
From: Mark Harris <Markharris@harleycw.co.uk>
Sent: 31 July 2014 13:44
To: Zak Maynard
Cc: Simon Lawrence; Simon O'Connor; Mike Albiston; Rob Maxwell
Subject: RE: Grenfell Tower - Letter of Intent

Zak

Prior to signing the design intent of intent, I need to raise a few queries.

Letter of Intent:

Section 1 - item G refers to acceptance of the meeting minutes. Please see queries below.

Section 2 - item C refers to LAD's, however it also refers to Rydon pre-lims at £6.5k p/w. This was never discussed and might be an issue for us.

Section 3 - item F refers to payment. The payment schedule shows the final date for payment of 4th of the month, circa 35 days from valuation date. However, clause F states final date for payment will be 28 days from receipt of invoice. We would typically raise an invoice once our valuation has been approved, and payment notice received. The date for your issuing of payment notice is 20th of the month following submission of our valuation, which means we would not receive payment until circa 17th/18th of the month, rather than 4th. For the avoidance of doubt and any future misunderstanding, could you kindly clarify on this item?

Appendix A - ascertainment of lump sum price

The figures have been checked by our estimating department, and in the main there is no issue except for the following:

In the section '*savings to be considered*' there is a sum of £153,925.00 for aluminium face fixed in lieu of zinc. We believe this figure should read £154,105.00

We note that the cost for removal of existing windows remains in our package. We were of the understanding that removal (and associated making good) would be undertaken by Rydon. Again for the avoidance of doubt, costs for making good were not included in your schedule. Could you kindly clarify?

Subcontractor Pre-contract Interview

For the avoidance of doubt, we would draw your attention to the following items contained in the attendance check list:

In materials and plant, section Crane mobile/tower, the box checked is S/C - to clarify, we have no allowance in our bid for mobile cranes or towers.

In the scaffold section, whilst the boxes are checked S/C for use of scaffold, access towers etc, for the avoidance of doubt, the supply of any required scaffolding and/towers is by Rydon. No allowance has been made in our bid.

In the Temporary Services section - we note that the box checked for 'general lighting' is S/C. Whilst we are happy to provide task lighting, no allowance has been made in our bid for general lighting.

In the cleaning/protection section, the box checked for 'protection of subcontract works' is S/C. For clarity, the only allowance made for protection to our materials is low tack tape. No other form of protection has been allowed for in our bid.

Once we have agreed on the above, I will be pleased to return the signed LOI. However, in the interim, in the spirit of the long term trading relationship between Harley and Rydon, we will of course commence the design phase, and look forward to the first design team meeting in due course.

Kind regards

Mark Harris
HARLEY
[REDACTED]

From: Zak Maynard [ZMaynard@rydon.co.uk]
Sent: 25 July 2014 10:04
To: Mark Harris
Cc: Simon Lawrence; Simon O'Connor
Subject: Grenfell Tower - Letter of Intent

Mark,

Please find attached letter of intent and associated documents

Regards

Zak Maynard, BSc (Hons)

Commercial Manager

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D [REDACTED]

Rydon Maintenance Ltd

Rydon House, Station Road, Forest Row, East Sussex, RH18 5DW.



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