b>EXTERNALS</b>	
A1.1	Roof coverings & Balconies	£25,000
A1.2	External Envelope & Reception	£35,000
A1.3	External Parts & landscaping	£30,000
A1.4	Car Parking Areas	£25,000
<b>A1</b>	<b>EXTERNALS - Total</b>	<b>£115,000</b>
<b>A2</b>	<b>INTERNALS</b>	
A2.1	Plant Areas	£10,000
A2.2	Main Service Core / Reception	£15,000
A2.3	Male / Female WC's	£5,000
A2.4	Basement & Showers	£15,000
A2.5	Stairways	£10,000
A2.6	Second Floor inc. ceilings	£80,000
A2.7	First Floor inc. ceilings	£85,000
A2.8	Ground Floor inc. ceilings	£80,000
<b>A2</b>	<b>INTERNALS - Total</b>	<b>£300,000</b>
<b>A3</b>	<b>MECHANICAL &amp; ELECTRICAL INSTALLATIONS</b>	
A3.1	Lighting / Electrical	£275,000
A3.2	Fire alarm	£20,000
A3.3	Mechanical / Water / Plumbing	£15,000
A3.4	Air Conditioning & Ventilation	£450,000
A3.5	Programming / Upgrade BMS	£35,000
A3.6	Energy Efficiency Improvements / Initiatives to improve EPC	£50,000
A3.7	Lifts	£10,000
A3.8	Drainage	£20,000
A3.9	Strip Out - CCTV / Data	£10,000
<b>A3</b>	<b>MECHANICAL &amp; ELECTRICAL INSTALLATIONS - Total</b>	<b>£875,000</b>
<b>A</b>	<b>CAT A - REINSTATEMENT &amp; REPAIR - TOTAL</b>	<b>£1,290,000</b>
<b>B</b>	<b>CAT B - FITOUT WORKS</b>	
B1	General fitout inc. partitioning, flooring, power, data - approx. 35,000sqft	£1,750,000
	Additional specific works;	
B2	Reception Alterations / Security / Infill Void to Basement	£25,000
B3	Public Visitor Area - approx. 2,300sqft	£175,000
B4	Committee Rm / Public Meeting Areas	£85,000
B5	Breakout / Café Servery / Kitchen Equipment - approx. 2,500sqft	£125,000
B6	Disabled Toilets to each floor	£45,000
B7	Audio Visual / Room Booking	£65,000
B8	CCTV / Security / Access	£30,000
B9	Signage - Corporate / Wayfinding / H&S	£20,000
<b>B</b>	<b>CAT B - FITOUT WORKS - TOTAL</b>	<b>£2,320,000</b>
<b>C</b>	<b>GENERAL</b>	
C1	Contractors Overheads & Prelims	£150,000
C2	High Level / Access for the Works	£40,000
C3	H&S File / Test Documentation	£15,000
<b>C</b>	<b>GENERAL</b>	<b>£205,000</b>
<b>TOTAL REFURBISHMENT &amp; FITOUT (see notes below on exclusions)</b>		<b>£3,815,000</b>

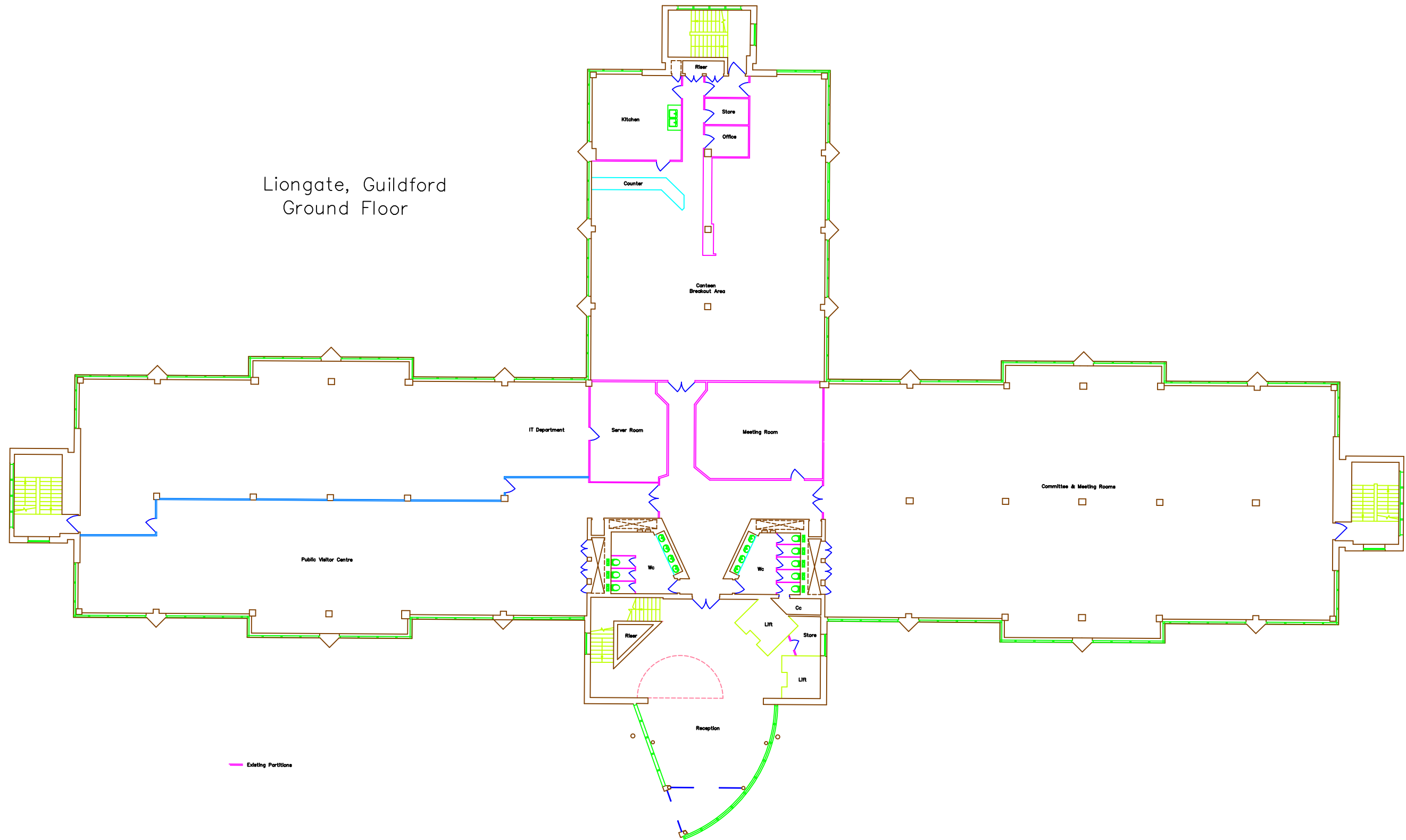


Ref:	Element	Total
<b>Notes / Assumptions</b>		
1.0	The cost allows for partial retention of existing;	
1.1	Meeting Rooms & Offices to the centre	
1.2	Café Servery & Kitchen	
1.3	Comms Rm + Gas Suppression + Cooling	
1.4	Fire alarm system with alterations to suit your fitout.	
1.5	Access control, barriers, security systems (subject to testing)	
1.6	Secondary stair carpets	
1.7	Reception area, although it is raised appreciably above ground level with step and ramped access, and is potentially not well arranged for your purposes.	
	Allow around £1,000,000 for substantial rebuilding and access improvements.	£1,000,000
1.8	Windows to be cleaned and overhauled with no allowance for replacement. Budget for replacement would be approx. £900k + £150k additional high level access.	£1,050,000
2.0	The cost excludes the following elements;	
2.1	Furniture, desks, meeting tables, seating, chairs, etc.	
2.2	Consultant fees - Project Manager / M&E Consultant / Structural Engineer	£300,000
2.3	IT servers, installations, systems, racks, telephony.	
3.0	We have made the following assumptions;	
3.1	Raised floor legs are structurally sound and panels are in sufficient condition.	
3.2	Recently refurbished toilets are in acceptable condition.	
3.3	You will reuse some Audio Visual equipment from your existing premises.	
3.4	No inclusion of ecology or environmental solutions, such as rainwater harvesting.	
3.5	You do not require smart building systems and will rely on upgrading the existing BMS.	

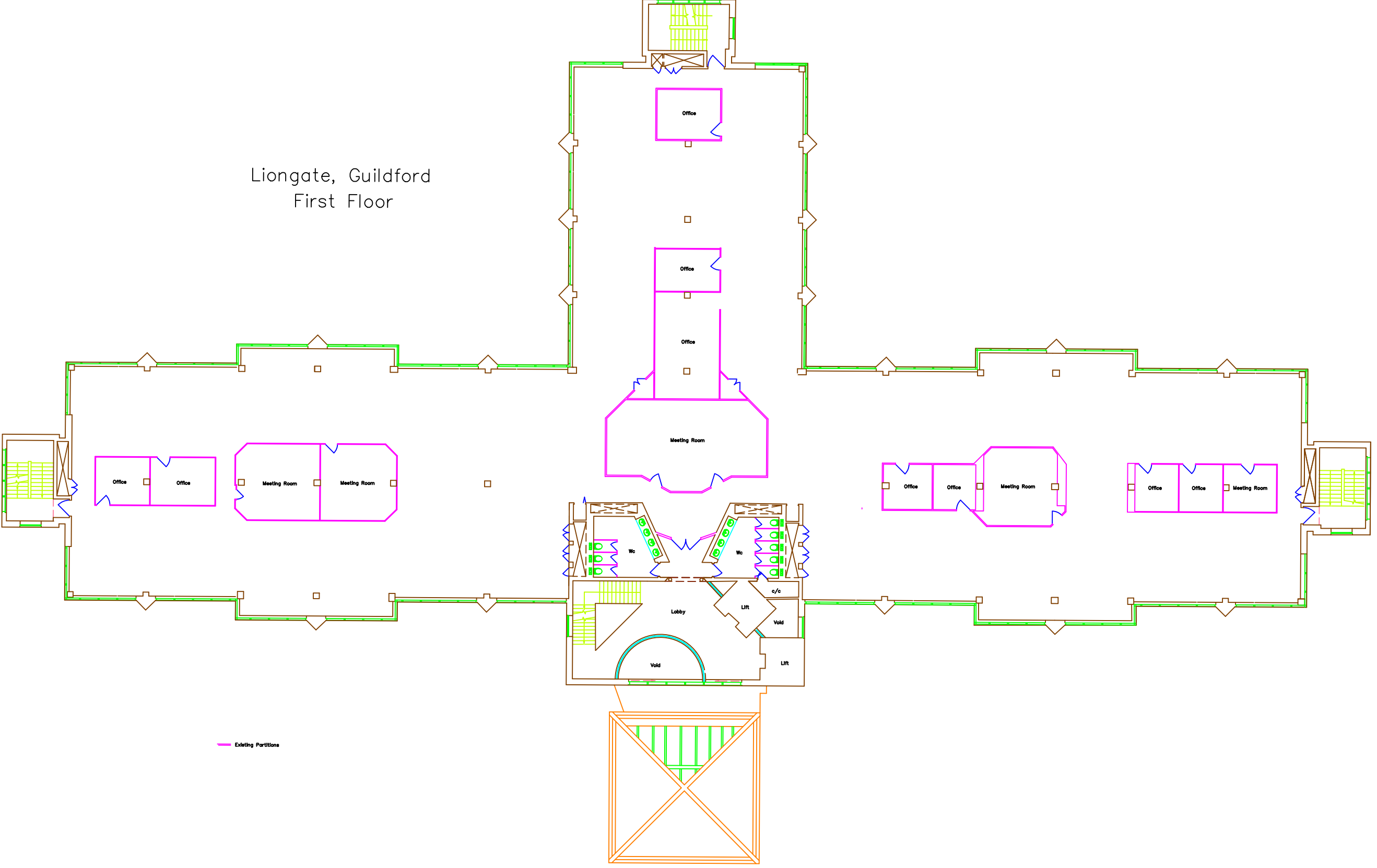
## **APPENDIX B**

### **Indicative Layout Plans for Costing Purposes**

Liongate, Guildford  
Ground Floor

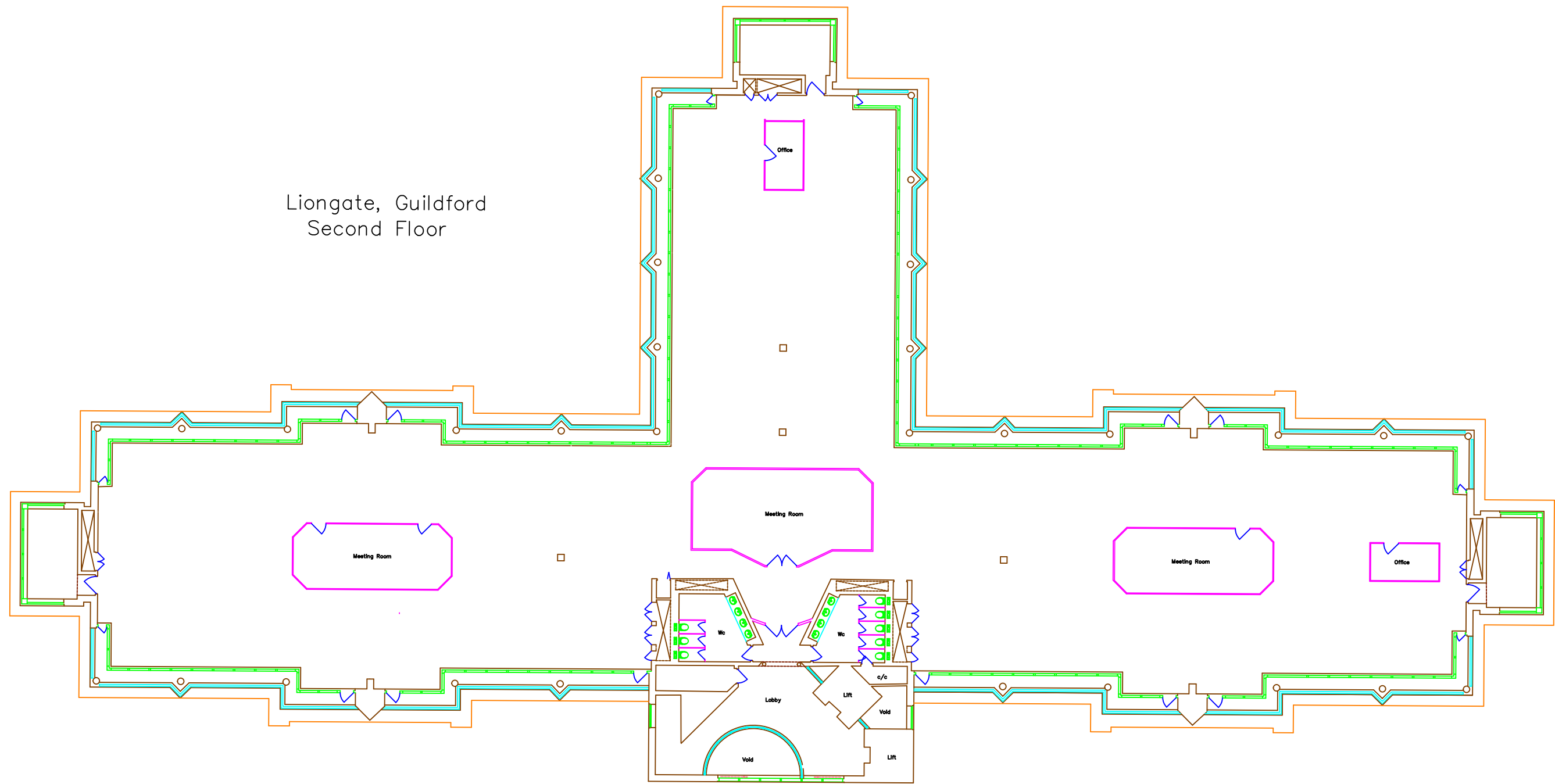


Liongate, Guildford  
First Floor



Existing Partitions

Liongate, Guildford  
Second Floor



Existing Partitions