# Office Refurbishment, Dover

LOGAN CONSTRUCTION
Building - A Relationship

## Project Summary

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| Client: | Private Client | | |
| Sector: | Commercial | Procurement: | Pagabo Framework |
| Contract Start: | February 2024 | Contract End: | August 2024 |
| Programme: | 30 weeks | Project Value: | £2,750,000 |
| Architect: | HMY | QS: | Gleeds |

## Key Features

- High security site
- Phased sectional completion dates
- Multi-user occupied site
- Pagabo Medium Works framework

## Project Scope

The scope of this project included the overhaul of an existing office building to create a contemporary and efficient office environment. The refurbishment efforts were primarily centred on renovating two ground floor offices and a significant portion of the first floor.

This comprehensive process involved the removal of partition walls, doors, floor finishes, outdated services and FF&E from the pre-existing structure. Moreover, the existing tea point, W.C.'s, and shower facilities were dismantled to allow for the installation of new, upgraded amenities.

The new installations encompassed the construction of new walls, inclusive of updated decorations, floor finishes, ceilings, kitchen and tea points, WC's and shower rooms, FF&E and service alterations, update of fire barriers, installation of new fire doors and improvement of fire compartments.

Additionally, the project incorporated the integration of state-of-the-art audio and visual equipment, strategically designed to elevate the overall functionality of the building, aligning it with modern standards.

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## Challenges & Successes

**Challenge:** The primary challenge of the project revolved around the high-security nature of the site, which was utilised by multiple organizations. Strict adherence to security procedures was paramount, as any deviation could potentially lead to subcontractors being denied access to the site.

**Solution:** We diligently adhered to the specific procedures outlined by the client. One of the key requirements was that visitor forms had to be submitted at least 48 hours in advance of any visit. In addition, only thoroughly vetted personnel were granted access to the site and both subcontractors and site visitors were under constant escort while on the premises. These measures ensured a high level of security and control over site access, minimising any potential risks or unauthorised activities.

**Challenge:** The site was an occupied building designed to accommodate multiple individuals or groups working in shared or separate spaces.

**Solution:** To ensure efficient execution, the refurbishment project was divided into four distinct phases, each assigned its own sectional completion date. This phased approach facilitated the effective completion of renovation activities while enabling the building to remain fully operational throughout the entirety of the project.

**Challenge:** The project site was congested with the working areas being overlooked by residential properties. The site is also located near a railway line and railway station to the East.

**Solution:** After creating and approval of the site logistics plan, the project required meticulous planning, coordination, and constant communication with all stakeholders to ensure uninterrupted daily operations.

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## Key Success Factors

**Collaboration:** The project took a collaborative approach. We engaged with the client early during the PCSA period, held design meetings and agreed on the project methodology. Throughout the project, we maintained regular communication and coordination between the different teams to ensure the project stayed on track, met the client's expectations and was successfully completed.

**Improving / Adding Value:** Due to early engagement with the client, both during the PCSA and tender stages, we thoroughly analysed the project to find ways to save costs and improve efficiency without sacrificing quality, in order to align the project with budget requirements.

**Knowledge Sharing:** The 'Client's Viewpoint' system was utilised to provide the entire project team with access to all design documents and the related processes that needed to be followed. This system facilitated easy and efficient sharing of essential information, ensuring that the entire team was aligned with the project's design requirements and workflow procedures.

**Health & Safety:** Zero harm (AFR = 0).

**Social Value / Responsibility:** During the project, we utilised our carpentry apprentice. When he first joined the company, he was not in education, employment or training (NEET) and now continues to work for us. Additionally, we are supporting him as he pursues his Carpentry Level 2 Apprenticeship at Mid Kent College, which demonstrates a long-lasting social impact. Our M&E sub-contractor also employed apprentices whilst working on this project.

**Local Spend and SME Engagement:** Our statistics for local labour and spend on this project are as follows:-

98% local labour (within 40 miles)
Over 97% local spend (within 40 miles)

Our choice of site manager for this project was based on his extensive experience with this type of project, as well as his close proximity to the site.