

Subject: Hammersmith Library - Archive Storage Feasibility
20th December 2012

Further to your recent request please find enclosed an estimated cost for converting the basement into a controlled environment suitable for the storage of archives that are currently located at Lilla Huset. The cost is approximately £560,000 excluding VAT although it is subject to the following caveats:

1. The outcome of an asbestos survey. The costs do not include for the removal of any asbestos
2. The outcome of a fire risk assessment
3. A review of the proposals by a structural engineer. The current costs are based upon an assumption that the structural design would match the existing beam and column configuration. However, they have not been reviewed by a structural engineer. Although the basement floor structure is assumed to be a solid ground floor slab no assessment has been carried out in respect of its load-bearing capacity.
4. Agreement of a location of the boiler and the physical alterations of the structure and fabric to accommodate this. The cost of boiler replacement is based upon the boiler being located in the existing location and does not include the cost of refurbishing an alternative location in the library to accommodate this. There is no obvious alternative location for the boiler and this work would be subject to significant scrutiny by the conservation officer.
5. An application for Building Regulation Consent
6. An M&E engineer would have to properly survey the pipe runs and confirm the extent of the work required to alter the M&E installation
7. The costs of the water proof system are very high level and subject to a more accurate comparison. We have taken the costs from a similar scheme although we have assumed that the square meterage is similar.
8. The value of out of hours working is subject to further analysis

Although the walls can be removed it does not appear possible to create a complete open plan space. The floor slab over the changing room and archive room is supported by steel beams and columns and on this basis I would have to assume that intermediate support will be required to be incorporated into the proposals. If LBHF require the basement to be fully open plan it will be necessary to appoint a structural engineer to review the scheme. Nevertheless a floor spanning the full area of the basement would have to be thicker than the existing in which case it is possible that the engineer would recommend the creation of a new slab.

I have carried out a high level space planning exercise and it would appear that there is insufficient space for all of the Local History Archives. I was able to fit the series of four rows of shelving in the main archive room and 60% of the archives stored in the reading room. However, there is no space for the filing cabinets, the records stored on micro film. Additionally the space planning exercise was based upon the floor area being a complete open space. However, the location of the columns further restrictions upon how the filing cabinets can be set out.

There is clearly insufficient space within the basement of the library to store the entire archive collection currently held at Lilla Huset. LBHF may be able to store a significant proportion of the local history archive records currently contained at Lilla Huset but a more detailed space planning exercise is required and LBHF would still need to find additional storage at another site or an alternative part of the library.

If LBHF choose to proceed with this work the following legislation will apply:

- The Control of Asbestos Regulations
- The Construction Design and Management Regulations – LBHF will need to appoint a CDM co-ordinator
- The Site Waste Management Regulations – a site waste management plan will be required to be developed
- Building Regulations
- Town Planning and Listed Building Consents
- The Disability Discrimination Act – The proposal provide no access for wheel chair users and persons with other forms of disability may also experience difficulty in accessing this area.

And a DDA audit will be required to assess the measures that can be made to accommodate their needs and protect LBHF in the event that a complaint is made about lack of access.

Even though we have provided an estimated cost we have not yet identified a viable technical solution to LBHF's requirements to relocate the archives from Lilla Huset to the basement of Hammersmith Library. This would require the following:

- A much more detailed space planning exercise
- A more detailed investigation of the structural alterations required
- The location of service runs
- The identification of a suitable alternative location for the boiler and the alterations within the building to achieve this
- Any assessment of the extent of dampness problems affecting the basement to ensure that the most suitable tanking system is installed

This would be the subject of an additional fee arrangement and it is likely that the estimated costs attached would increase.

Paul Chapple
Senior Building Surveyor
EC Harris LLP

Budget costs for basement conversion to archive room

Location (including dimensions)	Main Building Element	Works	Recommended Works	Quantity	Unit of measurement	Unit Rate	Cost
General	Demolition of walls	Demolish wall between boiler room and changing room	Wall 360mm thick	20	Square metres	£240.00	£4,800.00
		Demolish wall between boiler room and filing room	Wall assumed to be 360mm thick	16	Square metres	£240.00	£3,840.00
		Demolish wall between boiler room and lobby	Wall 225mm thick	10	Square metres	£200.00	£2,000.00
		Remove doors and linings throughout		6	Nr	£100.00	£600.00
		Remove walls within boiler room	Walls presumed to be 100mm thick	10	Square metres	£100.00	£1,000.00
		Remove brick shelf within boiler room		3	Cubic meters	£150.00	£450.00
		Excavate for footings for columns		12	Item	£2,500.00	£30,000.00
	Structural works	Temporary support	Consider the feasibility of installing columns first				£0.00

out of hours

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Location (including dimensions)	Main Building Element	Works	Recommended Works	Quantity	Unit of measurement	Unit Rate	Cost
		Supply and install beams	Beam assumed to be 310x130mm universal steel beam section 8.0m in length	4		£1,500.00	£6,000.00
		Supply and install columns to support beams	Columns assumed to be 155x130mm steel section 3.5m in length	12		£800.00	£9,600.00
		Infill excavations	Assume 150mm hardcore, 50mm blinding, make good to dpm, 100mm concrete and 50mm screed				inc
	Damp-proofing works	Apply a tanking system	Tanking system to a drained be Grade 3 BS 8102. This is a very high level budget cost and is subject to further review	1	Item	£80,000.00	£80,000.00
	Fire-proofing works	Apply intumescent paint to steel beams		65	Linear meter	£20.00	£1,300.00
	Doors	Supply and install secure access doorways - gas tight	This is a very high level budget cost and is subject to further review	2	Item	£10,000.00	£20,000.00
	Ceiling	Redecorate ceiling	Apply a sealer coat and two coats of vinyl silk emulsion	100	Square metres	£10.00	£1,000.00

out of hours

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Location (including dimensions)	Main Building Element	Works	Recommended Works	Quantity	Unit of measurement	Unit Rate	Cost
	Walls	Redecorate walls	Apply a sealer coat and two coats of vinyl silk emulsion	250	Square metres	£7.50	£1,875.00
	Floor	Apply screed	Apply latex self levelling screed	100	Square metres	£75.00	£7,500.00
		Supply and lay new floor covering	Supply and lay vinyl floor finish	100	Square metres	£35.00	£3,500.00
Mechanical and electrical installation	Boiler	Remove boiler complete and relocate	This only includes removal and installation of new boiler. A revised location is required to be agreed and the cost of converting an area for use will be additional.	1		£97,813.00	£97,813.00
	Drainage and water distribution services	To be diverted or sealed	This is a very high level budget cost and is subject to further review	1		£10,000.00	£10,000.00
	Doors	Supply and install proximity card access system as manufactured by Cardex		1		£3,500.00	£3,500.00
	Alarm system	Supply and install intruder alarm system linked to LBHF control room	Independent intruder system including, including localised control panel	1		£2,750.00	£2,750.00

out of hours

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Location (including dimensions)	Main Building Element	Works	Recommended Works	Quantity	Unit of measurement	Unit Rate	Cost
	Fire safety	Fire suppression system	Based upon naturally occurring gases (e.g. Argon and Nitrogen) 6 cylinder system	1		£12,500.00	£12,500.00
		Fire alarm detection system	Includes sampling devices integrated with suppression system	1		£8,500.00	£8,500.00
	Independent ventilation system	Extract system	Surface mounted and linked with fire suppression system	1		£6,000.00	£6,000.00
		Pressure relief dampers		1		£1,600.00	£1,600.00
		DX (direct expansion unit)	Heating and cooling elements and dehumidification	1		£24,000.00	£24,000.00
			Out of hours working - budget cost				£80,000.00
							£420,128.00
			Preliminaries @ 15%				£63,019.20
			Professional fees @ 15%				£72,472.08
			Statutory fees				£7,500.00
			Total cost				£563,119.28

out of hours

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