

Kensington & Chelsea TMO 2011 / 2012

Phase	Block	Total	Not Surveyed	Hold	Refused	C	SC	pp	Fitted
Priority 1	Gilray House	29	0	0	2	0	0	27	0
Priority 1	Riley House	25	0	0	0	0	0	25	0
Priority 1	Lacland House	26	0	0	0	0	2	22	14
Priority 1	Milmans House	27	0	0	0	0	0	27	2
Priority 1	Lonsdale House	62	0	2	0	4	0	56	52
Priority 1	9 Colville Square	4	2	0	0	0	0	2	0
Priority 1	11-12 Colville Square	11	2	0	0	2	1	6	0
Priority 1	Grenfell Tower	106	0	0	0	0	0	106	0
Priority 2	King Charles House	29	0	0	0	0	0	29	25
Priority 2	Kensal House	64	0	64	0	0	0	0	0
Priority 3	Winchester House	38	0	38	0	5	0	32	0
Priority 3	Dacre House	42	2	42	0	5	0	35	0
Priority 3	Burleigh House	26	0	26	0	3	0	21	0
Priority 3	Cadogan House	31	1	0	0	10	0	20	0
Priority 3	Kingsley House	29	2	29	0	8	0	15	0
Priority 4	32 Dawson Place	3	3	0	0	0	0	0	0
Priority 4	140 Lexham Gardens	8	0	0	0	7	1	0	0
Priority 4	Hereford Hse 370-372 Fulham Rd	7	0	0	0	0	0	0	0
Priority 4	Hesketh Place	23	0	0	0	16	0	7	0
Priority 4	7 Runcorn Place	22	22	0	0	0	0	0	0
Priority 4	68 Flood Street	7	7	0	0	0	0	0	0
Priority 4	361 Fulham Road	10	10	0	0	0	0	0	0
Priority 4	172 -174 Lancaster Road	5	5	0	0	0	0	0	0
Priority 4	65 Elgin Crescent	6	6	0	0	0	0	0	0
Priority 4	67 Elgin Crescent	8	8	0	0	0	0	0	0
Priority 4	Cecil Court Fawcett St	12	1	0	0	4	7	0	0
Priority 5	Whitstable House	71	0	0	0	3	0	67	55
Priority 5	Frinstead House	75	0	7	0	1	0	67	63
Priority 5	Dixon House	74	0	0	0	2	0	72	63
Priority 5	Mulberry Close	23	0	0	1	1	0	20	0
Priority 5	Grove House	43	0	0	0	8	0	34	16
Priority 5	Markland House	70	0	0	0	1	1	68	60
Priority 5	Elm Park	48	0	0	0	14	0	34	0
Priority 5	Morgan Road	9	9	0	0	0	0	0	0
Priority 5	94 Ladbroke Grove	2	2	0	0	0	0	0	0
Priority 5	Longlands Court Westbourne Grove	41	10	0	0	18	0	0	0
Priority 5	62 Finborough Road	33	33	0	0	0	0	0	0
Priority 5	Walnut Tree Hse 58 Tregunter Rd	23	23	0	0	0	0	0	0
TOTALS			148	239		111	11	792	451

MAS00000187/1

Block	Total Doors	Not Surveyed	Hold	Refused	C N S	S N C	SC	PP	Fitted	Comments
Gilray House	29	0	0	2	0	0	0	27	0	11 & 19 say they are fire doors
Riley House	25	0	0	0	0	0	0	25	0	
Lacland House	26	0	0	0	0	0	2	22	14	
Milmans House	27	0	0	0	0	0	0	27	2	
Lonsdale House	62	0	2	0	0	4	0	56	52	Electrics to sort on some by Suredor
9 Colville Square	4	2	0	0	0	0	0	2	0	Access problems- start when all in due to parking restrictions
11-12 Colville Square	11	2	0	0	2	1	0	6	0	Access problems- start when all in due to parking restrictions
Grenfell Tower	106	0	0	0	0	0	0	106	101	

TOTALS

290

2 271 169

Block	Total Doors	Not Surveyed	Hold	Refused	CNS	SNC	SC	PP	Fitted	Comments
King Charles House	29	0	0	0	0	0	0	29	25	4 delivered not fitted due to access problems
Kensal House	64	0	64	0	0	0	0	0	0	Listed building awaiting TMO - 4 choices already received
TOTALS	93	0	64	0	0	0	0	29	25	

Block	Total Doors	Not Surveyed	Hold	Refused	C N S	S N C	SC	PP	Fitted	Comments
Winchester House	38	0	38	0	0	5	0	32	0	
Dacre House	42	2	42	0	0	5	0	35	0	
Burleigh House	26	0	26	0	0	3	0	21	0	
Cadogan House	31	1	31	0	0	10	0	20	0	No 48 not surveyed as Janice and Lorna
Kingsley House	29	2	29	0	0	8	0	15	0	9 & 30 not surveyed
TOTALS	166	5	166	0	0	31	0	123	0	

Block	Total Doors	Not Surveyed	Hold	Refused	C N S	S N C	SC	PP	Fitted	Comments
32 Dawson Place	3	3	0	0	0	0	0	0	0	
140 Lexham Gardens	8	0	0	0	0	7	1	0	0	
Hereford Hse 370-372 Fulham Rd	7	0	0	0	0	0	0	0	0	
Hesketh Place	23	0	0	0	0	16	0	7	0	
7 Runcorn Place	22	22	0	0	0	0	0	0	0	
68 Flood Street	7	7	0	0	0	0	0	0	0	
361 Fulham Road	10	10	0	0	0	0	0	0	0	
172 -174 Lancaster Road	5	5	0	0	0	0	0	0	0	
65 Elgin Crescent	6	6	0	0	0	0	0	0	0	
67 Elgin Crescent	8	8	0	0	0	0	0	0	0	
Cecil Court Fawcett St	12	1	0	0	0	4	7	0	0	
TOTALS	111	62	0	0	0	27	8	7	0	

Block	Total Doors	Not Surveyed	Hold	Refused	CNS	SNC	SC	PP	Fitted	Comments
Whitstable House	71	0	0	0	0	3	0	67	55	
Frinstead House	75	0	7	0	0	1	0	67	63	7 No already firedoors
Dixon House	74	0	0	0	0	2	0	72	63	
Mulberry Close	23	0	0	1	0	1	0	20	0	
Grove House	43	0	0	0	0	8	0	34	16	
Markland House	70	0	0	0	0	1	1	68	60	
Elm Park	48	0	0	0	0	14	0	34	0	
Morgan Road	9	g	0	0	0	0	0	0	0	
94 Ladbroke Grove	2	2	0	0	0	0	0	0	0	
Longlands Court Westbourne Grove	41	10	0	0	0	18	0	0	0	21 omitted by Lorna
62 Finborough Road	33	33	0	0	0	0	0	0	0	
Walnut Tree Hse 58 Tregunter Rd	23	23	0	0	0	0	0	0	0	
TOTALS	512	77	7	1	0	48	1	362	257	

RECEIVED

0 5 AUG 2011

code		no	value
OM		51	
REF			
HLD		82	
ND			
CNS		3	
SNC	not priced	104	
SC	not priced	21	
PP	not yet priced	3	
PP	priced	299	202,619.90
DEL		68	45,327.20
Fitted		428	280,042.00
Addit charge - parking			60.00
		1194	528,049.10
of which £267,316.70 included on valuation to July			
VAT		20%	101,979.26
Totals processed			611,875.56

CONTRACT QUANTITIES

Contract: Kensington & Chelsea **2011** /2012

Date: **27-Jul-11** 05-Aug-11 **12-Aug-11** 19-Aug-11 **26-Aug-11**

All	1196	1195
No Information	157	152
On Hold	82	82
Omissions	9	31
Refusals	2	2
Survey no <i>TIC</i>	139	99
<i>TIC</i> no Survey	2	3
Survey & <i>TIC</i>	38	59
Passed Production	347	329
Fitted	410	428
Total	1186	1185
Differential	10	10

K & C - Summary

Surveys

Surveyed 963 surveys over 20 weeks gives an average of 48 per week 48% of the requirement of 100 that will allow for 60 going into manufacture each week.

This figure includes omissions, refusals and 17 that are on hold, balance 923.

Installation

Installed 427 doors over 13 weeks gives an average of 32 doors per week 53% of the required target of 60 per week.

Installation target achieved once in 13 weeks with a quantity of 63.

Doors delivered but not installed = 185 gives 6 weeks work at 32 per week.

At 60 per week gives 3 weeks work.

The current average door price of £664 will provide 1,144 doors at an estimated cost of £759,616.00.

1,144 doors less 427 installed leaves 717 that still require fitting, at 32 per week it will take 22 weeks 06 Jan 12. At 60 per week it will take 12 weeks 21 Oct 11. This assumes that all surveys are processed in time for production, manufacturing and installation to take place.

Projected spend on processed doors = £528,049.10 + V A T .

*Priority 3 Doors - Service 166 doors on Hold - Supply only
K & C administrator appointed for administration of
contract process.*

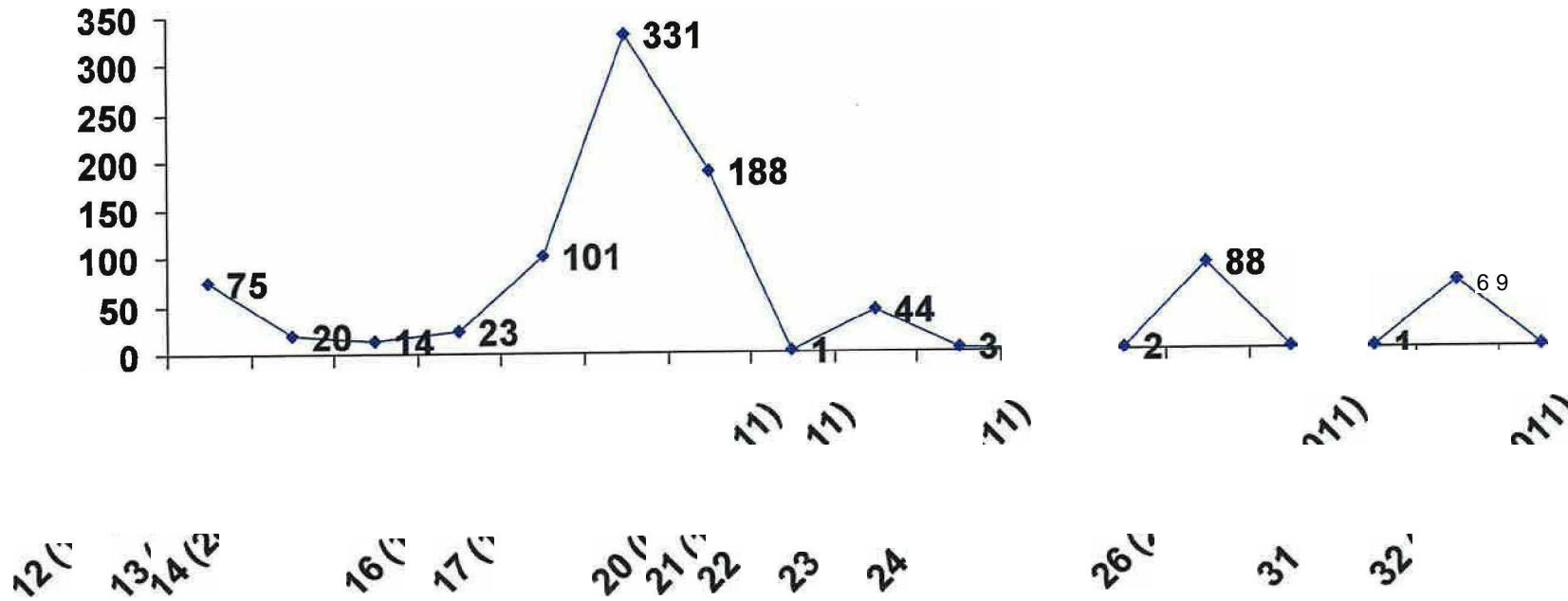
Trying to arrange surveys for next week.

Rbkc - Replacement Of Fit Entrance & Associated Works

2011 _____

Graph to show the quantity of surveyed doors by week

Quantity



Kensington & Chelsea

Survey & Choice

Delivered	1	64 Whitstable House Should be Passed to Production
With factory ref	30	Should be Passed to Production
No factory ref	28	Should be Passed to Production
Total	59	These doors should be moved to the correct category.

Surveyed no Choice

With factory ref	1	22 Winchester House - No information
Total	1	This door should be moved to Passed to Production

On Hold

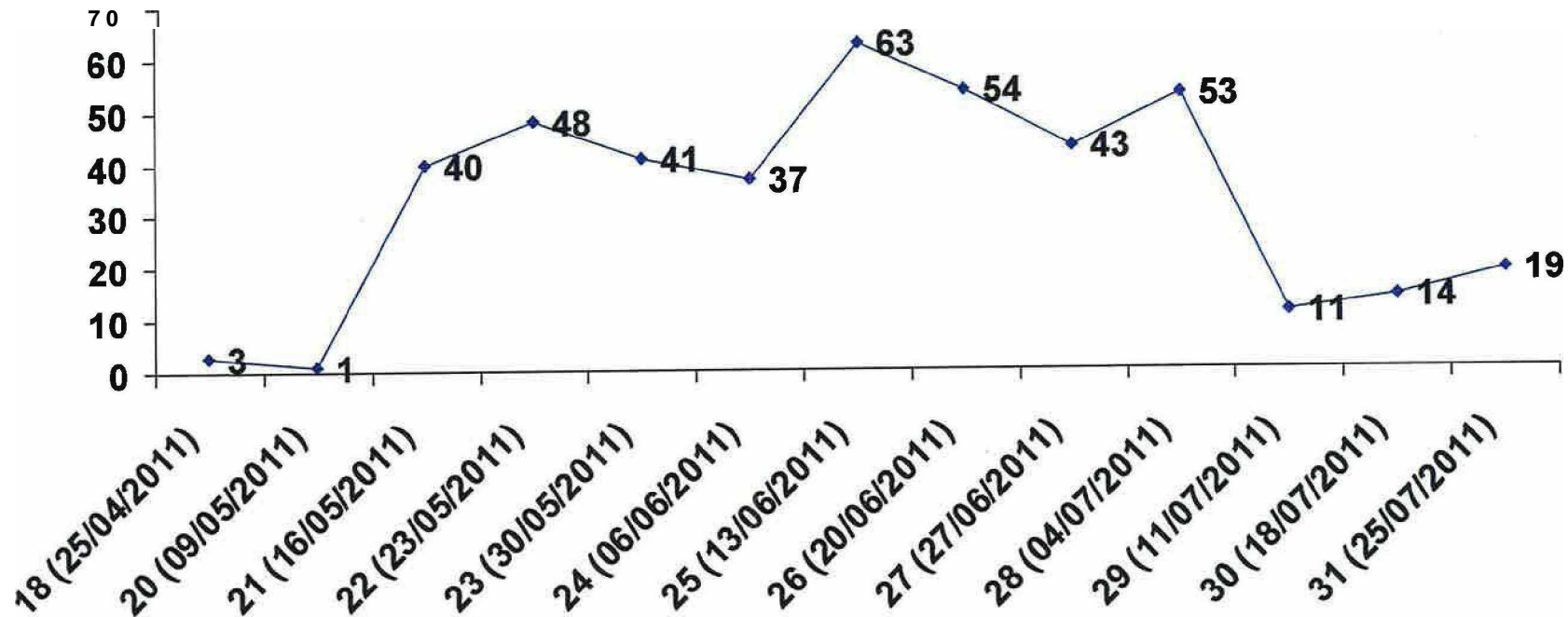
Kensall House	64	Grade 2 Listed Building - Can we omit from this phase.
Elm Park	14	No information. Reason for being on Hold required.
Kingsley House	1	Activist What action is required.
Grove House	1	No information. Reason for being on Hold required.
Gilray House	2	Tenants claim already fire door - Can we these into refused
Total	82	

Rbkc - Replacement Of Flat Entrance & Associated Works

2011

Graph to show the quantity of fitted doors by week

Quantity



Graham Pollard

From: Graham Pollard [graham.pollard@masterdor.co.uk]
Sent: 04 August 2011 15:23
To: 'Andy Webster'
Subject: RE: Assisted door closers

Andy

Having looked at the Information my initial comments are:

- This product is for the American market that appears to have no British or European accreditation.
- No guarantee specified, this is normally a good selling point.
- No fire rating mentioned.
- UK supplier and availability required.
- Only one mounting type, will this have any impact on the installations it will be used, only a survey will determine this.
- Exterior minimum door width 914mm with no weight restriction.
- Electrical works required for a switched fused unit will be required.
- All electrical wiring will have to comply with Building Regs Part P.
- Consideration should also be given to the Construction Products Regulation in respect of European marking to be introduced as law in 2013.

We should discuss this further in respect of anticipated quantities, as small quantities may not be an option unless there is a UK based supplier.

Regards

Graham

From: Andy Webster [mailto:andy.webster@masterdor.co.uk]
Sent: 03 August 2011 15:51
To: 'Graham Pollard'
Subject: FW: Assisted door closers

Graham

Could you look at this please

Thanks

Andy

From: Abigail Acosta [mailto:aacosta@kctmo.org.uk]
Sent: 03 August 2011 14:17
To: 'Andy Webster'
Cc: Janice Wray; Lorna Cunningham
Subject: FW: Assisted door closers

Andy hi

Could you look at a similar provision to the attached and confirm the costing if we were to install in specific blocks where elderly residents are having issues

Thanks

04/08/2011

Abigail Acosta
Project Manager of Assets, Investment & Engineering



✉: aacosta@kctmo.org.uk www.kctmo.org.uk
✉: **The Network Hub, Units 102-108 , 292A Kensal Road, London W10 5BE**

Before printing, please think about the environment

From: Mike Hallimond
Sent: 03 August 2011 14:15
To: Lorna Cunningham; Abigail Acosta
Subject: Assisted door closers

May be of use for elderly/frail residents as it has a hold open facility

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

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04/08/2011

Graham Pollard

From: Andy Webster [andy.webster@masterdor.co.uk]
Sent: 03 August 2011 15:51
To: 'Graham Pollard'
Subject: FW: Assisted door closers
Attachments: http://www.allmar.com_ICFile.aspx_app=Allmar&file=downloads_LCN_Auto_Door_Operator_4630.pdf

Graham

Could you look at this please

Thanks

Andy

From: Abigail Acosta [mailto:aacosta@kctmo.org.uk]
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Abigail Acosta
Project Manager of Assets, investment & Engineering
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 aacosta@kctmo.org.uk www.kctmo.org.uk
 The Network Hub, Units 102-108 , 292A Kensal Road, London W10 5BE
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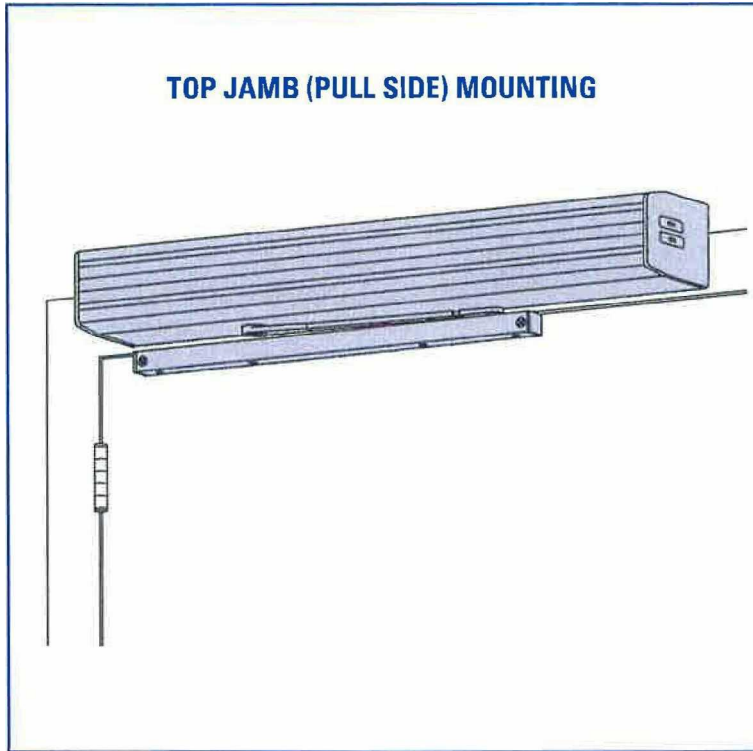
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4630 SERIES



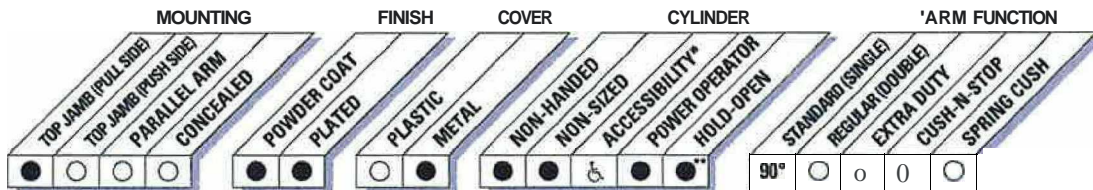
The **4630 AUTO-EQUALIZER™** LCN's SMARTS REUABLE electrically powered low-energy power operator. It provides easy access for people with disabilities, the elderly, or the frail. Designed primarily for manual opening applications that occasionally required automatic **opening.**

- ▶ **NEW Digital Control Suite**
- ▶ **Utilizes a 10 Million Cycle Heavy Duty Door Closer**
- ▶ **On-Board Diagnostics**
- ▶ **On-board Power Supply**
- ▶ **Factory-Default Memory**
- ▶ **Plug-and-Play Connections**
- ▶ **No Destruct Feature**
- ▶ **No Guard Rails or Safety Mats Required**

Standard, top jamb (pull side) mounted 4630 series closer shipped with single lever (standard) arm, metal cover, standard track, and wood and machine screw pack. Actuators available separately, see pages 52-55. Meets ADA, Section 4.13.12 requirements.

Non-sized cylinders for interior doors to 4'0" and exterior doors to 3'0". Non-handed for either right or left swinging door, Easily accessible switches provide on/off and continuous hold-open functions. Control module provides all timing and sequential door functions, electric strike controls and adjustments for opening speed and force. Standard or optional custom powder coated finish, end caps are black. Optional plated finish on cover, arm, and fasteners.

4630 Series is UL and ULC listed with standard arm for self-closing doors and meets the provisions of ANSI Standards A17.1, A156.19, and the Americans with Disabilities Act.



○ AVAILABLE
○ NOT AVAILABLE

* Closer available with less than 5.0 lbs. opening force on 36" door. See individual series for maximum manual opening.
** switch provided for continuous Hold-Open.

LCN.

11

LCN CLOSERS
121 W. RAILROAD AVE.
PO BOX 10
PRINCETON, IL, USA 613560100

PHONE |
FAX |
www.lcn closers.com
103

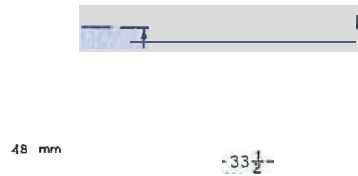
LC 4630 SERIES

TOP JAMB (PULL SIDE) MOUNTING

MAXIMUM OPENING

Templating allows 90° power opening and 170° manual opening.

Consult factory for all pivot mounted installations.



- ▶ **Butt Hinges** should not exceed 5" (127 mm) in width.
- ▶ **Auxiliary Stop is recommended.**
- ▶ **Reveal** should not exceed 1/8" (3 mm).
- ▶ **Head Frame** minimum 2" (51 mm).
- ▶ **Top Rail** minimum 1 1/8" (29 mm).
- ▶ **Opening Time and Force** are variable by adjustments to the electronic control module located on the operator assembly. Maximum hold-open time adjustable up to approximately five minutes.
- ▶ **System Diagram** See "POWER OPERATORS" section page 7 for typical system wiring and page 8 for electrical data.

Special Templates

Customized installation templates or products may be available to solve unusual applications. Contact LCN for assistance.

LCN

12

LCN CLOSERS
121 W. RAILROAD AVE
R.F. BOX 10
PRINCETON, IL, USA 61356-0100

PHONE [REDACTED]
FAX [REDACTED]
www.lcn-closers.com
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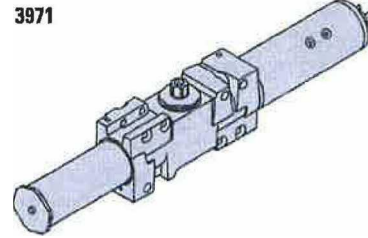
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| 4630SERIES

CYLINDERS

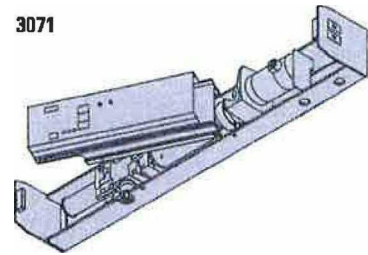
CYLINDER ONLY, 4631-3971

Standard, non-handed, cast iron cylinder.



CYLINDER ASSEMBLY, 4631-3071

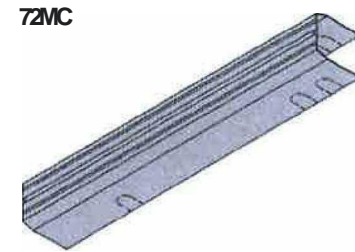
Standard, non-handed, cast iron cylinder and mounting plate. Includes; 4630-3454 Motor Clutch, 4630-3180 I/O Board Assembly and 4630-3462 Controller.



COVERS

COVER, 4630-72MC

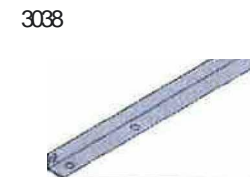
Standard, non-handed metal cover.



TRACKS

STANDARD TRACK, 4630-3038

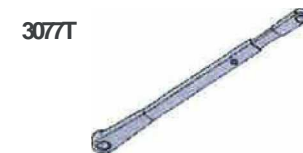
Standard non-handed track. Will not accept hold-open clip or bumper assembly.



ARMS

STANDARD ARM, 4630-3077T

Non-handed arm. Track roller not included with arm.



INSTALLATION ACCESSORIES

TRACK ROLLER, 4630-3034

Quiet low friction roller assembly. Shoulder dimension "X" = 1/8" (3mm).



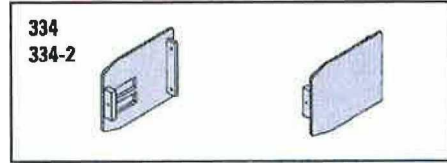
4630 SERIES



INSTALLATION ACCESSORIES

SWITCH END CAP, 4630-334

End cap (black powder coat only) with cut outs for installing on/off and hold-open switches.

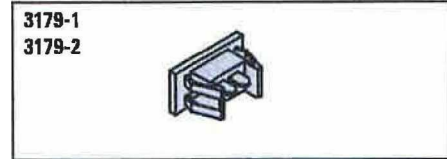


BLANK END CAP, 4630-334-2

Black power coat only.

ON/OFF SWITCH ASSEMBLY, 4630-3179-1

Red rocker switch. Plugs into high voltage PC board.



HOLD-OPEN SWITCH ASSEMBLY, 4630-3179-2

Black rocker switch. Plug into low voltage PC board.

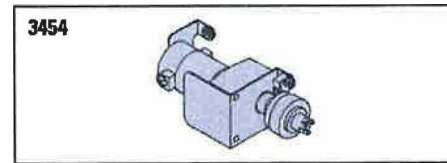
PC BOARD ASSEMBLY, 4630-3180

High and low voltage PC boards connected to mounting bracket,



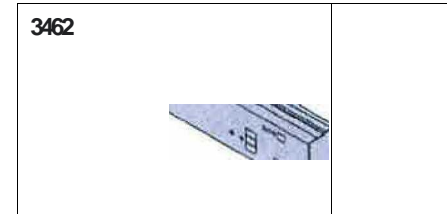
MOTOR/CLUTCH ASSEMBLY, 4630-3454

A geared assembly in an LCN power operator that incorporates a "no destruct" feature.



CONTROLLER ASSEMBLY, 4630-3462

Digital controller with built-in 12/24 VDC power supply. Programming and timing functions are adjusted on controller.



AC POWER CABLE, 4630-3498-2

2 wire cable to connect 120 VAC from PC board assembly to controller.



RIBBON CABLE CONNECTOR, 4630-3498-1

16 wire ribbon cable connecting 1-24 pin terminal connectors to controller.



LCN 4630 SERIES

TABLE OF SIZES

Non-Sized 4630 series cylinder is adjustable from size 1 through size 4 and is shipped set to size 3. Closing power of 4630 Series closers may be increased 50%.

* Indicates recommended range of door width for closer size.
 Note: Minimum door width 36" (914 mm).

EXTERIOR (and VESTIBULE) DOOR WIDTH

4631

Minimum
 Door
 Width

INTERIOR DOOR WIDTH

	36"	38"	48"
	914mm	965mm	1219mm
	size 3	size 4	
4631			
Minimum Door Width			

HOW-TO-ORDER

4630 SERIES CLOSERS

1. SPECIFY FINISH.

- Standard Powder Coat _____
 Aluminum, Dark Bronze, Tan, Statuary,
 Light Bronze, Black, Brass.

Closer will be shipped with:

- STANDARD CYLINDER,
- STANDARD METAL COVER,
- STANDARD ARM.
- TRACK ROLLER,
- STANDARD TRACK and
- WOOD and MACHINE SCREW PACK,
 unless options listed below are selected.

CLOSER OPTIONS

FINISH

- Custom Powder Coat (RAL) _____
- Plated Finish, US _____

SCREW PACK

- TB*, Wood & Machine Screw (TBWMS)
- TORX Machine Screw (TORX)
- TB* & TORX Machine Screw (TBTRX)

*Specify door thickness if other than 1 3/4",

SPECIAL TEMPLATE

- ST- _____

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 - [Electrotechnical Assessment Scheme](#)
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B u i l d i n g R e g u l a t i o n s - P a r t P



In this section

- [Building Regulations](#)
- [Part P \(England and Wales\)](#)
- [Part P certification schemes](#)
- [Part P FAQs](#)
- [Scotland and Northern Ireland](#)
- [Electrotechnical Assessment Specification \(EAS\)](#)

Part P (England and Wales)

Part P has been changed. The original approved document P Electrical Safety came into force on 1 January 2005.

The document's purpose, as with all other approved documents, was to provide practical guidance for some of the more common building situations. Part P of Schedule 1 to the Building Regulations (England and Wales) has been amended in an attempt to provide greater clarity of the requirement and to make enforcement more proportionate to the risk.

To reflect these amendments, a new version of approved document P was issued by the Department for Communities and Local Government (CLG). This came into effect on 6 April 2006, and may be obtained from the [CLG website](#).

Articles about the original Part P were published in the [Autumn 2004 edition of Wiring Matters](#).

Articles about the 2006 amended Part P were published in the [Summer 2006 edition of Wiring Matters](#).

There are **five** Government-approved competent persons [self-certification schemes](#), from BRE Certification Ltd, British Standards Institution (BSI), ELECSA Ltd, NAPIT Certification Ltd, and NICEIC Certification Services Ltd.

There are also defined competence self-certification schemes, aimed at those who carry out installation work only as an adjunct to or in connection with the primary activity of their business.

Background

In May 2003 the Government announced that it was introducing a new Part to the Building Regulations, Part P, which would bring domestic electrical installation work in England and Wales under the legal framework of the Building Regulations. It will, for the first time, place a legal requirement for safety upon electrical installation work in dwellings, although the sector is highly regarded for its high levels of conformity with its chief standard, BS 7671.

It was announced that Part P would only be introduced in law when self-certification schemes were in place to ensure competency of the work undertaken. Such schemes are now in place. Part P of the Building Regulations became a legal requirement on January 1st 2005.

The requirements

As of 5 April 2006 Part P contains the following requirement

Design and installation

Reasonable provision shall be made in the design and **installation** of electrical installations in order to protect persons operating, maintaining or altering the installations from fire or **injury**.

In addition, electrical installation work must comply with the Building Regulations in general. Such requirements include those placed by:

- Part A - Structure
- Part B - Fire Safety
- Part C - Site preparation and resistance to moisture
- Part E - Resistance to the passage of sound
- Part F - Ventilation
- Part L - Conservation of Fuel and Power
- Part M - Access to and use of buildings

INTERIM VALUATIONS

Kensington & Chelsea

Budget	£761,000.00 + VAT									
	No 1	No 2	No 3	No 4	No 5	No 6	No 7	No 8	No 9	No 10
Value of Work To Date	250,000.00	267,376.70								
Previously Certified	0.00	250,000.00								
Amount Due	250,000.00	17,376.70								
VAT	50,000.00	3,475.34								
Total Due	300,000.00	20,852.04								
Total spend exc VAT	250,000.00	267,376.70								
Projected spend exc VAT		509,896.30								
Intrim projection 05 Aug 11		528,049.10								

Graham Pollard

From: Liz Foster [liz.foster@masterdor.co.uk]
Sent: 27 July 2011 15:03
To: 'Abigail Acosta'
Cc: 'Graham Pollard'; 'Andy Webster'
Subject: Valuation fo July11
Attachments: K+C val Jul11.xls; K+C Jul11 val.pdf

Dear Abi

Valuation and associated invoice for work carried out to last Friday Is attached. will put hard copy of the invoice in tonight's post.

Regards
Liz

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REGISTERED IN ENGLAND & WALES. REGISTERED ADDRESS: FIRS WORKS, NETHER HEAGE, DERBY, DE56 2JJ.
COMPANY REGISTRATION NUMBER: 3530099

Manse Masterdor Ltd,
Hambleton Grove,
Knaresborough,
HG5 0DB,
United Kingdom

TEL: [REDACTED]
FAX: [REDACTED]
Email: info@masterdor.co.uk
Website: www.masterdor.co.uk

27/07/2011

MAS00000187/26

code		no	value	on Valuation
OM		9		
REF		2		
HLD		84		
NS		226		
CNS		3		
SNC	not priced	84		
SC	not priced	13		
PP	not yet priced	4		
PP	priced	351	235.715.30	
DEL		10	6.804.30	
Fitted		408	267,316.70	267,316.70
Addit charge - parking			60.00	60.00
		1,194.00	509,896.30	267,376.70
Less valuation 1				250,000.00
				17,376.70
VAT	20%		101,979.26	3,475.34
Totals processed			611,875.56	
this valuation			€	20,852.04

masterdor[®] and suredor[®]

Manse Masterdor Ltd
Halfpenny Lane
Knaresborough HG5 0SL
TEL:
FAX: |

Email: info@masterdor.co.uk
www.masterdor.co.uk

VAT Rsg No. GB 509 3067 53
Company Reg No 3530099

F E N S A

MASTERDOR AND SUREDOR ARE REGISTERED TRADE MARKS OF MANSE MASTERDOR LTD
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our address: ManseMasterdorLimited
Halfpenny Lane
Knaresborough
HG5 0SL

27 Jul 2011

our ref
our account rrf

supplied

List Price

GROSS WORK TO DATE

267,376 to

NOW DUE

£40 17376.70

20

+ 20.00% 17376.70

NET TOTAL

VAT TOTAL

W. CHELSEA LTD
WETMORE AVE
2726 KENSAL ROAD
LONDON

Wtd til:

if you have any queries regarding this invoice
please contact accounts on 01423 799762

CONTRACT QUANTITIES

Contract: Kensington & Chelsea **2011 / 2012**

Date: **27-Jul-11**

All	1196
No Information	157
On Hold	82
Omissions	9
Refusals	2
Survey no T/G	139
T/C nn Survey	2
Survey & T/C	38
Passed Production	347
Fitted	410
Total	1186
Difference	10

Graham Pollard

From: Abigail Acosta [aacosta@kctmo.org.uk]
Sent: 26 July 2011 12:40
To: 'Andy Webster'

Cc: 'Graham Pollard'; steven.mocklow@masterdor.co.uk; 'Natasha Brown'; Lorna Cunningham; Janice Wray; Verona Sang

Subject: RE: Door programme

Andy

See below in red

Abigail Acosta

Project Manager of Assets, Investment & Engineering



T M O

aacosta@kctmo.org.uk www.kctmo.org.uk

[✉](mailto:): The Network Hub, Units 102-108 , 292A Kensal Road, London W10 5BE

Before printing, please think about the environment

From: Andy Webster [mailto:andy.webster@masterdor.co.uk]

Sent: 26 July 2011 09:19

To: Abigail Acosta

Cc: 'Graham Pollard'; steven.mocklow@masterdor.co.uk; 'Natasha Brown'; Lorna Cunningham; Janice Wray; Verona Sang

Subject: Door programme

Importance: High

Abi

I would like to **clarify** a few points on progress of the contract

Cremorne Estate We had a meeting with the residents, as requested and to date we have not progressed any further. You **said** in an e-mail that all was OK pending you manager's approval, when he returned last Monday. We have not heard anything else, Is their a problem? **Please go ahead, thought you done so already.**

Sir Thomas Moor Estate Again this is on hold, is there any movement. **I am awaiting a date from Mrs Thomas for open evening to take place ie same exercise as Cremorne, left message this morning.**

Colville Square We are still outstanding access for surveys and also require choices, I asked for assistance at the last meeting from your team as we need to suspend parking outside to enable fitting. I have had no feedback from anyone. **What**

27/07/2011

assistance do you want, caretaker details is Pat **Dunlea** on 07967 586 **405** he will **give** you access

Priority 4 and 5 I gave dates for surveys to take place for the remaining surveys/choices and the letters from TMO either went out for the wrong day, did not go at all, were **late** and to the wrong blocks. This resulted In a shortfall of productivity which has a knock on effect for production/fitting. **Amendment letters have been made and correct dates have been sent which Natasha and yourself have been copied in. Letters did go out late due Lorna playing catch up. Verona is now assisting with mail outs so this should not happen for future installations.**

Hesketh Place We were told that we would be furnished with a contact at this hostel to facilitate access etc fro the remaining choices and for the fitting as again we need to suspend parking. No information has been forwarded. **Sorry Lorna was meant to send info as part of her action in minutes, Contact at hostel is Susan Anim-Boadu she is **contactable** on 020 7605 **6315****

Default door We all agreed in the meeting that this would happen, and again this has faltered.
Would a way forward be to omit these properties from this year's contract and add in other properties that could be done and would assist in spending TMO's budget? **Andy we did agree In Mtg No 2 but then due to residents not happy we where making the choice for them we have reverted, we are a tenants management organisation and we have to be seen to allow this to residents. You can add the **Orpren** House to this one.**

Janice do you have a shortfall progamme we may be able to omit some this year and do next and add, have any new properties have been identified

We have around 30 doors available to fit, and some of these have access issues, but after that we will not be on site until the issues above are addressed. Obviously this will have a knock on effect for the programme and **spend**.

We will not complete the contract until around mid January **2012** as things stand at the moment, and further delay In receiving **information** will move this date back further. I therefore ask for your team's assistance to move things along.

Thanks

Andy

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27/07/2011

Graham Pollard

From: Andy Webster [andy.webster@masterdor.co.uk]
Sent: 26 July 2011 09:50
To: 'Graham Pollard'
Subject: FW: Non access properties
Importance: High

FYI

From: Natasha Brown [mailto:natasha.brown@masterdor.co.uk]
Sent: 26 July 2011 09:34
To: 'Lorna Cunningham'
Cc: 'Abigail Acosta'; 'Verona Sang'; 'Andy Webster'
Subject: Non access properties

Hi Lorna

As requested, I have listed non access properties below:

30 Whitstable House - A new tenant has moved in since the choice was made so I have no contact details and are not responding to any of my calling cards

17 Dixon House - No response to any of my calling cards or Verona's messages

43 Frinstead House - Tenant have moved out since making their choice. Door is on site ready for Installation

202 Grenfell Tower - is refusing to have door fitted as they have a default door she **said** she was going to get in touch with TMO

151 Grenfell Tower - [REDACTED] has refused to have the door fitted as she feels it will be |

73 Markland & 67 Whitstable - Unable to fit due to security gates. Fitters are unable to remove gates as these are welded on to the door frame

10 King Charles - No response to any of my calling cards

Regards

Natasha

27/07/2011

MAS00000187/32
MASOC

Graham Pollard

From: Andy Webster [andy.webster@masterdor.co.uk]
Sent: 26 July 2011 09:19
To: Abigail Acosta'
Cc: 'Graham Pollard'; steven.mocklow@masterdor.co.uk; 'Natasha Brown'; 'Lorna Cunningham'; 'Janice Wray'; Verona Sang
Subject: Door programme
Importance: High

Abi

I would like to clarify a few points on progress of the contract

Cremorne Estate	We had a meeting with the residents, as requested and to date we have not progressed any further. You said in an e-mail that all was OK pending you manager's approval, when he returned last Monday. We have not heard anything else, is their a problem?
Sir Thomas Moor Estate	Again this is on hold, is there any movement.
Colville Square	We are still outstanding access for surveys and also require choices, I asked for assistance at the last meeting from your team as we need to suspend parking outside to enable fitting. I have had no feedback from anyone.
Priority 4 and 5	I gave dates for surveys to take place for the remaining surveys/choices and the letters from TMO either went out for the wrong day, did not go at all, were late and to the wrong blocks. This resulted in a shortfall of productivity which has a knock on effect for production/fitting.
Hesketh Place	We were told that we would be furnished with a contact at this hostel to facilitate access etc fro the remaining choices and for the fitting as again we need to suspend parking. No information has been forwarded.
Default door	We all agreed in the meeting that this would happen, and again this has faltered. Would a way forward be to omit these properties from this year's contract and add in other properties that could be done and would assist in spending TMO's budget?

We have around 30 doors available to fit, and some of these have access issues, but after that we will not be on site until the issues above are addressed. Obviously this will have a knock on effect for the programme and spend.

We will not complete the contract until around mid January **2012** as things stand at the moment, and further delay In receiving information will move this date back further. I therefore ask for your team's assistance to move things along.

Thanks

Andy

27/07/2011

Graham Pollard

From: Graham Pollard [graham.pollard@masterdor.co.uk]
Sent: 25 July 2011 11:36
To: Andy Webster (andy.webster@masterdor.co.uk)
Subject: Kensington & Chelsea

Andy

A quick overview of the above contract.

Doors that we are unable to process:

No Info 228

On Hold 84

Survey no T/C 94

T/C no Survey 3

Survey & T/C 5 (5 also in this category with factory references that require moving)

Total 414

Doors processed **wk12** to wk 32

Total 773 over 21 wks = 36 doors per week, this is only 60% of the agreed quantity of 60 per week. (Door Programme shows 894)

Possible door total at this time:

Passed to production 361

Fitted 397

Unable to process 414

Total **1172**

1172 doors would give us the budget figure.

Doors delivered not fitted 123.

No doors have been processed in weeks 29 - 30 - **31**.

Doors processed in week 32 1 No.

Doors still to be delivered:

Wk Qty

15 32

16 1

17 0

18 51

19 28

20 1

21 3

22 0

23 10

24 28

25 19

26 12

27 37

28 32

29 0

30 0

31 0

Total 254

Averages:

Surveys 55 over **16** wks

Delivered 43 over **12** wks

Fitted 32 over **12** wks

25/07/2011

On this basis it will take 24 weeks to fit **1172** doors at the present average, this will take us to the second week in January 2012. Why is Abi still talking about completion in October **2011**.

The first priority will be to deal with the **414** doors that we are unable to process, can we do anything about this and more importantly do they understand the effect they are having on the programme of works because of their working practices.

Regards

Graham

Weekly Surveyed Totals

Below 100 | Above 100

Year Total 1:



Weekly Surveyed Totals

Below 100 Above 100 Above 120

Year Total 1;

Rbkc - Replacement Of Flat Entrance & Associated Works



Weekly Delivered Totals

■ Below 100 | ■ Above 100

Year Total 1:

Rbkc - Replacement Of Flat Entrance & Associated Works



Weekly Fitted Totals

MCD Above 100 Above 1

Rbkc - Replacement Of Flat Entrance & Associated Works



Graham Pollard

From: Graham Pollard [graham.pollard@masterdor.co.uk]
Sent: 25 July 2011 10:11
To: Liz Foster (liz.foster@masterdor.co.uk)
Subject: FW: Capital Programme Cash flow

FYI

From: Abigail Acosta [mailto:aacosta@kctmo.org.uk]
Sent: 25 July 2011 09:34
To: 'Andrew Hall'; 'Terry Hardy'; GRAHAM POLLARD; 'Mark Page'
Subject: FW: Capital Programme Cash flow

Dear Team

See below from my **manager**, please certify works and invoice as a matter of urgency, could I have by Weds at the latest, pls scan over so I can get authorised and send hard copies in post for audit purposes.

Abigail Acosta

Project Manager of Assets, Investment & Engineering



T M O

☎: aacosta@kctmo.org.uk www.kctmo.org.uk

✉: The Network Hub, Units 102-108, 292A Kensal Road, London W10 5BE

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From: Mike Hallimond
Sent: 21 July 2011 17:08
To: Abigail Acosta; Ayo Sobowale; Simon Clark; 'dwilliams@arkconsultancy.co.uk'
Cc: Magda Nowak
Subject: Capital Programme Cash flow

Could you please ensure that invoices are received (if not already posted) for the following before the July shutdown:

Abi

G2154-DDA works
G3466 - FRA works - even if this is only survey/site set up costs
G3853 - Little Chelsea House Roof - P Comp 97.5% payment
G3309 - Danvers St - P Comp 97.5% payment

25/07/2011

Ayo

G4275 - 70 Tavistock Rd - P Comp 97.5% payment
G3777 - Mulberry/Burgess lifts

David

G4273 – Trellick Phase 4

All

Can you also chase consultants for invoices especially where the projects are up to tender stage where 50% fees are payable.

Thanks

Mike Hallimond

Capital Programme and Investment Manager, Asset Investment & Engineering

t: [REDACTED]

w: www.kctmo.org.uk

a: Network Hub, First Floor 300 Kensal Road, W10 5BE

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25/07/2011

MAS00000187/41
MASOC

Graham Pollard

From: John.Tapscott Oohn.tapscott@masterdor.co.uk]
Sent: 13 July 2011 11:09
To: aacosta@kctmo.org.uk
Cc: GRAHAM POLLARD; mike.hudson@masterdor.co.uk; 'Liz Foster'
Subject: Our Company Secretary

Hi Abi

The Company Secretary of Manse Masterdor Ltd is Mark Llewellyn, BA, ACMA, ACIS.

Best wishes

John

JOHN TAPSCOTT

Associate Director

masterdor and suredor

Manse Masterdor Ltd
Halfpenny Lane
Knaresborough
North Yorkshire
HG5 0SL

Office Tel: 
Office Fax: 
Direct Tel: 
Direct Fax: 
Mobile: 

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COMPANY REGISTRATION NUMBER: 3530099

Manse Masterdor Ltd,
Hambleton Grove,
Knaresborough,
HG5 0DB,
United Kingdom

TEL 
FAX 
Email: info@masterdor.co.uk
Website: www.masterdor.co.uk

14/07/2011

MAS00000187/42
MASOC

Summary of items on definitive program sheet

	no	value
FIT	384	251,695.90
DEL	92	60,318.00
PP - Priced	256	173,790.20
PP - not priced	8	
SC	2	
CNS	2	-
SNC	114	
HLD	100	
NS	226	
OM	7	
REF	2	<i>im</i>
	<hr/>	
	1193	485,804.10

Addit charge - parking 60.00

NB doors fitted, includes 324 doors fitted to end of June at a value of **£212,592.70**

Under normal circumstances these would have been on a claim to end June, but we received advance payment of £250,000 plus VAT

Graham Pollard

From: Graham Pollard [graham.pollard@masterdor.co.uk]
Sent: 08 July 2011 16:55
To: John Tapscott (john.tapscott@masterdor.co.uk)
Subject: Kensington & Chelsea

John

Abi Acosta at Kingston & Chelsea would like written confirmation of our company secretary via email, can you oblige.

aaacosta@kctmo.org.uk

Thanks

Graham

08/07/2011



MAS00000187/44
MASOC.....

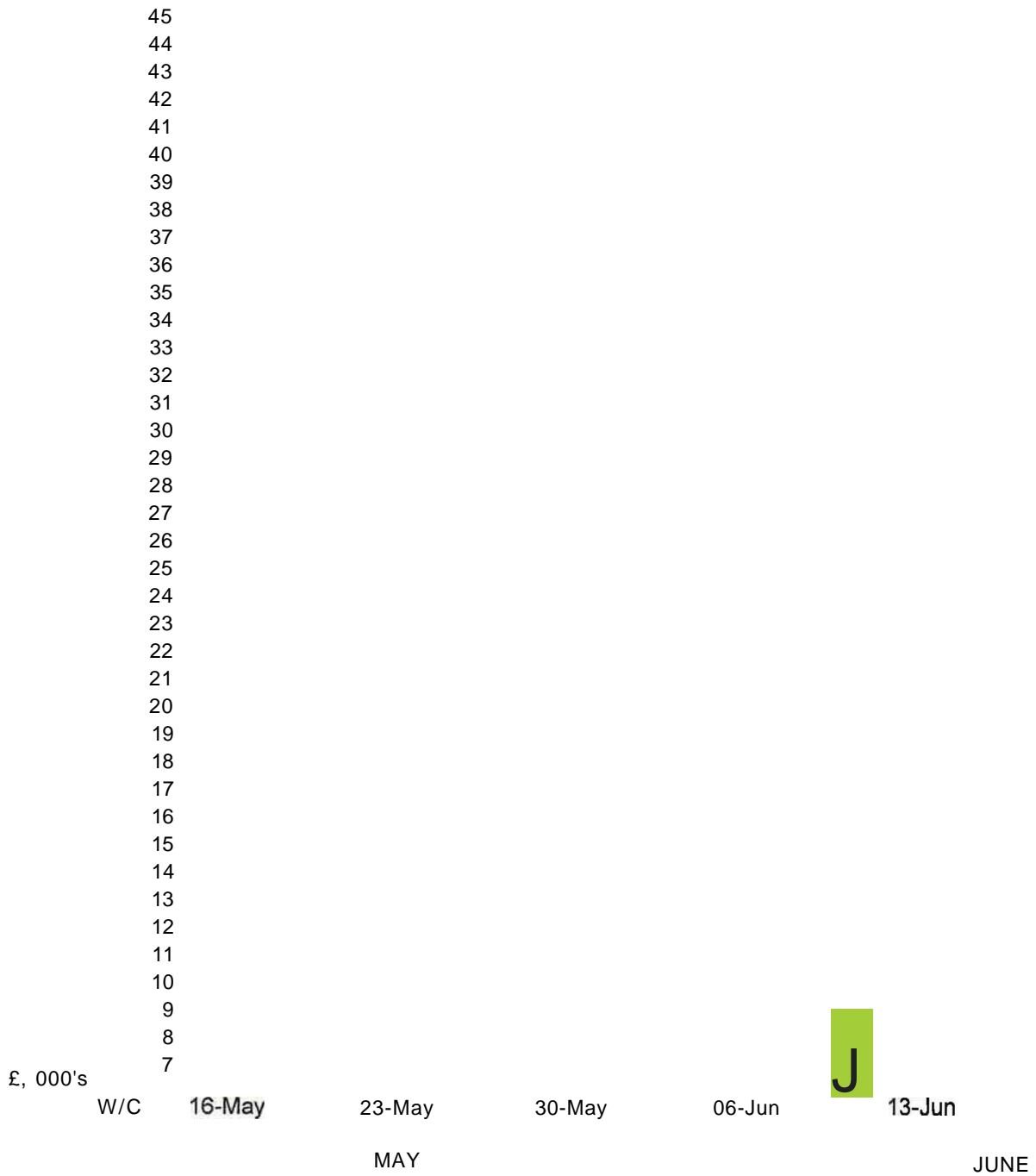
Kensington and Chelsea TMO

8TH July 2011

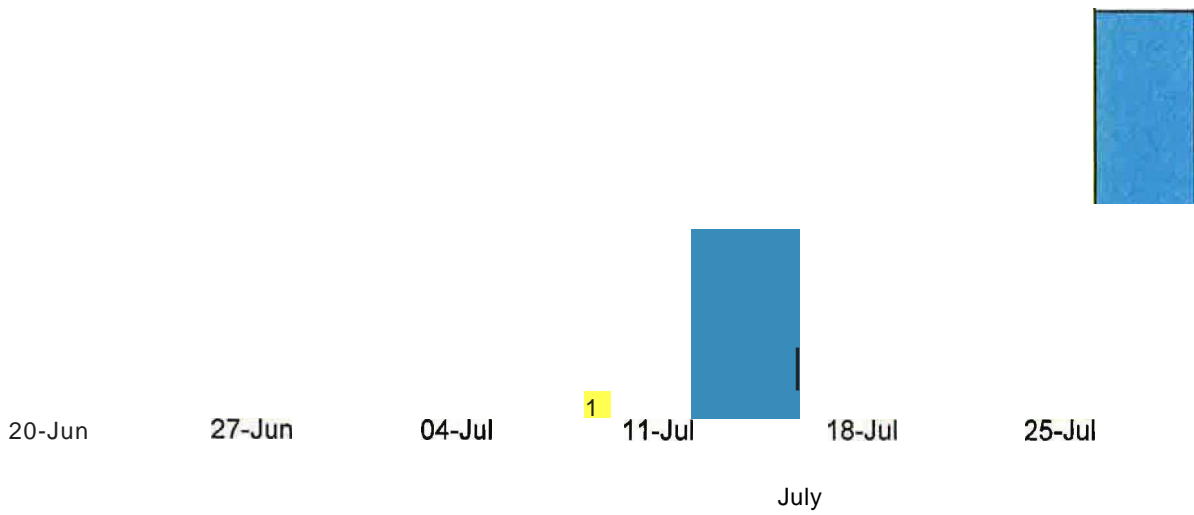
PROJECTED CONTRAC

Average weekly spend In £

-  Actual weekly Installation value in £
-  Projected weekly Installation value In £



FORECAST ONLY (Should not be construed as actual, final or valuation figures)



01-Aug

08-Aug

15-Aug

22-Aug

29-Aug

05-Sep

August

12-Sep

19-Sep

26-Sep

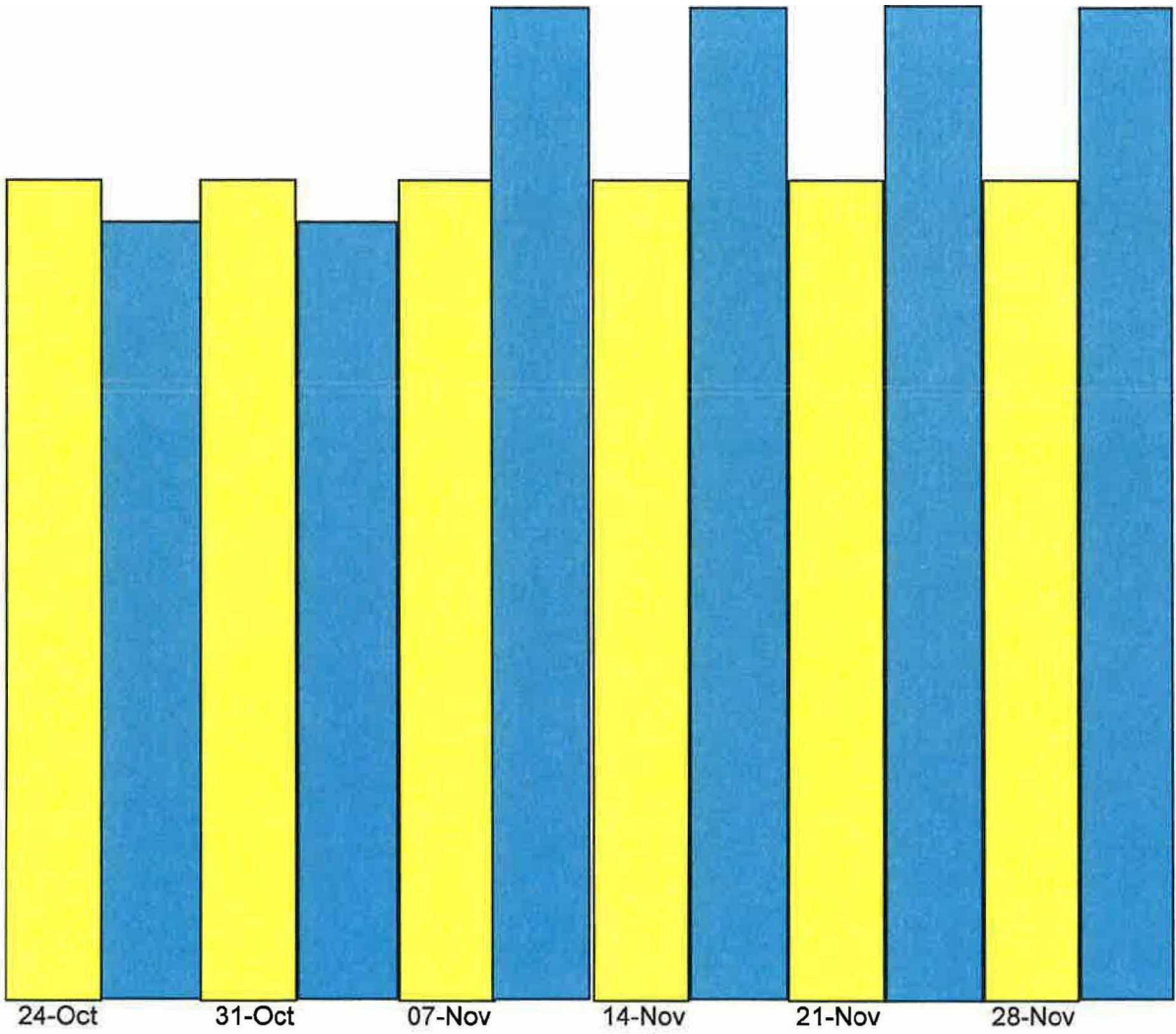
03-Oct

10-Oct

17-Oct

September

October



24-Oct 31-Oct 07-Nov 14-Nov 21-Nov 28-Nov

November

Kensington and Chelsea TMO

12TH May 2011

PROJECTED SPEND

For guidance only, this should not be **interpreted** as a confirmed cost.

Priority number	Number of doors	Av cost per door £	total
1	285	650	185250
2	108	650	70200
3	166	650	107900
4	81	650	52650
5	531	650	345150
	1171		<u>761150</u>

Assumptions

Average door value supplied and installed, £650.00, excluding any fanlights, sidelights, existing doors with steel frames or additional trimming.

No allowance has been made at this stage for communal doors in priority 5, Longsdale Court

Doors at Kensal have been included in our projection although at this stage are on hold pending listed building outcome.

All five blocks, on Sir Thomas Moore Est., Burleigh, Cadogan, Dacre, Winchester and Kingsley were included in the original address list.

The extra over cost for removal of existing steel framed doors has not been included in the above figure. A further 20,000 should be included.

Revised 8th July 2011

PROJECTED SPEND

For guidance only, this should not be interpreted as a confirmed cost.

Priority number	Number of doors	Av cost per door £	total
-----------------	-----------------	--------------------	-------

1	290	650	188500
2	93	650	60450
3	166	650	107900
4	111	650	72150
5	533	650	346450
	<u>1193</u>		<u>775450</u>

Assumptions

Average door value supplied and installed, £650.00, excluding any fanlights, sidelights, existing doors with steel frames or additional trimming.

No allowance has been made at this stage for communal doors in priority 5, Longsdale Court

Doors at Kensal have been included in our projection although at this stage are on hold pending listed building outcome.

All five blocks, on Sir Thomas Moore Est., Burleigh, Cadogan, Dacre, Winchester and Kingsley were included in the original address list.

The extra over cost for removal of existing steel framed doors has not been included in the above figure. A further 20,000 should be included.

To date we have identified the following fanlights, which are not costed into our average door value;

Coalville square	20	
King Charles	30	
St Thomas Estate	128	
	178	£115.00 E/A

Total	20470	<u>Not included in the in the £775450</u>
-------	-------	-------------------------------------------

Please note that 220 surveys remain outstanding where the possibility of fanlights is still to be established.

Graham Pollard

From: Graham Pollard [graham.pollard@masterdor.co.uk]
Sent: 08 July 2011 16:43
To: Liz Foster (liz.foster@masterdor.co.uk)
Subject: Kensington & Chelsea

Liz

I attended a meeting with Abi yesterday, she registered her concerns that she had not received a valuation to date.

Can we arrange a valuation to be sent and a projected spend on the product we have costed as a matter of urgency. With the work we have been issued, this will take us close to the **£761K** budget.

Andy & Steve have been asked for this information on a number of occasions by Abi, obviously nothing was reported. Abi requested that this information be with her by Monday 11 July, I informed her that you were on leave and that would not be practical, my offer was Tuesday or Wednesday next week.

I'll see you on Monday.

Regards

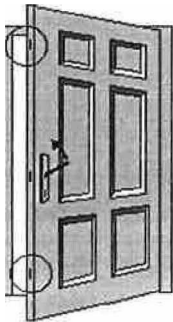
Graham

08/07/2011

MAS00000187/52
MASOC-----

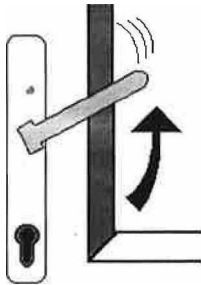
Operating, Care & Maintenance of your masterdor

How to operate:



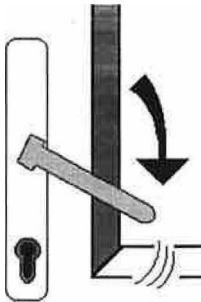
To close the door, lift the handle. This will automatically engage strong security bolts, which ensure that the door closes firmly against its seals and keeps the door stable in its frame.

Your door is only latched NOT deadlocked.



To deadlock:

To deadlock the door from the inside, turn the key or thumbturn (as provided) anticlockwise. From the outside, turn the key clockwise. You will be reassured the multipoint hooks are both engaged and deadlocked because the handles cannot be pressed down.



To unlock

To unlock the door from the outside, turn the key anticlockwise. From the inside, turn the key or thumbturn (as provided) clockwise and depress the handle, as with conventional doors.

Note: If your door is fitted with a split-action lock, it can only be opened from the outside by using a key. Some handles incorporate a hold-back device to prevent you from being locked out.

Care & Maintenance:

Masterdors are designed to be maintained. They will have a long and efficient life rather than be replaced as soon as a problem occurs. Following these guidelines will give you many years of trouble free use.

Frame:

Keep weather stripping and threshold free from grease, dirt, grit and other obstructions.

Hardware:

Periodically treat hinges and locking mechanisms with a light lubricant, such as WD40, to maintain the easy operation of your door and keep hardware in sound condition. Wipe away any lubricant that may have strayed onto the frame or painted surface of the door.

Door:

For maximum durability and quality of appearance, your door has been factory finished using proven microporous paint systems.

To ensure the continuing durability of the finish, we recommend the following:

1. Wash down and inspect the door annually. Washing removes the surface pollutants and prevents the formation of bacterial/fungal growth. Use a mild detergent solution and rinse using clean water.
2. Ensure that all gutters or overhead canopies, etc, are not leaking water onto the door surface, as this can cause permanent marks.

Manse Masterdor Ltd
Halfpenny Lane
Knaresborough
HG5 0SL
Tel:
Fax:
email: info@masterdor.co.uk

Remember also:

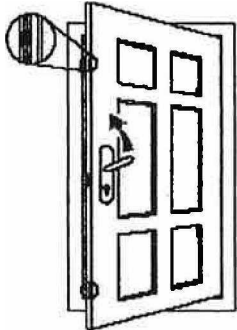
Where fitted put the door chain/restrictor on before answering. Those with young children should be mindful to out the door chain/restrictor on at all times.

Issue: 06 Date: Jan 10 Printed: 08/07/2011 -18:04	DocNo. QCS 909 - Operating, Care & Maintenance Approved by: R. Moore - Quality Manager	MANSE MASTERDOR LTD Page 1 of 1
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Operating, Care & Maintenance

of your masterdor

Please Retain For Future Reference

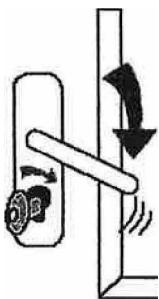


How to operate

To **close** the door, lift the handle. This will automatically engage strong security bolts, which ensure that the door closes firmly against its seals and keeps the door stable in its frame.

Your door is only latched NOT deadlocked.

To **deadlock** the door from the inside, turn the key or thumbturn (as provided) anticlockwise. From the outside turn the key clockwise. You can be reassured the multipoint hooks are both engaged and deadlocked because the handles cannot be pressed down.



To **unlock** the door from the outside, turn the key anticlockwise. From the inside, turn the key or thumbturn (as provided) clockwise and depress the handle, as with conventional doors. Note: If your door is fitted with a split-action lock, it can only be opened from the outside by using a key. Some handles incorporate a hold-back device to prevent you from being locked out.

Manse Masterdor Ltd
Hambleton Grove
Knaresborough
HG5 0DB

Tel: XXXXXXXXXX
Fax: XXXXXXXXXX
email: info@masterdor.co.uk

T:\Documents - Official documents produced\Operating masterdor black.pdf

Care and maintenance

Masterdors are designed to be maintained. They will have a long and efficient life rather than be replaced as soon/as a problem occurs. Following these guidelines will give you many years of trouble free use.

Frame Keep weather stripping and threshold free from grease, dirt, grit and other obstructions.

Hardware. Periodically treat hinges and locking mechanisms with a light lubricant, such as WD40, to maintain the easy operation of your door and keep hardware in sound condition. Wipe away any lubricant that may have strayed onto the frame or painted surface of the door.

Door. For maximum durability and quality of appearance, your door has been factory finished using proven microporous paint systems.

To ensure the continuing durability of the finish, we recommend the following:

1. Wash down and inspect the door annually. Washing removes the surface pollutants and prevents the formation of bacterial/fungal growth. Use a mild detergent solution and rinse using clean water.

2. Ensure that all gutters or overhead canopies, etc, are not leaking water onto the door surface, as this can cause permanent marks.

Refurbishment

1. Refurbishment of your door will normally be dealt with by cyclical maintenance. The door will be re-coated with microporous paint.

2. Note: avoid sanding the surface as this removes factory applied protection.

- 3: Any damage should be notified to the provider.

Remember also:

Where fitted put the door chain/restrictor on before answering.

Those with young children should be mindful to put the door chain/restrictor on at all times.



Minutes of Meeting for Fire Flat Door Replacement 2011/12 Programme Project Progress Meeting No 4

Date of Meeting: 7th July 2011 at 10.00 am.
EMB Offices,
Lancaster West Estate

Those Present: Abigail Acosta (AA)
KCTMO
Project Manager
Tel: [REDACTED]
Mobile: [REDACTED]
Email: aacosta@kctmo.org.uk

Janice Wray (JW)
KCTMO
Health and Safety Manager
Tel: [REDACTED]
Email: iwray@kctmo.org.uk

Lorna Cunnigham (LC)
KCTMO
Resident Liaison Officer
Tel: [REDACTED]
Email: lcunnigham@kctmo.org.uk

Andy Webster (AW)
Manse Masterdor
Project Manager
Email: andv.webster@masterdDr.co.uk

Natasha Brown (NB)
Manse Masterdor
Resident Liaison Officer
Tel: [REDACTED]
Email: natasha.brown@masterdor.co.uk

Graham Pollard (GP)
Manse Masterdor
Director
Email: graham.pollard@masterdor.co.uk

Freephone: 0800 137 111

www.kctmo.org.uk

Priority 4 Update (Dawson Place, Lexham Gdns, Hereford House, Hesketh Place, Runcorn Place, Flood Street, 361 Fulham Road, 172-174 Lancaster Rd, 65 + 67 Elgin Crescent, Cecil Court) Total of doors 111, no doors fitted to date, 7 in production, 16 awaiting survey and resident choice, 88 to be surveyed.

Priority 5 Update (Whitstable House, Frinstead House, Dixon House, Mulberry Close, Grove House, Markland House, Elm Park House, Morgan Road, 94 Ladbroke Grove, Longlands Court, 62 Finborough Road, Walnut Tree House) Total doors 533, of which to date 179 have been fitted, 151 in production, 8 sun/eyed, 59 awaiting survey and resident choice, 1 refusal, 5 on hold pending further clarification, 130 to be surveyed.

3.3 NB to send details re ■■■■■ (Patricia Shepherd) as resident has refused.
NB to scan over information. **NB**

3.4 Survey but no choices In total 187 (Lonsdale House, Gilray House, Riley House, Lacland House, Colville Square, Frinstead House, Winchester House, Dacre House, Mulberry House, Grove House, Markland House, Hesketh Place

3.5 LC to write introductory letters to be sent. **LC ONGOING**

3.6 LC /NB to arrange a visit with 66 Frinstead House **LC/NB**

3.762 dwellings are on hold due to listed building, Kensal House, awaiting further clarity from English Heritage. AA to chase. **AA**

4. Resident Liaison Matters

4.1 NB updated the below:- **NB/LC**

AA to re chase Housing Management in LC absence regarding Lonsdale front electric gates. Try and get copy of fob for Masterdor whilst works are being undertaken to block. **AA**

6 Frinstead and 43 Frinstead House have been identified as voids. AA to liaise with Void and Housing Management team to gain access to dwellings to undertake door installation. **AA**

NB highlighted that 6 Whitstable has swamped her original choice with 74 as a mutual preference.

NB confirmed that making good to plaster at 39 King Charles House had been undertaken.

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NB confirmed that new closer for 13 King Charles House had been ordered and will arrange for making good with resident in due course. **NB**

5. Client Matters

5.1 LC mentioned that Seamus (Grenfell Tower caretaker) would like to see an installation taking place for future maintenance issues. AW to arrange with Seamus **AW**

5.2 Orpren House to be added to Priority List 5.

5.3 Residents at 11 Gilray Hse and 14 Dixon House have already had fire door installed. Residents to send KCTMO documents/certificates of door warranty, specification, door installer etc. JW will run by our FRA to confirm if meet's current requirements. **Ongoing**

5.4 LC /NB to arrange a visit to 38 King Charles House **LC/NB**

5.5 JW to seek clarification to Cadogan House if works are required. **JW**

6. Technical Officer Reports

6.1 Awaiting fourth report to been sent. **AF**

7. Project Manager's Issues/Financial Matters

7.1 AA has requested for a monthly updated cashflow forecast for remainder of project, to be updated prior to monthly meetings and sent electronically to enable AA to update internal financial systems. **AW**

7.2 GP to send across by 11.07.11 cashflow monthly valuation breakdown and updated programme, this is at critical path. *Financial information sent GP*

8 H&S Matters/Site Waste Management

Programme by AWA SM

8.1 None at present

8.2 Recycle waste collected until the end of May is 5.63 (tonnes)

9 Any other Business

9.1 GP confirmed that John Tapscott is Company Secretary, for KCTMO audit files.

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& Chelsea TMO

10 Date of Next Meeting

10.1 To be held on 11th August 2011 at 10am at EMB Site Offices.

Kensington & Chelsea

05-Jul-11

Projected Spend

Budget £761,000.00 + VAT

Quantities

Projected Spend: Using an average of £650 per door.

All	979	636,350.00	
No Info	8		0.00
On Hold	143		92,950.00
Omissions	8		0.00
Sur no T/C	89		57,850.00
T/C no Sur	6		3,900.00
Sur & T/C	25		16,250.00
Pass Prod	408		265,200.00
Installed	291		189,150.00
Totals	978		625,300.00 Excluding VAT
			125,060.00
			750,360.00
Budget	761,000.00		
Less Projected Sum	625,300.00		
Balance	135,700.00	div by 650.00	208 Doors

Notes

Signed contract not returned. Requested again 07 Jul 11.
We are still working on the LOI with a value of **£5,000.00** + VAT Dated **10** February **2011**.

Graham Pollard

From: Natasha Brown [natasha.brown@masterdor.co.uk]
Sent: 30 June 2011 14:10
To: graham.pollard@masterdor.co.uk
Subject: FW: Fire Door Installation - Non Accesses
Attachments: image003.jpg; image001.jpg

Hi Graham

Andy has asked me to forward the below email to you and he will ring you once back in the office for discussion.

Regards

Natasha

From: Abigail Acosta [mailto:aacosta@kctmo.org.uk]
Sent: 30 June 2011 13:29
To: 'Natasha Brown'

Subject: FW: Fire Door Installation - Non Accesses

Will keep you posted , ar rrrhhhhhhhhhhhhhh

From: Lorna Cunningham
Sent: 30 June 2011 12:58
To: Janice Wray
Cc: Abigail Acosta

Subject: Fire Door Installation - Non Accesses

Hi Janice, please can we have some clarification.

Manse Masterdor are requesting the TMO to provide them a list of default doors for the residents who have failed to provide accesses and/or responded to Manse Masterdor letters.

I have requested that we do not order any default doors to non-accesses and lack of responses. We will end up with loads of doors, nowhere to store them and it will be costly. It is agreed that defaults doors should be ordered for void dwellings only. 22.3

I will contact the non-accesses and lack of responses and will involve the neighbourhood housing officers and seek legal advice. Verona at present has been phoning the residents. The legal route can take months. I have suggested we can bring them back into the programme in the next phase of works. - 22.3

There will be priority one list doors not installed by October 2011 because of the lack of response. Abi is very concerned and understood from earlier meetings with yourself and Valerie Sharpies, if the TMO do not install all the priority one list doors by October 2011 the TMO will be served a notice. I was not involved in these early meetings.

I appreciate that there has to be a cut off time and it is not open ended.

I would appreciate some clarification in what is our position.

Thank you

30/06/2011

Lorna Cunningham
Resident Liaison Officer
Project Services - Assets, Investment & Engineering
t: [REDACTED]



e: lcunningham@kctmo.org.uk
www.kctmo.org.uk
292a Kensal Road, London W10 5BE

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Kensington & Chelsea TMO 2011 / 2012

Phase	Block	Total Doors	N urveyed	Hold	Refused	C N S		SC	PP	Fitted
Priority 1	Gilray House	29	0	2	0	0		0	27	0
Priority 1	Riley House	25	0	0	0	0	0	0	25	0
Priority 1	Lacland House	25	0	0	0	0	0	0	25	0
Priority 1	Milmans House	27	0	0	0	0	0	0	27	0
Priority 1	Lonsdale House	62	0	0	0	0	8	1	12	41
Priority 1	9 Colville Square	4	0	0	0	0	0	0	0	2
Priority 1	11-12 Colville Square	11	0	0	0	1	1	0	6	0
Priority 1	Grenfeil Tower	107	0	0	0	0	0	0	10	97
Priority 2	King Charles House	29	0	0	0	0	0	0	6	23
Priority 2	Kensal House	64	0	64	0	0	0	0	0	0
Priority 3	Winchester House	38	0	0	0	0	12	2	24	0
Priority 3	Dacre House	42	1	0	0	1	17	2	21	0
Priority 3	Burleigh House	26	0	0	0	0	10	6	10	0
Priority 3	Cadogan House	31	1	0	0	0	15	0	15	0
Priority 3	Kingsley House	29	1	1	0	0	12	15	0	0
Priority 4	32 Dawson Place	3	3	0	0	0	0	0	0	0
Priority 4	140 Lexham Gardens	8	8	0	0	0	0	0	0	0
Priority 4	Hereford Hse 370-372 Fulham Rd	7	7	0	0	0	0	0	0	0
Priority 4	Hesketh Place	23	0	0	0	0	16	0	7	0
Priority 4	7 Runcorn Place	22	22	0	0	0	0	0	0	0
Priority 4	68 Flood Street	7	7	0	0	0	0	0	0	0
Priority 4	361 Fulham Road	10	10	0	0	0	0	0	0	0
Priority 4	172-174 Lancaster Road	5	5	0	0	0	0	0	0	0
Priority 4	65 Elgin Crescent	6	6	0	0	0	0	0	0	0
Priority 4	67 Elgin Crescent	8	8	0	0	0	0	0	0	0
Priority 4	Cecil Court Fawcett St	12	12	0	0	0	0	0	0	0
Priority 5	Whitstable House	71	0	0	0	0	3	1	31	36
Priority 5	Prinstead House	75	0	5	1	0	0	0	15	50
Priority 5	Dixon House	74	0	0	0	0	2	0	22	50
Priority 5	Mulberry Close	23	1	0	0	0	0	5	14	8
Priority 5	Grove House	43	0	0	0	0	16	1	22	0
Priority 5	Markland House	70	0	0	0	0	2	0	32	35
Priority 5	Elm Park	48	0	0	0	0	33	0	15	0
Priority 5	Morgan Road	9	9	0	0	0	0	0	0	0
Priority 5	94 Ladbroke Grove	2	2	0	0	0	0	0	0	0
Priority 5	Longlands Court Westbourne Grove	62	62	0	0	0	0	0	0	0
Priority 5	62 Finborough Road	33	33	0	0	0	0	0	0	0
Priority 5	Walnut Tree Hse 58 Tregunter Rd	23	23	0	0	0	0	0	0	0
TOTALS		1193	221	72	1	2	150	34	366	342

To Friday 5th July 2011

342 doors fitted which is 28.67% of the contract and at the average cost per door of £650-00 equates to £ 222,300

At an average of £650-00 per door **1193** doors with no fanlights or extra's will be at least £ 775,450

Block	Total Doors	Not Surveyed	Hold	Refused	C	N	S	S	N	C	SC	PP	Fitted	Comments
Gilray House	29	0	2	0	0	0	0	0	0	0	0	27	0	Awaiting start due to resident committee lock query
Riley House	25	0	0	0	0	0	0	0	0	0	0	25	0	Awaiting start due to resident committee lock query
Lacland House	25	0	0	0	0	0	0	0	0	0	0	25	0	Awaiting start due to resident committee lock query
Milmans House	27	0	0	0	0	0	0	0	0	0	0	27	0	Awaiting start due to resident committee lock query
Lonsdale House	62	0	0	0	0	0	8	1	12	41				Electrics to sort on some by Suredor
9 Colville Square	4	0	0	0	0	0	0	0	0	0	0	0	2	Access problems- start when all in due to parking restrictions
11-12 Colville Square	11	0	0	0	1	1	0	0	6	0				Access problems- start when all in due to parking restrictions
Grenfell Tower	107	0	0	0	0	0	0	0	10	97				
TOTALS	290	0	2	0	1	9	1	132	140					

PRIORITY 2

Block	Total Doors	Not Surveyed	Hold	Refused	CNS	SNC	SC	PP	Fitted	Comments
King Charles House	29	0	0	0	0	0	0	6	23	Listed building awaiting TMO <i>Not Listed</i>
Kensal House	64	0	64	0	0	0	0	0	0	Listed building awaiting TMO - 4 choices already received
TOTALS	93	0	64	0	0	0	0	6	23	

PRIORITY 3

Block	Total Doors	Not Surveyed	Hold	Refused	C N S	S N C	SC	PP	Fitted	Comments
Winchester House	38	0	0	0	0	12	2	24	0	
Dacre House	42	1	0	0	1	17	2	21	0	
Burleigh House	26	0	0	0	0	10	6	10	0	
Cadogan House	31	1	0	0	0	15	0	15	0	No 48 not surveyed awaiting date through Lorna
Kingsley House	29	1	1	0	0	12	15	0	0	1 No access plus on hold No 9 (!!!)
TOTALS	166	3	1	0	1	66	25	70	0	

Block	Total Doors	Not Surveyed	Hold	Refused	C N S	S N C	SC	PP	Fitted	Comments
32 Dawson Place	3	3	0	0	o	0	o	0	0	Surveys start Tuesday 19th July for 2 weeks
140 Lexham Gardens	8	8	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
Hereford Hse 370-372 Fulham Rd	7	7	o	o	o	o	o	o	o	Surveys start Tuesday 19th July for 2 weeks
Hesketh Place	23	0	0	0	0	16	0	7	0	Access problems- start when all in due to parking restrictions LC
7 Runcorn Place	22	22	0	0	0	0	o	0	0	Surveys start Tuesday 19th July for 2 weeks
68 Flood Street	7	7	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
361 Fulham Road	10	10	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
172 -174 Lancaster Road	5	5	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
65 Elgin Crescent	6	6	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
67 Elgin Crescent	8	8	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
Cecil Court Fawcett St	12	12	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
TOTALS	111	88	0	0	0	16	0	7	0	

Block	Total Doors	Not Surveyed	Hold	Refused	C N S	S N C	SC	PP	Fitted	Comments
Whitstable House	71	0	0	0	0	3	1	31	36	
Frinstead House	75	0	5	1	0	3	1	15	50	5 on hold for clarification of F/D - 66 refused <i>Mult: sec</i>
Dixon House	74	0	0	0	0	2	0	22	50	
Mulberry Close	23	1	0	0	0	0	5	14	8	
Grove House	43	0	0	0	0	16	1	22	0	
Markland House	70	0	0	0	0	2	0	32	35	
Elm Park	48	0	0	0	0	33	0	15	0	
Morgan Road	9	9	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
94 Ladbroke Grove	2	2	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
Longlands Court Westbourne Grove	62	62	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
62 Finborough Road	33	33	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
Walnut Tree Hse 58 Tregunter Rd	23	23	0	0	0	0	0	0	0	Surveys start Tuesday 19th July for 2 weeks
TOTALS 	533	130	5	1	0	59	8	151	179	

ID	Task Mode	Task Name	Duration	Start	Finish	27 Jun '11	04 Jul '11	11 Jul '11	18 Jul '11
						M T W T F S S	M T W T F S S	M T W T F S S	M T W T F S S
		Start: Tue 12/07/11	1d	Tue 12/07/11	Tue 12/07/11				Start: Tue 12/07/11
		32 Dawson Place W2 4TJ	1 day	Tue 12/07/11	Tue 12/07/11				
		140 Lexham Gardens W8 6JE	1 day	Tue 12/07/11	Tue 12/07/11				
		370-372 Fulham Road SW10 9UY	1 day	Tue 12/07/11	Tue 12/07/11				
		361 Fulham Road SW10 9TW	1 day	Tue 12/07/11	Tue 12/07/11				
		Cecil Court Fawcett Street SW10 9HP	1 day	Tue 12/07/11	Tue 12/07/11				
		Start: Wed 13/07/11	1d	Wed 13/07/11	Wed 13/07/11				Start: Wed 13/07/11
6		7 Runcorn Place W II 4HR	1 day	Wed 13/07/11	Wed 13/07/11				
7		172-174 Lancaster Road W II 1QU	1 day	Wed 13/07/11	Wed 13/07/11				
8		65 Elgin Crescent W II 2JE	1 day	Wed 13/07/11	Wed 13/07/11				
9		67 Elgin Drescent W II 2JE	1 day	Wed 13/07/11	Wed 13/07/11				
		Start: Thu 14/07/11	1d	Thu 14/07/11	Thu 14/07/11				Start: Thu 14/07/11
10		68 Flood Street SW3 5TE	1 day	Thu 14/07/11	Thu 14/07/11				
11		Mulberry Close	1 day	Thu 14/07/11	Thu 14/07/11				

Project: Project TMO
Date: Tue 28/06/11

Task		External Milestone		Manual Summary Rollup	
Split		Inactive Task		Manual Summary	
Milestone		Inactive Milestone		Start-only	
Summary				Finish-only	
Project Summary				Deadline	
External Tasks		Duration-only		Progress	

ID	Task Mode	Task Name	Duration	Start	Finish	27 Jun '11	04 Jul '11	11 Jul '11	18 Jul '11
						M T W T F S	S M T W T F S	S M T W T F S	S M T W T
12		1-12 Morgan Road 5YT	W10 1 day	Thu 14/07/11	Thu 14/07/11				
		94 Ladbroke Grove W11 2HE	1 day	Thu 14/07/11	Thu 14/07/11				
		Start: Tue 19/07/11	1d	Tue 19/07/11	Tue 19/07/11				Start
		Longlands Court Westbourne Grove W11 2QE	1 day	Tue 19/07/11	Tue 19/07/11				
		Start: Wed 20/07/11	1d	Wed 20/07/11	Wed 20/07/11				St
		Finborough Road SW10 9EF	1 day	Wed 20/07/11	Wed 20/07/11				
		Walnut Tree House 58 Tregunter Road SW10 9HJ	1 day	Wed 20/07/11	Wed 20/07/11				

Project: Projectl TMO
Date: Tue 28/06/11

- Task
- Split
- Milestone
- Summary
- Project Summary
- External Tasks
- External Milestone
- Inactive Task
- Inactive Milestone
- Inactive Summary
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- Deadline
- Progress

KENSINGTON & CHELSEA TMO EXTERNAL DECORATIONS 2010/11

PROGRESS MEETING NO.3

9th JUNE AT 11 AM AT LANCASTER WEST EMB OFFICES, HENRY DICKENS ESTATE

Agenda

1.0 INTRODUCTION/ APOLOGIES

2.0 MATTERS ARISING FROM PREVIOUS MEETING

3.0 CONTRACTORS REPORT

4.0 RESIDENT ISSUES

5.0 CLIENT ISSUES

6.0 CLERK OF WORKS REPORT

7.0 PROJECT MANAGERS ISSUES / FINANCIAL MATTERS

8.0 H&S MATTERS / SITE WASTE MANAGEMENT

9.0 ANY OTHER BUSINESS

10.0 DATE OF NEXT MEETING

Freephone: 0800 137 111

Mnww.kctmo.org.uk



Minutes of Meeting for Fire Flat Door Replacement 2011/12 Programme Project Progress Meeting No 3

Date of Meeting: 9th June 2011 at 1.30 pm.
EMB Offices,
Lancaster West Estate

Those Present: Abigail Acosta (AA)
KCTMO
Project Manager
Tel: [REDACTED]
Mobile: [REDACTED]
Email: aacosta@kctmo.org.uk

Janice Wray (JW)
KCTMO
Health and Safety Manager
Tel: [REDACTED]
Email: jwray@kctmo.org.uk

Lorna Cunningham (LC)
KCTMO
Resident Liaison Officer
Tel: [REDACTED]
Email: cunningham@kctmo.org.uk

Andy Webster (AW)
Manse Masterdor
Project Manager
Email: andy.webster@masterdor.co.uk

Natasha Brown (NB)
Manse Masterdor
Resident Liaison Officer
Tel: [REDACTED]
Email: natasha.brown@masterdor.co.uk

Steven Mocklow (SM)
Manse Masterdor
Regional Sales Manager
Email: steven.mocklow@masterdor.co.uk

Apologies: Alex Fornin



Freephone: 0800 137 111

www.kctmo.org.uk

Kensington
& Chelsea **TMO**

Next Meeting: 4th March 2011 at 11a.m.
EMB Offices,
Lancaster West Estate

Distribution: Those present plus Alex Fornin

1. Introductions

ACTION

1.1 Done.

2. Matters Arising From Previous Meeting

2.1 All those present agreed the previous Minutes were an accurate representation of discussions held

3. Contractor's Progress Report

3.1 AA requested for the report to be emailed prior to meeting taking place. This is to be done ahead of future meetings. *Noted AW.* **AW**

3.2 979 have been identified on current programme (Grenfell Tower, King Charles House, Markland House, Whistable House and Dixon House) *Noted.*

3.3 480 doors are currently in production. (Cremorne, Colville Square, Grenfell Tower, King Charles House, Whitstable House, Frinstead House, Dixon House, Winchester House, Dacre House, Mulberry House, Grove House, Markland House, Elm Park House and Hesketh Place) *Noted.*

3.4 NB to send across final list of three attempts, LC to write to residents and get Housing Management input. **NB/LC**

3.5 Survey and Choice (Dacre House, Burleigh House, Cadogan House and Kingsley House) 37 have choice but surveys to be undertaken. *Ongoing.* **AW**

3.6 Survey but no choices In total 187 (Lonsdale House, Gilray House, Riley House, Lacland House, Colville Square, Frinstead House, Winchester House, Dacre House, Mulberry House, Grove House, Markland House, Hesketh Place) *Noted.*

3.7 LC to write introductory letters to Elm Park House, Mulberry House and Grove House. LC to amend letter with regards to old locks being removed from old door frame (KCTMO/Masterdor will not be liable for any damage) *Noted* **LC**



- 3.862 dwellings are on hold due to listed building, Kensal House, awaiting further clarity from English Heritage. AA to chase. *Originals* **AA**
- 3.98 dwellings to be omitted. NB to send across list *Action still* **NB**
- 3.10 Awaiting surveys to be sent by residents from 68 dwellings. NB to chase **NB**
- 3.11 No refusals to date. *Noted*

4. Resident Liaison Matters

4.1 LC updated the below:- **NB/AW**

- 18 King Charles House, entry phone damaged, Masterdor to go back to rectify.
- 77 Silchester House, Phone wire damaged as unforeseen behind external frame. / Masterdor to pay for works once resident receives bill by Talk Talk.
- 3 King Charles House, resident is deaf and non English speaker, Masterdor will revise his choice due to this as a good will gesture.
- Flat 21 Whistable House, elderly resident requires door to be eased and adjusted. \
- 54 Dixon House, loose handle, Mastedor to revisit and rectify.

Action required

All parties agreed that residents should be issued an instruction sheet at handover of how to use the mechanism of the doors. LC to revise and confirm ok to send/hand out to all residents on programme. *original document to* **LC**

S.P. 08/07/11

5. Client Matters

- 5.1 Residents at 11 Gilray House, 14 Dixon House, 50 Lonsdale House have already had fire doors installed. Residents must send KCTMO documents/certificate of door warranty, specification of doors, door installer etc, so JW can run through our FRA to confirm it's meeting our current requirements. *Complete* **AA/JW**
- 5.250 Lonsdale has provided the suffice information and it has been confirmed they can be omitted of programme. *Complete* **NB**
- 5.3 LC to visit resident at 38 King Charles House. *No action ->* **LC**
- 5.4 NB confirmed that there are a large number of dwellings that have external gates, where possible Masterdor will endeavour to do their best to fit door where possible if not residents will have to arrange for gates to be removed temporarily prior to installation. NB to send across list. *We don't touch door gate*
- 5.56 Whitstable House has now become a void since making choice. AA to arrange for keys to be provided to Masterdor. *Not a void* **AA**

Freephone: 0800 137 111

www.kctmo.org.uk



5.6 Fobs are required for electric gates at Lonsdale House. LC to arrange. LC *Noted*

5.79 Kingsley House, Mrs Thomas, opposing to works, await further information as no formal complaint as been made as yet. *Meeting required* . **NOTE**

5.848 Cadogan House - studios, if enclosed communal we will undertake works if not required. Masterdor to survey and confirm. *Enclosed confirmed* **AW**

5.9 It was agreed by all parties if leaseholders wish to have same doors via Masterdor they will have to arrange a private arrangement directly with Masterdor, NB to keep note if this does happen for our records. *Noted* . **NB/AA**

6. Technical Officer Reports

6.1 Third report has been sent, awaiting amendments made by our FRA. **AF**

7. Project Manager's Issues/Financial Matters

7.1 AA has requested for a monthly updated cashflow forecast for remainder of project, to be updated prior to monthly meetings and sent electronically to enable AA to update internal financial systems. *Not presented >* **AW**

8 H&S Matters/Site Waste Management

8.1 None at present

9 Any other Business

9.1 It was suggested by Director to do an open day demonstrating to residents how to use locks etc prior to installation. Installation to caretaker door has been postponed until LC arranges for date for this to take place. *14 July 11.* LC

9.2 Concerns have been raised by Community Safety Team at Worlds End Estate due to Previous door installation. **AA** to liaise directly with Officer in charge and send across relevant information required. *Noted* **AA**

10 Date of Next Meeting

10.1 To be held on 7th July 2011 at 10am at EMB Site Offices.

RECEIVED
02 JUN 2011

[REDACTED]

[REDACTED]

f hard as

was

Graham Pollard

From: Natasha Brown [natasha.brown@masterdor.co.uk]
Sent: 02 June 2011 16:18
To: 'Andy Webster'; 'Lorna Cunningham'
Cc: 'Abigail Acosta'; graham.pollard@masterdor.co.uk
Subject: RE: Mrs Constance Thomas - [REDACTED]

Lorna

Just to confirm our recent telephone conversation. I have passed Mrs Constance message onto yourself that she would like for someone to call her before 12:30pm tomorrow.

Kind regards

Natasha

From: Andy Webster [mailto:andy.webster@masterdor.co.uk]
Sent: 02 June 2011 15:58
To: 'Natasha Brown'
Subject: FW: Mrs Constance Thomas - [REDACTED]

FYI

From: Graham Pollard [mailto:graham.pollard@masterdor.co.uk]
Sent: 02 June 2011 15:12
To: Abi Acost
Cc: Andy Webster
Subject: Mrs Constance Thomas - [REDACTED]

Hi Abi

I have had a long discussion with this tenant earlier today regarding the door for her property. You may be aware of her, as she has already been communicating with Lorna Cunningham and informed me she would be submitting a complaint against Lorna.

She claims that they have not been consulted by KCTMO about the door replacements, the first time they were made aware of this was by the letter you sent out instructing tenants that we would be visiting to take manufacturing details. I was informed that a partition was being put together, she and others are refusing the doors, contacted the Fire Officer, contacted a Solicitor, the list goes on.

I did try and explain the situation regarding fire doors but she was not prepared to listen, I advised her that she contact KCTMO to try and resolve the matter as the decision on the provision of doors was beyond our remit. She refused point blank to contact KCTMO so my suggestion would be that you contact her.

Mrs Thomas has again been back in touch by telephone at our offices in Knaresborough requesting we call before 1230 hrs tomorrow.

We are unfortunately unable to offer any further assistance on this matter and therefore will not be calling her back tomorrow.

Contact number that she left with our receptionist [REDACTED]

Kind regards

Graham

02/06/2011

		no	Value	
NS		16		
NS		41		Grove House - but no prop numbers
SNC		231		
CNS		12		
SC	priced	1	634.70	
SC	not priced	3		
PP	priced	443	290,810.70	
PP	not priced	7		
HLD	priced	32	23,545.40	
HLD	not priced	108		
		894	314,990.80	

Graham Pollard

From: Graham Pollard [graham.pollard@masterdor.co.uk]
Sent: 17 May 2011 11:15
To: Andy Webster (andy.webster@masterdor.co.uk)
Subject: Kensington & Chelsea

Andy

I have done a quick overview of this **contract** as of **16 May 11** for consideration and discussion.

Quantities

All	894
No Info	57
Hold	140
Omit	0
Refused	0
S no C	234
C no S	12
PP	450 (7,5 weeks @ 60/week)
Fitted	0 (Commenced 16 May 11)

Budget 760K

Average door price £650.00 = **1,169** doors.

Potential 894 doors less 450 PP = 444 outstanding.

Additional doors required approx 275.

We need to be cautious about taking on additional addresses, as we have committed to the above **quantities**. If we did achieve the present total of doors we would only require a further 275 doors approximately to meet the spend.

As discussed we still require doors for processing, it would be a helpful if you can release any of the 57 with no information, 140 on hold, 234 surveyed without choice, 12 choice without survey.

We also have a factory shut down looming from the 27 May to 05 June, it would assist us if we had further doors for next week's production and for week 23 when the factory returns.

Regards

Graham

17/05/2011

MAS00000187/81

Graham Pollard

From: Andy Webster [andy.webster@masterdor.co.uk]
Sent: 17 May 2011 10:50
To: 'Paul Birkett'; 'RICHARD MOORE'
Cc: 'Graham Pollard'; 'Ivan Bilbie'; 'Steven Mocklow'
Subject: Kensington Deliveries
Importance: High

Dear All

Stop all future deliveries with concealed closer until the problem with the closers is satisfactorily resolved.

We are once again fitting today, and have adjusted some but the doors will not shut.

These doors should not have left the factory in this state, this is the first batch of doors for a new client and we have not fitted a door that can be signed off.

This needs resolving quickly.

Thanks

Andy

17/05/2011

MAS00000187/82
MASOC

Site List and Property Location Key - Indexed by Site Number

Site No.	Site Address	
	Adorn & Barlow, Clarendon Road, W11	3
	Balfour of Burleigh, Ladbroke Grove, W10	i
3	St Quintin Estate, W10	1
	Blechynden House & Whitchurch House, Kingsdown Close, W11	3
5	Bramley House, Bramley Road, W10	3
6	Burgessfield, Wornington Road, W10	2
7	Camborne Mews, W11	2
8	12 Cambridge Gardens, W10	2
9	41 Cambridge Gardens, W10	2
10	1 Clydesdale Road, W11 UE	2
11	Clydesdale House, 255 Westbourne Park Road, W11	2
12	Convent Estate, Ladbroke Grove, W11	2
13	Downing House, Cambridge Gardens, W10	1
14	Avondale Park Road Estate, 18-36 Avondale Park Road, W11	3
15	Elgin Mews, W11	2
16	5 Exmoor St, W10	1
17	55 Faraday Road, W10	2
18	Holmfield House , Hazelwood Crescent, W10	2
19	Henry Dickens Court Estate, St Ann's Road, W11	
20	Kelfield Court , Kelfield Gardens, W10	
21	Kensal New Town, Adair Road, W10	
22	Kensal House, Ladbroke Grove, W10	1
23	275 Ladbroke Grove , W10	2
24	297 Ladbroke Grove, W10	1
25	Lancaster West (A), Bramley Road, W10	
26	130 Lancaster Road, W10	
27	Manchester Drive, Southern Row, W10	2
28	Lancaster West Stage 3, Morland House & Talbot Grove House, W11	3
29	Nottingwood House, Clarendon Road, W11	3
30	Notting Barn Estate, Barlby Road, W10	1
31	Nursery Lane, Highlever Road, W10	1
32	Octavia House (1-68) Southern Row, W10	1
33	34-36 Oxford Gardens, W10	2
34	187 Oxford Gardens, W10	1
35	109 Oxford Gardens, W10	1
36	109A Oxford Gardens, W10	1
37	375 Portobello Road, W10	2
38	9-11 Raddington Road, W10	2
39	17-19 Penzance Street, W11	3
40	32 St. Charles Square, W10	1
41	Silchester Estate East, Silchester Road, W10	3
42	Silchester Estate West, Bramley Road, W10	3
43	St Columb /Es House, Blagrove Road, W10	2
44	69 St Quintin Avenue, W10	1
45	Swinbrook Estate, Bevington Road, W10	2
46	Talbot House 10 Ladbroke Crescent, W11	2
47	Tavistock Sheltered Housing, Tavistock Road, W11	2
48	Tavistock Crescent, W11	2
49	Trellick Tower & Edenham Way, Golborne Road, W10	2
50	Treadgold House, 25 Bomore Road, W11	3
51	Treverton Estate, Treverton Street, W10	1
52	Verity Close, W11	3
53	Walmer House, 134/140 Bramley Road, W11	1
54	15-95 West Row, W10	1
55	1 & 2 Acacia Walk, Tadema Road, SW10	10

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57	Eastry & Foreland, Threshers Place, W11	
58	Beaufort House, Beaufort Street, SW3	
59	96-98 Blenheim Crescent, W11	
60	Brickbarn Close, King's Road, SW10	10
61	Cecil Court, Fawcett Street, SW10	
62	Chelsea Manor Court, Chelsea Manor Street, SW3	9
63	11 Chepstow Crescent, W11	4
64	29 Chepstow Crescent, W11	4
65	60 Clarendon Road, W11	3
66	Corbet House, Hollywood Road, SW10	8
67	14 Colville Square, W10	2
68	Cremorne Sheltered Housing, Milman's Street, SW10	8
69	Cremorne Estate, Kings Road, SW10	8
70	17-25 Danvers Street, SW3	8
71	35-47 Danvers Street, SW3	8
72	57-59 Edith Grove, SW10	8
73	437 Fulham Road, SW10	8
74	169 Finborough Road, SW10	7
	140 Finborough Road, SW10	7
76	115 Finborough Road, SW10	7
	Tregunter Estate, Finborough Road, SW10	7
78	Galsworthy House, Elgin Crescent, W11	4
79	Hortensia House, Hortensia Road, SW10	8
	Hudson House, St Marks Place, W11	2
	Hunter House, 326-342 Old Brompton Road, SW5	7
82	Pond House, Pond Place, SW3	9
83	Orpen House, Trebovir Road, SW5	7
84	Mulberry Close, Beaufort Street, SW3	8
85	Lucan Estate, Lucan Place, SW3	9
86	Longlands Court, Portobello Road, W10	4
87	Little Chelsea House, Edith Grove, SW10 OLA	
88	Liddiard House, 105/111 Lansdowne Road, W11	4
89	540-542 Kings Road, SW3	10
90	Knights House, Kings Road, SW10	10
	Portbello Court Estate, Portobello Road, W10	4
	Portland Road Estate, Portland Road, W11	3
93	Redcliffe Square, Finborough Road, SW10	7
94	31-77 Sheffield Terrace, W8	4
95	St Marks Grove Estate, St Marks Grove, SW10	7
96	Sir Thomas More Estate, Beaufort Street, SW3	8
97	Tor Gardens Estate, Horton Street, W8	4
98	Wandon Estate, King's Road, SW6	10
99	Warwick Road Estate, Warwick Road, SW6	
100	Wiltshire Close, Rosemoor Street, SW3	<i>p.</i>
101	Worlds End Estate, Blantyre Street, SW10	9
102	Elm Park Gardens East, Fulham Road, SW10	
103	Elm Park Gardens Central, Fulham Road, SW10	
104	Elm Park Gardens West, Fulham Road, SW10	8
105	Arundel Gardens, W11	8
105	Stanley Gardens, W11	4
106	25 Basing Street, W11	4
106	18 Basing Street, W11	2
107	Bassett Road, W10	2
108	118 Cambridge Gardens, W10	2
109		1

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115	11-12 Colville Square W11	2
117	Dawson Place W2	4
118	65 Elgin Crescent, W11	4
119	60 Elsham Road. W14	5
120	80-88 Finborough Road SW10	7
171	162 Finborough Road, SW10	7
172	Fleming Close, Park Walk, SW10	8
123	Gordon Place, W8	8
124	Grove House, Chelsea Manor Street, SW3	9
125	20 Gunter Grove, SW10	8
126	36 Gunter Grove, SW10	10
177	Hereford House, 370-372 Fulham Road, SW10	10
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130	Kensington Mansions, Warrick Road, SW5	9
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134	25 Ludbrooke Grove, W10	2
135	22 Lancaster Road, W11	2
136	110 Lancaster Road, W11	2
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138	27 Longridge Road, SW5	7
139	Mcgregor Road, W11	
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141	Norwood Road, UB2	7
142	66 Oxford Gardens, W10	7
143	91 Oxford Gardens , W10	
144	1 Pembridge Square, W2	4
145	18 Pembridge Crescent, W11	4
146	21 Pembridge Crescent, W11	4
147	47 Philbeach Gardens, SW5	7
148	62 Philbeach Gardens, SW5	7
149	69-70 Philbeach Gardens, SW5	7
	48-100 Powis Square , W11	2
151	Slaidburn Street, SW10	10
157	56 St Helens Gardens, W10	11
153	62 St Helens Gardens, W10	1
154	15 Stratford Road, W8	
155	4 Sunningdale Gardens, W8	6
156	6 Sunningdale Gardens, W8	8
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158	Westgate Terrace, SW10	7
159	41 Ansleigh Place, W11	3
160	10 Arundel Gardens, W11	4
161	5 Ashburnham Road, SW10	10
162	6-10 Ashburnham Road, SW10	10
163	1 Avondale Park Gardens, W11	3
164	5 Avondale Park Gardens, W11	3
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169	25 Avondale Park Gardens, W11	3
170	1 Barlby Gardens, W10	1
171	5 Barlby Gardens, W10	1
172	7 Barlby Gardens, W10	1
173	9 Barlby Gardens, W10	1
174	17-19 Barlby Gardens, W10	1
175	23 Barlby Gardens, W10	1
176	3-4 Billing Street, SW10	10
177	3 Bracewell Road, W10	1
178	23 Bracewell Road, W10	1
179	28 Bracewell Road, W10	1
180	32 Bracewell Road, W10	1
181	88 Bramley Road, W10	3
182	1 Burnaby Street, SW10	10
183	5 Burnaby Street, SW10	10
184	13 Burnaby Street, SW10	10
185	17 Burnaby Street, SW10	10
186	18 Burnaby Street, SW10	10
187	22-30 Burnaby Street, SW10	10
188	27 Burnaby Street, SW10	10
189	39 Burnaby Street, SW10	10
190	47 Burnaby Street, SW10	10
191	10 Caversham Street, SW3	9
192	18-24 Caversham Street, SW3	9
193	47 Caversham Street, SW3	9
194	61 Christchurch Street, SW3	9
195	9 Cornwall Crescent, W11	2
196	53 Cornwall Crescent, W11	3
197	11 Cremorne Road, SW10	10
198	23 Cremorne Road, SW10	10
199	74 Dalgarno Gardens, W10	1
200	4-8 Darner Terrace, SW10	10
201	27-31 Danvers Street, SW3	
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203	38 Eardley Crescent, SW5	7
204	35 Edith Grove, SW10	8
205	53 Edith Grove, SW10	8
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209	55-57 Elsham Road, W14	
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217	89 Elsham Road, W14	5
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225	59 Finborough Road, SW10	
226	68 Flood Street, SW3	9
227	36 Glebe Place, SW3	9
228	51 Golborne Road, W10	2
229	55 Golborne Road, W10	
230	59-63 Golborne Road, W10	2
231	64 Golborne Road, W10	
232	67 Golborne Road, W10	2
234	71-77 Golborne Road, W10	2
235	79 Golborne Road, W10	2
236	83-87 Golborne Road, W10	2
237	101-105 Golborne Road, W10	2
238	12 Hansard Mews, W14	5
239	6 Hesketh Place, W11	3
240	40 Hewer Street, W10	1
241	10 Holland Road, W14	5
242	37 Holland Road, W14	5
243	67 Holland Road, W14	5
244	68 Holland Road, W14	5
245	99 Holland Road, W14	5
246	111-115 Holland Road, W14	5
247	119-123 Holland Road, W14	5
248	127-137 Holland Road, W14	5
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265	86 Lots Road, SW10	10
266	38 Lower Addison Gardens, W14	
267	28-30 Mary Place, W11	3
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268	7 Netherton Grove, SW10	8
270	12 Netherton Grove, SW10	8
270	155 Notting Hill Gate, W11	4
271	32 Pond Place, SW3	9
272	83 Princedale Road, W11	3
273	2 Raddington Road, W10	2
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311	49-55 Uverdale Road, SW10	10
312	50-52 Uverdale Road, SW10	10
313	66-70 Uverdale Road, SW10	10

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