

GRENfell TOWER

JSW Progress Meeting

held 5th January 2016 on site

PRESENT: Dave Hughes (DH), Alan Whyte (AW), Jonathon Earl (JE), Richard Lazenby (RL)
and Andy Bridges (AB)

APOLOGIES: ,Steve Blake(SB)

DISTRIBUTION:

All those present, plus apologies, Stuart Hannabuss, Matt Smith, Neil Crawford, James Clifton, Tony Batty,
Jon White, Paul Featherston, Jason North

		ACTION
1.00	<u>Environmental AOV to entrance lobby</u>	
1.01	AB has commissioned PSB to do design for bespoke system in entrance lobby – design expected wc 11/1/16	AB
1.02	Control will be done by thermostat with override in hub room	
1.03	Cable routes to all actuators still to be confirmed following discussion with Harleys about routes through curtain walling to minimise use of conduits – DH to discuss with Harleys	DH
1.04	Cable routes to curtain walling to be combination of underfloor ducts and through ceiling depending on location of AOV. Underfloor duct needs to be separate from the one doing door entry	DH
1.05	Single cable to each actuator – 21no in total – electricians to start wiring to enable ceiling & walls to entrance lobby to be closed up ASAP	AB
1.06	JSW to send price for works to JC ASAP <i>PMN – costs received, JC to discuss with JSW</i>	JC
2.00	<u>Main Extract / Ventilation AOV system</u>	
2.01	High level duct work & fans are due to be fitted this week. AW to chase	AW

	installation day. DH reiterated how critical these are as they are key to works progressing in this area <i>PMN – Ductwork installation started 8/1/16 but fire rated duct work due 20/1/16</i>	AW
2.02	Rydon still need to build last two shafts – 2 nd lobby & ground floor service riser (outside main switch room). Rydon to push these to ensure ready for commissioning	DH
2.03	5no fire dampers have been fitted into the holes cut into RC walls. SDP are fire proofing and making good around. <i>PMN – 2no dampers on walkway+1 need to be removed to remove fire proofing done in shaft to protect residential flats form works done on lower floors</i>	AW/DH
2.04	New extract fans have been fitted in roof space. Rydon to arrange for blockwork shaft to be re-built and sealed. <i>PMN – works done but still need to be checked</i>	DH
2.05	Commissioning to be arranged once all builders' works, ductwork and dampers fitted. Rydon to confirm when all builders' works are due to be finished. JSW to arrange commissioning	DH AW
2.06	JSW requested louvre details to arrange connection detail. Rydon to chase Harleys	DH
2.07	Attenuation details to fans in entrance lobby are back to 1.5m long as per original design. This have been confirmed by Max Fordham	Note
2.08	JSW requested written confirmation from TMO that it's acceptable to connect secondary supply into Grenfell Walk intake cupboard. DH to request. This work is booked for Tuesday 12 th January. <i>PMN – written confirmation received, confirmed lockable isolator to client, communal shut down and connection done 13/1/16</i>	Note
2.09	Revised costs for additional supply work have been resent to JC, DH & SB <i>PMN – Rydon have received instruction from client, JC to forward</i>	JC
3.00	<u>Boxing Club AOV</u>	
3.01	JSW still awaiting details of 12v/24v actuators, Rydon to chase Harleys	DH
4.00	<u>Community Room AOV</u>	

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| 4.01 | <i>PMN – AOV window is in community room and not toilet as originally thought. A shaft will have to be built to connect AOV window to lobby area to make system work. DH to discuss with architect</i> | DH |
| 5.00 | <u>Basement – boiler room works</u> | |
| 5.01 | BMS Demo – date still to be arranged. This date will also be day of client inspection of all works in basement | AW |
| 5.01 | Rydon still to arrange for all builders work including sealing of holes around fans to be completed | DH |
| 6.00 | <u>HIU changeover</u> | |
| 6.01 | All JSW works done before Christmas. Client was very pleased with this as all difficult flats were done, and JSW were accommodating in allowing last flat to be done before Christmas despite previous confirmation of last possible install date. | Note |
| 6.02 | There is an outstanding query regarding an instruction for JSW installing HIU's in the kitchen location. Is it instructable or not? SB & PF may be able to resolve the matter as they had the original contract discussions. | SB |
| 7.00 | <u>Lighting</u> | |
| 7.01 | Revised programme dates will not be achieved unless instruction for alternative luminaires is received urgently. DH to chase client
<i>PMN - all lighting specs agreed by SB, AB to source</i> | AB |
| 7.02 | AB requested ceiling plan for boxing club changing rooms to design lighting arrangement
<i>PMN – DH send AB setting out drawings of boxing club</i> | Note |
| 7.03 | AB requested that ceiling grid to nursery corridor is centralised to make lighting arrangement look right | DH |
| 8.00 | <u>Door Entry</u> | |
| 8.01 | AB confirmed that design is ongoing with SW security. AB still awaiting delivery of cable to allow 1 st wiring to entrance lobby | AB |
| 8.02 | JSW requested meeting with Harleys to confirm hardware to doors ie maglock, fob access, push to exit buttons
<i>PMN – meeting happened 7/1/16. All items agreed and EO costs received</i> | JC |

by Rydon.

9.00 Outstanding Instructions

9.01 DH to discuss with JC & SB the following items:

Rydon

- Environmental AOV to lobby
- Smoke AOV to 3no locations *PMN – store room AOV omitted*
- Secondary supply to AOV
- Upgrade to lighting in lift lobbies
- Extract fan revisitis x 80no flats
- Relocation of HIU's to kitchens
- Reconditioning of fans in roof space
- Additional works to door entry
- Heat alarms to mezzanine flats *PMN – omitted following agreement from building control*
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10.00 Date of next meeting – Tues 19/1/16 at 10am

All