

**Request for Further Information and Clarification on
Table of Proposed Works**

FOR

An Apartment Block in London



FOR

Tenants / Leaseholders of an Apartment Block

Prepared by:

GEM Associates Limited

INDEPENDENT CHARTERED SURVEYORS

GEM Associates Limited
Independent Chartered Surveyors

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INTRODUCTION AND INSTRUCTION

We have been instructed to provide assistance, advice and technical comment on the Table of Proposed Works provided by ABC Housing Limited for the tenants / leaseholders of the apartments.

We start the Report with an Executive Summary giving an overview of the main areas we would like further clarification and advice on. We would however advise that Executive Summaries are difficult as they try to précis often quite complex subjects into a few paragraphs. We therefore recommend that you read the report as a whole.

A site visit was carried out on xyz date. The aim of this document is to have a useful exchange of information between ABC Housing Limited and the tenants / leaseholders of the Apartments. We are issuing the report to both parties at the same time and we fully expect there to be feedback from our clients that are both general and specific to their situation / dwelling.

We have taken numerous photos during the course of this survey and many pages of notes, so if an issue has not been discussed that you are interested in or concerned about, please phone and talk to us as we will more than likely have noted it and be able to comment upon it.

We look forward to your comments.

EXECUTIVE SUMMARY

1) Vagueness of Table of Proposed Works

It is very difficult to comment on the proposed works due to the vagueness of the reasons given and a lack of technical information; indeed we could argue that reasons have not been given and reference has been made to surveys / contractors' opinions / contractors' estimates that we have not had access to. We would ask that more detailed information is provided. We would recommend that the following format is used.

Problem

An explanation of the problem, i.e.:

Roof renewals due to lack of cross battening in the roof allowing water ingress to approximately 20% of the secondary timbers.

Options Available

Option One:

Patch repair roof to include replacement of secondary timbers, cross battening of roof and new tiling at a cost of £XXX.

Projected Life: 50 years

Option Two:

Remove all tiles, all close boarding and felt and battens and supply new tiles.

Projected Life: 50 years

Action Recommended

This would set out the recommended works and give the reason why; i.e.:

The independent survey by XYZ Consultant identified the best total life cost as being Option ?

Costings

To include specific detail on the tenders received on this work and also to include a general explanatory section on the tendering process used within the organisation (this needn't be repeated but an explanation will make this a more transparent transaction).

2) Reasons for Proposed Works

The column headed 'Reasons for Proposed Works' doesn't actually state the reason for the proposed work but refers to contractors or / and consultants that have carried out quotes, estimates or surveys. We believe this column should give the reason for proposed works.

3) No Basis for Costs Given?

'Basis for Costs' is a very important element for all concerned. The information given is of little help as it refers to 'in house' procedures and without knowledge of these it is difficult to comment further.

It also makes reference to abbreviations not commonly used in the construction / property industry.

We would comment that in the present economic climate better value for money is being achieved on current tender prices than historic tender prices and therefore there could be a very good case for retendering this process, even taking into consideration the retendering costs.

4) Contractors Carrying out Surveys and then being Awarded the Contract?

We would like further explanations with regard to the process and the rationale behind contractors being used to carry out surveys / estimates who have then been awarded the contract.

For example, XYZ Windows Ltd carried out a survey for window refurbishment and XYZ Window System Ltd were awarded the contract for £61,062.26.

5) **Plain English and Abbreviations**

Unfortunately many of the abbreviations used are not in common use in the construction / property industry and we therefore ask that a ledger / key is provided.

We would add that the way the document is set out is almost as if it is for internal consumption rather than one meant for public comment.

Difficult to Make any Comments

The lack of information makes it very difficult for us to comment and we certainly don't feel that it is a fair document to expect lay people (the tenants / leaseholders) to comment upon.

6) **Further Investigation Required Prior to Contractors Starting, to Fix Costs and Enable the Budget to be Professionally Managed**

We are concerned that there appears to have been minimal investigation prior to work starting with an over reliance on surveys to be carried out. The only real investigation work that we noted was the small openings made to the soffit of the walkway areas; we assume this is to establish if there are problems within the floor structure.

From the areas exposed there looked to be rusting to the metal 'I' beams. We assume that as this is a relatively standard construction past experiences may establish best repair methods and typical costs associated with it; we feel that these should be identified within the Proposed Table of Works. It would also enable us to see whether any consideration has been given for example to the boiler flues that discharge vapour in the form of a mild sulphuric acid onto the soffits which is also causing deterioration. Unfortunately from the information given it is impossible to establish what work has been carried out.

We would also like further clarification with regard to the window refurbishment for the sum of £61,062.26; in our experience problems of condensation in this type of construction / environment can be a key problem; we are sure you have good experience and knowledge of this; it is therefore essential that this is used and explained within this proposal document. Unfortunately due to the lack of technical information in the Table of Proposed Works we cannot establish if the problems have been addressed or not.

7) **How is the Client's Interests being Represented on an Ongoing Basis?**

It is relatively common practice for a Client's Representative to be appointed with technical knowledge to give guidance to the tenants in this type of work and we feel it is absolutely essential in this instance where the estimated total cost of the work is £1,152,660.00 with a contribution of £357,650.22 to be made by the tenants / leaseholders.

There should also be a Client's Professional Technical Adviser where these sorts of sums of money are being spent.

Please advise how the clients' interest is being represented in this contract and more generally in the management of the property.

8) **Contract Sum not Fixed – Blank Cheque Scenario?**

We note that the contract sum for the tenants is not fixed as it will be subject to recalculation upon completion of the work. We feel this is very much a 'blank cheque' scenario for the contractors concerned, and whilst the document does say that these are estimates and your actual contribution will be determined when the works are complete we feel that it is therefore very important that an independent investigation / survey / engineering work is carried out prior to the commencement of the work to minimise variations in the costs.

Information provided is very reliant on contractor with vested interest based comments.

We thank you for your help in providing information on these matters.

We duly attach the tables that have been forwarded to us on the following three pages and our comments

Table of Proposed Works prepared by ABC Housing Limited

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TABLE OF PROPOSED WORKS

No. 1-24

Area 1F

Proposed Work	Contract Sum proposal	Reasons for proposed works	Basis for costs
Estate Work	559.19	According to HFH DH Guidance Issue 2, repairs are to be carried out to fences, bollards and pavement which are identified as H&S risks.	Historic Rates
Pitch Roof Renewals	47,816.94	Roof covering renewal is proposed for all three blocks, based on survey carried out by ██████████ Contractor and further survey carried out by ██████████. There are three separate technical reports produced by ██████████, ██████████ and ██████████ recommending r	Works to be subcontracted to ██████████ based on tendered LHC rate as agreed with HFH (in accordance with Clause 26.4 of Contract Condition).
Flat Roof Renewals	11,397.95	Roof covering renewal is proposed for all three blocks, based on survey carried out by ██████████ Contractor.	Works to be subcontracted to ██████████ (Roofing) based on tendered LHC rate as agreed with HFH (in accordance with Clause 26.4 of Contract Condition).
External Repairs to Buildings	30,338.73	Repairs to walkway surfaces and soffits are proposed based upon inspections carried out by Partnering Team.	LHC rates & Historic Rates
Window & Balcony Door Replacement	10,774.73	Renewal to all existing uPVC windows and balcony doors are recommended for ██████████ and ██████████ house, based on survey carried out by ██████████ Windows Ltd on behalf of ██████████ and subsequent surveys carried by ██████████. Existing uPVC windows and balcony doors	The nominated ██████████ Contractor sought Mini Tenders for this work and the procurement process was managed by the Partnering Team, five tenders were received and reviewed for value for money, sub-contractor chosen was ██████████ Ltd..
Window Refurbishment	61,062.26	Existing aluminium windows to ██████████ are recommended to be refurbished, based on survey carried out by ██████████ Windows Ltd on behalf of ██████████ and subsequent surveys carried by ██████████.	The nominated ██████████ Contractor sought Mini Tenders for this work and the procurement process was managed by the Partnering Team, three tenders were received and reviewed for value for money, sub-contractor chosen was ██████████ Ltd. .
Front Entrance Door Replacement	0.00	Existing FEDs, original 1950s timber doors, are in poor condition and considered vulnerable in terms of security. These doors are part of the existing window system to the front of all dwellings which are recommended for renewal.	The nominated ██████████ Contractor sought Mini Tenders for this work and the procurement process was managed by the Partnering Team, four tenders were received and reviewed for value for money, sub-contractor chosen was ██████████ Ltd..
Communal Water Tanks Replacement	22,125.33	Works are recommended by ██████████ Contractor) based on Legionellosis Risk Assessment carried out and approved by BTS.	Nominated ██████████ Specialist Contractor, ██████████ Ltd. is to carry out the recommended work based on framework tendered rate.
IRS	5,845.74	According to HFH DH Guidance Issue 2, IRS renewals are to be carried out as required.	The nominated ██████████ Contractor sought Mini Tenders for this work and the procurement process was managed by the Partnering Team, three tenders were received and reviewed for value for money, sub-contractor chosen was ██████████ Ltd. .
Landlord's Electrics	18,952.25	According to HFH DH Guidance Issue 2, repairs are to be carried out to communal electrics as required.	The nominated ██████████ Contractor sought Mini Tenders for this work and the procurement process was managed by the Partnering Team, five tenders were received and reviewed for value for money, sub-contractor chosen was ██████████ Ltd. .
Scaffolding	18,920.00	Required for proposal works to roofs, windows and external repairs.	The nominated ██████████ Contractor sought Mini Tenders for this work and the procurement process was managed by the Partnering Team, four tenders were received and reviewed for value for money, sub-contractor chosen was ██████████ Ltd. .

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TABLE OF PROPOSED WORKS CONTINUED

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Preliminaries	36,460.69	Preliminaries are to cover contractor's cost for preparing surveys, designs, programmes, bills of quantities, site accommodations, water and electric to site offices, site management and RLOs, as agreed in [REDACTED] Agreement.	Preliminaries are based on the proposed resource cost agreed at Contractor [REDACTED] Tender managed by [REDACTED].
Deduct [REDACTED] 0.5% Discount	-1,318.47		
SUB - TOTAL	262,935.34		

Provisional items subject to further survey	Contract Sum proposal	These items will be subject to further investigation and sums are a professional estimate. Following the investigation you will be notified should the work be deemed necessary.	Basis for costs
Lightning Protection	5,538.46	According to [REDACTED] DH Guidance Issue 2, initial lightning protection tests are to be carried out to all three blocks as required. Extent of works is to be confirmed once full survey to all individual blocks are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Water Risers	2,307.69	According to [REDACTED] DH Guidance Issue 2, repairs are to be carried out to risers as required. Extent of works is to be confirmed once full survey to all individual blocks are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Structural Repairs	2,307.69	Based on surveys carried out by [REDACTED] Contractors, properties are identified with potential structural problems. Further structural assessments are required before the extent of structural remedial works is confirmed.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Replacement Roof Members	4,615.38	Pitch Roofs are recommended for renewal. Extent of timber roof structure renewal is to be confirmed once full survey to all individual blocks are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
[REDACTED] - New Doors & Frames to Dormer	1,500.00	Doors to dormer at [REDACTED] to be renewed subject to further survey by [REDACTED] Contractor.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Rainwater Goods	1,846.15	According to [REDACTED] DH Guidance Issue 2, repairs are to be carried out to rainwater goods as required. Extent of works is to be confirmed once full survey to all individual blocks are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Soil and Vent Pipes	1,384.62	According to [REDACTED] DH Guidance Issue 2, repairs are to be carried out to soil and vent pipes as required. Extent of works is to be confirmed once full survey to all individual properties are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Concrete Repair Work	6,923.08	According to [REDACTED] DH Guidance Issue 2, repairs are to be carried out to communal electrics as required. Extent of works is to be confirmed once full survey to all individual properties are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
Additional Warranty on New Windows & Balcony Doors	692.31	For additional warranty period included within windows and doors renewal bill, to comply with [REDACTED] requirements.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.
IRS System Related Builders Works	2,400.00	New IRSs are recommended for all blocks. Extent of related builders works is to be confirmed once full survey to all individual blocks are carried out.	Professional estimate from [REDACTED] Contractor, based on works completed elsewhere on a similar scheme.

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TABLE OF PROPOSED WORKS CONTINUED

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Additional Window Overhauls	22,000.00	<i>Windows are recommended for renewal for two of the blocks. Provision is allowed as contingency for items identified from full survey but not already covered by tendered work information.</i>	<i>Professional estimate from [REDACTED] contractor, based on works completed elsewhere on a similar scheme.</i>
Inflation after April 2009	937.48		
SUB - TOTAL	52,452.86		

Chargeable works	315,388.20
Contingency	15,769.41
Fees	26,492.61
FINAL TOTAL	357,650.22

Our Comments on the Table of Proposed Works prepared by ABC Housing Limited





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TABLE OF PROPOSED WORKS

Apartment Block in London Estate – No. 1-24




Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
Estate Work	559,19	A very general comment on repairs to fences, bollards and pavement which are identified as being a Health and Safety risk. An few examples would aid understanding of the proposed works	A general explanation would be helpful with regard to how the contract sums have been arrived at, as the references made are of little use without in depth knowledge of your in-house procedures and processes.
Pitched Roof Renewals  Tiles lifted to reveal no cross battening  Dampness found in approximately 20% of the roof	47,816.94	Roof covering renewal, based on a survey carried out by ZZZ Contractors and a further survey carried out by XXX.. We are always concerned where ‘surveys’ are carried out by contractors, particularly if they have a vested interest in the work or limited range of solutions. The report refers to XXX but does not clarify who or what they are and also YYY; again there is no further information as to who / what they are. We decided to inspect the roof structure and the roof covering as this element forms a large proportion of the work costs. We would advise as follows: <u>Roof</u> The Property has a cut timber roof with close boarding, which is hipped in construction.	Again we need some background information in relation to how these costs are built up and explanations with regard to the abbreviations used. We would argue that from the information given it is very difficult to comment constructively.  Nib of tile spalling 

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Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
 <p>Historic repairs showing rafter replacements</p>  <p>Deterioration around standard areas such as openings to chimneys, ridges and hipped roofs</p>		<p><u>Cut Timber Roof Defined</u></p> <p>A roof that is purpose made and hand built on site.</p> <p><u>Close Boarding Defined</u></p> <p>These are timbers positioned on the common rafters which are butt jointed together. They add to the wind resistance and water-tightness of the roof together with the overall structural integrity of the roof. Usually this type of roof does not have an underfelt, this can lead to problems if the roof is not cross-battened as wet rot will occur to the underside of the timbers. This is very difficult to identify.</p> <p><u>Hipped Roof Defined</u></p> <p>A pitched roof which has four sloping sides instead of the usual two.</p> <p>We found approximately 20% rot to the close boarding and approximately 5% rot to the structural members. We can also advise that some historic repair work has been carried out to the rafter feet.</p> <p>The roof is clad in a nibbed tile, the majority of which is watertight.</p> <p>Where we lifted the tiles we noted that the nibs to the tiles were spalling; we believe this to be due to the lack of cross battening. We would comment that the lack of cross battening is the reason for the deterioration to the timber. Having said that it is relatively minor considering the age of the roof.</p>	<p>Close boarding</p>  <p>We would emphasise that the vast majority of the roof is in average to above average condition considering its age, type and style with repair issues in typical places.</p>





Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
		<p><u>Nibbed Tiles Defined</u></p> <p>A nibbed tile is one which has raised areas known as nibs, usually two in number, at the top of the tile to enable the tile to be fixed to the roof batten which, in turn, fixes to the roof structure.</p> <p><u>Spalling Defined</u></p> <p>Spalling occurs to clay, brick or stone when water penetrates the surface and via freezing and thawing starts to cause deterioration to the surface. This in turn allows further water penetration and the surface breaks up further. This ultimately can lead to water damage or structural damage to the area.</p> <p><u>Battens Defined</u></p> <p>A small section, normally of timber, to which sheet materials, slates and roof tiles are fixed.</p> <p>You have advised that in talking to ABC Housing that they have indicated that the entire roof will be stripped, felted and battened.</p> <p>We feel that you would have a much stronger roof if repairs were carried out to the existing timber and indeed this is what we would recommend.</p>	

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Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
<p>Flat Roof Renewals</p>  <p>Some ponding on the flat roof</p>	11,397.95	<p>Roof covering renewal based upon a survey by ZZZ Contractor. We assume that the ZZZ Contractor is on some type of partnering agreement; we do feel that there are an equal number of benefits to be gained from having an independent consultant look at an issue. Thought and consideration should be given to independent investigation.</p> <p>From our visual inspection the asphalt surrounding the main pitched roof looks in average condition with no excessive blistering or crazing, however there was some ponding and it is generally an awkward detail and we feel it needs re-designing rather than repairing. We would ask for your comments with regard to this matter and we would also finally add that we have not inspected within the flats below.</p>	<p>Again, reference is made to LHC rate without any explanation to what the rates refer to or what they are based upon.</p>  <p>Single storey flat roof to right hand side of building</p>
<p>External Repairs to Buildings</p>  <p>Deteriorating fascias and soffit boards, due to roof problems</p>	30,338.73	<p>Repairs to walkway surfaces and soffits. Whilst work is clearly required to some of the soffits the cause relates to the roof design above. Please see our comments in the Flat Roof Renewals Section above. This is a classic 'cause' and 'effect' scenario and that is why it is essential to have a correct technical solution for the roof rather than recreating the problem.</p> <p>We would comment that the walkways generally looked to be in above average condition for their age, type and style.</p>	<p>Again, reference is made to LHC rates and Historic Rates without any reference to how these are built up, which makes it difficult for us to comment upon this document until further information is received.</p>  <p>Walk way surface in Average to above average condition</p>


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Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
 <p data-bbox="85 561 474 619">Deteriorating fascias and soffit boards, due to roof problems</p>			
Windows & Balcony Door Replacement	10,774.73	Again, reliance seems to be on a contractor based survey. We would reiterate our concerns about companies which are not independent or have vested interests carrying out surveys. Indeed we would term these as estimates / quotations and would argue that technical guidance should be given to such companies as they tend to see the solution as only being the product they have for sale.	This column refers to a tendering process that has been carried out. We would comment that in our experience tender prices are generally falling and it may be worth re-tendering, although we do appreciate that there are costs involved in this, however they should be minimal to the appropriate surveys and investigations and specifications have been prepared.
Window Refurbishment	61,062.26	<p data-bbox="689 896 1433 1129">Reference is made to XYZ Windows Ltd and ZZZ who carried out surveys. We would like some details relating to these and the extent of the refurbishment. We would add that in our experience in multi occupied properties such as this that ventilation is very important to minimise condensation and this should be one area that should be considered along, of course, with security.</p> <p data-bbox="689 1168 1433 1264">Our main concern is the ‘Reasons for Proposed Works’ column doesn’t actually give the ‘reason for proposed works’, just the process that has been used.</p>	‘Mini Tenders’ process was used. We would expect a list of the tenders received to be shown and a brief explanation as to why XYZ Window System Ltd were chosen and also some clarification with regard to them being the company who carried out the original survey.

Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
Front Entrance Door Replacement	0.00	Existing FEDs (Front Entrance Doors) from 1950s. We would comment that the doors we noted were more modern than this and not in need of repair. We could have been assessing at the wrong doors; further clarification is needed.	We would recommend that a list of the four tendering companies and their prices are requested and a brief explanation of the review and the reason for choosing the contractor.
Communal Water Tanks Replacement  Relatively new looking water tanks	22,125.33	The water tanks look relatively new. We were advised that a tenant recalls them being replaced approximately five years ago. We would like a further explanation specifically with regard to why they need replacement.	Again, reference is made to a tendering process, without any explanation or without a list of the tenders received.
IRS	5,845.74	Various references to abbreviations that we are not familiar with. Further information required.	Again, reference to a tendering process
Landlord's Electric	18,952.25	Refers to Guidance note without giving an explanation.	Advises that five tenders were received. A list of the prices received and the contractors' names would be of interest together with the reason for the contractor being chosen

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Proposed Work	Contract Sum Proposal	Reasons for Proposed Works	Basis for Costs
Scaffolding	18,920.00	Further detail required. To be advised which elevations will require scaffolding and whether the scaffolding will form a temporary roof for protection and approximate number of weeks the scaffolding will be in place.	Advises that four tenders were received. Again, we would like to see prices for these and the rationale for the contractor chosen
Preliminaries	36,460.69	<p>Identifies preparing surveys, designs and bills of quantities. We would be interested to know what surveys and design work has been carried out in relation to this project as we feel that good investigation will limit costs when on site.</p> <p>Our clients also comment that the site accommodations, offices etc are already in place and therefore should have minimal costs. Whilst we appreciate that this may relate to some agreement (your Framework agreement) we feel it should be identified in the 'Basis for Costs'.</p>	Further details should be offered with regard to the Constructor Framework Tender.
Deduct XXX Group 0.5% Discount	-1,318.47	Explanation would be of interest	Basis for deduction?

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Provisional items subject to further survey	Contract Sum Proposal	These items will be subject to further investigation and sums are a professional estimate. Following the investigation you will be notified should the work be deemed necessary.	Basis for Costs
Lightning Protection	5,538.46	Reference to Guidance Issue 2. Please forward a copy	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Water Risers	2,307.69	Again, information required on your Guidance Issue 2 and dates required with regard to your full survey	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Structural Repairs	2,307.69	In our experience the potential for structural problems in this type of property is high and also costly and therefore full investigation work should be carried out prior to the project start to limit variation. Please advise further	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Replacement Roof Members	4,615.38	<p><u>Pitched roof timbers</u></p> <p>We have been asked to specifically review this element of the report so we can gauge the accuracy in general.</p> <p>We would comment that the roof we inspected had minimal requirements for renewal of structural roof timbers, whilst there was some renewal required of secondary timbers (the close boarding).</p> <p>We would comment that we can only see advantage to be gained in carrying out these surveys prior to work commencing and would therefore recommend they are carried out as soon as possible so you can establish your costs in full.</p> <p>Please see our earlier comments on the pitched roofs.</p>	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.

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Provisional items subject to further survey	Contract Sum Proposal	These items will be subject to further investigation and sums are a professional estimate. Following the investigation you will be notified should the work be deemed necessary.	Basis for Costs
New Doors & Frames to Dormer	1,500.00	Please specify exactly where this element is	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Rainwater Goods	1,846.15	We would recommend that a survey is carried out prior to works being started to minimise future variation in costs. Copy of Guidance Issue 2 would be appreciated.	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Soil and Vent Pipes	1,384.62	We would recommend that a survey is carried out prior to works being started to minimise future variation in costs. Copy of Guidance Issue 2 would be appreciated.	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Concrete Repair Work	6,923.08	Comments on communal electrics – please explain further	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Additional Warranty on New Windows and Balcony Doors	692.31	Confirmation that this is an insurance backed guarantee	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
IRS System Related Builders Works	2,400.00	Again, we can see no reason why the surveys can't be carried out prior to any work commencing and therefore limiting variations in the contract	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.
Additional Window Overhauls	22,000.00	Please specify which blocks and whether renewal means complete replacement. Comments refer to 'items identified from full survey'; please forward a copy of the full survey so we can comment further	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.

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Provisional items subject to further survey	Contract Sum Proposal	These items will be subject to further investigation and sums are a professional estimate. Following the investigation you will be notified should the work be deemed necessary.	Basis for Costs
Inflation after April 2009	937.48	Could it not be argued that we are now in a deflation mode and therefore the costs have to be reviewed.	Please advise how a 'professional estimate' differs from an 'estimate' and upon what percentage of work it was based upon.

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LIMITATIONS

As per our original Terms of Engagement, we would remind you specifically that:

We have not inspected parts of the structure that were covered, unexposed or inaccessible during our inspection. We therefore cannot confirm that such parts are free from defect, structural or otherwise.

We have not determined whether any hazardous materials such as high alumina cement, calcium chloride, asbestos etc have been used in the construction.

Our report is for the use of the party to whom it is addressed above and no responsibility is accepted under the Third Parties Act or for any third parties who use this report in whole or in part.

We have not carried out a comprehensive test of any electrical, mechanical or drainage services. We therefore cannot confirm that they are operational and in good condition.

We have not carried out or arranged for specialists to undertake any reports, for example an environmental report or an audit report upon the property. We are therefore unable to advise whether any contaminated or other adverse environmental issues affect the site.

If you would like any further advice on any of the issues discussed (or indeed any that have not been discussed!) then please do not hesitate to contact us on **0800 298 5424**.