

10 July 2018
Ref: 17906.180710.Q1

Tel: +44(0)208 222 8778
Fax: +44(0)208 222 8575
Email: info@kpacoustics.com
www.kpacoustics.com

Edward Bain

By email to: E.Bain@stace.co.uk

Dear Edward,

17906: ELIZABETH HOUSE 4-7 FULWOOD PLACE, LONDON

Further to your recent enquiry, we are pleased to provide you with the following scope of work and associated acoustic consultancy fees for noise and vibration monitoring during works at the above site.

A. SCOPE OF WORK: PRE-COMMENCEMENT WORKS

Monitoring locations should be determined to reflect the potentially most noise and vibration impact from the construction/demolition site, while providing secure and safely accessible monitoring stations. The exact positions would be specified in agreement with KP Acoustics (KPA) and other interested parties as appropriate. We will visit site prior to installation of the equipment to confirm the monitoring locations and mains power provision.

Noise and vibration limits would be specified in the context of accepted standards and assessment procedures, liaison with all related parties as required and experience of practical issues at similar sites. It is important that these limits are specified at the closest affected agreed monitoring points rather than at site boundary limits where they could be exceeded by site activities immediately adjacent to monitors.

This part of the Scope will include liaison with relevant parties in order to locate and arrange access to these monitoring positions.

B. CONSTRUCTION/DEMOLITION MONITORING

B.1 Noise Monitoring

A number of Class 1 integrating logging sound level meters will be installed and calibrated (before and after) with a Class 1 acoustic calibrator. The instrumentation will be fully calibrated by the manufacturer, or other approved body, as required by the British Standard, with current calibration certificates. The meter will be set to measure and store samples of various acoustic parameters such as L_{Aeq} , L_{A90} , L_{A10} , L_{Amax} and $L_C peak$.

Alert threshold response would be available by SMS text/e-mail facility once pre-defined trigger noise levels are exceeded.

B.2 Vibration Monitoring

Vibration monitoring will be undertaken during the full construction/demolition period, measuring the peak particle velocity [P.P.V.], in three axes continuously over defined periods.

Alert threshold response would be available by SMS text/e-mail facility once pre-defined trigger vibration levels are exceeded.

B.3 Assessment & Reporting

Monitoring data will be downloaded from meters, and normal operation of the meters will be verified, on a regular basis via a remote modem link. Calibration would be checked during periodic visits to site. Weekly summary reports will be issued to relevant parties by email, as required.

All data will be remotely managed so that the involvement of non-acoustically trained staff is minimised. Raw data will be collected on a remote server and treated according to the specific customer requirements, therefore providing a highly flexible solution. All data will be accessible through a secure website, with individual access to the end-user.

Prior to the commencement of the whole monitoring exercise, we would recommend organising a meeting with all related parties in order to agree on what type of data would be displayed on the dedicated website.

C. FEE STRUCTURE

Our fees for undertaking the above Scope of Work are shown below. These are exclusive of VAT, which will be charged at the prevailing rate, but inclusive of travel, equipment and out of pocket expenses.

Part A	Pre-commencement works, including two site visits/meetings/ equipment installation (one-off fee)	£	1200.00	(+VAT)
Part B.1-B.3	Programmed Noise and Vibration Monitoring, per monitor, per calendar week (both noise and vibration monitored by single station)	£	200.00	(+VAT)
Part B.1, B.3	Programmed Noise Monitoring, per monitor, per calendar week	£	150.00	(+VAT)
Part B2, B.3	Programmed Vibration Monitoring, per monitor, per calendar week	£	150.00	(+VAT)

Including assessment and weekly reporting, calibration/maintenance visits and unlimited alerts

On-demand site visits, or meetings would be charged at £450.00 per site visit/meeting. These would only be undertaken with prior approval from yourselves.

Additional consultancy input, including liaison with contractors etc. (other than that detailed in this Scope of Work) would need to be charged at our standard hourly rate of £100.00 per hour (+VAT), up to the indicated fee ceiling. Quantum meruit accounts would be submitted on a monthly basis, calculated in accordance with the above fee proposal.

D. GENERAL

In order to fulfil the terms of this Brief we would expect to be represented at, or receive minutes of, all design, coordination, site and other meetings as would ordinarily be held where the subject matter is relevant to our Brief.

Reports would be issued electronically in .pdf format in line with our sustainability policy. Hard copies of reports may be subject to a supplementary administrative fee.

We trust that this is sufficient for your current requirements. Please do not hesitate to contact us if you wish to discuss further.

Yours sincerely

for KP Acoustics Ltd.
Kris Mrozek