
From: Simon Lawrence
Sent: 17 April 2015 14:22
To: Simon O'Connor
Subject: Re: Progress

Si,

I've had a quick scan and agree with Zak's comments. We don't want to be quantifying every window type with the Client. Do it floor by floor or flats would be better and stop any valuation issues.

You also need to expand / breakdown progress tasks in other areas as well. It needs to give the Client a fuller picture of the works completed. Just counting windows isn't good enough. Looks like you have just done bear minimum to fob Client off and that's not the impression we want to portray.

Have another go and send it back across this afternoon please.

Cheers

Can you redo

Simon Lawrence ACIOB, MinstLM
Contracts Manager
Rydon Maintenance Ltd
Mobile no. [REDACTED]

----- Original message -----

From: Simon O'Connor
Date: 17/04/2015 13:11 (GMT+00:00)
To: Simon Lawrence
Cc: Adam Marriott
Subject: Progress

Afternoon Simon,

Please find attached amended progress report.

I have also attached the inspection and elevations showing window progress.

Adam,

Can you please check the valuation amount and the various financial sections.

Regards

Simon O'Connor, ACIOB, M InstLM
Project Manager
T [REDACTED]
D [REDACTED]
Rydon Maintenance Ltd





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