

**To:** Jenny Jackson[jjackson@kctmo.org.uk]; Claire Williams[clwilliams@kctmo.org.uk]  
**Cc:** LIM Chweecheen[Chweecheen.Lim@uk.arteliagroup.com]; BOOTH Philip[philip.booth@uk.arteliagroup.com]  
**From:** BLYTHE Peter  
**Sent:** Fri 2/28/2014 2:41:36 PM  
**Subject:** RE: grenfell tender report

Jenny,  
  
Ok that sounds beneficial to me – I just wanted to check that we were on the same page!

Having spoken to Claire I have booked a meeting room from 2.30 on Tuesday and Wednesday because she does not know if David Gibson will be able to attend on Tuesday yet. Claire said she would confirm on Monday.

**Claire** – do you have your raw scores available? They don't need to be in any particular format, just send them over however is easiest! I need to put them into the draft report. I think it would be beneficial to issue a draft report with the scores as they are and then we can discuss them when we meet.

Kind regards,  
  
Peter

**Peter BLYTHE**  
  
Assistant Project Manager  
  
**ARTELIA UK**  
  
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**From:** Jenny Jackson [mailto:jjackson@kctmo.org.uk]  
**Sent:** 28 February 2014 14:23  
**To:** BLYTHE Peter; Claire Williams  
**Cc:** LIM Chweecheen; BOOTH Philip  
**Subject:** RE: grenfell tender report

Peter,

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**ART00008964/1**  
ART00000004\_0001

I accept that the average score is to be applied but think it will be beneficial to meet up to make sure we have scored on the same basis. As a starting point, if there are large divergences in the scores for any one question – e.g an 8 and a 2 – we need to discuss the understand the reasons.

Is 1pm at your office on Tuesday convenient?

J

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**From:** BLYTHE Peter [mailto:peter.blythe@uk.arteliagroup.com]

**Sent:** 28 February 2014 11:33

**To:** Claire Williams; Jenny Jackson

**Cc:** LIM Chweecheen; BOOTH Philip

**Subject:** RE: grenfell tender report

Claire,

My understanding was that we would be averaging the separate scores to come to a moderated score (see below lifted from the ITT).

*"Both aspects of the Quality Evaluation (Technical Quality and Interview Quality) will be undertaken by a panel or panels. **The individual scores of the panel members will be averaged to arrive at a combined score for each item.** This score will be multiplied by the weighting for that item to give a total score for that aspect of the Tender."*

I was therefore going to use the average scores for the draft tender report. I do not need the comments at this stage, but I require the raw scores in order to compute the average scores which form a large part of the quality scoring process. I did not think that we were going to moderate scores as such and just take the average. I apologise if I have got the wrong end of the stick!

The quality section is worth 60% - 55% for the tender responses and 5% for the interview. I thought it would be beneficial for you to see how the overall picture is looking with just 5% of the evaluation process remaining. Of course I will include a caveat that it is just a preliminary idea as the quality evaluation will not be complete until after the interview.

Kind regards,

Peter

**Peter BLYTHE**

Assistant Project Manager

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**ART00008964/2**  
ART00000004\_0002

**From:** Claire Williams [mailto:clwilliams@kctmo.org.uk]  
**Sent:** 28 February 2014 11:14  
**To:** BLYTHE Peter  
**Cc:** LIM Chweechen; BOOTH Philip  
**Subject:** RE: grenfell tender report

Peter

I am happy to send you through 'raw' scores, but would it not be better to moderate them, as part of the paperwork to make sure that our feedback to the contractor is more constructive?

Jenny and I were generally on adjacent scores for our 4.1/4.2 (she marked 4s, I marked 6s) – but after discussion some scores went up and some down.

I do not want to run at this and then find we have concerns.

I thought the emphasis of the draft tender report was the figures, and the evaluation information cannot be completed until after the interviews anyway.

Claire Williams  
Project Manager



t: [REDACTED]  
m: [REDACTED]

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

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**From:** BLYTHE Peter [mailto:peter.blythe@uk.arteliagroup.com]  
**Sent:** 28 February 2014 09:47  
**To:** Claire Williams  
**Cc:** LIM Chweechen; BOOTH Philip  
**Subject:** RE: grenfell tender report

Morning Claire,

Thank you, I have received your scores for 4.1 and 4.2, however I am awaiting the following responses from the TMO.

Question	Markers
1.1	CW, DG
1.2	CW, DG
2.1	CW
2.2	CW
3.1	CW
5.1	CW

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6.1	CW, DG
7.1	Resident, CW, JJ
8.1	CW, JJ

Do you have these scores and do you know when I will receive them? I require them ASAP in order to complete the draft tender report.

Kind regards,

Pete

**Peter BLYTHE**

Assistant Project Manager



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**From:** Claire Williams [<mailto:clwilliams@kctmo.org.uk>]  
**Sent:** 28 February 2014 09:30  
**To:** BOOTH Philip  
**Cc:** LIM Chweecheen; BLYTHE Peter  
**Subject:** RE: grenfell tender report

Philip  
 Thanks for the below.

I look forward to your draft tender report. I think the idea of talking through the scores was so that we could give good feedback to each of the contractors. I don't know if Jenny has sent thro our moderated responses for 4.1 and 4.2, but you will see they read coherently and are usable for feedback. I think it may be worth sitting down and going thro our scores while this is fresh in our mind – that is why I would like to do this soonest before we get involved with the next stage. Maybe an hour or two on Tuesday would do it?

Also, can I nudge you over your fee stuff? I don't know if Simon Cash has had a chance to look at it yet – but my audit date is 10

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March, so I want to see if I can get this in place by next week. Jenny is only around for part of the week, so if we can sort this soonest I am sure that will please everyone.

Thanks

Claire Williams  
Project Manager



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**From:** BOOTH Philip [<mailto:philip.booth@uk.arteliagroup.com>]

**Sent:** 27 February 2014 18:20

**To:** Claire Williams

**Cc:** LIM Chweecheen; BLYTHE Peter

**Subject:** RE: grenfell tender report

Claire,

Thanks for your email.

I do propose to include within the tender review report some of the suggestions for VE options which will include those we have previously identified, the increased scope of landscaping works and the proposed ECO funding. However I do not want to confuse the tender review report with how the history of how budget has increased nor too much focus on how to reduce it. The main purpose of our tender report is to present the tender exercise, explain the scoring and evaluation and who, based on this, is the winner of the tender exercise. We will be issueing it in draft only tomorrow so when you see it feel free to comment and we can discuss and tweak if required.

I also got your voicemail late today as I was travelling back from a meeting. At this point we do need your evalutation scores so we can complete the tender report. If you have notes or explanation to why you have decided on the scores you have they would be great and will help with feedbackbut if you don't have these now then this can follow.

Hope that is ok?

Philip

**Philip BOOTH**

Associate Project Manager

ARTELIA UK



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**SAFETY WEEK**  
March 17-21, 2014



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**From:** Claire Williams [mailto:clwilliams@kctmo.org.uk]  
**Sent:** 27 February 2014 12:08  
**To:** BOOTH Philip  
**Cc:** LIM Chweechen  
**Subject:** grenfell tender report

Philip

Just thinking about this, you may want to mention issues that have arisen since original budget was put together:

VE engineering exercise (I think I have a Dec 2012 report that mentions this), then there is the issues we talked about, specifically additional landscaping to cover the practical way of managing works. Also there is the requirement for resident refuge/temporary access stairs/fire resistant route around the walkway to access the building.

I think that is it.

Thanks

Claire Williams  
Project Manager



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