



**Developing MJM: New Audiences, New Experiences**

# Brief: Theatre Design Team



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## **1 Background**

### **1.1 The Museum**

Housed inside the city's oldest synagogue building, Manchester Jewish Museum (MJM) tells the story of Manchester's Jewish community. Showcasing material from its social history collection, its permanent gallery explores the growth and development of the Jewish community from the 1740s to 1945.

The museum currently attracts 15,000 visitors a year, including 10,000 schoolchildren. Formal and informal learning sessions are regularly held inside the museum, as are exhibitions and events, helping the museum promote tolerance and understanding of Jewish faith, heritage and culture.

### **1.2 The Project**

In May 2015 MJM was awarded a development grant from the Heritage Lottery Fund (HLF) for a major development project. The project will fully restore the museum's Grade II\* listed synagogue building and will create a new museum extension to house new galleries and spaces for learning, events and commercial operations. MJM aims to increase visitor numbers to around 50,000 a year through a range of activities, from improvement of the display of the collection to hosting theatrical performances and cultural events.

The Development Phase began in June 2015 and is planned to end in December 2016, when MJM intends to submit its Round 2 HLF application. As part of this phase MJM will be:

- taking part in the Creative Museums programme, a unique research and development opportunity which will involve artists working with MJM to test out new ideas and approaches (further information at: [www.bac.org.uk/creativemuseums](http://www.bac.org.uk/creativemuseums)).
- working with Cilly Kugelmann, Director of Programmes at the Jewish Museum Berlin, who will be acting as a consultant, offering advice on interpretative techniques employed in successful permanent galleries in other European Jewish Museums.
- working with Manchester Metropolitan University on a feasibility study investigating the potential use of augmented reality inside MJM's synagogue space.

If successful with the Round 2 application, the project's Delivery Phase is planned to begin in April 2017 with the aim of re-opening the museum in January 2019.

Total project cost is estimated at £5.7m with the cost of construction work estimated at £2.8 million (Conservation - £500,000; New build - £1.5 million; Exhibition design - £800,000).

### **1.3 Current Position**

The following documents have been developed consistent with RIBA Stage 1 to support a Round 1 HLF submission:

- Building Options Appraisal
- Building Inspection Report (outline condition survey)

- Structural Engineer's Report
- Conservation Plan (draft) & Statement of Significance
- Business Plan (outline)
- Fundraising Strategy
- Audience Development Study

These documents will be made available to all tenderers. It should be noted that these were prepared to inform the Round 1 application and are therefore indicative of the museum's intent rather than definitive proposals. Further investigation and design development will be required during Round 2.

## **2. Theatre Design Team**

An experienced Theatre Design Team is required to:

- carry out a high-level design study (RIBA Stages 2 & 3) of the museum's Grade II\* listed synagogue building.
- provide support, guidance and advice to the Design Team in the development of new event spaces in a museum extension.

The Theatre Design Team will be expected to conduct the following tasks:

### **RIBA Stage 2**

#### **Auditorium Design**

- Discuss and review auditorium principles, client brief, programme, design strategy and philosophy for performance space
- Recommend and review auditorium form
- Review and discuss alternate options and comparative venues
- Develop sketch proposals of both stage and auditorium coordinated with acoustical design (below)
- Establish equipment parameters for any auditorium stage engineering, lifts or mechanical elements

#### **Room Acoustic Design**

- Identify acoustic objectives and assist in the establishment of an acoustic brief
- Recommend and review auditorium form, including volume, geometry, and materials to optimise acoustical requirements
- Highlight acoustic options and comparative venues
- Develop sketch proposals of both stage and auditorium coordinated with auditorium design (above)
- Identify programmatic requirements for variable acoustic elements, including movable sound-absorptive materials and concert enclosures

#### **Functional Planning**

- Assist architect and MJM in functional building planning and spatial relationships, including back-of-house, front-of-house arrangements, access for audience, performers and equipment, audience circulation, escape and other access issues

- Review scheme development with MJM and design team

#### Technical Design

- Develop technical masterplan for all technical equipment installations and infrastructure
- Establish equipment parameters for major items
- Where necessary provide drawings and sketches of technical areas to explain principles and requirements

#### Structural Advice

- Prepare structural loading information
- Advise on structural loadings to sub-structure and frame, structural loadings to stage and associated areas, structural loadings to primary and secondary steelwork

#### Electrical Advice

- Prepare electrical loading information.
- Advise on electrical loadings, diversities and distribution requirements suitable for the provision of power to installed and portable stage lighting equipment. Provide information on the provision of dedicated LV distribution for powering of installed and portable audiovisual equipment. Advise on the provision of temporary equipment power and temporary cable passes suitable to support outside- broadcast facilities and enhanced touring facilities

#### Mechanical Advice

- Provide advice to the mechanical services engineer on the likely occupancy levels and technical equipment heat loadings within the space and associated technical areas that may be imposed on the air handling plant

#### Technical Equipment Design

- Propose stagelighting system solutions
- Propose audiovisual system solutions
- Provide aesthetic information to the architect and design team on the impact of proposed technical items, through the use of images and study tours
- Propose building-wide audiovisual system to incorporate voice call, show relay (audio and video) and background music
- Propose, where appropriate, an over-stage flying system which might offer MJM maximum flexibility and optimised safety

#### Technical Equipment Costing

- Provide budget costs to the cost consultant for technical equipment under group headings
- Advise on likely running cost implications of preferred solutions in conjunction with the cost consultant and Business Plan Consultant

#### Noise and Vibration Design

- Establish criteria for background noise according to programme requirements
- Assist project team in addressing concerns regarding noise egress with licensing, planning and building control authorities
- Assist in the functional planning for acoustic separation, including review of adjacencies of acoustically critical spaces and noise generating spaces

#### Acoustic Separation Advice

- Assess project site and identify sources noise and vibration. Conduct acoustic measurements, if necessary
- Establish acoustic separation criteria for the building envelope
- Develop plan for specialty construction methods for acoustic separation including structural separations and vibration-isolated building elements
- Provide diagrammatic sketches indicating the extent of specialty construction methods for acoustic separation
- Coordinate preliminary partition type and door schedule

#### Systems Noise Control Advice

- Advise on strategy for the air handling system to achieve appropriate noise levels
- Provide recommendation for extent and type of vibration isolation of building services equipment

#### Project Management

- Attend relevant design team meetings, client liaison sessions, project meetings and principals' meetings as required by the meeting schedule
- Co-ordinate proposals with the design and aspirations of MJM and the project design team, including intensive briefing with MJM's technical team
- Organise a study tour to relevant comparable venues
- Provide CDM design risk assessments as required and input into project-wide initiatives on risk management and avoidance
- Review issued cost plans to ensure co-ordination of technical and building budgets and attend value-engineering sessions as required
- Issue information to all relevant recipients
- Manage information flow and receipt of drawings from the team
- Maintain internal and external quality control systems

### **RIBA Stage 3**

#### Auditorium Design

- Develop and refine drawings of auditorium and stage with architect and design team
- Conduct review of architect's GA drawings focusing on seating, sightlines, means of escape, accessibility, circulation and the integration of technical equipment
- Assist architect in negotiations with licensing, planning and building control authorities
- Collaborate on interior design scheme of auditorium

#### Room Acoustic Design

- Develop and refine drawings of auditorium and stage with architect and design team to coordinate theatrical and acoustical requirements
- Conduct review of architect's GA drawings focusing on architectural shaping and finish materials
- Assess adherence of design direction to established acoustic goals
- Continue technical planning and architectural integration of variable acoustic elements

#### Functional Planning

- Continue to develop functional planning & key relationships to auditorium, stage, back of house and public areas
- Help design team prepare room requirement documents

- Provide preliminary layout information for any control rooms and technical equipment rooms

#### Technical Design

- Prepare more detailed GA and schematic information and typical detail drawings for stagelighting, audiovisual and stage engineering systems
- Provide schedules for wiring and facility installation
- Co-ordinate containment routes with the architect and electrical services designer for technical wiring
- Develop electrical scope of work document
- Assist Cost Consultant in obtaining budget prices for specialised theatre equipment

#### Noise and Vibration Design

- Provide document of outline specification for acoustic products and procedures
- Review space planning for noise and vibration in architect's GA drawings
- Confirm construction type of building envelope to achieve acoustic separation
- Coordinate structural and architectural requirements for accommodating specialty construction methods for acoustic separation
- Review architect's partition and door types & extent of use
- Assist in establishing schematic duct, conduit, and piping space requirements and routings
- Assist in development of strategy for air delivery

#### Project Management

- Coordinate all information with other principal consultants
- Advise design team of programme, operational issues, cost implications which result from design development work

#### Health & Safety

- Develop design and user strategy for all systems and installations which acknowledge current Health and Safety regulations
- Prepare preliminary operational safety documents
- Conduct CDM risk assessments on each specialist installation for installation, operation and maintenance. Submit to Principal Designer as required

### **3. Process, outputs and milestones expected**

The client for this work will be Max Dunbar (Museum CEO). The Theatre Design team will be expected to attend regular Progress Meetings with the Design, Client and Contracting Teams for input and to report progress.

The team will be expected to work closely with the design team which will be led by a chartered architect, who will report to the Project Manager. This design team will include:

- Architect, including conservation specialism (either AABC or Specialist Conservation Architect (SCA) under the RIBA Conservation Register)
- Principal Designer services under the CDM 2015 regulations
- Quantity Surveyor

- Structural Engineer, ideally with conservation accreditation (CARE)
- Mechanical and Electrical Services Engineer
- Conservation Management Planner, who may be part of the design team leader's organisation but must be able to demonstrate independence from the design process in developing CMPs

The design team will also provide specialist services as required by the project, such as:

- Landscape design
- Access consultant
- Party wall surveyor
- Fire engineer
- Lift engineer
- Lighting designer
- Acoustician

The key output required of the selected Theatre Design team is the production of a study, which will assess the best approach to tuning the historic synagogue space for productions and music, to develop plans for performance spaces in a new extension, to provide guidance to the technical and production systems strategy and to offer technical budget cost advice.

The design team will be appointed in December 2015. The final study, to include work to RIBA Stage 3, will need to be produced and submitted to the museum in August 2016.

#### **4. Fee**

The total budget available for this work is £15,000 plus VAT.

#### **5. Next Steps**

If you would like to be considered for this work please supply the following information:

- A proposal that:
  - explains a thorough understanding of the challenges and potential benefits of this project (10%)
  - introduces a capable and experienced team that can deliver all the tasks identified in Section 2 (10%)
  - outlines first ideas and creative response (10%)
  - includes a methodology for how the work will be undertaken and completed (10%)
  - includes a table showing who will deliver each set of tasks, their day rates and the number of days allowed (10%)
- CVs and appropriate team track record information (30%)



- Please also include an illustrated case study of less than 1,000 words to explain the successful completion of a comparable project (20%)

Proposals will be assessed in accordance with the scoring system as shown in the weighted % above.

Interviews will be held during week commencing 14<sup>th</sup> December 2015.

Post or email your response to museum CEO, Max Dunbar, by Monday 23<sup>rd</sup> November 2015 at:

[ceo@manchesterjewishmuseum.com](mailto:ceo@manchesterjewishmuseum.com)

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If you have questions about the consultation please contact Max Dunbar at the above email or on 0161 834 9879.