



Creating a new office





Introduction

At some point in the future you will be able to stand back and know that you delivered an office that your entire company is proud of.

But this starts from a daunting point – something is happening in your business that creates the need for an office fit out or refurbishment.

Overbury is a highly experienced specialist company that can take you and your business through every stage of this journey.



‘You were fantastic – right from day one the guys were adaptable and helpful, always understanding and prepared to work with us and recognise the issues that we were trying to deal with.’

Royal Northern College of Music

Some of the images, project examples and quotes used within this document are related to work undertaken by Morgan Lovell's business in Birmingham before it became part of Overbury in 2010.

The journey

The journey to create your new office

Somewhere in your business something has changed that effects your office needs. It might be a lease break or end, a change in your headcount, a merger or the desire to improve your space.



Higgs & Sons

Need for change

- growing
- downsizing
- lease expiry
- merger
- improving facilities
- environmental improvements
- staff retention

Define

Design

Deliver

Workplace Appraisal

Stay?

Refurbishment

Move?

Market search

Fit out

Design

Construction

Handover

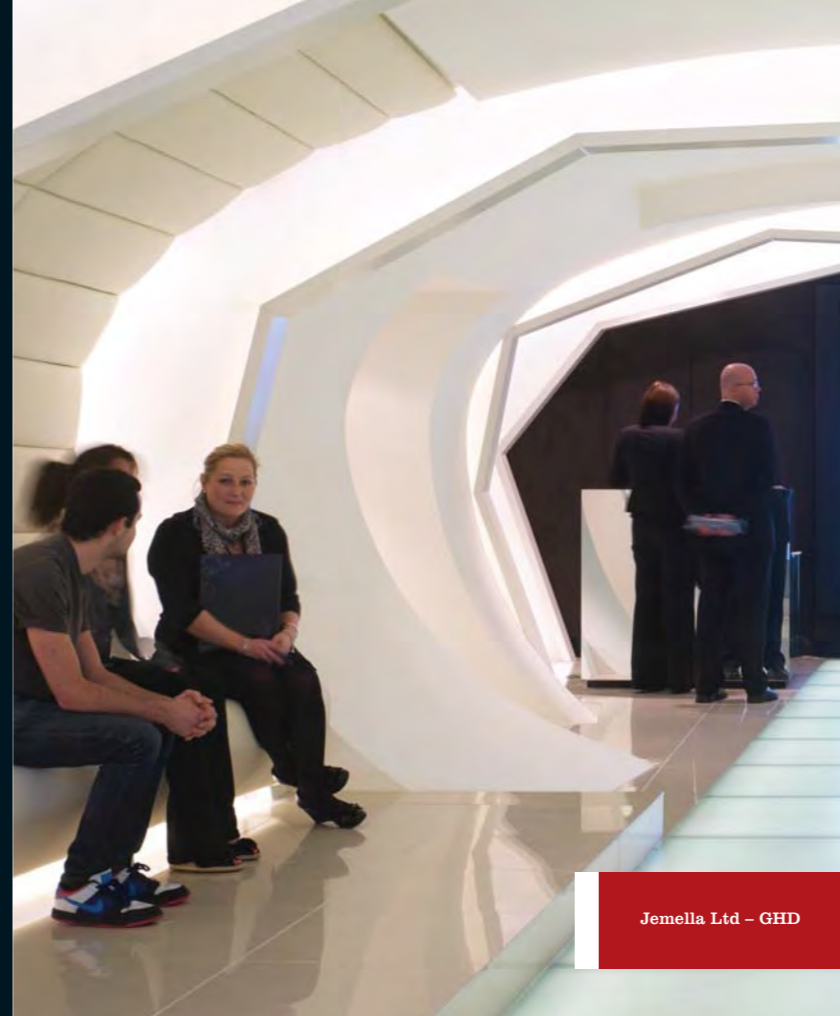
Which works best for you, one-stop-shop or independent help?

Some clients prefer a one-stop approach and will access all the services they need directly through us.

Others will prefer to work with the additional input of independent specialists such as an architect, surveyor, or project manager.

To give you the very best service and finished project we will work the way that best suits your style and project. We have enough resources to take on the entire burden of your project; preparing designs, managing cost information and construction management with a single team.

Likewise we are equally happy working with appointed independent specialists and our experience in the market means that we can recommend a well-placed consultant to help.



Jemella Ltd – GHD

What can Overbury do to help?

Pinsent Masons

Overbury is able to help you at every stage of this complex process.

You get access to tried and tested expertise with our team, no matter what your project includes. We employ only the very best people in the market and they are all full time members of staff.

We are able to offer:

Workplace appraisals: audits on your office use and needs, comparisons of alternative workplaces, option assessment.

Design: interior designs, visualisations, finishes, layouts, furniture.

Technical services and sustainability: design, energy efficiency, product sourcing, IT, heating and cooling, testing.

Estimating and financial management: preparation of budgets, cost management, finishing on budget.

Project and site management: full liaison and management on site of the construction work and supporting activities.

Project co-ordination and relationship management: working seamlessly to ensure your project runs smoothly, safely and to budget.

Furniture: our independent in-house team can recommend, procure, install and maintain any furniture that you need.



PZ Cussons

‘You were a key component in making our new office mobilisation a success by giving us predictability of cost and time – the key staff supported us at every step to ensure this success.’

Amey

Cost and value

What your new offices might

cost

Excluding rent, this is a simple guide to average market costs for achieving different types of projects, per square foot:

Up to £20

Light refurbishment, minor amends to layouts and partitions, redecoration, some mechanical or electrical upgrades.

Up to £40

Strip out, floor repairs and new finishes, partitions, some joinery items, decorations, small upgrades to existing mechanical and electrical systems.

Up to £60

Strip out, floor repairs and new finishes, ceilings, partitions, joinery items, decorations, window blinds, signage, furniture, mechanical and electrical upgrades, new lighting system, fire alarm upgrade.

Up to £80

Complete strip out, new flooring and ceilings with feature details, reception area and desk, breakout areas, storage, redecoration, signage, furniture, new heating and cooling system, plumbing upgrades, new lighting, power and IT cabling.

How we ensure you get best value from your project

Cost effective product selection: our experience of delivering projects gives us an excellent knowledge of what products are available and what they should cost.

Long term savings: from the design stage we can ensure that opportunities are taken to install equipment and materials that have a cost effective life cycle – including maintenance, lifespan and repair costs.

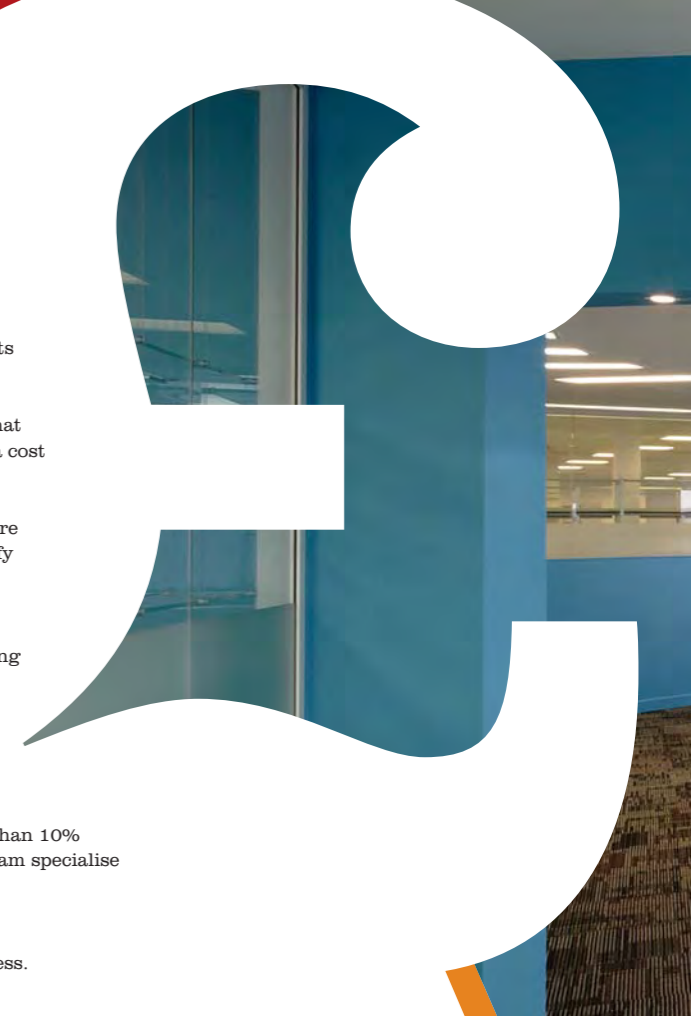
Energy efficiency: alongside the environmental benefits there are significant long term cost savings we can unlock by helping specify highly efficient equipment.

Buying power: our group carries out hundreds of millions of pounds of projects every year; this means we can exercise real buying power on your behalf.

Programming advantages: by overlapping key stages of the process we can complete a project more quickly saving you money by moving in earlier.

Furniture savings: where included this can make up more than 10% of the typical cost of a project – our independent in-house furniture team specialise in getting the best product at the best price.

Local suppliers: our local focus draws experienced suppliers and subcontractors from the local market ensuring cost competitiveness.





‘The people were honest, energised and professional about the project – I looked forward to the project meetings.’

Jemella Ltd – GHD

Focus on delivery
and sustainability

Perfect delivery



Perfect delivery

Your Overbury team will shape their management of your project to ensure it achieves:

Delivery of an effective workplace

A design solution that both meets the needs of your workplace but gives you something extra.

Completion on time and snag free

You move in exactly as planned and everything is tested, verified and 100% as you expect.

A hassle free experience

Making sure that you participate in the project as little or as much as you want to.

Client Cornerstone

Constant focus on the things that you really value – our team will highlight these and deliver them.

This ethos underpins our entire quality system, which is accredited to ISO 9001.

Focus on sustainability

Overbury can help you to achieve your environmental goals including:

Product selection

If we are involved in the design, our environmentally qualified designers will source sustainable products and materials.

Calculating impact

You have at your disposal our bespoke calculation tool, designed by leading carbon specialist AMEE, specifically for fit out projects.

Environmental Management System

Our ISO 14001 accredited EMS is used throughout our delivery teams to monitor, measure and help reduce the sustainability impact of your project.

Cheshire West and
Chester Council

‘The reaction has been all that we hoped for and more. We have received many messages of congratulations, describing the office as impressive, magnificent and truly stunning.’

Higgs & Sons

More about us

Part of a larger group

Overbury offers a high level of parent company backing providing security and reassurance. It is part of Morgan Sindall Group, a publicly quoted national company with significant financial covenants and buying power.

MORGAN SINDALL

- UK wide construction and regeneration group
- Employees: 7,700
- Revenue: £2.1bn



BSkyB

Local focus across the country

You benefit from our local focus in every region of the country whilst accessing the stability and financial benefits that being part of a larger business brings.





Ideas

Ideas

Ideas

Ideas

Ideas



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