



This project went out to tender to all four furniture suppliers named on the Birmingham City Council framework agreement.

Initial site visits were undertaken by all suppliers to establish the exact requirements of the scheme, followed by the the council representative visiting all four suppliers premises to determine capability. A detailed site visit was completed by our Installation Manager, Personnel and Health and Safety Director and dedicated Project Manager. Tender documents were returned with specific requirements as to how the project would be completed from manufacture schedules for each phase to detailed method statement of exact delivery times, vehicles size and un-loading procedures. (Please see enclosed examples) Gresham Office Furniture were awarded the Project in July 2009. We provided a dedicated Project Manager who formed the single point of contact between Gresham & the Customer. A detailed project plan was completed along with Method Statements & Risk assessments.

Key staff were allocated to the scheme with a clear brief given to ensure the successful execution of each stage.

The 1 Lancaster Circus & Lifford House projects are being undertaken as part of the council's Working for the Future programme. The idea is to transform the council's property portfolio to deliver efficient, flexible and fit for purpose workplaces. The main brief was the creation of approximately 2,000 workstations in an open plan environment, the use of multi-function

meeting rooms, provision of catering facilities and break out areas and the removal of cellular offices.

Gresham Office Furniture designed, manufactured, delivered and installed all office, breakout, conference and training furniture at 1 Lancaster Circus & Lifford House. Full Project Management was also undertaken by one of our experienced Project Management team. Where necessary, we met the full customer requirements by also providing third-party componentry to fall-in with their budgetary constraints, such as: electrics, monitors arms and steel storage.

As part of the project, we provided 2D & 3D space planning to run along side the Council's team whilst fine-tuning the furniture specification. This was backed-up by providing sample furniture for evaluation.

During this period, our in-house Design Team developed bespoke cable management solutions for the desking to meet the specifications laid-down by I.T. and service providers, as well as tailoring on and under desk connectivity units to meet the needs of users and the constraints of the building. All these design services were provided free of charge.

In particular with the Lancaster Circus site, the logistics became a unique challenge, being a main thoroughfare. This was solved by working a split shift system with our installation team – resulting in delivery and off-loading starting at 5:00am each morning and working other 'out-of-hours' whenever necessary.

During each installation phase, packaging was removed from site, being either re-used or recycled once it's useful lifecycle was reached.

During each installation phase we provided on-site technical expertise ensuring we avoided having to return goods to the factory or avoiding prolonged delays when minor problems occurred.

As part of on-going after-sales care, we have provided seating and ergonomic presentations together with product training to ensure each user knows how to operate the furniture and facilities management can maintain it.

Project Value: Total Order value in excess of £2m. Scheme undertaken in 2 phases. Phase 1 included 3rd & 4th Floors at Lancaster Circus and the entire Lifford House building. Phase 1 comprised 1600 workstations, 1600 Operator chairs, linear storage for 1600 people, 180 meeting room chairs and 50 tables plus breakout and café furniture for all the staff, First Aid Rooms and Prayer Rooms also furnished to provide a one stop shop.



FOR FURTHER INFORMATION ON INSTALLATIONS PLEASE CONTACT THE SALES OFFICE