

Our Reference: RJC/75801/R/JAL



19th October 2017

Savills Ltd
33 Margaret Street
London
W1G 0JD

By email only to mberry@savills.com

For the attention of Michael Berry

Dear Sir

Re: **18A Provost Road London NW3**

Thank you for inviting us to tender for the supply and installation of the specialist Delta MS Cavity Membrane system to the lower ground flat

The Delta MS Cavity Membrane is applied to the surface of the walls and floor and works on the principle of allowing water to enter the structure behind the membrane. The incoming water is then collected via perimeter drainage channels set within the floor slab before it is taken to the Delta V3 ground water sump for discharge. Prior to the application of the Delta membrane the concrete is sprayed treated with Delta TG500 anti-lime solution which helps to isolate and minimise the free lime from solidifying which could otherwise block the drainage paths.

I would like to make the following comments in connection with our tender:

1. We discussed that your builder would cut out all wet rot affected timbers to the internal walls back to 500mm into sound timber, and voids to be bricked up to provide a solid /sound wall for us to fix the membrane onto

Our quotations allows for the following works (refer to enclosed drawing)

- Apply Polysil lime treatment to concrete surfaces
- Supply/Install Delta perimeter drainage channels/5 no flushing ports
- Supply/install Delta MS500/MS20 to wall/floor areas indicated
- Supply only 1 no Delta dual ground water sump unit (Main Contractor to concrete unit in/carry out electrical/outlet connections)
- Commission sump unit

For the sum of **£ 7475.00 plus VAT**

In accordance with the industry standard we provide a 10 year company guarantee for the works and these are backed by our own insurers. However, if you would like additional guarantee protection insurance, this can be provided once the final contract cost is determined.

Rates for additional items should they be required are as follows:-

| | |
|---|--------------------------------------|
| Service entries / pipe seals | @ £ 30.00 + vat per seal |
| Additional fixing points for dry lining etc | @ £ 4.00 + vat each |
| Delta Battery Power back up unit | @ £ 550.00 + vat per sump |
| Daywork rates | @ £ 350.00 + vat per day + materials |

Renlon Limited Unit 12 Boundary Business Court Church Road Mitcham Surrey CR4 3TD

Tel: 020 8687 4000 Fax: 020 8687 4040 Email: survey@renlon.com www.renlon.com

Directors: P Seaton ACMA R Scibilia ACMA P M Ashwood CSM CSW J Eaton CSM SS15 Registered in England at this address no 1272413 VAT reg. no 468 6897 66



19th October 2017
18A Provost Road London NW3

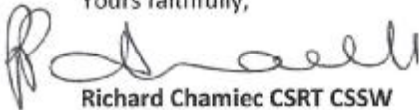
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Attendances / Preparation Works

Please see the attached General Attendance Schedule which indicates the attendance's included by us within our submission and those to be provided by the main contractor at no charge to us. Please also refer to the attached preparation checklist for project specific requirements.

We trust our quotation is of interest to you and look forward to speaking with you very soon.

Yours faithfully,



Richard Chamiec CSRT CSSW
Surveyor Mobile 07904 093 715
e-mail: richardc@renlon.com

Encl. General Attendance Schedule
Health & Safety
Terms & Conditions
Notice of acceptance
Technical Information Sheet no 8

General Preparation Checklist

for works to be carried out by others at

18A, Provost Road London NW3

1. General Requirements

Suspend parking bays/areas outside the front of the building for positioning of plant etc.

Note: All local authority fees for the suspension licence etc should be met by the client.

Provide power, water and background lighting. Provide clear working areas and a space for storing materials. Provide protection to all areas of work, non-working areas and access routes.

Provide skips or other suitable receptacle for the deposit of all debris resulting from our works.

Access Equipment Scaffolding or towers

2. Task Specific Requirements

DELTA MS CAVITY DAMP PROOF MEMBRANES

A working temperature of between 5° - 35° centigrade is required with all surfaces being dry and protected from the weather by the main contractor. All concrete or cementitious backgrounds must be shuttered or float finished with undulations not exceeding 3mm and without sharp edges.

In order to ensure continuity of the membrane, the construction of additional internal walls should be delayed. If this is not possible due to structural considerations, the membrane will need to continue around the abutting walls to complete the system at an additional cost. Steels should be encased in concrete or enclosed with masonry to enable continuity of the membrane.

It is essential that the new basement structure will provide enough resistance to water ingress to ensure the cavity membrane only accepts a controlled amount of ground water.

Finishes: Although Cavity Membranes provide a dry surface waterproofing system they are designed to be covered with a finishing product. These provide protection to the membrane and also allow cosmetic decoration to be applied. All finishes should be provided by others.

Cut back all rot affected timbers to a minimum of 500MM past into sound and brick up voids

Make good any areas of defective brickwork with a sand/cement render levelling coat

Provide an upstand detail at opening to front understair area

Remove existing floating floor/screed to provide maintain existing floor levels as closely as possible

DELTA PERIMETER DRAINAGE CHANNELS & DELTA DUAL V3 SUMP

Form a perimeter recess within the floor slab at dimensions 100mm wide X 75mm deep to accommodate the Delta perimeter drainage channels. Alternatively, this can be formed using a sacrificial screed or closed cell insulation on top of the concrete slab. Form a concrete chamber at dimensions of 1000mm wide X 1000mm deep to accommodate the Delta Dual V3 Sump.

Conduct a flood test to ensure the water adequately drains from the basement and no low spots are found where the water can puddle. Should puddling occur, the low spots are to be infilled with a self-levelling compound or made up level with epoxy mortar before the membrane is installed.

Provide a cable duct (diameter 50mm) with draw cord. This must be continuous and run from the chamber to within 500mm of the isolator/spur. Provide a mount for the electrical control / alarm panel within 3m of the chamber. Provide a power supply wired directly to the main fuse board.

Provide a discharge pipe for the ground water and extend this continuously up to ground level for discharge into an open gully. Alternatively it can discharge into an existing manhole chamber or main drainage network provided a non-return valve is incorporated within the discharge pipe.

For further guidance please refer to the enclosed Technical Information Sheets

General Attendance Schedule

| GENERAL ATTENDANCES | | |
|---|---------------------------|---|
| CONTRACT: 18A Provost Road London NW3 | | MAIN CONTRACTOR: Savills Ltd |
| ATTENDANCE ITEM | PROVIDED F.O.C. BY M/C | PROVIDED F.O.C. BY RENLON |
| Unloading and distribution of plant and materials | | YES |
| Storage Space | YES | |
| Protection of Fixed Works | YES | |
| Protection of surrounding area | YES | |
| Power 110 Volts | YES | |
| Mains Pressure Water Supply | YES | |
| Task Lighting | | YES |
| Shared Welfare Facilities | YES | |
| Scaffold / Towers for areas over 2.5m high | YES | |
| Podiums etc. to 2.5m high | | YES |
| Temporary Roof | YES | |
| Protection from weather | YES | |
| Passenger Hoists | YES | |
| Material Hoists | YES | |
| Cranes | YES | |
| Setting out level and datum's | YES | |
| Rubbish Chute | YES | |
| Clear rubbish to skip. | | YES |
| Skips | YES | |
| Background Lighting | YES | |
| Preparation Works | YES | |
| First Aid Station | YES | |
| Supervision | | YES |
| No Radios | | YES |
| No Smoking in non designated areas | | YES |

19th October 2017
18A Provost Road London NW3

RJC/75801/R/JAL



NOTICE OF ACCEPTANCE

To accept our quotation under the above reference number please complete the details below and return in the prepaid envelope enclosed.

I/We have read and accept the conditions of contract and give you permission to enter the property for the purpose of carrying out the work specified. I/We agree to accept responsibility for the costs incurred.

Signed.....Date.....

Surname.....Title (e.g. Mr. Mrs. Miss, Ms).....Forenames.....

Company (if applicable).....

Tel Home.....Tel .Work.....

Tel Mobile.....Tel Property.....

E-mail address.....

Invoice address.....

.....Postcode.....

Do you own the property? YES/NO If no state interest in space below

.....

Please give details of when you would like the work carried out, access arrangements, and any special requirements you have.....

.....

SUMMARY OF COSTS

Delta MS500/MS20 works £ 7475.00 Plus VAT

TOTAL £ 7475.00 Plus VAT

Independent Insurance Backed Warranty Incl. IPT* Premium available on request

GPI quotation/estimates are subject to each contracts final account figure and any variations by GPI Ltd'

* Insurance Premium Tax.

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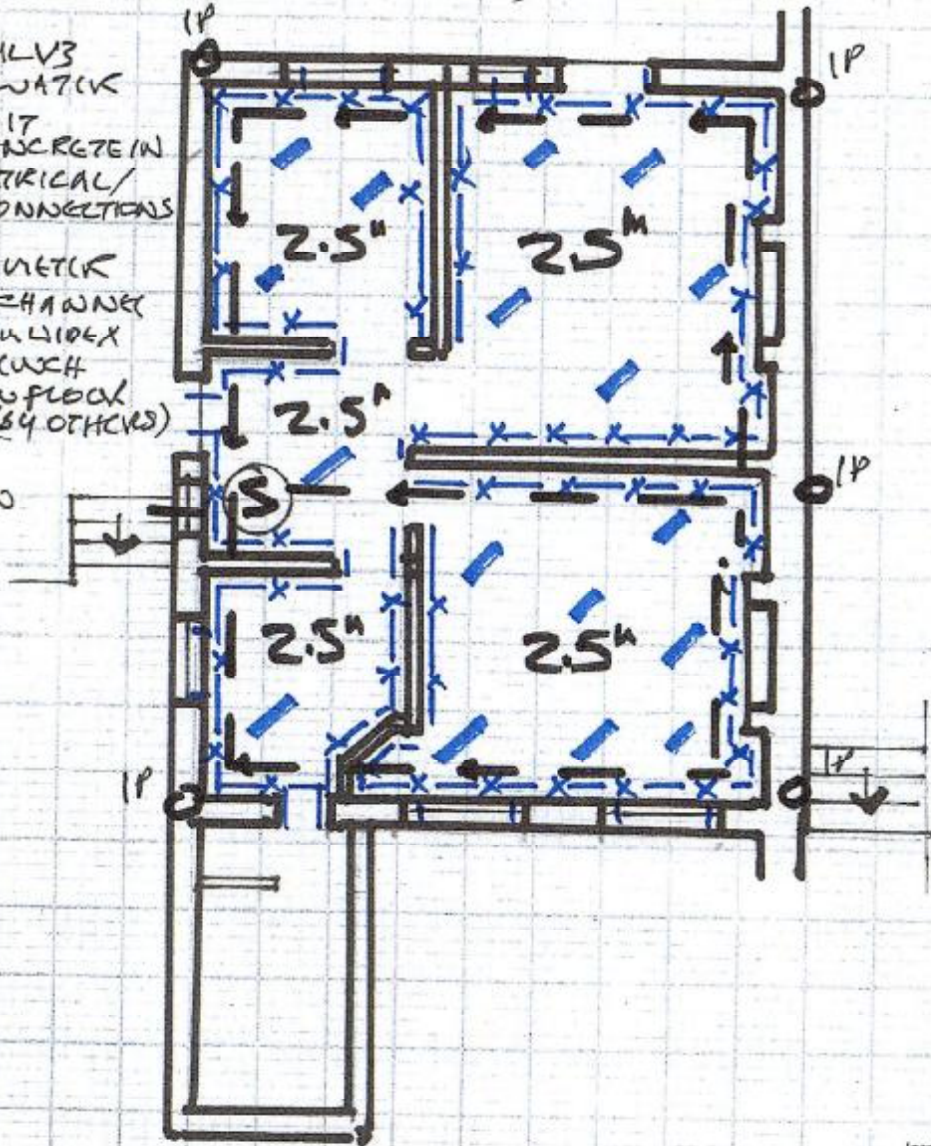
X DELTA MS500 CAVITY DRAIN
MEMBRANE TO FULL HEIGHT OF
WALLS (TO RECEIVE INDEPENDENT
DIRY LININGS OVER BY OTHERS)

▤ DELTA MS20 CAVITY DRAIN
MEMBRANE TO FLOOR (TO RECEIVE 75mm 3:1
LOADING OR FLOATING FLOOR BY OTHERS)

S DELTA DUAL V3
GROUND WATER
SUMP UNIT
(BUILD TO CONCRETE IN
CARRY OUT ELECTRICAL/
OUTLET CONNECTIONS)

→ DELTA PERIMETRIC
DRAINAGE CHANNEL
SET INTO 100mm WIDE
75mm DEEP TRENCH
FOR RUN IN FLOOR
(BY OTHERS)

○IP DELTA
INSPECTION
POINTS



Inspection Date:

18/10/17

Reference:

RJC/75801

Scale: (approx)

Property: RE: 1BA. PROUST ROAD. NW3

New D.P.C.

- At low level
- At high level
- Vertical isolation
- Precautionary
- High ground level

- DPM to floor
- DPM to walls
- Replastering
- Waterproof rendering
- Soffit

Floor Construction

- Timber
- Solid

Fixtures & Fittings

- Air Vent
- Radiator
- Fitted unit
- Bath
- W.C
- Wash basin

- Downpipe
- Area to be opened up
- Dry Rot Treatment
- Rot Evident



HEALTH AND SAFETY AND PROTECTION OF THE ENVIRONMENT

Renlon are at the forefront in the development of safe methods of remedial treatments to buildings. Treatments are only applied where necessary. Where chemicals are used the products have been thoroughly tested in order to ensure that they are the safest available.

WARNING

Notwithstanding the above, usage of any chemical can result in potential hazards. To minimise the risks to individuals and the environment the following precautions should be observed during our treatment and for at least the next 48 hours.

1. Persons not engaged in the treatment work should stay well clear of the area(s) being treated.
2. No smoking.
3. No naked lights (including pilot lights or blow lamps), fires etc. Any Contractor working in the property should be warned accordingly.
4. Treated areas must be thoroughly ventilated.
5. Do not allow infants, children or pets to come into contact with treated areas. Fish and caged birds should not be re-installed in treated areas.
6. Do not replace food stuffs in treated areas.

IF YOU REQUIRE ANY FURTHER ADVICE OR INFORMATION
PLEASE DO NOT HESITATE TO CONTACT OUR
OPERATIONS DEPARTMENT ON

020 8687 4015/16

TCTRADE

TERMS AND CONDITIONS

1. Our quotation is subject to the following terms and conditions.
2. Our quotation is for a fixed price and is not subject to re-measure, unless otherwise stated.
3. Our quotation is open to acceptance for 3 months and thereafter is subject to review.
4. We reserve the right to ask for either a deposit or full pro-forma payment
5. The payment due date is 7 days from the date of invoice or application and the final payment date is 21 days thereafter. Any notice of withholding must be given 21 days before the final date for payment. Interim applications will be made on a monthly basis. Late payment will accrue interest on a daily basis at a rate of 2.5% per 28 days.
6. Third party recovery costs on outstanding payments will be collectable in full.
7. We reserve the right to suspend works immediately a payment becomes overdue. If this becomes necessary Renlon cannot be held responsible for any resultant delays. Return to site will not be scheduled until outstanding payments have been made.
8. Renlon reserves the right to withdraw this offer at any time prior to acceptance without stating a reason. Our offer is subject to Renlon having sufficient resources to carry out the work without affecting other contracts in progress.
9. Unless stated to the contrary, our price is based on the program giving us continuity of work for the full scope of our quotation. Should the client require the works to be carried out in stages, we reserve the right to receive stage payments and to make a charge for each additional visit.
Should we attend site as agreed with the client and be unable to carry out any works, we reserve the right to make a charge of £75 (plus VAT) per operative for each occurrence.
10. No additional works will be carried out without written instructions and an agreed method of pricing.
11. For works carried out on a day rate basis, labour will be charged at the rate prevailing when the works commence. Materials and plant will be charged at cost plus 25%
12. We must be notified in writing of any problem associated with our works within 7 days of its occurrence.
13. Any proposed contra charges must be submitted in writing and agreed by both parties prior to any monies being withheld.
14. It is the customer's responsibility to ensure that all preparation works are complete prior to our tradesmen arriving, and that clear and safe access is available together with required lighting, power, water and protection to surrounding areas, finishes and goods. Goods and effects should be removed from the areas of our work. We cannot be held liable for damage to any item left in the area. The nature of our work will result in the creation of noise and dust. It is our customer's responsibility to ensure that adequate protection from dust is in place for any goods and effects or to other areas of the property. We cannot be held liable for any claim against dust.
15. All concealed services must be clearly marked. No responsibility can be taken for damage to services not marked. It is the responsibility of our customer to ensure that all electrical circuits and installations within the area of our works are safe and in good order before we commence on site.
16. Where we are called upon to execute works to party walls, it is the responsibility of the customer to inform the owners of the adjoining properties of the works proposed, to ensure that there are no objections and to avoid any possible damage to fixtures or contents. The party wall regulations must be complied with and it is recommended that a chartered surveyor is contacted.
We cannot be held responsible for claims for damage caused by vibration or other causes to adjoining rooms or neighbouring properties.
17. It is possible for odours to permeate into adjacent properties. Where this is at all likely, the occupiers would be informed and advised to take precautions in line with our health and safety warning contained within the report.
18. Where we are required to carry out works, which may be subject to planning consent or Building Regulations Approval, our client must arrange the necessary consents or approvals from the Local Authority including parking bay suspension or skip licence and pay the statutory fees associated therewith prior to the commencement of our works.

19. Our specification is based on the on-site conditions at the time of the survey. Any alteration or change in these conditions may require an upgraded specification in order to accommodate any change in circumstances and may result in additional cost.
20. Where our price includes for forming channels, the extent of channels shown on the drawing is indicative only. The exact extent and layout will be determined on site following a water test.
21. Our Damp Proof Course, Timber and Dry Rot Treatments are guaranteed for ten years from completion date, unless otherwise stated. Plastering, Tanking and Damp Proof Membranes are guaranteed for ten years from completion date. Pump installations are not covered by our guarantees and are subject to manufacturer's warranty period and conditions only. The client is responsible for taking out any maintenance agreement on the pump.
22. The Guarantee Certificates are issued and valid only on receipt of payment of the full amount due including all retention monies.
23. Our Guarantee may be invalidated if works specified in our report are not carried out.
24. If we are requested to revisit under the terms of the guarantee a re-inspection fee will be charged. In the event of a valid claim against the guarantee this fee will be refunded.
25. All chemicals used by the company are cleared under the UK Government's Pesticides Safety precaution Scheme for use as directed. Should our client purchase additives or materials as part of the contract, the client will take full responsibility for the safe handling, storage and use of those supplies and their containers and should refer to manufacturer's data sheets for details.
26. Non-flammable timber preservatives are used unless otherwise stated. However, we advise against the use of naked lights or burning equipment for a period of 8 hours. Do not allow children or animals to come into contact with the treated areas during this period.
27. Where we are instructed to work on structurally weakened timbers, we cannot accept responsibility for any damage which may occur due to their condition.
28. Timbers, which are varnished, painted, or otherwise sealed, cannot be treated successfully unless stripped prior to treatment. Such work is not included within our quotation.
29. We require a minimum of 5 working days' notice prior to each visit. This may vary dependent on the current lead times. 48 hours' notice of cancellation of a visit is required. Failure to comply with this may result in an abortive visit charge of £75 (plus VAT) per man being levied.
30. Whilst all reasonable and due care is exercised by our surveyors our specifications are based on site conditions at the time of survey. We cannot be held responsible for any condition which was not visible at the time of our inspection. Our reports are issued in the context of quotations and are not structural survey reports.
31. Our works will be carried out strictly in accordance with the specified manufacturer's instructions unless otherwise stated. If we are unable to carry out works due to inclement weather, in particular if the temperature falls, or is in danger of falling below 5°C, then we will require additional time in order to carry out works in accordance with the manufacturer's recommendations.
32. No responsibility will be accepted by this company for the standard of works undertaken by others. It is a condition precedent to any order that our client ensures that our recommendations are implemented.
33. All orders accepted and contracts made by the company are contingent upon freedom from all liability for non-fulfilment or delay due to war, strikes, lock-outs, riots, civil commotion, scarcity of materials or labour difficulties or other causes beyond the Company's control.
34. All orders accepted and contracts made by the Company are governed by English Law unless otherwise agreed by the Company
35. The adjudication provisions of the JCT Minor Works Contract will apply to any contract save that the costs of any such adjudication will be reimbursed to this company in any event.

Renlon Limited

Unit 12, Boundary Business Court, Church Road, Mitcham, Surrey, CR4 3TD

Telephone: 0208 687 4000

e-mail: survey@renlon.com

www.renlon.com

TECHNICAL INFORMATION SHEET NO.8 (Including Method Statement)

VENTED & SEALED CAVITY MEMBRANES

This method statement details our work procedures together with the preparation works and facilities to be provided by others. Our quotations are based upon this sequence of working in one continuous visit for each element. It is important that all preparation works are complete prior to our tradesmen arriving, and clear, safe access is available together with required lighting, power, water, storage space for materials, skips for debris and protection to surrounding areas and finishes.

If our customer wishes to alter the order of the works, this must be agreed prior to scheduling our work and may involve additional costs.

It is important that professional advisers in their design capacity, have complied with the requirements of BS8102 "protection of buildings against water from the ground", for basement construction. Please discuss with our surveyor if required.

1. Cavity Membranes

Renlon are approved installers of a complete range of cavity drainage sheet systems, walls, floor, and curved soffit applications can be tailored to our customers needs and be guaranteed.

The systems are designed to create either a drainage layer or air gap between the structure and the membrane. Depending on the requirement, the system will be either vented or sealed to deal with dampness or running water.

Vented systems do not require sealing at laps or around fixings. They are used above ground level or below ground level where no running water is expected. It is important that our surveyor is informed in writing of any history of flooding or water ingress to the areas.

Where 'Vented Cavity' works are specified the system is based upon the site conditions present at the time of our inspection. Any alteration or change in these conditions, may require an upgraded specification. We recommend that our customer consult with a qualified engineer with regard to groundwater conditions.

Cavity drainage or sealed systems are designed to provide effective wall and floor membranes which allow ground water to pass behind the dimpled sheet to collection points or sumps via falls or drainage channels and hence away from the building, thus allowing no build up of water or water pressure.

Dimpled polythene or polyethylene drainage sheets are fixed to walls and curved soffits using sealed plug fixings. All laps and joints are sealed including service entries. The drainage sheets to the floor structure are lapped and sealed with a linking strip, and held in position by subsequent floor loading. All laps, fixing, service or pipe entries, columns or stanchions are sealed using relevant mastics, sealant or tapes, thus creating a sealed system.

2. Finishes to Membranes.

Recommended finishes vary with different manufacturers. Flooring systems include screeds or flooring grade timber boards. Wall finishes include plasters or renders, where the membrane has to be fixed rigid against the wall and normally require 36 fixings for each square metre.

Dry lining systems are becoming more popular and can be fixed to battens, or independent of the membrane. With drylining, the membrane only requires on average 7 fixings per square metre (as it only needs to support its own weight).

3. General Preparation Works

The following preparation works are to be undertaken by our Customer or their Builder, prior to our arrival on site unless it is clearly stated that Renlon will be carrying out these works.

- a. Remove all furniture, floor coverings etc in the working area and protect all other areas.
- b. Remove skirtings, architraves, plumbing and sanitary fittings and all other obstructions.
- c. Remove any soft plasters or unsound render finishes. All embedded timbers are to be removed and voids bricked and any new concrete lintols set. Any poor bonded or otherwise unsound masonry must be cut out and replaced. The mortar and any other making good must be to a 1:3 cement sand/mix.
- d. All door and window frames/linings must be removed and set aside for possible re-use. Refixing should take place prior to finishes being applied to the membrane.
- e. The client or client's builder is to provide at no extra cost to ourselves:
 - i) Clear access to all working areas, and a secure storage area for materials.
 - ii) Adequate supplies of water, lighting and power in the vicinity of the works.
 - iii) Skip or container to deposit waste and debris.
 - iv) Access scaffold placed in position, if areas of work exceed 2.5 metres high.

4. Preparation of Walls

- a. All substrate surfaces to be thoroughly brushed and washed down to remove loose matter.
- b. In order to ensure continuity of the membrane, abutting walls should be cut back to allow the membrane to continue behind. If this is not possible the membrane will be continued around the abutting walls.
- c. New walls are to be built off a proprietary profile either fixed to the membrane and sealed with mastic or fixed to a flat flexible damp proof membrane with a 300mm lap either side of the profile. The dimpled sheet is then overlapped onto the flat membrane and fixed through all fixings at this junction are sealed with mastic.
- d. Where membranes are to receive plaster direct, it is important that the background is prepared as follows:
 - i) Dubbing out and any straightening of walls should be carried out prior to the fixing of the membrane.
 - ii) All electrical wiring should be sealed in conduit chased into the structure, covered over with a capping or sand and cement render and then clearly marked so as to prevent puncturing when fixing.
 - iii) All chasing out for electrical boxes is to be carried out and the resultant void is to be lined with a suitable damp proof membrane with a lap of 300mm left around the void. The electrical box is screw fixed through the flexible damp proof membrane and the penetrations are mastic sealed. Renlon will overlap the damp proof membrane with the cavity membrane and seal all penetrations.
- e. Where dry lining is used as a finish to the cavity membrane, preparation of the background is not as imperative. The membrane will follow the contours of the wall but any voids should be filled in prior to fixing.

5. Preparation of Floors

If the system is to deal with running water the customer or customer's builder must make provision for dealing with the removal of water.

- a. The substrate must have falls to a drainage outlet and should be laid to prevent ponding in depressions.
- b. Provide drainage channels in existing slabs to falls to drainage outlets. These must be flood tested prior to our works starting.
- c. Where no natural drainage is available, a sump pit should be formed with a suitable sump pump fitted to aid discharge of excess water. An engineer or pump specialist should be consulted and a maintenance agreement arranged.

IMPORTANT NOTES

There may be situations due to adverse conditions when we are unable to offer our normal guarantee. In such circumstances our work will result in considerable improvement upon the conditions existing but may not be wholly watertight. Please note sealed systems are dependent on a working drainage system, so as not to allow the build up water. If this fails for reasons beyond our control, we cannot accept any responsibility for water penetrating the cavity membrane or any subsequent damage to finishes or fixtures. Pump installations are not covered by our 10 year guarantee.

Should you require any further information, please do not hesitate to contact us.

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