



Quadrant

What we do.

And how we do it.

Quadrant was established in 1997 to provide specialist cost, procurement and management services.

Since its inception, Quadrant has developed a loyal client base including financial institutions, local authorities, housing associations, NHS Trusts, contractors, charitable trusts and specialist developers. It is a reflection of our efficiency, commitment and professionalism that we are retained to provide repeat work by a large number of our clients.

Quadrant prides itself on the professionalism and diversity of our people, their skills and experience, which cover all major sectors of the construction and property industry. Our key personnel offer a wealth of expertise and management skills from both the traditional professional background and from the general construction industry – therefore offering a complete solution to our clients' requirements.

Our Services

Project Management

Our project management service provides a single point of contact for our clients and encourages a collaborative approach to delivering their projects.

We place great emphasis on clear and effective communication with clients, design team members and contractors so that all parties involved with the project are working towards common goals.

Our targets for delivery are established, controlled and monitored in terms of programme, quality, Health & Safety, value for money and risk.

Project Management services cover the overall planning, coordination, control, reporting and monitoring on all aspects of the project including:

1. **Establishing the project brief with the client.**
2. **Procurement of consultants and contractors.**
3. **Design programming and coordination.**
4. **Statutory approval management.**

5. Constructing programme coordination and monitoring.

6. Coordination of financial and legal processes.

7. Change and approval management.

Project management services are provided from inception stage through to completion and beyond, ensuring that end users have a point of contact for any issues during the moving in and defects period.

Our project managers have a broad range of experience across many sectors and bring experience from both the professional and contracting background. This enables us to provide a reasoned and practical approach to any situation.

Quantity Surveying Services

1. Contract Documentation Preparation

We offer comprehensive cost planning services from inception to completion. Our estimates and reports are standardised to enable ease of use and to establish a clear audit trail throughout the project.

Cost plans are issued regularly throughout a project to enable our clients to make

key decisions and monitor the budget at all stages.

Our cost planning role is focused on providing value for money, which is achieved by understanding individual client's needs and priorities on each specific project. We analyse all potential changes in terms of time, quality and cost to ensure our clients have sufficient information to make informed decisions. We also assess cost plans in terms of whole life cycle costs, in addition to capital costs.

We maintain an in-house database of costs which is supplemented by the B.I.C.S online system and the experience and expertise of our surveyors.

Throughout a project and particularly at the early stages, we offer advice and value engineering options including reports on all implications of proposed alternatives.

Cashflow forecasts are prepared and monitored in conjunction with the cost budgets to enable our clients to manage their finances efficiently and effectively.

2. Pre-Construction Advice & Strategic Planning

Pre-construction advice can have the biggest impact on the outcome of a project. We are able to offer sound, reasoned advice at all stages of this period, including:

- procurement strategy
- contractual advice including forms of contract and contract amendments, insurance requirements, professional appointments and warranties
- development appraisals and cashflow forecast
- site option appraisals
- budget control and monitoring.

By using industry standard software we are able to prepare, monitor and update all necessary programmes including:

- project master programme
- pre-construction design and procurement programmes
- construction phase programme
- phasing programmes
- completion programmes.

3. Contract Documentation Preparation

- Drafting and negotiations of bespoke contracts or contract amendments to standard forms.

- Advice and drafting forms of appointment for consultants including insurance, collateral warranties and novation agreements.

4. Post Contract Services

- Preparation and agreement of interim valuations.
- Employer's agent duties.
- Change control and monitoring.
- Preparation and agreement of final accounts.

5. Risk Management

Risk management is an essential part of any service we offer, and underlines our strategy when preparing budgets, reports and programmes.

We establish a risk register at the start of a project which is developed throughout the project. All major risks are identified and rated to provide a management tool which enables the client to assess and minimise risk.

6. Whole Life Cycle Cost Analysis

By using a discounted cashflow forecast, we are able to provide the client and end users with a whole life cycle cost for their building. This includes capital costs, maintenance and repair costs, as well as predicted running costs and facilities management costs.

By establishing this model at the early stages of the project, it can be developed and fine tuned as the design progresses,

and is used to assess the impact of potential changes and alternative specifications.

7. Contractors Surveying

We offer a comprehensive cost and procurement service to main contractors and sub contractors including:

- estimating
- contractual advice and dispute resolution
- cost reporting and monitoring
- preparation and agreement of interim valuations and final accounts.

Dispute Resolution

We offer expert advice in the field of contractual disputes, including:

1. Advising on contractual rights and remedies.
2. Delay and disruption cost analysis.
3. Checking the validity of Extension of Time and Loss and Expense Claims.
4. Preparation of contractual entitlement documentation.
5. Negotiation of contractual entitlement.
6. Adjudication, mediation and arbitration.
7. Expert Reports and Expert Witness.

CDM Coordination

Quadrant is focused to provide clients with a CDM coordination approach that complies with current legislation.

In order to implement this, Quadrant's CDM Coordinators offer a proactive and competent service to ensure that communication/clarity prevails within the project team. This will encourage the consideration of Health & Safety from the very start of a project.

The ongoing emphasis on clear communication and coordination will assist design work, planning and preparation for construction. This will identify issues that can be addressed and resolved without impact to the project.

Ultimately the project's Health & Safety environment will benefit from the management of good practice.

Quadrant offers the following services to clients:

1. Provide suitable and sufficient advice and assistance to clients, to allow them to comply with their duties.
2. Notify HSE about the project.
3. Coordinate the relevant Health & Safety aspects of the design work, planning and other areas for construction.
4. Advise clients on any important preparation in order to identify and collect pre-construction information.
5. Coordinate the flow of Health & Safety information between all members of the project team.

6. Provision of pre-construction information relevant to each member of the project team.

7. Provide advice on the suitability of the initial construction phase plan and ensure appropriate facilities are on site to commence works.

8. Organise the production of a relevant, user friendly Health & Safety file suitable for future use at the end of the construction phase.

Code for Sustainable Homes Assessments

Through our accreditation as licensed EcoHomes assessors we are able to carry out assessments for the new Code for Sustainable Homes scheme devised by the Building Research Establishment (BRE) in conjunction with the Department for Communities and Local Government (DCLG).

Quadrant can provide assessments and advisory services to any client wishing to improve the energy efficiency and environmentally friendliness of their homes. Past clients include registered social landlords and private developers alike. We prefer to work in partnership from the early design stage with the client, in order to provide a proactive service and attain the best possible result.

We have extensive experience in the social housing sector and are fully conversant with the National Housing Federation Scheme Development Standards and the Housing Corporation Housing Quality Indicators.

Other Services

1. Technical audits.
2. Receivership and insolvency.
3. Business acquisitions.
4. Insurance assessments and claims.
5. Funding arrangements.
6. Party Wall Awards.

Accreditation

Quadrant operates a quality assurance management system to BS ISO 9001:2000.

Quadrant is a firm of chartered surveyors as designated by the Royal Institution of Chartered Surveyors.

Quadrant is registered with Constructionline for the provision of project management and quantity surveying services.

For more information please visit:
www.qcs.uk.com
Or call: 0845 873 8778

