



Eleven packages, one contract sum, no scope gaps

The Detailed Scope of Works fixes exactly what each package includes, excludes and hands to the next, so no scope falls between trades. Eleven packages totalling the trade sum, plus prelims and project costs, reconcile to the contract sum.

CLIENT
Cushman Workplace

PROJECT
Northgate Chambers

REVISION
Rev 2

ISSUED
Sat 6 Jun 2026

PREPARED BY
S. Okafor, BuiltAI

REFERENCE
NG-DSW-001

Illustrative example: fictional project and parties.

£1,418,650

Contract sum, excl VAT

11

Work packages

£1,257,350

Trade packages

£161,300

Prelims and project costs

01

PACKAGES

Eleven packages, no scope gaps

The Detailed Scope of Works fixes exactly what each package includes and hands to the next, so no scope falls between trades. The eleven packages total £1,257,350; with £161,300 of prelims, overheads, contingency, fees and commissioning, they reconcile to the £1,418,650 contract sum.

WP	WORK PACKAGE	TARGET VALUE	SPEC	STATUS
WP-01	Strip-out and demolition	£86,400	SPC-A1	Ordered
WP-02	Internal partitions and doors	£198,200	SPC-A2	Ordered
WP-03	Glazed partitions	£64,500	SPC-A2	Ordered
WP-04	Suspended ceilings and acoustics	£72,800	SPC-A3	Ordered
WP-05	Joinery, meeting suites and tea points	£148,500	SPC-A4	Ordered
WP-06	L6 reception joinery, PS	£24,000	SPC-A7	Provisional
WP-07	Floor finishes	£94,300	SPC-A5	Ordered
WP-08	Wall finishes and decoration	£42,100	SPC-A6	Ordered
WP-09	Mechanical services	£218,400	SPC-M1	Ordered
WP-10	Electrical, lighting and data	£268,150	SPC-M2	Ordered
WP-11	Workplace AV, PS	£40,000	SPC-X1	Provisional
Trade packages sub-total		£1,257,350		
Prelims, OH&P, contingency, fees, commissioning		£161,300		
Contract sum, excl VAT		£1,418,650		

02

INTERFACES

Where one package hands to the next

Most fit-out disputes live at the interface between packages, not inside them, so the scope is written to state the handover explicitly. Partitions complete before wall finishes, which complete before the joinery installs against them. The mechanical, electrical and joinery packages coordinate first-fix in the ceiling void, and the AV cable channels are built into the joinery rather than added after.

THE INTERFACE IS NAMED, NOT ASSUMED

Each package entry states what it receives from the preceding trade and what it leaves ready for the next. The service-zone coordination line in WP-02 provides for the WP-10 back-boxes; the AV channel line in WP-05 provides for the WP-11 cabling. No interface is left to be argued on site.

03

REVISIONS

Revision history and control

The scope is issued and then held under revision control, so a change is a recorded event rather than a quiet edit. Rev 2 incorporates the Cushman comments of 30 May, with minor clarifications to the two provisional-sum packages, WP-06 and WP-11.

REV	DATE	DESCRIPTION	PREPARED	REVIEWED
Rev 1	Thu 28 May 2026	Issued to Cushman Workplace, 11 packages complete	S. Okafor	D. Marchetti
Rev 2	Sat 6 Jun 2026	Cushman comments incorporated, WP-06 and WP-11 clarified	S. Okafor	D. Marchetti

Two of the eleven packages carry provisional sums rather than firm prices, because the scope behind them turns on a tenant decision that is not yet made. They are held in the scope so the contract sum is complete, and each states the basis on which it will be fixed to a firm price before the work is reached on the programme.

WP	PROVISIONAL PACKAGE	PROVISIONAL SUM	FIXED ON
WP-06	L6 reception and feature joinery	£24,000	Tenant reception sign-off
WP-11	Workplace AV	£40,000	Tenant AV standard confirmed
Provisional content		£64,000	

WHAT THE SCOPE EXCLUDES

The contract sum is for the Cat-B fit-out only. Tenant loose furniture, IT active network equipment, the tenant's own AV content and any works to the Cat-A base build beyond those listed are excluded, so a later request for them is priced as a change rather than assumed to be included.

Every revision is issued to Cushman Workplace as a controlled document, PDF for record and the priced schedule alongside, so the version being priced against is never in doubt. A change after Rev 2 is raised as a scope change, recorded here, and reconciled through the Bill of Quantities rather than absorbed quietly into a package.

ONE SCOPE, PRICED THE SAME WAY TWICE

The Detailed Scope of Works is the reference every enquiry pack is cut from, so a supplier prices the same words the contract is signed on. When a package goes to tender its scope entry is issued unchanged, and any bidder qualification is read back against it rather than against a fresh description written for the enquiry.

Reference

NG-DSW-001

Revision

Rev 2, 6 Jun 2026

Client

Cushman Workplace