

**THE ARCHITECTS' PROFESSIONAL  
EXAMINATION AUTHORITY IN SCOTLAND Ltd.**

**SCENARIO to the 2022/23 PRACTICE PAPER**

**Day 1: Monday, 21 November 2022**

**Questions 1 to 4**

**Day 2: Wednesday, 23 November 2022**

**Questions 5 to 8**

*(Questions are numbered 1 to 8 across both parts of the Practice Paper.)*

**All 8 questions must be attempted**

**All characters, locations and incidents contained in this Scenario are fictitious.**

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## SCENARIO

The following information describes the hypothetical architectural practice for which you, the candidate, work as an architectural assistant with two and a quarter years of professional experience. It sets out the structure of the practice and something of its philosophy, the people involved and the financial framework within which the practice operates. It includes scenario information on various projects, which will be the subject of questions in the Practice Paper.

### THE PRACTICE

GFY Architects

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## **Background:**

The Practice has now been in business for 36 years and was reconstituted as a Limited Liability Partnership in 2003. John Young is the Chairperson with Paul Moore, Jill Kahn, and Peter Sikorsky as Partners.

## **Partners:**

The Practice has decided still to use the term 'Partner' though, under the provisions of the LLP legislation, they are formally described as Members of the LLP.

### **John Young BArch, FRIAS, LLM**

John trained at the Westcoasts University School of Architecture and is an examiner on the Westcoast's Part 3 Examination. He received an LLM in construction law in 2012. John was elected as a Fellow of the RIAS in 2019.

### **Paul Moore BArch, Dip Arch, FRIAS**

Paul trained at Cityburgh Art College. Before joining GFY, Paul worked for a large commercial practice in Cityburgh. Paul was elected as a Fellow of the RIAS in 2019.

### **Jill Kahn BArch, Dip Arch, ARIAS, RIBA**

Jill trained at Cityburgh Art College. She is one of two in the practice certified as a Passivhaus Consultant.

### **Peter Sikorsky Dip Arch, RIBA**

Peter trained at the Berlin School of Architecture, and subsequently moved to GFY Architects from a very large commercial practice.

The full list of staff currently working at GFY Architects is shown below.

**Personnel:**

<b>Staff</b>	<b>Annual salary</b>	<b>Position</b>	<b>Cost to the office per hour</b>
John Young BArch, FRIAS, LLM	£65,000	Partner	£82
Paul Moore BArch, Dip Arch ARIAS	£65,000	Partner	£82
Jill Kahn BArch, Dip Arch ARIAS, RIBA	£54,000	Partner	£68.
Peter Sikorsky Dip Arch, RIBA	£54,000	Partner	£68
Zainab Rashid BArch, Dip Arch, ARIAS	£38,500	Associate	£48
Hazel Jones BArch, Dip Arch	£37,500	Associate	£47
Kakay Lim Dip Arch, ARIAS	£32,800	Architect	£41
Alex Callaghan BA Arch, ARIAS	£32,350	Architect	£41
Jane Cunningham BA Arch, ARIAS	£32,350	Architect	£41
Cormac McCarthy	£28,000	Technologist	£35
Helen Goldie	£27,500	Technologist	£34
Walter Issacs	£27,500	Architectural Assistant	£34
Candidate BArch, Dip Arch	£27,500	Architectural Assistant	£34
Patricia O'Connell BArch, Dip Arch	£25,000	Graduate	£31
Helena Chadwick BArch, Dip Arch	£24,000	Graduate	£30
Scott Muir	£22,000	Technologist	£27
Roberta Smith BA	£24,750	PA Secretary to Partners	
Melanie McKean	£20,000	Secretary	
Hubert Reed	£6,000	Part time book keeper	

## **Practice Profile:**

The Practice has a diverse workload across both private and public sectors, with wide ranging experience in commercial, education and industrial developments. The Practice also has particular experience in residential projects; both large and small.

Although small scale domestic projects are beneficial in regards to workload, it is found to be increasingly difficult to generate any profit from them. They also divert staff from larger, potentially more lucrative, jobs.

The Practice was successful in securing a place in the framework to undertake Cityburgh's design work for projects above £500k (five hundred thousand pounds). This framework was won in conjunction with Green and Green (M&E) and Trevor Maillot (Structural), who are appointed as sub-consultants.

John Young has assumed the position of Practice Health & Safety Officer and is keen to ensure that Health & Safety is taken seriously within GFY Architects. John has undertaken training with the Association for Project Safety (APS), allowing him to receive accreditation from that organisation. John's accreditation with APS enables him to usefully advise others in the Practice when they undertake Principal Designer roles, in addition to acting as PD on the projects he leads.

The Practice is an RIBA Chartered Practice and is also a member of the local chapter Practice Information Service.

The Practice operates a quality management system under the ISO 9001:2008 standard. The Practice also has accreditation for ISO 14000 Environmental Management.

The Practice uses current appointment documents whenever possible and works with the most recent RIBA plan of work. Many of the Practice's appointments, especially from developer and education clients, are bespoke client appointments.

The Practice holds professional indemnity insurance to £5M (five million pounds) for each and every claim since clients frequently require cover at this level.

The cost to the Practice hourly rate is shown in the table above and is calculated as the share of salary and overhead costs for the Practice as a whole attributable to each technical member (including Partners). It excludes any provision for profit.

The Practice uses the rate of 18 pence (eighteen pence) per £100 (one hundred pounds) of salary when charging clients on a time basis.

## CONSULTANTS

### **Quantity Surveyor:**

MANNARS SURVEYORS,

14 Chambers Court, CITYBURGH, CB1 XA.

Contact:

Mr Rod Mannars LLB, ARICS

Mannars are an old firm with a good reputation and some bright younger staff.

### **Structural Engineer:**

TREVOR MAILLOT,

14 Brade Street, CITYBURGH, CB4 7TS.

Contact:

Mr Trevor Maillot BEng, MEng, MIStructE

A medium sized firm established in 1990.

### **Environmental Engineer:**

GREEN & GREEN,

127 Brade Place, CB4 BTZ.

Contact:

Mr George Green BSc, MIMech, MIEE

An experienced firm with a keen awareness of building sustainability.

**Specific background scenarios for 6 of the 8 questions that will be included in the Practice Paper follow. Scenarios are not provided for questions 1.1 and 1.2 and 5.1 and 5.2 as those questions are not scenario-based.**

## **PRACTICE PAPER: DAY 1 (QUESTIONS 1 TO 4)**

### **QUESTION 1 (1.1 and 1.2)**

Scenario not provided/not necessary.

### **QUESTION 2**

**Project:** Complex alterations and extension to a large Edwardian house, very close to GFY office.

Planning consent and building warrant have been obtained.

Tender documents have been completed.

Three contractors have been invited to tender, but only one has returned a valid tender within the timescale.

**Client:** John and Jill Smith.

**Appointment:** SCA/2018.

**Design Team:**

**Architect, Principal Designer, and Contract Administrator:**

GFY comprising:	Jill Kahn	Partner responsible.
	Kakay Lim	Architect, running the job.
	Candidate	Part 2 assistant.

**Quantity Surveyor:** Mannars Surveyors.

**Structural Engineer:** Trevor Maillot & Partners.

**Project Value:** £300k (three hundred thousand pounds).

**Contractor:** DH Building Services Ltd.

**Contract:** Minor Works MWD/Scot with contractor's design (covering electrical, plumbing and extensive lead sheet work) 2016 Edition.

**Construction Period:** 30 weeks.

### QUESTION 3

**Project:** Innerview Bed + Breakfast, Isle of Rush.

**Client:** Mr Alex Lifeson.

**Design Team:**

**Architect, Principal Designer, and Contract Administrator:** GFY: John Young, Partner responsible.

**Structural Engineer:** Trevor Maillot & Partners.

**Services Engineer:** Green & Green.

**Project Value:** £800k (eight hundred thousand pounds).

**Contractor:** Steel Builders Ltd.

**Contract:** SBCC Minor Works.

**Construction Period:** 36 weeks.

This project involves new build eco-friendly bed and breakfast accommodation on the remote island of Rush, off the West Coast of Scotland.

Practical Completion was achieved eight months ago and there is a 12-month rectification period.

The design is modern and is nestled into the grounds surrounding the owner's main residence, which is over a hundred years old and is a delightful home and a former croft.

The development has been designed to Passive House standards and benefits from a green roof, glazed frontages and terraces with spectacular sea views.

#### QUESTION 4

<b>Appointment:</b>	Final form of appointment yet to be established.
<b>Project:</b>	New bespoke luxury house.
<b>Location:</b>	Glenturbot Estate, near Cityburgh.
<b>Client:</b>	The Hon. Peter Roach, Owner, Glenturbot Estates.
<b>Fee:</b>	TBA.
<b>GFY Project Team:</b>	Peter Sikorsky, Partner responsible. Candidate.
<b>Principal Designer:</b>	TBA.
<b>QS:</b>	TBA.
<b>Structural:</b>	TBA.
<b>Contractor:</b>	None yet.
<b>Building Contract:</b>	None yet, but likely to be Traditional Procurement.
<b>Construction Budget:</b>	£1.7M (one million, seven hundred thousand pounds).
<b>Project Status:</b>	<p>Peter Sikorsky met the client at an agricultural fair. Client asked if GFY would be interested in being architects for the project. Peter Sikorsky agreed enthusiastically.</p> <p>Next day, client visited GFY's offices to discuss the project, handed over some old drawings of a 19<sup>th</sup> century baronial-style house which once stood on the estate, along with his own sketch floor plans of what he would like. GFY was requested to produce some initial drawings for a new baronial-style country house.</p> <p>GFY has had a meeting with the Planning Authority to discuss the proposals.</p>

## **PRACTICE PAPER: DAY 2 (QUESTIONS 5 TO 8)**

### **QUESTION 5 (5.1 and 5.2)**

Scenario not provided/not necessary.

### **QUESTION 6**

<b>Project:</b>	Part new build/part refurbishment of a farm estate within a conservation area that will open up as a visitor attraction. The existing farm buildings are being retained where possible and refurbished. There will also be new buildings built that are to be sympathetic to the existing conservation surroundings. There will also be extensive external landscaping as part of the works.
<b>Client:</b>	Mr and Mrs Adams.
<b>Total construction cost:</b>	£10M (ten million pounds).
<b>Procurement route:</b>	Traditional with GFY as Architect/Contract Administrator.
<b>Building Contract:</b>	JCT Intermediate Building Contract 2016 (IC/2016).
<b>First Interim Valuation Date:</b>	20 November 2022.

## QUESTION 7

<b>Project:</b>	Partial demolition, conversion and extension of an office, previously a Victorian detached former dwelling house, to four apartments.
<b>Client:</b>	Rumford Developments Ltd.
<b>Appointment:</b>	RIAS SCA/2018.
<b>GFY Project Team:</b>	Paul Moore, Partner responsible.
<b>Structural:</b>	No appointment yet made.
<b>Building Contract:</b>	Standard Building Contract XQ/Scot 2016.
<b>Budget:</b>	£1M (one million pounds).
<b>Status:</b>	Inception.

## **QUESTION 8**

<b>Appointment:</b>	Scottish Conditions of Appointment of an Architect SCA/2018.
<b>Project:</b>	Merse Mill.
<b>Client:</b>	Merse Mill Homes Ltd.
<b>GFY Project Team:</b>	Jill Kahn, Partner responsible and Candidate.
<b>Project Status:</b>	Following a track record of completed conservation projects, GFY has been appointed to deliver a condition report and feasibility study for the development of a dilapidated Category B listed former mill complex into residential properties.

**END OF SCENARIO**