



VECTOR STRUCTURES LIMITED
Engineering Consultants

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64 Delancey St
Camden Town,
London,
NW1 7RY,

Our Ref: 1220.VEC.XX.XX.TP.S.9000-A0.C1
Date: 30th September 2020

By e-mail

F.A.O. Sam Shah

Dear Mr Shah,

64 Delancey St Camden Town, London NW1 7RY – Structural Engineering Fee Proposal

Thank you for inviting Vector Structures to submit a proposal for the provision of Structural Engineering Design services in connection with the above.

We have proposed a fixed price baseline fee based on the services set out in your enquiry and our recent discussions.

VECTOR STRUCTURES PRIMARY SCOPE OF SERVICE:

Our proposed scope of works are generally those described in the tender documents subject to the clarifications noted within this proposal.

The size and complexity of the structures being essentially:

- **Erection of a new storey above existing WC on rear of the building**
- **New Rear extension on area known as “rear area” with the capability to hold 1No. storey above.**

In order to satisfy part A of the building regs, our fee will include the following components;

Design of Super Structure

- Design of Steel Beams
- Design of Beam Bearings
- Generic Steel connection details
- Masonry Check
- Design of Floor Joists
- Specification of Lintels

Vector Structures Limited

Registered Office: 31 Gordon Road, Maidenhead, Berkshire – SL6 6BR
Company Registered No. 11733283
Company Registered in Wales and England

Design of Sub Structure

- Desktop Study
- Foundation Advice

Drafting

- Production of Beam & Column Schedules
- Structural layout Plans
- Connection Detailing

Please note the following clarifications and assumptions relating to the proposal:

- We have included the design of foundation widths assuming they are on competent strata. The fee proposal does not include a specialised foundation design such as piles, ground beams or foundation depths due to proximity to the trees. Furthermore, it does not allow for underpinning drawings or specification.
- Planning and Building Regulations submissions and associated fees will be the responsibility of the Architect and/or Client.
- In the event of any significant changes to the architectural layout, we reserve the right to charge additional fees.
- We have not included for any costs associated with any ground investigation surveys.
- We have not included for any costs associated with the staircase and balustrade design as these items will be as per manufacturer/specialist specifications.
- We have not included for the design of any external works, including below-ground drainage design, or any Temporary Works.
- We have not included for any costs associated with material testing.
- Due to COVID19 we have not allowed for any site visits hence we will be liaising with the client to obtain the information required.
- Information from the desktop study has suggested London Clay to be present hence a suspended slab solution will be presented.
- In accordance with the planning permission conditions, our consultant Chris Boydell CEng, BSc, FICE, MStructE will be reviewing the design and all drawings that we are preparing and will make site visits or monitor construction progress via video link subject to covid restrictions.

PROJECT FEE PROPOSAL:

STRUCTURAL ENGINEERING (PRIMARY DESIGN SERVICE)			
PLAN OF WORK	RIBA Work Stage	Fee Proposal	Key Duties
Technical Design	3-4	£500	As discussed in the scope above
Drafting Works	3-4	£250	As discussed in the scope above
Construction Stage Duties	5-6	TBA	Reviewing constructions drawings and information, project correspondence, site meetings and final inspections.
Total		£750	

All fees identified in this proposal exclude **VAT** which will be applied at the prevailing rate.

The fees for the project include all labour, reasonable administrative costs, expenses, and project management expected to be incurred by Vector Structures in the delivery of the described scope of work.

Should any activities be required beyond the stated proposal, our time will be charged on an hourly basis according to the following rates:

Position	Rate £/Hr
Director	75
Senior	65
Graduate	50

No additional fees will be charged without prior discussion with you.

Invoices will be submitted at the end of each month during all stages in accordance with an agreed draw down profile.

TERMS AND CONDITIONS

Unless or until agreed otherwise, the above proposal is based upon the attached Vector Structures Standard Terms and Conditions and on the basis that our appointment will be directly with yourselves.

Our invoices will be raised monthly based on the progress through each stage, and we require all invoices to be paid within 14 days of the invoice date.



We trust that we have interpreted your requirements correctly and look forward to work with you on this project. Should you have any questions regarding this proposal we would be happy to discuss them at your convenience.

Yours sincerely,



Abdul Rehman
Director
On behalf of Vector Structures Limited

Enclosed:

- Vector Structures Terms and Conditions

The cost for the project includes structural calculations with design details, specifications and provision of an electronic copy of the calculations.

ACCEPTED:

By: 

Date: **09 Aug 21**

Title: **Sam Shah**

Who shall the invoice be directed to:

Name: **Sam Shah**

Address: _____

Phone Number: _____

Email Address: _____