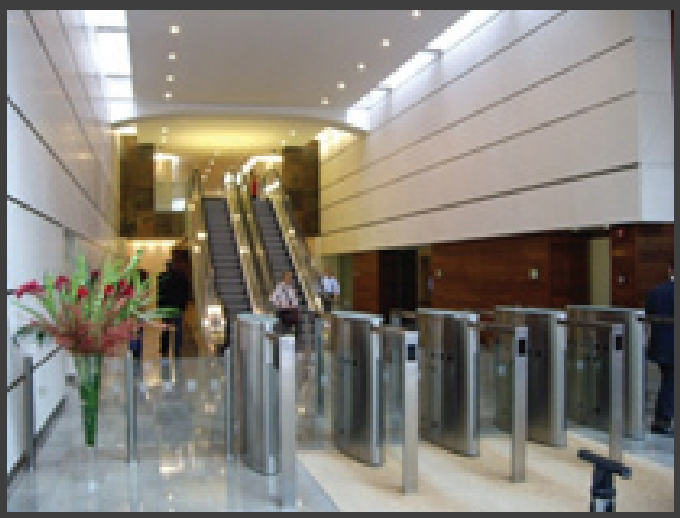

Set Square

Chartered Surveyors and Property Consultants

case study

Berkeley Square House, London
Regus

Result:

Set Square lead the multi-discipline teams and presented the under cover of a single report, extrapolating the key messages from the team in the Executive Summary. This assisted the client to understand the issues being raised in a straight forward and time efficient way.

Project:

Set Square was selected to lead Capita Symonds' due diligence team to report on the building fabric, mechanical and electrical services. The premises comprise one floor of the building plus the basement storey, most of which had been stripped out and were awaiting refurbishment.

Solution:

Having established the brief with the Client, and especially the purpose of the report and the use to which it would be put, Set Square developed a report format which was agreed with the Client. A survey briefing meeting was convened with the professionals from each discipline, and the requirements of the survey and reporting structure explained, together with the limitations and risks to be expected when undertaking the work.

The reports from each discipline were collated into a single report, together with photographs and budget estimates where appropriate. The Executive Summary was then prepared, distilling the key messages from each section for each of reference.