

B A N D A

DEVELOPMENT SERVICES

Tuesday, 04 February 2020

Our Ref.: 3FS/BDSL/FS&GM/BM/01

Nos. 1 to 10 Fitzroy Square and 1 to 11 Grafton Mews
London W1T

By Recorded Post

Dear Resident / Occupier,

Re: 3 Fitzroy Square – Consultation on the Construction Management Plan

On behalf of the owner of 3 Fitzroy Square and 3 Grafton Mews, I write to seek your opinion and views on the attached Construction Management Plan (CMP) for the refurbishment of 3 Fitzroy Square, London W1T 5HG, and demolition and reconstruction of the property at 3 Grafton Mews, London W1T 5HX.

Currently the terms and conditions of the contract are being negotiated for the appointment of a main contractor. We expect this to be concluded by the end of February 2020 and the works to start on site by the end of March / early April 2020.

We welcome your comments and observations on the attached CMP and would like to work with you to minimise any disturbance and inconvenience caused during the course of these works. I therefore request you to send them back to me by close of business on Friday, 14th February 2020, either by email on basant@bandaproperty.co.uk, or by post/courier at the address mentioned in the footer of this letter. Please include your full name, address and a contact number in your communication to allow us to get back to you should it be required. Your prompt and timely response will enable us to incorporate your comments within the main contractor's scope of services.

Should you need an electronic copy of this letter and the CMP, or further information on the project, please do not hesitate to contact me.

I look forward to hearing back from you.

Yours sincerely,



Basant Mertia
Development Director

Encl.: Construction Management Plan