

Beautiful Basements

Basement Conversions - Quotation Process Explained



1 Summary

Thank you for asking Beautiful Basements to quote for works on your basement. We've a wealth of specialist basement construction experience and this guidance sheet will explain the steps to provide you with a final price for your project.

Before going any further please be aware that we only undertake the very specialist works associated with basement conversions. These include the design and installation of the waterproofing system and the specialist heavyside works (such as installing light wells, underpinning, installing concrete slabs, removing walls and installing structural steels).

We no longer undertake any general fitting out works such as dry lining, partitioning, electrical or plumbing works, plastering, facing brickwork or finishing carpentry works. Our works extend only to the stage where a competent general builder can safely take over the fit out works.

2 Forms of Pricing

When we prepare costs for you we can give you three sorts of pricing for your project

2.1 Budget estimate

2.2 Quantities based quotation

2.3 Final quotation

What sort of price we can provide you with depends on the information you have available, how complicated the project is and how far your basement design has progressed.

2.1 Desktop Based Budget Estimate – A desktop based budget is the first stage in our providing a price for your consideration and we will usually go through this stage before doing a detailed survey.

For a budget estimate we'll gather some basic information about your project, ensure we fully understand the scope of works required and pull together preliminary costed schedule of works based on similar projects we've undertaken in the past. Typically we'll provide a rough per sq.m rate or a guide price for each aspect of the project and detail the basics of what is and is not included within the overall project. Budget Estimates are always presented "Subject to Contract" and are purely intended to give you an idea of the costs before progressing with more detailed project design or a detailed survey.

Beautiful Basements is a trading name of CWSEC Ltd.

VAT Reg No: 900130693 Company: 6048910 Reg Office: 30 Nelson Street, Leicester LE1 7BA. Directors: A Parkes, M Battisti



To provide you with a budget estimate for your project we'll need the following information as a minimum.

- Full client name and address
- Project address
- Site layout or Google earth shot showing the curtilage of the property and the location of the basement in relation to existing buildings and boundaries (a simple red line showing roughly where the basement is will suffice)
- A layout plan or approximate basement dimensions
- Existing and required headroom
- Photos of the space (and photos of relevant outside areas if a lightwell is required)

Whilst the above items provide the minimum information we'll need in order to give you a budget for your project; any further information as detailed in the sections below will help us to make the figures more accurate.

2.2 Quantities Based Quotations – a quantities based quotation is provided once we've surveyed the property and have a detailed schedule of works agreed. We'll work out build quantities and quote you rates for the various build components. At this stage there may be items which require design finalisation – so we'll either present these unknown items as a "BUDGET FIGURE" or advise as "TBC" if we have insufficient information. We may also make some structural design assumptions such as the thickness of steels, slabs, depth of underpinning and structural waterproofing options etc.

The items we mark as "budgets", "TBC" or "by client" will also advise you of design issues that require finalisation; and flag up any items associated with the basement build that we have not priced for. The schedule will also detail costs for any intrusive investigations (trial pits, exposing of foundations, breaking through walls etc.) that may be required to tie down a final quotation.

When we issue a quantities based quotation you will have a detailed quotation for the majority of the build and full details of items where pricing is still to be determined. As long as the scope of our works, the structural design assumptions and ground condition assumptions don't change - then our prices don't change (subject to the details in our covering letter and our [T&C's](#)).

To provide you with a Quantities Based Quotation we'll need the following information as a minimum.

- Full client name and address
- Project address
- Basic plans (or Google earth shot) showing the curtilage of the property and the location of the basement in relation to existing buildings and boundaries
- Basic plans (we will draw these up following a survey [if required])

Items from the list below aren't necessary for us to provide a quantities based quotation but will help us further tie down the build costs

- Site investigation report / soils chemical analysis / hydrology / SI interpretive report
- Preliminary architectural design
- Preliminary structural design
- Details of any site restrictions, tree preservation orders, working hours conditions, wildlife considerations, access restrictions etc.

2.3 Final Quotations – these are provided once we have all the information together and any structural or temporary works designs are finalised. As long as these designs remain fixed and site conditions present as predicted in ground condition assumptions, our price does not change (subject to the details in our covering letter and our [T&C's](#)).

To provide you with a Final Quotation we'll need the following information as a minimum.

- Full client name and address
- Project address
- Basic plans (or Google earth shot) showing the curtilage of the property and the location of the basement in relation to existing buildings and boundaries
- Basic plans (we will draw these up following a survey [if required])
- Agreed structural design
- Details of any site restrictions, tree preservation orders, working hours conditions, wildlife considerations, access restrictions etc.

Items from the list below aren't always necessary but may be required for some projects

- Trial pit reports
- Structural design sections, bar bending schedules and calculations
- Party Wall Act agreements

3 Site Visits

We're always happy to come to site and discuss your project and our first visit is always free of charge. We recommend the first visit is undertaken after we've issued budgetary pricing as the information in the budgetary price will help you understand the construction process, likely disruption and site requirements. It will also help us to anticipate any site specific investigation requirements before we arrive.

After an initial site meeting any further design meetings, site meetings etc. that you ask us to attend are free but approached on an abortive costs basis – so if we don't build the project for you we will bill you for our time in developing the design and for any specialist advice we give. We'll always write to tell you about this in advance, however.

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4 Party Wall Act Issues

Where your basement is adjacent to someone else's property we will need to consider the impacts of structural works on adjacent buildings and accordingly the project may require Party Wall Act agreements. If required, there are various routes available to discharge PWA responsibilities and design requirements may vary or change as the process evolves. Whilst we offer all reasonable help, information and guidance we may need to charge for support works where PWA negotiations become protracted or a dispute arises.

For a guide to the PWA see here

<https://drive.google.com/file/d/0B659qcrSpYi6ckhFZ0tRck1YSFk/view?usp=sharing>

5 Inclusions & Exclusions

When we provide a price for you we will always show a detailed breakdown of how the price is built up so its clear what is and what is not included.

On the following page there's a detailed "Inclusion / Exclusion Checklist" – so you can see what's involved in a basement build and what works we do and don't undertake.

Building space for life

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Basement Build Checklist – Who’s responsible for what?

Area	Activity	By Client	By Beautiful Basements	Notes	
Design	Architectural design	Always		If required	
	Structural design	Yes	Yes	If required	
	Temporary works design	Yes	Yes	If required	
	Waterproofing design		Always		
	Party Wall Act awards	Always			
Site Enabling	Security, Fencing, hoardings	Yes	Yes	If required	
	WC, welfare	Yes	Yes		
	Water, power etc.	Always			
	Basement clearance and strip out	Always			
	Vehicular paths and hard standing	Yes	Yes	Must be suitable for construction traffic if off road	
	Clean area for muck away	Yes	Yes	Required to ensure trucks leaving site are clean if off road	
Construction	Underpinning				
	Concrete slabs				
	Removing walls and associated temporary propping				
	Excavation and disposal				
	Installing structural steels				
	Temporary de-watering				
	Building of light wells and stairwells				
	RC slab				
	Sumps				
	RC retaining walls				
	Waterproofing				
General	Facing brickwork	Always			
	Internal block walls	Yes	Yes	By BB only if required to accommodate structural work	
	Insulation	Yes	Yes	Floor insulation by BB only if integral to a structural slab. Wall & ceiling insulation by client always.	
		Screeds	Always		
		Renders and handrails to light and stair wells	Always		
		Plumbing and electrics	Always		
		Dry lining, boarding and carpentry	Always		
		Replacement stairs	Always		
		Installation of doors and windows	Always		
		Protective treads and risers to existing stairs	Yes	Yes	
		Re-landscaping	Always		