



Full Council Meeting

Date: 18th May 2023

FC022: To consider the quotes to progress to the next phase of redevelopment of Cuckfield Village Hall

1. Introduction

Over the past 2 years a working group was formed to consider the potential redevelopment of Cuckfield Village Hall on London Lane.

Preliminary plans were submitted to MSDC which received support for the proposal in principal, which completed the initial (RIBA stage 1) work.

The fee proposal to be considered within this report is to take the scheme to full completion with the various RIBA stages identified, based on the final construction cost.

2. Brief

The brief supplied for quotation is as follows:

- draft briefs for topographic and arboricultural surveys and request quotes from consultants on behalf of the Council
- summarise the brief for the new Village Hall so this can be further developed with the key stakeholders ie Preschool Playgroup
- update brief and SoA as required following consultation
- prepare concept design including drawings, sketches, 3D views and models
- prepare outline specification prepare Stage 2 design report including proposals for achieving the Council's ambitions for the design to be sustainable, low energy, low carbon and low maintenance
- make initial studies and investigations into potential structural systems and off-site fabrication to address limited access to the site
- issue drawings and outline specification for Cost Consultant to prepare Stage 2 Cost Plan
- attend meetings with Council's steering group

3. Findings

A total of 5 architects were contacted to ask them to quote for the above scope of works, however only 2 architects responded. Their summary quotes are broken down below:

Company A: £16,700+VAT

Company B: £20,000 (VAT not charged)

Full details of the quotations provided are within the appendix.

4. Recommendations

Council should review the quotes and details attached and resolve which company to choose to proceed with stage 2, should it be decided that now is the right time to proceed with this project.

Name: Sam Heynes

Title Clerk

Date: 15th May 2023

Appendix

Company A:



22-034 Cuckfield
Village Hall Tender Su

Company B:



CVH-SoA-040822.pdf



PL-CVH-110822.pdf



PLCV-2022.pdf