

## STRUCTURAL APPOINTMENT - COMPLIANCE MONITORING SERVICES

The compliance monitoring services to be performed by the Consultant will include the services outlined in this Schedule insofar as they relate to the Consultant's Services:

**Pre-construction Period:** Commencing ~~17 October~~ <sup>December</sup> 2017  
**Construction Commencing** ~~15 November~~ <sup>JAN</sup> 2017  
**Practical Completion:** 4<sup>th</sup> ~~December~~ <sup>MARCH</sup> 2017

### **A. GENERAL SERVICES**

1. Review the Contractor's Structural Proposals and report to the Employer's Agent; advise the Beneficiary and the Employer's Agent throughout the construction period of the Project on whether the Contractor's Structural Proposals comply with the Employer's Requirements.
2. Advise the Beneficiary on integration of any Structural work which does not form part of the Building Contract.
3. Provide initial advice on the structural impact of proposed tenant's works on the design for the Project.
4. (If required) Prior to practical completion, review tenant's shop fitting or fitting out proposals and comment on their suitability for incorporation into the landlord's building works, with respect to their structural implications.
5. In the event of a proposed change to the design by the Main Contractor / Client, advise on the effects of the proposed change upon the structural design of the Project.
6. Regularly and systematically review and monitor the progress of the structural design development of the Project and provide regular monthly reports to the Employer's Agent on the progress of the same generally and as against the Programmes.
7. Monitor any value engineering and cost studies relevant to structural engineering and report to the Beneficiary where appropriate.
8. Monitor the conduct of negotiations and interface with London Underground Limited.
11. Receive proposals for the discharge of any outstanding conditions or reserved matters contained in the planning permission for the Project,

review such proposals, for compliance with the Employer's Requirements and advise on the same where relevant to structural engineering.

12. Provide to the Beneficiary reasonable initial structural advice and assistance as required for the purposes of assessing and implementing any changes to the design for the Project pursuant to the Building Contract and/or contracts with Specialist Contractors (as the case may be); assist in the establishment of a "change control" process for such changes and comply with the same.
13. Assist the design consultants engaged by the Main Contractor in the preparation of the tenants' handbook to provide information on structural matters pertinent to occupational tenants (including a fit out guide) for the relevant part or parts of the Project and update the handbook as necessary.
14. Carry out Site inspections when necessary to determine compliance with the Structural Consultant's design for the Project.
15. Make visits in order to inspect the progress and quality of the works carried out by the Main Contractor and Specialist Contractors (including materials, components, techniques and workmanship) and monitor whether the Main Contractor and Specialist Contractors are reporting to the Employer's Agent and are generally meeting the requirements of the relevant contracts with respect to structural works
16. Make visits to inspect the execution of works carried out by Specialist Contractors (including materials, components, techniques and workmanship) and monitor whether the Specialist Contractors are reporting to the Employer's Agent and are generally meeting the requirements of the relevant contracts with respect to structural engineering
17. Advise generally on the operation of the design sanction procedure produced by the Specialist Contractors, including by reviewing the same for compliance with the Structural Consultant's design and reviewing the coordination and integration of design as appropriate.
18. Provide advice to the Employer's Agent in respect to structural works prior to the issue of certificates and notices under the contracts with the Main Contractor and Specialist Contractors and monitor progress against the Programmes.
19. Report any divergence from the Employer's Requirements with respect to structural engineering identified during the normal review process.
20. Assist in the briefing of the design of the Main Contractor's Information Management system, and use the system as appropriate for commenting on the development of the Contractor's Proposals. Only that information formally issued for review will be considered.

**B. CONSTRUCTION TO PRACTICAL COMPLETION**

1. Provide copies of site inspection reports to the Beneficiary with a copy to the Main Contractor and the Employer's Agent.
2. Review structural record information, including the Health and Safety File, prior to its issue to the Beneficiary by the Main Contractor or (in the case of the Health and Safety File) the Principal Designer.
3. Give general structural advice on operation and maintenance of the buildings.
4. Attend up to 3No. additional Main Contractor's meetings when reasonably requested.
5. Review the structural designs provided or to be provided by the Beneficiary and the Main Contractor (including by the design consultants engaged by the Main Contractor and/or the Beneficiary) and Specialist Contractors for compliance with the structural design for the Project and the Employer's Requirements. Issue appropriate comments.
6. Assist the Employer's Agent to assess quality of structural work executed for valuation purposes, provide a monthly written statement to the Employer's Agent confirming whether or not there are any structural works which have not been constructed in accordance with the Employer's Requirements, Building Requirements and relevant statutory requirements and provide details as appropriate.
7. Provide as reasonably necessary appropriate staff for monitoring and inspections of the structural works associated with the Project.
8. Attend up to 3No meetings in connection with the design and Project review meetings and arrange meetings with the Other Consultants as may be necessary or requested by the Beneficiary.
9. Monitor the production of detailed structural design for compliance with the Employer's Requirements, Building Requirements and relevant statutory requirements and the input of Other Consultants and the Sub-Consultants and specialist contractors.
10. If requested, provide advice and assistance in connection with the selection of any structural sub-contractor by the Main Contractor or the Beneficiary so far as relevant to quality of design and construction.
11. Advise on structural tests and investigations required under the Building Contract.
12. Advise on the Contractor's Structural Proposals and, if reasonably possible, the removal of any discrepancies within or between the various contract documents forming part of the Building Contract and/or with the Building Requirements and other statutory requirements.

13. Review certificates of quality and/or inspection where relevant for selected structural materials or structural elements of the Project.
14. During periodic inspections check that goods and materials are adequately stored and/or protected from damage and notify the Employer's Agent if the same is considered inadequate.
15. Advise on the need to open up completed works, where the Beneficiary has a reasonable structural concern.
16. Where relevant to the structure and during periodic inspections generally inspect samples of materials delivered to the Site; visit the Project to monitor progress and quality; observe the conduct, and examine the results, of tests on or off-Site and report thereon.
17. Monitor and inspect where appropriate and reasonably possible whether the structural works are being executed in accordance with the Building Contract and/or any contracts with Specialist Contractors (as the case may be) and confirm whether the standard of design and workmanship and the quality of materials, equipment and plant generally comply with the requirements of the Building Contract, and/or any contracts with Specialist Contractors (as the case may be) and are in accordance with any Beneficiary approved mock-up samples, and are of the required quality and manufacture. Notify both the Employer's Agent and the Beneficiary if at any time structural elements of the Project or the design of the works are considered inconsistent with the requirements of the Building Contract and/or any contracts with Specialist Contractors.
18. Compile a monthly report to be sent to the Employer's Agent addressing relevant structural issues, including progress to date and whether there has been any variation in the design or change in the method of construction and whether the Project complies with the Building Contract and/or contracts with Specialist Contractors (as the case may be). Set out the Consultant's recommendations and actions in the report.
19. All reports and documents issued to the Beneficiary/Client's Agent to be in electronic format.
20. Provide structural advice to the Beneficiary and/or Employer's Agent prior to the issue of any certificate or formal statement or notice of any relevant matters.
21. Advise on extent of structural compliance of the Project as built with the requirements of the Building Contract and/or any contracts with Specialist Contractors (as the case may be) for the purposes of determining whether sectional or practical completion has been achieved under the Building Contract and/or any contracts with Specialist Contractors (as the case may be).

22. If the Beneficiary is considering taking partial possession or sectional completion of any part of the Project under the Building Contract and/or any contracts with Specialist Contractors (as the case may be), provide structural advice to the Beneficiary and the Employer's Agent as to whether the relevant part or section of the Project has reached a stage equivalent to practical completion.
23. As far as the Consultant is able to establish, at sectional and practical completion confirm in writing to the Employer's Agent that the structural works carried out by the Main Contractor under the Building Contract complies with the Employer's Requirements and Contractor's Proposals so that practical completion and clearance of defects certificates can be issued.
24. Attend monthly half day project meetings for the 14 month duration of construction.

**C. AFTER PRACTICAL COMPLETION**

1. With the Other Consultants, review snagging and defects schedules prepared by the Main Contractor and supplement as necessary, with respect to structural works
2. Provide structural advice to the Beneficiary and/or Employer's Agent prior to the issue of any certificate or formal statement or notice of any relevant matters.
4. Carry out periodic inspections as reasonably required following sectional or practical completions to review the making good of structural defects and snagging and report on progress to the Employer's Agent.
5. Make recommendations to the Employer's Agent as to whether or not structural defects and/or snagging matters have been adequately addressed by the Main Contractor insofar as they relate to the Consultant's design.
6. Assist in the resolution of claims by the Main Contractor with respect to structural engineering, under additional services
7. Assist the Employer's Agent by providing input to allow their review of the final account and their report to the Beneficiary. Assist others in the preparation of the final statement under the Building Contract and make recommendations and provide advice in respect of the same.
8. Provide reasonable assistance to the Beneficiary in relation to any adjudication with other parties involved in the Project as an additional service
9. Assist where reasonably possible with any issues in regard to extensions of time and/or late completion