To:

LIM Chweechen[Chweechen.Lim@uk.arteliagroup.com]

From:

Claire Williams

Wed 5/13/2015 3:26:47 PM

Sent: Subject:

FW: Grenfell - Contract Scope Review Meeting - 17th April 2015 - Actions Arising

Claire Williams
Project Manager





a: The Network Hub, 292a Kensal Road, London, W10 5BE

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From: VALENTE Nick [mailto:nick.valente@uk.arteliagroup.com]

Sent: 21 April 2015 17:51

To: Claire Williams; Simon Lawrence; REED Neil

Subject: Grenfell - Contract Scope Review Meeting - 17th April 2015 - Actions Arising

All

Thank you for coming to the meeting last Friday. Please see below a record of the key actions/ salient points:

Meeting Objective: To review the contact documents and scope of works.

Desired Outcome: Clarity on what is and is not included in the contract and the implications arising.

## Lift

- Claire to draft a letter to Studio E about the demolition drawing error Re why is there a lift showing on the drawings
  listed below? This has led to Rydon pricing for only two openings when in fact four are, and always have, been required.
  - o 1279 (04) 122 Mezzanine Plan
  - o 1279 (04) 124 Walkway +1
- Artelia to comment on whether a review of the drawings would have been undertaken at tender stage prior to issue to tenderers.

### AOV

- Artelia to ask Max Fordham why the original air flow rate of 0.42m3/s changed and was increased to 5m3/s.
- SL to provide quotation Re shaft route and drawings with BWIC by 1st May.
- Warranty required from AoV specialist Messrs PPS. Rydon to action.

# **Windows**

- SL and CL to find out if there are any additional savings on the windows as they have not increased the window opening. SL
  to investigate and demonstrate the cost difference between the glazed area of a window and the insulated panel area of
  the window. TMO is seeking to realise a saving from Rydon given the glazed areas have reduced despite the panel areas
  increasing (noting the overall structural dimensions of the openings remain the same).
- Rydon's to provide an explanation of this situation Re how we have got to the current position. Artelia to then provide a
  commentary / view on the window costs/ situation.

### HIU

- SL's explanation relating to why the HIU location needs to change to the hallway (SL's email 19/3/15) needs to be condoned / amended by TMO Communication's representatives/ team to ensure it is suitable for publishing to residents, etc.
- With regard to flat access arrangements Rydon is to maintain the process agreed from the outset i.e. two letter approach

Artelia 00003877

irrespective as to whether the resident has placed a notice on their door refusing access.

Rydon to flag a date when this delay will start incurring a cost.

### **Cyclical Decorations**

SL to provide a proposal and a cost for decoration works required in the communal areas.

### **External** work

- NV to liaise with Simon Britton from KALC team, regarding the external work. This includes:
  - Overlap between sites
  - Outstanding planning that BYUK have left.
  - o Full description of the left over work needed for both of the above.

Regards

Nick

#### Nick VALENTE

Assistant Project Manager



High Holborn House - 52-54 High Holborn • WC1V 6RL • Holborn • United Kingdom

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