



ARCACIA

CONSULTING

YOUR PARTNER IN DELIVERING SUCCESS





0.1 INTRODUCTION

ARCACIA CONSULTING IS A CONSTRUCTION CONSULTANCY SPECIALISING IN PROJECT MANAGEMENT AND COST MANAGEMENT

At Arcacia Consulting we pride ourselves on our client service. Whilst we are a relatively new business, our personnel have a variety of backgrounds, qualifications and experience. These cover a range of sectors including a large proportion of hotels and hospitality, luxury restaurants, commercial office fit-outs and residential developments.

Additionally we also offer other consultancy services such as bank monitoring.

Our aim is to provide a high standard of service specifically tailored to each individual project through listening to our clients, understanding their market and building solid relationships with fellow consultants and contractors.



0.2 OUR SERVICES

PROJECT MANAGEMENT

Arcacia Consulting provides an overall management service overseeing the delivery of a client's needs from inception to completion. We believe the key to a successful project lies in fully understanding the key business objectives and managing potential risks.

As part of our service we gather and manage the consultant team throughout the design and construction process by monitoring progress, programme, cost and quality. Through creating a co-operative working environment, we aim to:

- Drive and deliver timely stages and completion through making sure consultants work to agreed targets
- Achieve the best construction costs for our client's projects by monitoring the design and procurement
- Agree measurable targets for quality standards
- Ensure informed decisions are made on material selection and construction techniques
- Provide development management of all the key areas of the development process; site location and building feasibility studies through funding and development scenarios



0.2 OUR SERVICES

PROJECT MANAGEMENT

- Elicit the client's objective through interrogating business objective and assist in developing the brief
- Assist the client in the appraisal stage and carry out a feasibility study as required
- Advise on the necessity to carry out surveys, for example, structural, asbestos and soil investigation
- Liaise with other consultants to provide an assessment of the risk
- Agree the total project programme and help to set a realistic budget
- Assist in appointing and assembling the project team, their contracts, and agreeing responsibilities and fees
- Coordinate consultants and arrange regular status meetings
- Agree measurable targets for quality standards
- Monitor the procurement and ensure informed decisions are made on material selection and construction techniques
- Manage the development process and flow of design information
- Co-ordinate statutory consents, for example planning permission
- Assist in tender evaluation and contractor selection
- Once on site, monitor progress and provide regular reports back to the client and delivery compared to the programme and established quality control system
- Following project completion, evaluate the success and identify lessons learned and benefits to be gained



0.2 OUR SERVICES

COST MANAGEMENT AND QUANTITY SURVEYING

Arcacia Consulting provides the following services:-

- Prepare a project cost plan including details on installations and advise on how to achieve this within the client's budget
- Manage the cost plan during the pre-contract stage in collaboration with the design consultants and provide regular reports to the client on progress
- Finalise the definitive budget following the completion of the initial conceptual design stage
- Assist the client with tenders and contracts and advise the client on how alternative procurement packages will effect the cost and project completion date
- Following the consultants' appointment, assist the client in preparation of tender packages. Analyse pre-tender estimate, shortlist contractors invited to tender and send out documentation and then manage the tendering process
- On receipt of the tenders, evaluate and make recommendations to the client regarding the appointment of the contractors
- Regularly update the cost report detailing variations, anticipated variations, omissions, additions and the anticipated final account
- Prepare and agree final account with the contractor



0.2 OUR SERVICES

CONSULTANCY

In addition to our core services of Project Management and Cost Management, Arcacia Consulting provides a range of specialist

consultancy services which may be employed for specific tasks or form part of a broader service delivery. These include:

- **Employer's Agent** – Acting on behalf of our clients, we assist in the selection of tenderers, preparation of all the tender documentation requirements, analyse tenders and recommend accordingly
- **Fund monitoring** – Monitoring projects on behalf of funding institutions. Our reporting service includes a monthly check of actual cash-flow, project progress, outstanding statutory consents, variations and forecasted final costs and a considered statement on project risks and funder's exposure. This service is not just a 'tick box' format. It is a tailored solution to the specific requirement for the institution concerned
- **Risk Management** processes to identify potential risks and together with the client and professional team, identify how these risks should be managed
- **Value Management** of the design process to afford clients greater opportunities to deliver projects within their financial constraints. Value Management cannot achieve the 'impossible' but by careful consideration of the materials and construction methods, realistic savings can be achieved by the client



0.2 OUR SERVICES

EMPLOYER'S AGENT

Arcacia Consulting provides the following services:

- Advise the client on the provision of consultancy services and assist in negotiating their contracts
- Assist the client in preparation of the Project Brief and assembling the information for the tender documentation
- Review the design proposals, programmes and cost plan with the client
- Attend meetings as the client's representative with consultants and tenant's as necessary
- Ongoing involvement in the development of the design to ensure that meets the objectives of the brief and is delivered on budget
- As necessary, assess insurances and warranties, bonds and liquidated damages
- Management of the tender process, including preparing the tender documentation, evaluation and appointment of contractors
- Agree cost control strategy with contractors, including cost parameters
- Cash-flow management
- Co-ordinate, chair and issue minutes for regular progress review meetings



0.2 OUR SERVICES

EMPLOYER'S AGENT

- Monitor site progress and delivery compared to the programme and established quality control system. Arrange regular meetings to review progress and issue minutes from these
- Provide monthly cost reports, valuations and certificates of payment
- Issue certificates as required under the form of contract
- Carry out all duties of the 'Employers Agent' under the form of contract
- Co-ordinate in conjunction with the Client the inspection and hand over of the building
- Monitor the progress of remedial works during the defects liability period and release retention monies with relevant certificates as required by the form of contract



0.3 PROJECT EXPERIENCE

SANCTUM SOHO HOTEL

Conversion of existing offices to provide a 30 bedroom boutique hotel with a roof garden, new restaurant and a bar.

So called rock'n'roll hotel is one of the most glamorous hotels with a beautiful interior design finishes. Extremely complex project compromising listed building status and façade retention.

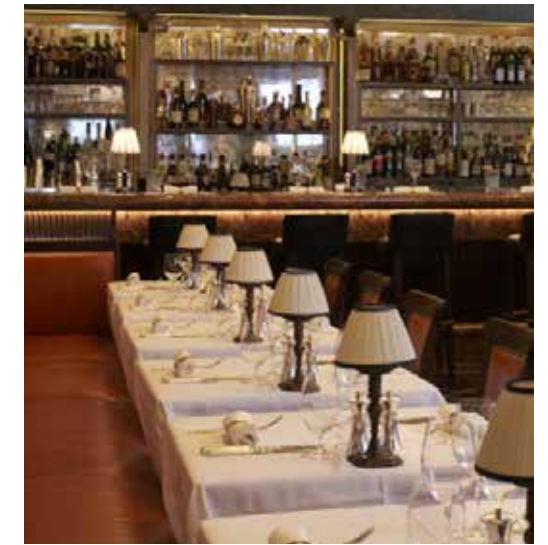


0.3 PROJECT EXPERIENCE

SOHO HOUSE BERLIN

PM/QS on a tenancy fit out and FF&E of a private members' club with 40 bedrooms and 20 apartments. Set over eight floors of a restored Bauhaus building few steps away from Alexander Plaza, central Berlin area , Soho House Berlin includes a full Cowshed Spa and gym, a rooftop pool, restaurants, bars, a screening room and a private dining area.

It was the first Soho House property in Germany. We were managing 10 million euros budget out of the overall cost of 50 million euros. UK and German contractors were working together to meet challenging programme.



0.3 PROJECT EXPERIENCE

34 GROSVENOR SQUARE, RESTAURANT

Refurbishment and bespoke fit out to form new restaurant in a centre of Mayfair, opposite US embassy. The building has been refurbished to the highest standard and exceptional quality.



0.3 PROJECT EXPERIENCE

SHOREDITCH HOUSE HOTEL

PM/QS fit out of shell and core of 26 bedrooms including FF&E and internal finishes. Project compromised of a very tight programme that involved round the clock working



0.3 PROJECT EXPERIENCE

INTERCONTINENTAL LONDON, WESTMINSTER

Appointed as PM for the second only Intercontinental in the UK we are proud it has been opened in November 2012. Project was taken over from the previous contractors that required changes to the structure of the building itself, interior design and finishes were reconsidered as well as the budget had to be adjusted accordingly. The result is that we have beautifully designed 256 bedrooms hotel with bespoke joinery finishes from Italy, marble bathrooms and a destination smokehouse restaurant and a bar.



0.3 PROJECT EXPERIENCE

ELECTRIC CLUB, PORTOBELLO

Electric House is a private members club on Portobello Road, Notting Hill. Adjacent to one of the oldest cinemas in London and upstairs from the Electric Brasserie, the club has two floors with areas for eating, drinking, working and relaxing. Refurbishment of a renowned private members club in Notting Hill. Works were undertaken during tight 5 weeks period. While working 24/7 we managed works within internal space as well as to structural modifications.



0.3 PROJECT EXPERIENCE

BALTHAZAR, LONDON

Brand new restaurant on a doorstep of Covent Garden market was opened to the public in December 2012. The offsite bakery is providing fresh produce to the next door bakery of the restaurant. A classical Parisian themed property is an extension to Balthazar New York. Original Balthazar opened seventeen years ago in the states and has been successful since. Collaboration of Caprice Holdings and one of New York's premier restaurateur Keith McNally brings Balthazar experience to London.



0.3 PROJECT EXPERIENCE

PIZZA EAST, PORTOBELLO

Pizza East Portobello is spread over two floors of a restored Georgian pub, right in the middle of the bustling Portobello market area and includes a deli trading in ingredients such as polenta, farro, and risotto rice, as well as Italian cured meats, cheeses, fruits and vegetables. An addition to Nick Jones' portfolio this trendy and well recognized restaurant is a conversion of an old Fat Badger Pub. During very limited timescale property had major structural works done including digging a basement and underpinning the whole building.

Restaurant has a new kitchen completed on a third floor and two floors for dining and a bar.

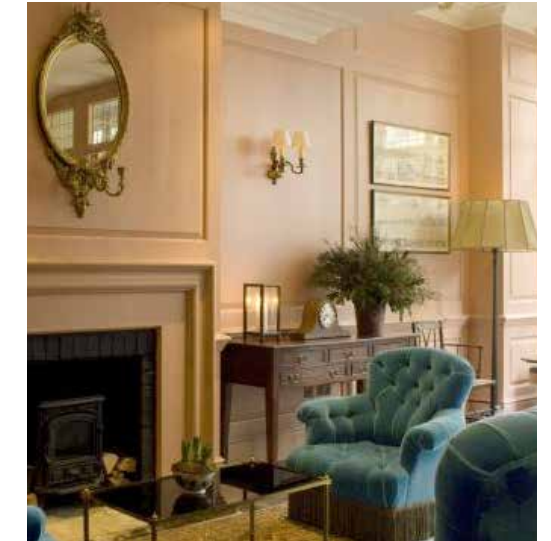


0.3 PROJECT EXPERIENCE

LANGHAM INFINITY SUITE

Conversion of existing rooms to form exclusive two bedroom apartment with an Infinity Suite. It is home for luxury and exclusivity.

Langham Group created finest suite for elite end of the hotel sector with bespoke finishes and best quality products.



0.3 PROJECT EXPERIENCE

DEAN STREET TOWN HOUSE

A cosy wood-panelled lobby with sink-in armchairs and fireplace is a welcome retreat from boisterous London. Conversion of an office block into up market, classy 39 bedroom hotel with restaurant and bar. Listed Georgian townhouse, rich in its history and architecture, went through major conversion works that now is presented as a place that brings style and sophistication into heart of London.



0.3 PROJECT EXPERIENCE

LE CAPRICE RESTAURANT

The classic St James's restaurant, Le Caprice is close to the Royal Academy, Burlington Arcade and Bond Street and moments from Piccadilly, Mayfair and the West End. PM/QS services for a classic Piccadilly restaurant that hosted celebrities for decades undertook extensive renovation during four weeks programme. Transforming the iconic black marble bar, white panelled walls and adding art deco features gave a face lift to this legendary property.



0.3 PROJECT EXPERIENCE

ANNABELS PRIVATE MEMBERS CLUB

Part of Caprice Holdings Annabel's Club undertook alterations including partial demolition of existing building to rear and the erection of a new structure and raised walls to provide an enclosed courtyard space at rear first floor level to be used as a smoking terrace.

Within a space of approx. 30 sq/m was created a green oasis with marble floor, canapé and a bar.

0.4 PROFESSIONAL INDEMNITY INSURANCE

To ensure the competence of our services we offer up to £5 Million professional indemnity insurance cover.

0.5 CONTACT DETAILS

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