



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

**SCENARIO to the 2024/25 PRACTICE PAPER**

**Day 1: Monday, 18 November 2024**

**Questions 1 to 4**

**Day 2: Wednesday, 20 November 2024**

**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 relevant scenario information on various projects, which will be the subject of questions in the Practice Paper.

### THE PRACTICE

GFY Architects

Geddes House

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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, and Peter Sikorsky as Partners.

From 6 October 2023 Jill Khan retired from the Practice Jill was the only member of the GFY team that was a certified Passivhaus Consultant.

The Practice has also just been notified that Paul Moore wishes to retire at the start of 2025.

## **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 and also holds a Conservation Accreditation from the RIAS.

### **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 FRIAS	£65,000	Partner	£82
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
Jane Cunningham BA Arch, ARIAS	£32,350	Architect	£41
Cormac McCarthy	£28,000	Technologist	£35
Helen Goldie	£27,500	Technologist	£34
Scott Muir	£27,500	Technologist	£34
Steven Sharpe	£22,000	Technologist	£27
Patricia O'Connell BArch, Dip Arch	£27,500	Architectural Assistant	£34
Candidate BArch, Dip Arch	£27,500	Architectural Assistant	£34
Samantha Smith BArch, Dip Arch	£24,000	Graduate	£30
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.

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 standard 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 £10M (ten 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 2 of the 8 questions that will be included in the Practice Paper follow.**

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

**QUESTION 1 (1.1 and 1.2)**

Specific background scenario not required.

**QUESTION 2**

Specific background scenario not required.

**QUESTION 3**

Specific background scenario not required.

**QUESTION 4**

**Project:** Office Fit- Out

**Client / Employer:** Illusion Dynamics Ltd

**Design Team:**

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

**Structural Engineer:** Trevor Maillot & Partners

**Services Engineer:** Green & Green

**Project Value:** £2M

**Project Stage:** RIBA Stage 6

**Contract:** Standard Building Contract Q/Scot 2016

**Contractor:** Brownstone Contracts

This project is a BCO Category A + B fit-out of an office building in Cityburgh.

The project is at the end of the rectification period and the project has been beset by a number of significant defects.

The retention percentage is 1.5%

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

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

Specific background scenario not required.

### **QUESTION 6**

Specific background scenario not required.

### **QUESTION 7**

Specific background scenario not required.

### **QUESTION 8**

**Project:** Refurbishment works to University student residences.

<b>Client:</b>	University of Cityburgh
<b>Contractor:</b>	Kornice Construction
<b>Contract Type:</b>	Standard Building Contract Q/Scot 2016 (with CDPs)
<b>Construction Budget:</b>	£5M excl. VAT
<b>Status:</b>	RIBA Stage 2
<b>GFY's Appointment:</b>	Architect and CA
<b>Principal Designer:</b>	GFY Architects
<b>QS:</b>	Mannars Surveyors
<b>Structural:</b>	Trevor Maillot
<b>M&amp;E:</b>	Green & Green

#### **Background:**

A University client has arranged a preliminary meeting with a Contractor and GFY to discuss a negotiated Tender route on a 'traditional' contract. This involves the refurbishment of four storey block of student residences from the 1970s. The completion date is important to the University as it is a condition of funding so it is now a lot sooner than originally anticipated, compressing timescales to meet the expenditure. GFY's duties would be both as architect and Contract Administrator. The same Contractor and GFY/Design Team are currently working together for the University on another residences project which has been underway for 4 months; despite a refurbishment survey having been carried out, there have been delays due to unrecorded asbestos.

Using this experience, GFY have provided key dates to meet the completion date and, to be helpful, the Contractor has offered to provide a master programme that will also include events leading up to a site start. The Contractor has since issued a master programme which shows a completion date further in advance of the University's already tight completion date. The Contractor believes this is achievable but GFY have misgivings.

### **END OF SCENARIO**