

Mike Sapsford

From: Claire Williams <clwilliams@kctmo.org.uk>
Sent: 15 April 2015 17:01
To: Mike Sapsford
Cc: VALENTE Nick (nick.valente@uk.arteliagroup.com); neil reed (neil.reed@uk.arteliagroup.com)
Subject: KCTMO: Grenfell lifts - URGENT
Attachments: Grenfell - Apex Lifts.pdf

Mike

It was good to talk to you today, so I could give you an insight into the project and the reason for your potential appointment.

Background

The works are to a 23 storey tower block, with 120 occupied flats. The lower 3 floors were previously non-residential and had individual access. Now these floors have been changed to residential use, and so the 2 lifts needs to stop at the lower 2 floors. It already stopped at ground to allow all egress from the building.

As per our conversation, works started on the first of the two lifts on 7 April. The aim is for works to complete Thurs 23/Fri 24 April. There will be a week when this lift and the other lift run together, then the other lift will be out of action from 27 April – 4 May.

These works are being done under a d&b contract with Rydon, and their specialist sub-contractor is Apex lifts, who manufactured and installed the lift approx. 4/5 years ago. Rydon's resume of works is as the email below and the pdf attachment.

The works entail:

Entire lift shaft inspection

Erecting scaffold from the pit of the lift to walkway + 1

Erecting a screen between the 2 lifts fixed to the separation mesh

Cutting 2 new lift openings on Walkway + 1 and Mezzanine

Fitting new doors runners etc and floor numbers in new lobbies.

Clear debris from shaft and remove scaffold.

Fitting new numbers inside cart and re-programme lifts.

We had our overall lift consultant Calford Seaden have a look before works started. They ordered some reliability repairs, basically a couple of new rollers.

On 7 April our lift servicing contractor, PDRS inspected with Apex. There was no formal report back, from which I construe that there were no issues.

Service I am asking Gerald Honey to quote for

As discussed, what I would like to do is to get an inspection of the works on 23/24 April when Apex hand the first lift back to us. It seems that the specification has no detail that would give the TMO reassurance. What I would like, and I understand your consultancy specialises in lift works, is advice on:

- Any appropriate certification
- Inspection post works/handover

This will also inform on any issues that we may need to cover when the second lift is taken out of action, and the same services would apply. The completion date for this we are hoping will be just before the bank holiday, rather than after – so perhaps 30 April/1 May 2015.

If you have any comment or queries, please let me know. Otherwise, I look forward to receiving your fee quote. Thank you for your help.

Claire Williams
Project Manager



t: [REDACTED]
m: [REDACTED]

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

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From: Simon Lawrence [mailto:slawrence@rydon.co.uk]
Sent: 31 March 2015 09:12
To: Claire Williams
Cc: Simon O'Connor; Neil Reed; 'Nick Valente'; Jason North
Subject: RE: Grenfell lifts - URGENT

Hi Claire,

My responses as follows to your email below.

1. Please see attached document from Apex Lifts giving a summary of their part of the works. Bearing mind that whilst they are our sub contractor they are also the manufacturer of the existing lifts so there will not be any issues with compatibility of parts. In addition to the actual work on the lifts we have to carry out builders work with another contractor (Frog diamond drilling Ltd) to cut the new door openings into the lift shaft.
2. The programme for the works is Day 1 – Isolate lift and install scaffold protection and working platforms. Days 2-6 – Concrete cut new door openings. Days 7-17 – Lift engineers install lift upgrades and commission. There will then be a weeks grace before we repeat the process for the second lift. At the moment we have planned to start the right hand lift H091 (rhs as you look at the lifts from outside). Although have no preference in which order we do the lifts. Does the TMO?
3. The individual RAMS are being evaluated by site and our Safety Officer at the moment. So if you want them as well then Simon O can send across. However the principle is. a) Lift Engineer isolates the lift to be worked on only. We then install a scaffold monoflex separation screen in the lift shaft to act as a barrier to separate the two lifts. b) Install the scaffold decks and protection to prevent concrete cutting debris and operatives falling into the lift shaft. c) Concrete cut the door openings by diamond drilling a series of holes set 450mm apart. Then using a hand held hydraulic burster ram (which expands slowly) inset into the holes and breaks the concrete sections which were left from the drilling. d) Lift engineers then install the new shaft doors from inside the shaft. e) Remove the scaffold protection from the inside. e) Lift engineers then continue with the upgrade works, test and commission.

- .. We won't use the lift for material movement between 8.15-9.30am and 3-4.30pm. We will also be policing the lifts with our managers and labourers to ensure residents get priority use over the workman. The subcontractors will get a tool box talk on this. We will review this after the first week to see if the procedures are working.
5. Fire Brigade – My understanding was that you met with the Fire Brigade in the last week so were going to advise them about the lift works. Simon will also contact them today to make them aware. We will put signage on the lift which is being worked on so it is clear which one they can use in emergency.
6. As discussed we can look at putting temporary stickers over the new lift buttons once the first lift is completed. When are you notifying the residents that their floor numbers are changing? Is it better to just put signage up in the lifts and on the riser cupboards indicating the new floor numbers?

I hope this answers your email queries. If you need any more in depth details from a site level then Simon or Jason will respond accordingly.

Regards

Simon Lawrence, ACIOB, MInstLM
Contracts Manager

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M

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

Sent: 30 March 2015 16:54

To: Simon Lawrence

Cc: Simon O'Connor

Subject: Grenfell lifts - URGENT

Simon

Further to this pm's conversation, I confirm there is still apprehension at this end over all the lift works – so what I would like from Rydon to deal with this is:

- 1 specification of works to be undertaken
- 2 programme
- 3 RAMS
- 4 Procedure that Rydon will be using when only one lift is in use

I note that the fire brigade have asked that Rydon talk them through the proposal, so that the crews understand how they can operate during these lift works. Can you want to contact the 'watches' you have had contact with to make sure they are clear?

We talked through the fact too that after works one lift will have different numbers/levels to the other. Could we please come up with a system whereby the first lift retains the original numbers – until both lifts are up and running?

On the signage, if we can have numbers put up at each level now, this would also make things easier for everyone.

We will then need to have signage for the walkway and within each lift and level – when they are both adapted to the new floor layout. Can you please programme this in now.

Thanks

Claire Williams
Project Manager



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