

# DBH The Bridgewater Complex

**DBH**  
Serviced Business  
Centres Ltd



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## DBH The Bridgewater Complex

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## The Bridgewater Complex

The Bridgewater Complex is designed to meet the needs of any organisation requiring quality business space. The centre has been developed with flexibility and suitability in mind and provides a variety of accommodation types from brand new build highly specified offices with air conditioning through to light industrial units incorporating office space.

The high specification office space can accommodate organisations requiring between 1 and 200 workstations.

Light industrial units range from 500 - 3500 sq ft

Two fully air-conditioned meeting rooms are available. A smaller meeting room accommodating up to 6 people and a larger meeting room taking up to 12 people on a "board room" basis.

### The Location

Situated in a highly accessible location, The Bridgewater Complex is only 3 miles north of the city centre and is within a few minutes walk of Bootle Town Hall, the Strand Shopping Centre and Bootle Oriel Road Merseyrail Station.

Sefton is alive with re-generation and development projects and the office complex offers the perfect setting for business growth and networking opportunities.

- Self contained secure site within short distance from city centre
- Highly accessible location with excellent transport links
- Good local shops and amenities

## High Specification Serviced Offices

Furnished with high quality, modern furniture, a striking reception and professional on site staff, the office building provides its occupants with a comfortable and practical working environment coupled with a highly professional image.

### Light Industrial Units

The specification of these high quality units include a self contained furnished office with telephone lines and handsets, electric roller shutter doors, gas heaters, kitchenettes and disabled WC compartments.

### Terms

All accommodation is provided on flexible "all inclusive" licences with high specification furniture and telephone equipment. Terms are primarily offered on a monthly basis with options to extend where appropriate. Tailor made packages can also be created to suit individual client needs.

### Features

- All accommodation benefits from:
- - On-site parking
  - - 24/7 access & security monitoring
  - - Call answering & reception services
  - - On site management team
  - - Access to meeting rooms
  - - State of the art telephony
  - - High speed internet connectivity.
  - - A choice of comfort cooled offices

## DBH Office Licence Fees Include:

### Set Up Costs

#### Office

- Furniture
- Power/lighting installation
- Furnishings (carpet/painting/blinds)
- Partitioning
- Security/Fire alarm
- Keys
- Air Conditioning

#### Kitchen

- Units & installation
- Equipment, Microwave - Kettle - Toaster

#### Reception/Common areas

- Furniture
- IT
- Pictures
- Plants
- Fire extinguishers

#### Meeting room(s)

- Furniture
- Air conditioning
- Drinks machine
- Pictures
- Plants

#### Telecoms

- System purchase
- Data cabling & equipment
- Installation, programming & training

#### Professional fees

- Solicitor
- Surveyor

### Running Costs

#### Landlord

- Rent
- Service Charge
- Building insurance

#### Council

- Business Rates

#### Cleaning/Refuse

- Waste disposal
- Cleaning contract
- Window cleaning
- Sewerage

#### Telecoms

- Line rental
- System maintenance

#### Security

- Alarm maintenance
- Monitoring/callout service

#### Utilities

- Water
- Electricity
- Gas

#### Repairs & maintenance

- Contractor labour costs
- Materials & consumables

#### Staffing

- Telephonist/Receptionist/Secretary
- Business Centre Manager time
- Accountant administration
- Recruitment fees/Staff on costs
- Staff training

#### Car parking

- Parking charges
- Parking rates



## Additional Products & Services

### Offices by the day

Should a client wish to meet you at your premises, we can provide you with a fully furnished office or room on a daily basis. This is an ideal option for home workers who need to create the right impression with their customers but do not need a permanent office. Each office would normally be provided with:

- 1 desk
- 2 visitor chairs
- Telephone
- Broadband connection
- Use of reception service

Different furniture can be provided (if available in the centre) to suit your needs, whether you are using the room for a financial consultation with a customer through to a more personal consultation with a patient.

### Meeting Room Hire

We have meeting room facilities that can be hired on an hourly or daily basis. The rooms can be set out in a number of different ways and can be used for:

- Interviews
- Board meetings
- Training sessions
- Presentations

Facilities can be hired by both internal clients and external organisations.

Meeting room hire on an hourly and daily basis is more economical than rooms charged on a per delegate basis.

A number of catering options are available in addition to the normal tea/coffee/water refreshments.

### Virtual Office

Our Virtual Office service is ideal for those wishing to create a professional, larger organisation image but as yet are not ready to expand. It is also useful if you need to create a regional presence.

The service is also great if you need calls to be answered in your company name when you are occupied with client / supplier meetings, paperwork and all those time consuming tasks you perform in keeping your business running.

With a Virtual Office, we provide you with a telephone number and either answer the calls in your business name or forward them directly to you. The service also provides you with the ability to use our address for your post.

If you do not need the call answering element of the service, then we can just provide you with a mailbox for receipt of your post.

### Broadband

We have a range of Broadband packages designed to suit the needs of you and your business.

### Administration & Support

Secretarial support and administration services are available from our professionally trained on site team. Whether you need a letter typed, a mailing sent out or some administrative work undertaken, our staff is ready and willing to help.

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