

F.O.A. Stephanie Bennett and Nicole McCraig
Iver Parish Council,
45B High St,
Iver
SL0 9ND

1st December 2021

Re: Heating & Sustainability Consultancy Services for Iver Heath Pavilion and Jubilee Pavillion

Thank you for the opportunity to prepare a proposal for Iver's Pavillions. Having learned more about the properties I am sure that we can be of help - and so I hope our proposal is of interest and that we can find a way of supporting you through the process.

CLPM offer a fully independent heating and energy consultancy service with no affiliation to any supplier or contractor, so you can be assured that all the advice we will provide will be in your best interests.

Below you will find details of the approach we will take, and the services we suggest as well as our fee quotation.

Yours sincerely,



Rob Bohm
Heating & Energy Consultant – CLPM Ltd

Heating & Sustainability Consultancy Services for Iver Heath Pavilion and Jubilee Pavillion

Initial Review:

The review will begin, first at Iver Heath Pavilion then Jubilee Pavillion, to meet you and to discuss your needs and any plans for the pavilions. We will establish the usage and explore the suitability of the various improvement solutions which could be considered. We will:

- Survey both Pavilions and carry out a general health check within each property. The survey will also involve an assessment of the fabric of the buildings, with a view to improve its general efficiency (if possible). Naturally, the review will all be done taking any plans you have for the future into consideration.
- We will inspect the current heating systems with a view to assess their suitability to be upgraded.
- We will consider renewable technologies if deemed suitable and will assess the feasibility of solar photovoltaic electric panels.

Reporting:

Once the review stage is complete, we will issue a written report for each pavilion. Our reports will cover our findings and suggestions for an overall strategy for the heating and energy usage reduction measures of the pavilions. The reports can be used as a basis for the future works by your plumber or build team. We would expect to issue the report to you within three weeks of our visit.

The cost of this service **£1,280.00 plus VAT.**

Please note:

This cost is based on both sites being visited in one day. Our standard report will not cover heat loss calculations, detailed heating design, or precise costings.

Additional services: Heating & Sustainability Consultancy Services for Iver Heath Pavilion and Jubilee Pavillion

Thermal Imaging (*Weather Dependant service*):

In addition to your bespoke site survey, when there is a 10-degree temperature difference inside to out (November – February is best), we are able to enhance your understanding of the property by conducting a thermal imaging survey. We will take images in key areas which can help to identify where heat may be escaping or where inefficiencies in your system are present. Our findings will be included in your report.

The total cost for adding thermal imaging to both sites would be **£140.00 + VAT**

We hope that this is all the information you require, but should you have any queries or require any clarification, then please do not hesitate to contact us.

Schedule of Works

Following the survey of your property CLPM can produce a tender schedule for the heating and plumbing works.

The cost of this is **£680.00 + VAT**.

Budget for Works

CLPM have a RICS regulated QS team who are able to work with the QS team you already have in your build team to provide information on the heat related works for the property. Using the information from the report and architectural drawings provided our QS team can provide this support.

Our Quantity Surveying team who would also be able to run the tender for your project, please enquire directly if this service is of interest.

Please see terms and conditions attached on the final page.

Terms and Conditions

Please read the following terms and conditions carefully, as they form an important part of our agreement:

- Payment of 50% of the total fee is required to commence this work.
- Terms of payment for the balance of the remaining 50% of the total fee are 7 days from issue of invoice. The final invoice will be raised upon issue of the report.
- It is the responsibility of the Client to ensure the accuracy of all documentation provided to CLPM limited. CLPM Limited will not accept liability for any inaccuracies contained within documents that have been provided by the Client.
- CLPM Limited will use their professional experience to compile the report. The final selection of products and materials is the choice and responsibility of the client.
- This quotation is valid for 14 days from date of issue.
- Should your requirements change such that the CLPM time input is increased, then CLPM Limited reserves the right to request additional fees.
- The hourly rate will be £90/hr plus VAT for any extra over requirements outside the agreed scope.
- CLPM Limited is VAT registered and all invoices will include VAT at the prevailing rate.
- We would love the opportunity to share some images from your project within our own marketing CLPM communications via social media. **Please note:** We treat your personal details with the upmost care and will never sell or share them with other companies for marketing purposes. Please tick if you consent.

I have read and accept the Terms and Conditions for the provision of Heating and Energy Consultancy Services.

Signed

Dated