

# CAMBRIDGE PROPERTY SERVICES

Suite 4 Phoenix House 84 - 88 Church Road London SE19 2EZ  
Tel: 0181 653 2101 Fax: 0181 768 1610 DX: 34159 Norwood North

6th April 1999

SCANNED DOCUMENT

Ref.: CHRA0451Pre

Mr A French  
Flat 24  
Century House  
245 Streatham High Road  
London SW16 6ER

Dear Mr French,

## Notice under section 20 of the Landlord & Tenant Act 1985 as amended

As you know, substantial works of repair and redecoration are necessary to Century House. Haywards, chartered surveyors instructed to revise the specification of works and carry out the tendering process, invited four contractors to quote for the works, two of which were nominated by the Residents Association. The results were as follows:

	Option A	Option B
C & A Building Ltd	£232,963	£ -
PM1 Construction Ltd	£189,700	£228,145
Price Construction Ltd	£192,329	£236,096
Thomas Sinden	£191,193.50	£226,817.17

Prices stated are exclusive of VAT

Option A allows for resurfacing the roof with the Marley overlay system. This would be subject to a guarantee from Marley. Option B allows for stripping the roof and recovering with asphalt. Please find enclosed copies of the priced specification of work and forms of tender submitted by each contractor. In accordance with the Landlord & Tenant Act 1985 as amended, you are entitled to make representations regarding the proposed works, which should be in writing to this office. If you wish to make representations they should be received by this company at the above address by 10th May 1999. However in order that proper consideration can be given to your views, we would be grateful to receive any representations as soon as possible. We have already discussed the prices with representatives of the Residents Association.

Subject to observations received, it is our normal practice to place the contract for the works with the contractor who has submitted the lowest tender, to commence at the expiry of this notice. In the event that further work becomes necessary we reserve the right to deal with this using the same contractor to minimise costs and avoid delays. The contractor chosen will obviously depend upon the option which the majority of flat owners wish to pursue. We anticipate that most flat owners will wish to follow the cheaper option, and in the absence of a majority of flat owners having a different view will take this option.

You will remember that when we billed for service charge we asked you not to make payment towards the major works pending revised tenders and consultation. Obviously we are now at that stage, and we must therefore ask you all to make whatever financial arrangements are necessary to settle the balance of the charge for the current year. In calculating the on account payment for major works last year, we used the cheapest figure received by Willmotts in March 1998. The specification has since been amended, and over a year has passed. The cheapest tender received on the amended specification is slightly higher than that on which we based our figures. We will therefore need to draw on the sum which was allocated to lift works in order to meet the cost of the proposed works including supervision.

We look forward to hearing from you.

Yours sincerely,

Lucy Cummings  
Director