Office Refurbishment, St Albans

LOGAN CONSTRUCTION

Public Sector / Commercial / Refurbishment

Key Features:

- D&B refurbishment in an occupied office block
- Adjacent offices and construction site
- Critical end date owing to incoming end-users

In late 2022 we were directly appointed, via the Client's Framework, to fit-out the fourth floor of an occupied office block for used by a Government Agency Body.

Procured under a design and build contract, we were appointed at RIBA Stage Three to develop the design for fit-out of two open plan offices, a four-person office, an open workspace for hot-desks, single offices, various size meeting rooms, interview rooms, boardrooms, circulation spaces, an activity zone, wellbeing area, kitchenette and W/C's.

Our brief from the client was to develop this in accordance with the Client's Workplace Design Guide. This shaped our development of the MEP, fire-stopping, ceilings, partitions, door-sets, moveable walls, kitchen, reception desks, decorations, finishes and FF&E.

Through the design subprogramme, we worked with the client to ensure the early provision of design proposals for their review and approval. Through this we secured the early order placement for long-lead items including the glazed partitions, sliding folding partitions, acoustic discs, acoustic wall lining and bespoke wall coverings.

Construction Within an Occupied Commercial Office Block

During the construction stage, our programme, logistics and construction methodology was considerate of the live environment. Our Disruption Management Plan (DMP) was focused towards satisfying the key local stakeholders bespoke mitigations.

Early engagement with the Landlord and Facilities Management Team was coordinated. We involved these parties in the design development and approvals process, also providing key health and safety submissions to their team during mobilisation and construction.

Client:	Confidential Client
Project Value:	£1,100,000
Programme Duration:	17 weeks
Architect:	GDM Architects
Project Manager:	Arcadis

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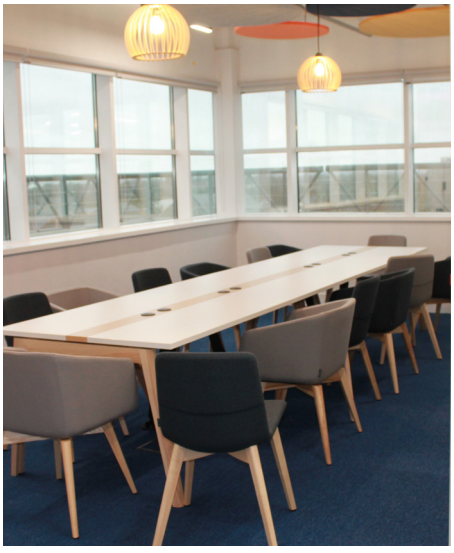
This included submission of our Construction Phase Health and Safety Plan (CPHSP), Permit to Work (PTW) system and Traffic Management Plan (TMP) to their team as part of the client approvals process. Ongoing engagement ensured they were provided look-ahead programmes and monthly reports.

End-User's occupying the above, below and adjacent offices were also a focal point of our designing-out of risk. During construction, our team continued to ensure the safety, security and segregation of these teams through our execution of our CPHSP and TMP. Key controls included our noise, dust and vibration strategy, which was regularly reviewed through on-site monitors. Another crucial element of our DMP was our full-time, directly employed, site liaison officer. He ensured a positive interface between all parties to discuss health, safety and continued protection of end-users daily routine.

High public footfall and vehicle traffic was another key risk to mitigate during construction. This was due to the adjacent residences, offices, train station and car park. Our CPHSP and TMP were primary controls, which ensured a segregated and secure site with a safe deliveries/collections route.



Working Alongside Another Main Contractor

Through our works, we collaborated with another construction company who was working on a separate contract within the lower floors and entrance of the building. Our regular discussions with this team included the sharing of our master programme, weekly look-ahead programmes and forthcoming delivery/collection schedules.

Delivering to a Critical Deadline

Through our transparent, collaborative and problem-solving approach, we ensured a soft-landing handover which achieved the agreed practical completion date. This was a critical project benchmark, owing to the incoming CPS staff who required immediate use of the newly fit-out offices.