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Spaceway puts the finishing touches to Alitex headquarters



When glasshouse and greenhouse creators, Alitex, chose the Spaceway Group to fit out its headquarters in Petersfield in 2001, it asked Spaceway to install a 26m² mezzanine floor in preparation for further expansion. With a 50% increase in personnel and a bulging order book for its glass structures, Alitex needed to carry out phase two of the original office fit out by reconfiguring the ground floor accommodation and fitting out the mezzanine.

"We chose Spaceway to carry out phase two of the fit-out based on their competitive pricing and ability to match the original project in colour and style", said Alastair Patrick, Managing Director of Alitex.

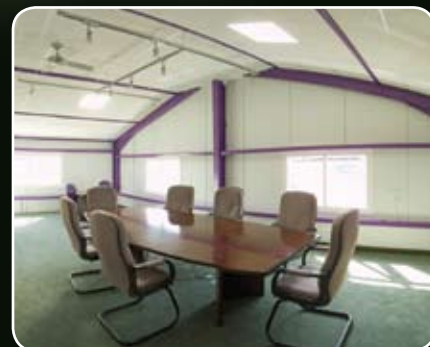
When Spaceway began the designs for the mezzanine it realised that during the summer months, heat would build-up in the area creating uncomfortable working conditions. To overcome this problem, Spaceway suggested the installation of Ecophon Advantage 40mm thick insulated tiles laid in a grid along the profile of the roofline.

With the insulation work completed, Spaceway's team began fitting out the mezzanine. A purpose built ambulant timber staircase with powder coated Spaceway handrail system was installed from the ground floor to the mezzanine. Komfort Kameo 75mm fire rated partitioning was installed to

create the 107m² canteen, 60m² training room and a 39m² boardroom. To enable the canteen and training room to be opened into one large area, Spaceway installed a top hung acoustic dividing wall system with veneer finish. Finally, as Alitex wanted to be able to write on one of the training room walls instead of having a board, Spaceway covered one wall with white Muraspec Memorase vinyl, which can be quickly wiped clean.

With space freed up on the ground floor from the relocation of the canteen and boardroom, Spaceway completed the work by reconfiguring these areas into new office accommodation.

"We are delighted with the finished result, which Spaceway project managed very skilfully", concluded Alastair Patrick. "Spaceway has provide us with an aesthetically pleasing and comfortable working environment for our staff".



www.spaceway.co.uk

Spaceway project manages warehouse fitout for Carte Blanche Greetings

Spaceway's ability to provide a totally managed solution to the fitting out of greetings company, Carte Blanche Greetings' new warehouse in Chichester has ensured that the company's management has been able to focus on its core business. Spaceway has turned an existing structure into a versatile warehouse and production facility that enables Carte Blanche to cater for its expanding business.



"Spaceway took over the whole project from beginning to end, which allowed me to concentrate on the business of running the existing warehouse operation", said Fraser Nurse, Warehouse Manager at Carte Blanche Greetings.

To start the project, Spaceway's design team developed ways of maximising the 1500 square metre facility. This involved removing some existing walls and installing a 324 sq. metre FlooriTall™ mezzanine floor to provide Carte Blanche with an area for pricing, labelling and flow wrapping seasonal production projects.

To house the diverse range of Carte Blanche's products, which includes greeting cards, soft toys and stationary, Spaceway chose adjustable pallet racking to create 700 pallet locations.

To complete the project, Spaceway installed a state-of-the-art hot air heating system and reconfigured and relocated an existing radiant heating to the roof of the building to provide heating to the mezzanine floor area. Finally electrics and lighting were installed throughout the warehouse and mezzanine areas.

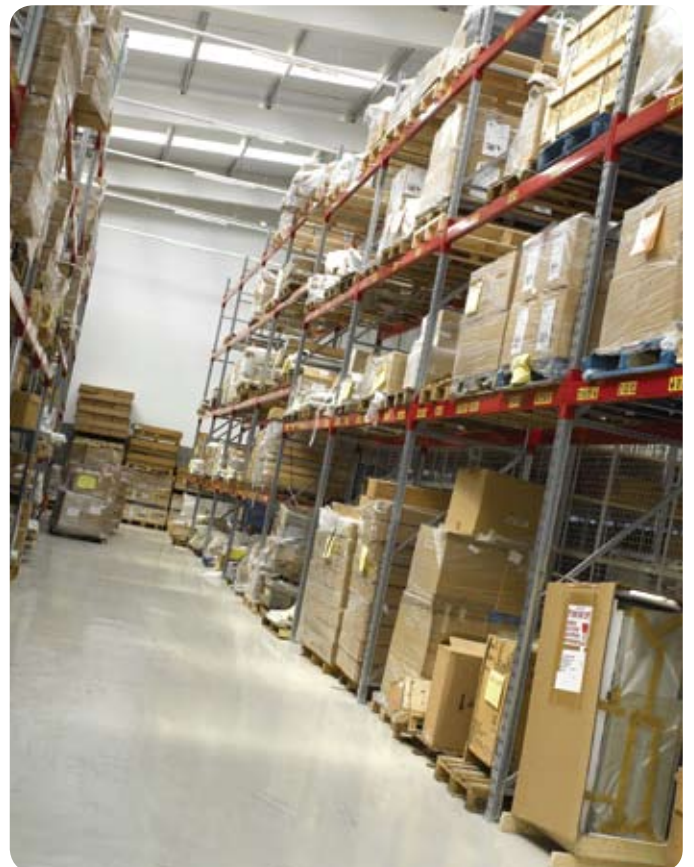
"We are delighted with the finished warehouse which is working really well," concluded Fraser Nurse. *"Spaceway has done an excellent job which was completed on time and within budget".*

A new warehouse for Sortex following Olympic Games relocation

The regeneration of East London ahead of the 2012 Olympic Games is providing work for many UK companies, amongst them Spaceway, which has completed the fitting out of Buhler Sortex's new distribution centre. Buhler Sortex, world leaders in optical sorting machinery for the food processing industry, have relocated from Pudding Mill Lane, Stratford to a new site four miles away. Won on a competitive tender, Spaceway was chosen by Buhler Sortex for its superb design skills and competitive pricing.

Spaceway's innovative designs have turned the 1,035 square metre area into a state-of-the-art distribution centre that have enabled Buhler Sortex to introduce a product rotation system to ensure components are used in the correct batch order. Working with BITO as its chosen partner for the project, Spaceway was able to ensure that the integration of a range of pallet racking, carton live racking and shelving would fuse together to provide the optimum storage system. Taking into consideration the diversity of products to be stored, Spaceway's design team utilised every opportunity to maximise the space available. Eighteen lanes of pallet live racking have been designed to carry large fixtures two deep whilst 474 pallets can be accommodated in standard pallet racking. Long tube pigeonhole locations accommodate articles such as fluorescent tubes up to 1.8 metres long and the inclusion of a large number of carton live storage is being utilised to accommodate a variety of boxes. The inclusion of a large number of two deep Carton Live locations enables Buhler Sortex to use a Kanban principle to ensure stock rotation and constant supply.

To complete the project Spaceway provided Buhler Sortex with a wide range of containers, from bulk storage to small parts, which were all printed and coloured to match Buhler Sortex's corporate



colours to emphasise Sortex's strong brand image. Spaceway's designs have enabled efficient and easy access to the wide range of products and have also catered for future expansion.

"Spaceway was streets ahead of any other company on design and although we made a number of design changes, they quickly modified the designs without complaint", said Campbell Dixon, Production Engineering Manager at Buhler Sortex. *"Due to Spaceway's excellent designs and BITO's first rate products, we now have an impressive, more functional facility that will enable us to operate more efficiently and provide our customers with better service".*

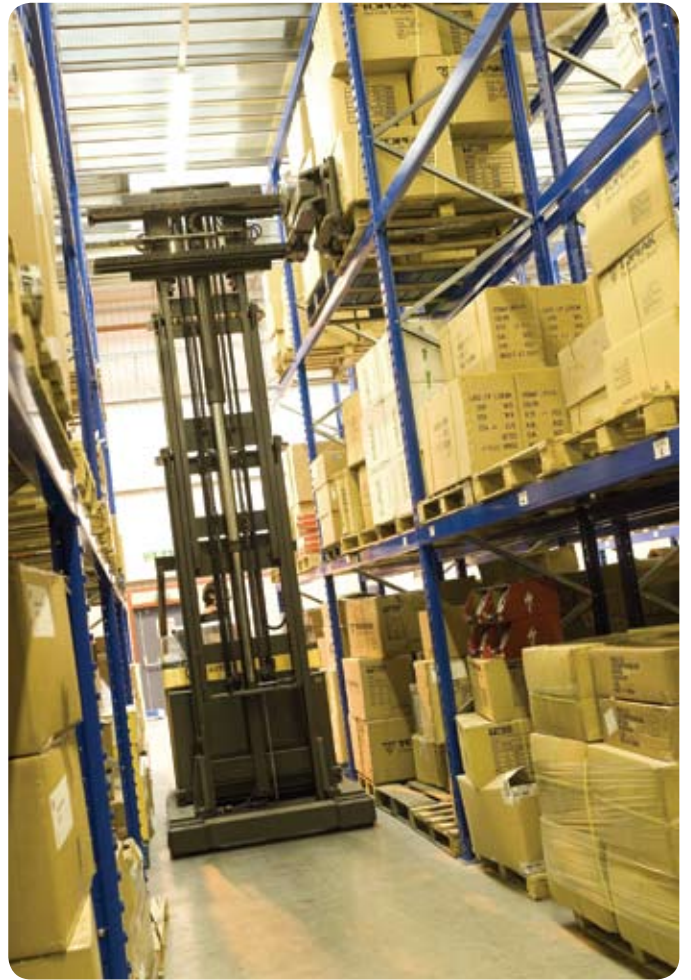
Spaceway puts its shoulder to the wheel to provide Wiggle with new racking system

When multi-million pound Internet based sports equipment company, Wiggle, needed additional storage capacity to cater for its ever-expanding order book, it turned to Spaceway. Won against stiff competition against other companies, Wiggle had previously worked with Spaceway and knew its reputation for innovative designs, fast response times and attention to detail.

"We have a long history with Spaceway which has always provided us with excellent service", said Nicholas Pink, Operations Manager at Wiggle. *"When it came to finding a company to install the new racking system, we knew Spaceway would provide us with a first-rate job".*

To kick off the project, Spaceway's design team set about creating an innovative design that would enable it to provide both storage and a picking area. The design, based on using a Linpac pallet racking system, enables Wiggle to store around 500 pallets with forklift access and in addition accommodates a pedestrian picking area above. Pallets are stored on beam levels up to a height of six metres with the end frames rising to over eight metres. Walkways have been installed at six metres high with lighting underneath so that a forklift truck can operate safely. Spaceway has also decked out the beam levels for the storage of large boxes, which can be hand picked and accessed easily and quickly at any time.

Spaceway has been Wiggle's favoured contractor since the company was established in 1999. Last year, Spaceway fitted out Wiggle's 2,800 square metre headquarters in Portsmouth with offices and warehousing. The company's designs catered for expansion as volume increased.



"This was the second phase of a large multi-tier project that was installed last year", said Charlie Jeary, Sales Manager, Storage Division at Spaceway. *"The integral walkways have been designed at the same height as the original installation so that they can be easily accessed."*

Furniture fit out of Associated Newspaper offices

Spaceway's Furniture Division was selected to fit out Harmsworth Quays Printing, the print and distribution arm of Associated Newspapers with £60,000 of Babini office furniture.

Harmsworth Quays Printing required a well-priced solution to their furniture requirement, which needed to include high quality furniture incorporating some of the latest design styles and ergonomically correct seating in order to create the correct ambience for the new offices. The Babini range, chosen by the company for its high quality Italian style, has been supplied by the Spaceway Group in walnut and consists of director suites through to the production area and meeting room.

The two directors' suites were fitted out with Babini walnut veneer. The walnut theme was then carried through to the 12 executive suites and the meeting rooms where Spaceway arranged for the installation of walnut laminated Babini folding top tables and system seating stained to match the tops.

In order to meet Harmsworth Quays specific requirements for its production area, Spaceway organised bespoke Babini bench desking for the area, which was manufactured and laminated to match the existing furniture. To complete the fit-out, Spaceway fitted out a café area for 40 people with 15 Allermuir tables and 60 chairs.

"The high quality interior has been designed to create an environment that is flexible, dynamic and responsible to help facilitate a pleasant working atmosphere", said Sean Dean, Sales Manager - Furniture Division at the Spaceway Group. *"Meeting rooms, breakout areas and rooms for private consultation were designed to allow complete flexibility - whether for a small or large meeting, informal gatherings to exchange ideas, or for a one-on-one interview."*



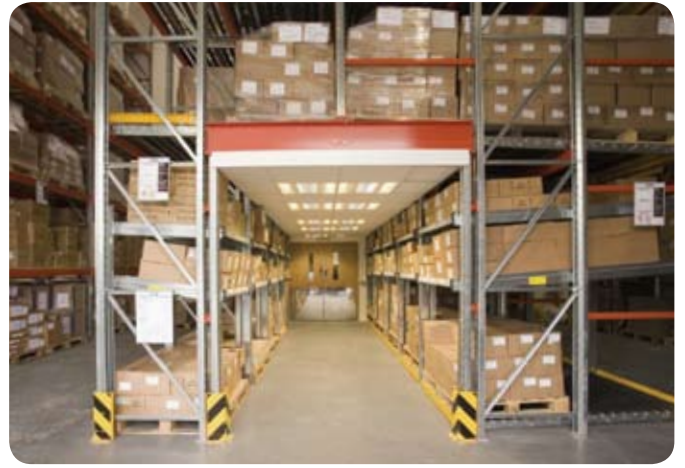
Hi-tech distribution centre at Liz Earle's new headquarters

When it came to choosing a company with innovative designs, fast response times and attention to detail for its distribution centre at its new headquarters in Ryde, Isle of Wight, Liz Earle Beauty Co, manufacturers and distributors of the fast expanding Liz Earle Naturally Active Skincare, turned to Spaceway. Spaceway has now completed the fit-out of the distribution centre, which encompasses 196 square metres of warehousing and a 102 square metre picking and production area.

Britain's largest independent beauty brand, Liz Earle Naturally Active Skincare has experienced year on year growth since it was founded in 1995. The UK growth in the business along with the launch of the range into the USA, Germany and Australia last year necessitated Liz Earle Beauty Co expanding into new premises in Ryde Business Park. Looking for a company that had the credentials to fit out the hi-tech central distribution centre, Liz Earle Beauty Co selected the Spaceway Group.

"We had worked with Spaceway on other projects and knew that they had the design and technical ability to provide us with a complete turnkey operation for the three areas needed in the distribution centre", said Simon Hastain, Fulfilment Manager at Liz Earle. "Spaceway worked with us on this project for over 12 months to ensure that when we took possession of the building it could provide us with a fast turnaround which enabled us to continue to fulfil and distribute our own products and to deliver an exceptional service to our customers".

Comprising of high bay pallet and carton live racking, shelving containers and work stations, the warehouse section of the distribution centre has been designed by Spaceway to provide the maximum number of pallet locations. In order to segregate



the order picking from the forklift operations, Spaceway utilised a BITO pallet live picking tunnel with carton live storage below. A total of 200 pallet locations have been fitted into the confined area. These comprise of 85 static single depth locations, 100 pallet locations over the picking tunnel and 15 picking pallets feeding into the picking tunnel which has 80 carton live pick faces. The configuration has been designed in order that a standard reach truck can be utilised and to guarantee first-in first-out stock rotation of date sensitive products.

When it came to designing the picking and production area, Spaceway decided that BITO carton live would provide Liz Earle with a short picking route, take up less space and aid stock rotation. Liz Earle Beauty Co's existing picking system comprised of single box depth with multiple locations for the same product which resulted in long picking aisles making it difficult to rotate stock. The new system incorporates BITO carton live shelving for 140 of the fast moving product lines each four cartons deep. The system is contained within a picking aisle of just 12 metres long with 560 carton worth of stock immediately available.

"One of the main issues of Liz Earle's old site was the travel distances involved when order picking", said Charlie Jeary, Sales Manager, Storage Division. "Previously the stock required a picking route of 48 metres. Now we have reduced the travel distance by 75%".

To cater for slower moving stock, Spaceway also installed single box depth locations. In total the system can now store 976 cartons in a total of 496 locations.

To complete the installation, Spaceway designed in conjunction with Liz Earle Beauty Co four types of specialist workstations to suit the different applications. In total Spaceway has supplied a total of 50 workbenches with further orders to follow.

"Once again Spaceway pulled out all the stops to ensure the project went without a hitch", concluded Simon Hastain.

"Everything has been designed to meet the latest Building Regulations and was skilfully carried out by the Spaceway management team.



Trethowans Solicitors doubles storage capacity within a smaller facility

Due to the ability and expertise of the Spaceway Group's technical team, Salisbury-based Trethowans Solicitors has been able to move its files to a smaller facility and double the firm's document storage capacity. Spaceway Group was the favoured contractor for carrying out the works due to its innovative designs and pre-existing proficiency in document storage.

Trethowans previous warehouse facility comprised of low bay longspan racking with files stored individually on shelves. In preparation for the firm's relocation from its current city-centre offices to a purpose built facility later this year, Trethowans wanted to move its document storage to a single facility near its new premises. This would enable the firm to retrieve archive files quickly and easily and would also be more cost effective than having off-site storage with a specialist document storage company.

Having found premises that were in close proximity to its new building but provided less overall square footage than the existing storage facilities, maximising the available space was a problem. Julie Cummings, Facilities Manager at Trethowans, had previously considered installing mezzanine floors into the new storage facility but had found this to be cost prohibitive.

Instead, Spaceway were able to make maximum use of the roof height by installing pallet racking that can be easily and quickly reached by pedestrian walkways. Files are stored in document storage boxes, three high and two deep. This has enabled Trethowans to store more files per cubic metre rather than having



shelves between every row of files and only being able to store files singularly.

"As Spaceway was able to install pedestrian walkways rather than mezzanine floors, we have not only saved on installation costs but also reduced the cost of our ongoing business rates", said Julie Cummings. "We have now been able to store all 30,000 files in one location. It has been a huge project but we are thrilled with the outcome."

Spaceway's document storage design will enable Trethowans to pay back its investment within a five-year period, compared with the less cost-effective solution of storing files off-site with a specialist company. A specialist in document storage, Spaceway is able to fit out storage units and document archiving that allows daily box retrieval rates of between 3% and 6% and is also able to advise on mobile shelving systems for delivering high density and compact storage.

Leading the way in health & safety compliance

With health and safety compliance now a major factor in all fit-out projects, Spaceway has taken the lead in ensuring all work undertaken for clients is carried out in accordance with the Health & Safety at Work Act 1974 by appointing chartered health and safety consultants, Principal Safety.

The consultancy will provide Spaceway with support on all matters relating to health and safety including H&S Policy development, assistance with the compilation of the Construction Phase H&S Plan for projects and in house training. Principal Safety's advisors will undertake regular site visits to ensure that Spaceway's site operations are being carried out safely and in accordance with legal requirements and company policy.

"We already produce method statements and undertake risk assessment for each contract we undertake to ensure the health and safety of employees, customers and the general public", says Malcolm Jeary, Managing Director of the Spaceway Group. "However, we decided we needed a specialist that could help

us interpret the maze of legislation and provide us with workable answers to situations which arise before, during and after your construction projects."

Wimborne based Principal Safety has many years experience delivering health and safety solutions to the construction and civil engineering industries and has considerable breadth and depth of knowledge of both sectors. The company's senior key people are qualified health and safety practitioners and members of the Institution of Occupational Safety and Health (IOSH). In addition its safety officers/CDM Coordinators all have a background of being on the tools and therefore have a practical understanding of the everyday problems faced by those who make up a project team.



Part L2B of the Building Regulations two years on

All new building regulations are almost guaranteed to send those involved into a spin, and this is proving the case with Part L2B that came into effect on the 6th April 2006. Designed to conserve fuel and power in existing buildings other than dwellings, all fit out work carried out on existing buildings may need a different approach.

One of the key requirements to Part L2B is: "To provide energy efficient and properly commissioned fixed building services with effective controls". When considering improvements, the general requirement is to consider all thermal elements including heat gains and losses through thermal elements and other parts of the building fabric as well as pipes, ducts and vessels used for space heating, space cooling and hot water services.

Insulation is at the top of the agenda when approaching the fitout of offices in an existing building. It is important that all walls are insulated to improve insulation including stud and track walls. It is also important to insulate dry lined walls and ceilings.

When considering where to site offices within an existing structure, it is important to reflect on whether or not the office will be located in an existing heated area. If the building is being enlarged, for example by the installation of a mezzanine floor or by building offices in a stores area, which does not have heating, then it is important that heat and cooling losses in the newly created offices meet Part L2B. Should the area have a concrete floor, then the regulations state that insulated raised access floors should be used, where feasible, to improve thermal quality.

Regardless of efficiency, all heating and cooling systems should be upgraded if more than 15 years old.



Lighting controls also play an important factor in L2B regulations. Any general lighting system with average lamp efficiency of less than 40 lamp lumens/circuit Watt should be upgraded by either a new luminaire or with improved lighting controls. Controls should be provided in order to avoid unnecessary lighting during times when daylight levels are adequate. Automatically switched lighting systems should be subject to risk assessment for safety reasons. Energy saving lamps are also available for most situations.

The thermal performance of windows and doors also need to be considered. The L2B regulations states that where windows, roof windows, roof light or doors are to be provided with reasonable provision being given to draught proof units. In order to comply with the new regulations it is normally necessary to replace existing windows and doors.

Economic feasibility requires a simple payback not exceeding 15 years. Simple payback is the amount of time it will take to recover the initial investment through energy savings and is calculated by dividing the marginal additional cost of implementing an

efficiency measure by the value of annual energy savings achieved by the measure. Part 2LB gives effective examples which includes upgrading most heating, cooling and air-handling systems which are over 15 years old. Introduction or increases to micro-generation systems (low and zero carbon technologies or LZC) are considered economically feasible if they have a pay back period of 7 years or less.

The list of challenges in the development of existing office and public buildings is extremely long both in terms of project management and technical success. Balancing regulations and guidelines for energy performance, indoor climate, acoustic and lighting conditions whilst maintaining flexible use of space and improved working conditions within sustainable and attractive buildings can prove to be problematical. For this reason it is important the company's moving to or developing an existing building refer to specialist fitout companies such as Spaceway Group to ensure that they meet Part L2B of the building regulations.

