

# GUIDELINES ON GBI FACILITATORS' SCOPE OF WORK AND FEES

## PRELIMINARY ASSESSMENT SERVICES

No.	Scope of Work	Percentage Fees (%)
<b>A</b>	<b>Preliminary Assessment Stage</b>  The current status of design in relation to GBI rating will be reviewed at the Preliminary Assessment stage.  Review of current design provision by Architect, Engineers (M&E and C&S), Landscape consultant, contractor and other relevant consultants to understand the client's vision, and to identify constraints, potential and opportunities. Outcome is a GBI Evaluation Report that provides an estimate of the current project's position based on the GBI scoring system.	<b>Lump Sum Fee or Time-charge</b>

## BASIC FACILITATOR SERVICES

No.	Description of Scope and Stages	Fees (%)	Cum. (%)
<b>B1</b>	<b>Conceptual Stage</b>	<b>20%</b>	<b>20%</b>
B1.1	Initiate and conduct a workshop (Workshop 1) with Client and the Project Consultant Team for the following purpose: <ul style="list-style-type: none"> <li>to establish the project GBI goals.</li> <li>to set tasks for the Project Consultant Team members to revert on what to achieve &amp; related cost, including possible options or estimates.</li> </ul>		
B1.2	A second (or more) workshop(s) to be held with Client and the Project Consultant Team to establish the Project Brief, GBI target score, related costs and any critical issues that may impact the GBI score.		
B1.3	Prepare and Submit the GBI Design Brief for the Project		
<b>B2</b>	<b>Design Development</b>	<b>25%</b>	<b>45%</b>
B2.1	Participate in the Design Development process and provide regular cross-checking with the established Project Brief and GBI target score.		
B2.2	Prepare the Design Development Evaluation Report and submit for GBI Design Assessment (DA).		
<b>B3</b>	<b>Contract Documentation</b>	<b>10%</b>	<b>55%</b>
B3.1	Review all tender documentation to ensure that all items are included to achieve the Project Brief and GBI target score.		
<b>B4</b>	<b>Contract Administration</b>	<b>20%</b>	<b>75%</b>
B4.1	Attend Kick-off meeting with S.O and Main Building Contractor to establish GBI requirements in-line with the Project Brief and GBI target score.		
B4.2	Ensure the Project Consultant Team obtains all the requisite GBI documentation from the Main Building Contractor to submit for accreditation.		

No.	Description of Scope and Stages	Fees (%)	Cum. (%)
<b>B5</b>	<b>Commissioning, Monitoring and Fine Tuning</b> (This scope of work requires on-site testing, monitoring and fine-tuning over a period of time and may be contracted to other parties providing on-site services – These may be included as part of basic fees or can be charged out as a separate cost)	<b>15%</b>	<b>90%</b>
B5.1	Pre and Post Commissioning Reports.		
B5.2	Monitor and tabulate data on building performance.		
B5.3	Fine tune to meet design targets.		
B5.4	Prepare Reports including: 4.1 Monthly monitoring Report 4.2 Fine-Tuning Reports		
<b>B6</b>	<b>GBI CVA Submission</b>	<b>10%</b>	<b>100%</b>
B6.1	Upon Completion of Stage C scope of works, prepare and submit for GBI Completion and Verification Assessment (CVA).		
B6.2	Facilitate achieving the final GBI rating from GSB, including clarifying and attending to queries that may arise between the Project Consultant Team and GSB.		

<b>C</b>	<b>SIMULATIONS AND MODELLING</b> (The following are to be charged separately if required)		
C.1	Energy Modeling		
C.2	Day-lighting Modeling		
C.3	Lux level Modeling		
C.4	Others, as required		

## RECOMMENDED GBI FACILITATORS SCALE OF FEES

Item	Value Bracket (RM)		Cost Range (RM)	Min Fees (RM)	% on Add	Max Fees (RM)	Max Overall Fee %
	Start	End					
1	0	10,000,000	10,000,000	10,000	0.400	40,000	0.40
2	10,000,001	50,000,000	39,999,999	40,000	0.350	180,000	0.36
3	50,000,001	150,000,000	99,999,999	180,000	0.250	430,000	0.29
4	150,000,001	300,000,000	149,999,999	430,000	0.100	580,000	0.19
5	300,000,001	500,000,000	199,999,999	580,000	0.075	730,000	0.15
6	500,000,001	above		730,000		Negotiable	

**NOTE: Recommended Fees exclude Optional Services such as:**

- 1) Commissioning Specialist services at onset of project until GBI Verification Assessment;
- 2) Post Occupancy verification and re-commissioning to suit tenancy fit-outs (if not covered under Option 1 above);
- 3) Detail energy modeling based on dynamic hourly analysis for GBI Gold and Platinum;
- 4) Daylight simulation modeling;

**In a nut shell, the above tabulated fees are applicable to provision of basic GBIF services:**

- OTTV and RTTV analysis
- Static Energy Analysis
- Running Charettes (limited to 3 sessions)
- Develop design with design team and advice on `green` costs
- 2 reports, one for each stage (concept and detail design)
- Review of tender design and documentation
- Develop design with design team and advice on `green design`
- Site briefing documentation and monitoring
- Building User Manual Documentation
- Building Occupant Survey
- All works pertaining to submission to GBI