

Message

**From:** Simon Lawrence [slawrence@rydon.co.uk]  
**Sent:** 5/22/2014 1:07:38 PM  
**To:** 'Claire Williams' [clwilliams@kctmo.org.uk]; BLYTHE Peter [/O=ORGARTELIA/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=BLYTHE Peter2a1]  
**CC:** BOOTH Philip [/O=ORGARTELIA/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=Philip Boothe11]; LIM Chwee Chen [/O=ORGARTELIA/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=Chwee Chen Lime86]; Zak Maynard [ZMaynard@rydon.co.uk]  
**Subject:** RE: Pre-Construction Agreement  
**Attachments:** Signed PCA Grenfell Tower 22.5.14.pdf

Claire / Peter,

Please find attached a PDF version of the PCA signed by Peter Maddison and Steve Blake. I assume that two original copies will still be required once Peter Maddison has returned from holiday.

Regards

Simon Lawrence, ACIOB, MInstLM  
Project Manager

T  
M

---

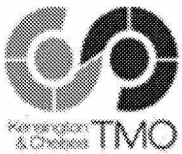
**From:** Claire Williams [mailto:clwilliams@kctmo.org.uk]  
**Sent:** 22 May 2014 11:17  
**To:** Simon Lawrence; 'BLYTHE Peter'  
**Cc:** BOOTH Philip; LIM Chwee Chen; Zak Maynard  
**Subject:** RE: Pre-Construction Agreement

Simon

Here is our signed version, can you get to Stephen?

Ta

Claire Williams  
Project Manager



t:  
m:

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

Before printing, please think about the environment.

---

**From:** Simon Lawrence [mailto:slawrence@rydon.co.uk]  
**Sent:** 22 May 2014 10:50  
**To:** Claire Williams; 'BLYTHE Peter'

Artelia\_00008620

ART00008714/1  
ART000000/14\_0001

**Cc:** BOOTH Philip; LIM Chweecheen; Zak Maynard  
**Subject:** RE: Pre-Construction Agreement

Claire,

I've just spoken with Steve Blake about signing the PCA. He said that he will sign his section this morning. His secretary will scan the copy and forward it over. Scanning it will automatically put it into PDF format so then Peter will be able to sign his section. We can then sort out the original copy with both signatures on afterwards.

Regards

Simon Lawrence, ACIOB, MInstLM  
Project Manager  
T [REDACTED]  
M [REDACTED]

---

**From:** Claire Williams [<mailto:clwilliams@kctmo.org.uk>]  
**Sent:** 21 May 2014 16:05  
**To:** 'BLYTHE Peter'; Simon Lawrence  
**Cc:** BOOTH Philip; LIM Chweecheen; Zak Maynard  
**Subject:** RE: Pre-Construction Agreement

Peter

I am happy with this, please PDF it and ask Simon this signed off at Rydon.

Thanks

Claire Williams  
Project Manager



t: [REDACTED]  
m: [REDACTED]  
a: The Network Hub, 292a Kensal Road, London, W10 5BE

Before printing, please think about the environment

---

**From:** BLYTHE Peter [<mailto:peter.blythe@uk.arteliagroup.com>]  
**Sent:** 20 May 2014 17:50  
**To:** Simon Lawrence; Claire Williams  
**Cc:** BOOTH Philip; LIM Chweecheen; Zak Maynard  
**Subject:** RE: Pre-Construction Agreement

Simon and Claire,

I attach what I hope to be the final revision – hence the slight change of name!

Changes made are as followed:

Artelia\_00008620

ART000008714/2  
ART000008714\_0002

- Accepted and removed all of the tracked changes.
- Added a space for the date to be written
- Added the "up to a total of £350k"
- Included a phrase to state where the fees are included within the tender (for the avoidance of doubt as myself and Chwee Chen were concerned that it wasn't 100% clear what was an addition and what wasn't)

Please let me know if you have any comments, but Chwee Chen is now happy with the figures and Artelia believe that we are in a position from the TMO to sign this document.

The only thing left to do as per Claire's previous emails is to confirm who from Rydon will sign which can be done by pen, or someone can change it if they want to!

Claire, as this was originally a TMO document, can you please confirm that you are happy with this and then PDF it and issue to be signed by Rydon?

Kind regards,

Peter



**Peter BLYTHE**  
 Assistant Project Manager  
 ARTELIA UK  
 High Holborn House - 52-54 High Holborn • WC1V 6RL • Holborn • United Kingdom  
 Tel: [REDACTED] • Mob: [REDACTED] • [www.uk.arteliagroup.com](http://www.uk.arteliagroup.com)  
 Artelia UK is accredited to ISO 9001, ISO 14001 and OHSAS 18001



**INVESTORS  
 IN PEOPLE**

This message and any attachments (the "message") is intended solely for the addressees and is confidential. If you receive this message in error, please delete it immediately and notify the sender. Any use not in accordance with its purpose, any dissemination or disclosure, either whole or partial, is prohibited except with explicit formal approval. The internet cannot guarantee the integrity of this message. ARTELIA (and its subsidiaries) shall not therefore be liable for the message if modified.

---

ARTELIA PROJECTS UK LTD - Registered Office : The Broadgate Tower 3rd Floor 20 Primrose Street London - EC2A 2RS - Trading as ARTELIA UK  
 Registered in England and Wales under Company Number 03913368

---

APPLYARDS LTD - Registered Office : Tubs Hill House London Road Sevenoaks – TN13 1BL - Trading as ARTELIA UK  
 Registered in England and Wales under Company Number 03935522

---

**From:** Simon Lawrence [<mailto:slawrence@rydon.co.uk>]  
**Sent:** 20 May 2014 16:41  
**To:** 'Claire Williams'; BLYTHE Peter  
**Cc:** BOOTH Philip; LIM Chwee Chen; Zak Maynard  
**Subject:** RE: Pre-Construction Agreement

Afternoon Claire & Peter,

Artelia\_00008620

**ART00008714/3**  
 ART000000/14\_0000



Following your comments below and my conversations with both of you today. Please find attached the revised PCA figures to align with the £291k (or £350k inc. 20% VAT) as agreed. Hopefully I've simplified the items and amounts to make it clearer to read. I went through each item and removed the original items 2-6,8 & 9 (as per previous Rev D) as I feel they would be included within our site set-up section (new item 8) and added the Demo works to the ramp as they are relevant to the Bouygues site which is something I missed earlier. As per my earlier email below the revised amount of £291k will still cover us up to the end of June (see drop line on the programme issued earlier). However we will now need to discuss a further amount of spend to be underwritten around mid-June to allow us to procure the items starting at the beginning of July i.e. remaining demo works and temporary access equipment (mastclimbers and scaffold). All of which will be necessary to continue the programme of works without stopping and causing delay.

Peter - I haven't altered any of the wording that Claire has requested. I only concentrated on the numbers only.

I hope the attached is in order. Any queries please call.

Regards

Simon Lawrence, ACIOB, MInstLM  
Project Manager

T [REDACTED]  
M [REDACTED]

---

**From:** Claire Williams [<mailto:clwilliams@kctmo.org.uk>]

**Sent:** 20 May 2014 11:10

**To:** Simon Lawrence; 'BLYTHE Peter'

**Cc:** BOOTH Philip; LIM Chweecheen; Zak Maynard

**Subject:** RE: Pre-Construction Agreement

Simon and Peter

Further to my recent email I look forward to receipt of the alternative cashflow for 8.4m from Rydon.

On the Pre-Construction Agreement can I ask that this be amended to reflect the following:

- 1 Second page: 'now it is hereby agreed as follows' under item 2 can we please insert after 'Value Added Tax', which cannot exceed £350,000 in total'.
- 2 Simon, can I ask that you put a maximum figure into item 2, which is attending any meetings re planning? This is then a consistent format and helps anyone looking at the document how we view the Board approved expenditure of £350k max.
- 3 I would then expect the total for the activities to add up to £350k or under.
- 4 Item 10 – undertaking minor repairs and decorations – we are also going to ask you to do work to the 'estates services office' which will comprise decorations throughout and renewal of the 2 wcs with whbs and a 'housewife' clean. You may want to put a guestimate figure on this so the paperwork is tidied up.
- 5 Item 13 – façade design: please reduce this to reflect works likely to be undertaken within this interim period. Also bearing in mind the £350k !

Artelia\_00008620

ART000008714/4  
ART000008714\_0004

- 6 Item 14 – have you instructed any M&E work – does this figure need review?
- 7 Item 17 – building regulations work – you know that I am keen to instruct this so that we do not experience delays later. However I appreciate that you would normally put this in as one application and the cladding details at the moment are still not resolved. Is there any way we can move this forward, perhaps with a fee to be underwritten by the TMO ?

Thanks – and can we get this signed off this week? Simon, would you be the signatory or Stephen Blake, please advise so this template can be amended.

Claire Williams  
Project Manager



t: [REDACTED]  
m: [REDACTED]  
a: The Network Hub, 292a Kensal Road, London, W10 5BE  
 Before printing, please think about the environment

---

**From:** Simon Lawrence [<mailto:slawrence@rydon.co.uk>]  
**Sent:** 20 May 2014 09:11  
**To:** 'BLYTHE Peter'  
**Cc:** Claire Williams; BOOTH Philip; LIM Chweecheen; Zak Maynard  
**Subject:** RE: Pre-Construction Agreement

Morning Peter,

Further to our conversation yesterday please find attached the PCA with additional revised items as discussed. I have added the costs of relevant fees and activities to progress works up to the end of w/c 30th June 2014. I've indicated this with a red drop line on the pdf draft programme attached. I arrived at the w/c 30/6 by taking 1/9/14 as the critical date for procurement of the cladding then working back 8 weeks to allow for the submission of the planning discharge information for the cladding material change as requested in the VE options.

This in turn gives us 7 weeks from now to install the cladding mock-up on the building and get the planners with their committee to inspect (and hopefully agree) our proposals of the change before affecting the 1/9/14 cladding procurement date.

As you will see by altering the PCA to incorporate the additional items it raises the total amount covered to approx. £410,000.

In addition to the PCA information above I have attached a copy of our cashflow forecast and our bank details (below) as requested by Claire.

A/C name [REDACTED]  
Sortcode [REDACTED]

Artelia\_00008620

ART00008714/5  
ART000000/14\_0000

A/C no: 06062306

If you have any questions or would like to talk through any of the above then please give me a call.

Regards

Simon Lawrence, ACIOB, MInstLM  
Project Manager

T [REDACTED]  
M [REDACTED]

---

**From:** BLYTHE Peter [<mailto:peter.blythe@uk.arteliagroup.com>]  
**Sent:** 16 May 2014 16:55  
**To:** Simon Lawrence  
**Cc:** Claire Williams ([clwilliams@kctmo.org.uk](mailto:clwilliams@kctmo.org.uk)); BOOTH Philip; LIM Chwee Chen  
**Subject:** Pre-Construction Agreement

Simon,

As discussed, attached is the latest PCA. The changes that we have made are tracked (so they are highlighted for your attention).

Let's catch up again on Monday to discuss further. Have a good weekend.

Kind regards,

Peter



**Peter BLYTHE**  
Assistant Project Manager  
**ARTELIA UK**  
High Holborn House - 52-54 High Holborn • WC1V 6RL • Holborn • United Kingdom  
Tel: [REDACTED] • Mob: [REDACTED] [www.uk.arteliagroup.com](http://www.uk.arteliagroup.com)  
Artelia UK is accredited to ISO 9001, ISO 14001 and OHSAS 18001



**INVESTORS  
IN PEOPLE**

This message and any attachments (the "message") is intended solely for the addressees and is confidential. If you receive this message in error, please delete it immediately and notify the sender. Any use not in accordance with its purpose, any dissemination or disclosure, either whole or partial, is prohibited except with explicit formal approval. The internet cannot guarantee the integrity of this message. ARTELIA (and its subsidiaries) shall not therefore be liable for the message if modified.

---

ARTELIA PROJECTS UK LTD - Registered Office : The Broadgate Tower 3rd Floor 20 Primrose Street London - EC2A 2RS - Trading as ARTELIA UK  
Registered in England and Wales under Company Number 03913368

---

APPLEYARDS LTD - Registered Office : Tubs Hill House London Road Sevenoaks – TN13 1BL - Trading as ARTELIA UK  
Registered in England and Wales under Company Number 03935522

---

Artelia\_00008620

**ART00008714/6**  
ART000000/14\_0000



---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This e-mail message has been scanned for Viruses and Content and cleared by **MailMarshal**

---

**DISCLAIMER:**

This E-mail and any files transmitted with are intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the System Administrator. This message may contain confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this email.

Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of Kensington & Chelsea TMO Ltd. Finally, the recipient should check this email and any attachments for the presence of viruses. Kensington & Chelsea TMO Ltd. accepts no liability for any damage caused by any Virus transmitted by this email.

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This e-mail message has been scanned for Viruses and Content and cleared by **MailMarshal**

---

**DISCLAIMER:**

This E-mail and any files transmitted with are intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the System Administrator. This message may contain confidential information and is intended only for the individual named. If you are not the named addressee you should not

Artelia\_00008620

**ART00008714/7**  
ART000000/14\_0000

disseminate, distribute  
or copy this email.

Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of Kensington & Chelsea TMO Ltd. Finally, the recipient should check this email and any attachments for the presence of viruses. Kensington & Chelsea TMO Ltd. accepts no liability for any damage caused by any Virus transmitted by this email.

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This e-mail message has been scanned for Viruses and Content and cleared by **MailMarshal**

---

**DISCLAIMER:**

This E-mail and any files transmitted with are intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the System Administrator. This message may contain confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this email.

Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of Kensington & Chelsea TMO Ltd. Finally, the recipient should check this email and any attachments for the presence of viruses. Kensington & Chelsea TMO Ltd. accepts no liability for any damage caused by any Virus transmitted by this email.

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

Artelia\_00008620

**ART00008714/8**  
ART000000/14\_0000