



APPENDIX B: Barrhill Memorial Hall Design Brief

B.1 - BMHCA Brief

Barrhill Memorial Hall Community Association

Refurbishment of Barrhill Memorial Hall - The Springboard Project.

Architect's Design Team Brief

Having completed a feasibility study for the refurbishment of our community Hall, the next stage for us is the Springboard Project during which we shall obtain agreed, detailed proposals and planning permission.

Tenders are now invited for the technical support required to meet the Springboard Project objectives.

Background

Barrhill Memorial Hall is located to the North of the village on the A714, address: Main Street, Barrhill, Girvan, South Ayrshire, KA26 0PP. The Hall was constructed from public subscription as a Memorial to the local people who died in the 1914-1918 war and was officially opened in 1924. The hall was designed by an Ayrshire architect James Miller whose design drawing of the Hall, and also his Specification and Schedules, may be seen at Ayrshire Archives.

In 2008, following thorough community consultation, we prepared a Community Action Plan. In the consultation for the Action Plan, 65% of all households completed the survey form, and 130 people attended a community open day. From this consultation, the "lack of local amenities" was identified as the greatest need in Barrhill, and from that, the redevelopment of the community hall, to make it fit for 21st century multi-purpose use, was prioritised as the main project for our community.

Then in 2009/2010, we raised funds (including from LEADER) and carried out a feasibility study and business plan for a refurbished hall. The work gave us architect's outline design proposals and we also identified major sources of funding.

In order to proceed, we now need more detailed designs, supported with technical investigations carried out by engineers and surveyors, together with reliable cost estimates. Funding for this phase has been allocated from Barrhill Memorial Hall Community Association funds and is supported by Ayrshire LEADER.

The Feasibility Study by Collective Architecture (1/10/210) and Re-appraisal (14/9/2011) are available. These studies included both the Hall and a neighbouring carpark. The work in this project concerns only the refurbishment of the Hall.

Project Objectives and Tasks

Our objectives are to establish a clear and widely agreed plan of action for the refurbishment and development of our Memorial Hall and to enable that plan to be implemented. Principally, we must align costs of construction with the availability of resources and do that over a series of stages of construction, eventually leading to a complete refurbishment.

To achieve these objectives we will:

- Obtain details about probable construction costs and funding scenarios
- Agree construction stages
- Obtain detailed drawings and specifications of practicable construction stages
- Obtain reliable construction cost estimates
- Obtain planning permission
- Bring together the technical information required to seek funding for the refurbishment.

To fulfil these objectives we wish to commission an architect's design team including structural engineers, mechanical and electrical engineers, QS and surveyors who will provide the information required. Barrhill Memorial Hall Community Association will provide the community consultation aspects and future funding judgements relating to the work.

Design Team Tasks

The design team shall maintain close liaison with BMHCA providing the technical information necessary for us to meet the project objectives. It is expected that the architect's will attend meetings within Barrhill for each of the principal stages of the work. These are likely to be:

- Project start
- Presentation to BMHCA of proposed construction stages
- Community presentation prior to completion of planning application.
- Design Scheme approval

The design team will provide detailed drawings and specifications and other work as Stage D (RIBA) which includes:

- Develop a scheme design from approved outline proposals.
- Consult with planning authorities
- Consult with building control authorities
- Consult with Fire authorities
- Consult with environmental health authorities
- Consult with statutory undertakers
- Prepare an application for full planning permissions
- Submit a design scheme showing spacial arrangements, materials and appearance, with cost estimate for approval.
- Submit an application for full planning permission.

The design team will identify contractors for the following support work:

- Topographic survey
- Asbestos survey
- Rot survey as required by structural engineer
- Geochemical and geotechnical testing.

Note that at least three quotations will be required for each contractor. This is a condition of our funding.

Selection Process

Quotations for the design team must be fixed price. Payment terms may include part payment at a suitable stage within the project. The costs for the additional contractors listed above may be shown separately and confirmed at a later stage of the application process. No other costs may be excluded or estimated.

A high weighting will be given to the experience of the applicant team and it is expected that similar work will have been carried out in the past, preferably involving communities, community buildings and funding bodies such as The Big Lottery.

Where applicants meet a quality threshold, selection will be by lowest tender.

Any queries may be addressed to:

Dave Holtom
Barwinnock, Barrhill
GIRVAN, KA26 0RB Dave.Holtom@barrhill.org.uk

For Barrhill Memorial Hall Community Association