



# Project Brief

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**Project Name:**

Coworking Space at Vinares

**Created by:**

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**Created on:**

18/07/2023

## TABLE OF CONTENTS

1. INTRODUCTION.....	3
2. MAIN COMPONENTS.....	4
<b>2.1 RECEPTION</b> .....	4
<b>2.3 OPEN WORKSPACES</b> .....	4
<b>2.4 PRIVATE WORKSPACES</b> .....	4
<b>2.5 1 PAX PODS</b> .....	5
<b>2.6 COLLABORATIVE AREAS</b> .....	5
3. ADDITIONAL INFORMATION .....	7
4. LOCATION MAP .....	8
5. UNIT PLAN.....	9

## 1. INTRODUCTION

Urbanco aims to develop a coworking space in Hulhumalé Phase II to meet the ever-growing demand for such spaces. The main purpose of this project is to provide small businesses, independent contractors, students and other workers a space to get work done and network with others.

The intended design focuses on making the spaces of the development functional and efficient. From meeting other business professionals to collaborating on independent projects, this space can be a shared location where people with varying business ideas can get together and learn from one another, pursuing a new opportunity and participating in a community of business professionalism.

The proposed location for the development is a vacant unit located at the first floor of the VINARES housing complex. The unit is currently in vacant state, presenting a bare shell devoid of any finishes or interior elements. It is an open expanse that holds immense potential for transformation into a remarkable space to meet the specific requirements of the proposed development.

### **OBJECTIVES**

- To cater to the growing demand for a coworking space in Hulhumalé.
- To provide freelance workers and students a proper space to get work done and network with others
- To build a community of business professionalism in Hulhumalé.

## 2. MAIN COMPONENTS

The development should consist of the following:

### **2.1 RECEPTION**

Dedicated reception area should be located near the entrance. This space should be developed to serve as a central point for visitor guidance, providing comprehensive information about the various packages and spaces available to meet your visitors' specific needs.

### **2.2 LOUNGE AREA**

A lounge area with comfortable seating should be provided specifically to cater to the customers' needs while they wait, socialize, or engage in productive work in a less traditional setting.

### **2.3 OPEN WORKSPACES**

Open workspaces should be provided to cater to the diverse preferences of the valued customers by understanding the importance of personalized comfort and ambiance, and considering traditional and casual seating options allocated within the premises.

### **2.4 PRIVATE WORKSPACES**

Private workspaces should be provided allowing a sense of privacy, while having the flexibility of collaborating, connecting, and networking with the professionals at the coworking area. These private suites should also be customizable to be interconnected to accommodate a bigger group working together.

## **2.5 1 PAX PODS**

Having focus spaces is essential in a coworking space to have a distinct place away from the distraction and noises of the office. This is a more private working pod with no interruptions, for completion of work that demands undivided focus and a calm environment, without noise interruptions. For phone conversations, webinars, private meetings, and other sensitive activities, people require confidentiality.

## **2.6 COLLABORATIVE AREAS**

Arrangement of seating should be provided such that individuals who want to collaborate or have similar requirements sit close to one another and have discussions amongst various staff groupings or communities. This ensures that they have access to the people and resources they require to get the most out of their time.

## **2.7 OFFICE SUPPLIES AND NECESSITIES**

Office supplies like laptops, paper, white board and supplies, printers, and other necessities should be available and easily accessible, so an area should be dedicated for the storage and use of these items.

## **2.8 TOILETS**

The restroom is an essential space that is utilized by virtually every individual at some point during their day. Toilets/Restrooms should be conveniently provided within the development, and should include separate toilets for females, males, and persons with disabilities (PWDs), ensuring inclusivity and accessibility for all. With consideration for privacy

and comfort, the entrance to each restroom should be positioned in a manner that prevents passersby from inadvertently glimpsing inside. Sufficient storage spaces for cleaning utilities should also be provided.

## **2.9 PANTRY**

Pantry and vending machines must be provided in a dedicated area away from the workstations. Availability of snacks and other services from the pantry, make a big difference in members' experience and perception of a coworking space.

## **2.10 ACCESSIBILITY**

To ensure that the space is accessible, wheelchair ramp in the access and PWD toilet with no floor differences should be provided to create a space that's inclusive and welcoming to everyone. This ensures everyone can get the most out of their coworking environment.

## **2.11 SERVICES AND OTHERS**

Entrances and circulation systems, including access control systems as required, branding and signage should be designed and provided accordingly.

All service requirements should be met up to and including the necessary main connections, which includes (but not limited to), water and drainage, HVAC, lighting, power, emergency lighting, firefighting and fire detection system, access control, IT, CCTV, phone and GPON/fiber

connectivity as sufficient for the required spaces and usage, and all necessary approvals from relevant authorities.

All movable, fixed and inbuilt furniture such seating, cupboards, desks, lockers, etc.) for and other necessary furniture or fixtures should be provided taking into consideration the ambience, accessibility, usage and comfort of the customers.

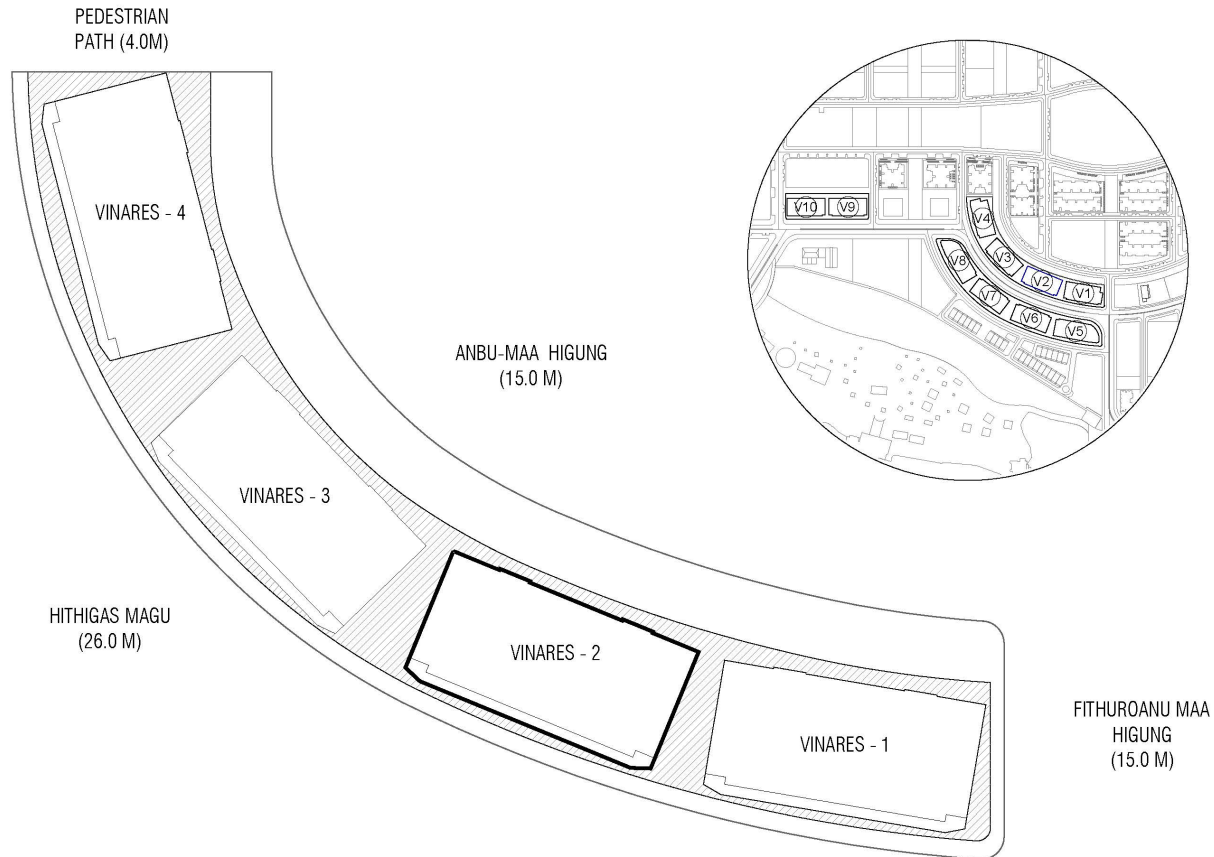
All designs should be developed in accordance to the standards, guidelines and regulations set forth by the relevant authorities to ensure the highest level of quality and compliance.

### 3. ADDITIONAL INFORMATION

- 3.1. Urbanco has developed a concept design along with this Brief to communicate the intended facilities and space requirements. The Proponent may add or propose modifications, as long as the design and development fulfill the requirements in this document.
- 3.2. The standard for Conditions of Contract for the development will be dependent on the development model agreed.

<b>Doc ID:</b>	DDT-2021-FMT-004
<b>Version:</b>	1.1
<b>Classification:</b>	Report
<b>Effective Date:</b>	11 <sup>th</sup> July 2023

## 4. LOCATION MAP





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## 5. UNIT PLAN



<b>Doc ID:</b>	DDT-2021-FMT-004
<b>Version:</b>	1.1
<b>Classification:</b>	Report
<b>Effective Date:</b>	11 <sup>th</sup> July 2023

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