



SCOPE OF SERVICES

Reinstatement Cost Assessment Services

Scotland
May 2022



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Reinstatement Cost Assessment Services

For use with the RICS Short Form of Consultant's Appointment for Designated Services

Additional notes

- These Services should be completed by inserting a 'tick' in the box next to the Service to be provided. For further information, please refer to the RICS Short Form of Consultant's Appointment for Designated Services explanatory notes.
- All other Services that are not ticked shall be deemed to be Additional Services under the terms of this Appointment.
- Any bespoke Additional Services agreed between the Client and the Consultant should be inserted in Section 6.
- A schedule of 'typical' meetings is included with these Services in the Appendix. Completion of this schedule is also recommended.
- Refer to the current edition of the RICS guidance note *Reinstatement cost assessments of buildings*.

1 Statutory compliance

- 1.1 Ascertain whether the property is listed and whether the listed status of the building applies to the whole or part of the building or within the curtilage of the property.
- 1.2 Ascertain whether the building or property is in a conservation area, and what restrictions may apply.
- 1.3 Provide indicative advice as to whether the building(s) or property complies with relevant legislation and provide comments and advice. (Note: This is not a full access audit).
- 1.4 Provide indicative advice as to the standard of accessibility provided by the building(s) or property for relevant legislation. (Note: This is not a full access audit).

2 Building inspection and collecting information

2.1 Undertake inspection of the building(s) or property to ascertain relevant information and prepare a report that includes:

- 2.1.1 an assessment of environmental hazards such as deleterious materials, flooding, exposure to electromagnetic and microwave radiation, invasive vegetation, vermin/protected species, seismic activity and other relevant factors
- 2.1.2 an assessment of the age of the building
- 2.1.3 a consideration as to whether there are any restrictions to demolition and rebuilding of the building(s) or property that will result from the surrounding environment
- 2.1.4 an assessment as to whether the building(s) or property is likely to have materials normally considered as potentially

hazardous to health incorporated into its structure

- 2.1.5 a summary of subleases and alteration licences and
- 2.1.6 sufficient notes, photographs, measurements and sketches where necessary.
- 2.2 Inspect the external elevations from ground level, accessible roofs and other suitable vantage points using binoculars and/or an unmanned aerial vehicle (UAV), and provide a report as to the observations made.
- 2.3 Advise as to any special factors that may influence the cost of reinstatement.

3 Net rebuilding cost of the building(s) or property

3.1 Prepare the final assessment figure that will comprise the total cost of completely rebuilding the building(s) or property to be insured, including:

- 3.1.1 demolition and debris removal
- 3.1.2 other enabling works
- 3.1.3 construction and/or renovation works and
- 3.1.4 professional and statutory fees.
- 3.2 Determine the gross internal area of the building using existing drawings made available by the Client.
- 3.3 Determine the gross internal area by undertaking an on-site measured survey of the building(s) or property.
- 3.4 Prepare an indicative estimate using the latest Building Cost Information Service published rates and indices, construction price books or other in-house costings for similar type projects.

4 Report presentation

- 4.1 Provide a reinstatement cost estimate in accordance with the RICS guidance note *Reinstatement cost assessments of buildings*, 3rd edition.
- 4.2 Provide a reinstatement cost estimate in accordance with communicated Client defined parameters.
- 4.3 Provide schedule of repairs with costings. Take all necessary approximate quantities and provide a budget cost estimate for repair works required to remedy defects with the building structure and fabric identified at the time of inspection.
- 4.4 Provide a budget cost estimate for repair works required to remedy defects with the building structure and fabric identified at the time of inspection.

5 Report delivery

- 5.1 Confirm by telephone and/or brief email, within 48 hours of inspection, the main findings of the Consultant and summarise in a draft executive summary document.
- 5.2 Provide [2]* hard copies of final version of report.

* Number in brackets is the default unless other number is inserted and initialled by both parties.

6 Bespoke Additional Services

- 6.1 Enter or attach bespoke Additional Services agreed with the Client.

Appendix A: Schedule of meetings to be attended by the Consultant

1 Client meetings

Attendance: Partner Director Associate Project surveyor
 Other (please specify) _____

Frequency: Daily Weekly Monthly Quarterly
 No attendance required Other

Please specify requirements: _____

2 Design team meetings

Attendance: Partner Director Associate Project surveyor
 Other (please specify) _____

Frequency: Daily Weekly Monthly Quarterly
 No attendance required Other

Please specify requirements: _____

3 Project team meetings

Attendance: Partner Director Associate Project surveyor
 Other (please specify) _____

Frequency: Daily Weekly Monthly Quarterly
 No attendance required Other

Please specify requirements: _____

4 Site meetings

Attendance: Partner Director Associate Project surveyor
 Other (please specify) _____

Frequency: Daily Weekly Monthly Quarterly
 No attendance required Other

Please specify requirements: _____

5 (Other) meetings

Attendance: Partner Director Associate Project surveyor
 Other (please specify) _____

Frequency: Daily Weekly Monthly Quarterly
 No attendance required Other

Please specify requirements: _____

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