

17th October 2019

Mr B Harris
Readie Construction Ltd
Unit 15 Falcon Business Centre
Ashton Road
Romford
RM3 8UR

BY EMAIL & POST

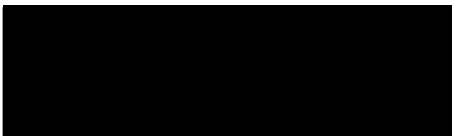
Dear Bradley

Re: Stoford Developments, ICON Harlow – Statement of Practical Completion

Please find enclosed our Statement of Practical Completion and associated documents in relation to the above project.

I trust this is self explanatory, however please do not hesitate to contact me should you have any queries.

Yours sincerely



PP **Richard Davies MSc MRICS**
Associate

Enc

cc: Alan Stewart - ICON (Harlow) Limited (email only)
Tony Nash - ICON (Harlow) Limited (email only)
Angus Huntley - ICON (Harlow) Limited (email only)
Reece Shoobridge - Readie Construction Ltd (email only)

ICON HARLOW

STATEMENT OF PRACTICAL COMPLETION

Issued by:	Goodrich Consulting LLP Gayton Road, Milton Malsor, Northampton, NN7 3AB	Project No:	1738C
Employer:	ICON HARLOW 26 – 28 Ludgate Hill, Birmingham, B3 1DX	No:	1
Contractor:	Readie Construction Ltd Unit 15, Falcon Business Centre, Ashton Road, Romford, RM3 8UR	Date:	16/10/2019

It is confirmed on behalf of the Employer that in accordance with Clause 2.27 JCT16DB of the Conditions of Contract that the whole of the works reached Practical Completion on: 16th October 2019

I confirm that I require urgent completion of outstanding items as listed on the attached Schedule of Defects and Incomplete Work and the making good of any defect, shrinkage or other fault which shall appear within the Rectification Period which will end on 16th October 2020

This Certificate is issued subject to the following Conditions:

1. That the Contractor urgently completes the incomplete works noted below by the dates given therein or otherwise by 30th November 2019

and
2. That the Contractor urgently remedies the Defects listed on the attached schedules by the dates given therein or otherwise by 30th November 2019

This Certificate does not affect the liability of the Contractor for the rectification of any defects, shrinkages or other faults which may appear within the Defects Liability Period which will end on 16th October 2020

Incomplete Works

- Agreed changes to the entrance way to incorporate automated barriers
- 'Banjo' Turn modifications and gate changes to entrance way at Pelden Road
- Installation of 'Bus Stop'
- Modifications to road on south side of Plot B to install trief kerbs as instructed

Signed ... (Employer's Agent)

Distribution: Original to: Contractor Copies to: Employer



Benjamin Tsang
MBA Consulting Engineers

ICON HARLOW UNIT B ELECTRICAL PROGRESS INSPECTION REPORT

18-079

Friday, 11 October 2019

Prepared For Stoford

41 Observations Identified



OBSERVATION 1

Assigned To HWM

1F/2F store - additional support should be provided adjacent to cable tray.



OBSERVATION 2

Assigned To HWM

1F allocated welfare area - cable tray to be cut to avoid SWA cables pressing against the flange.



OBSERVATION 3

Assigned To HWM

1F open plan office - mechanical control cable to be segregated from LV cable.



OBSERVATION 4

Assigned To HWM

1F open plan office - LCM to be spaced 100 mm from SWA cables.



OBSERVATION 5

Assigned To HWM

2F open plan office - all mechanical control cables to be supported.



OBSERVATION 6

Assigned To HWM

2F lift shaft - smoke detector to be installed to top of life shaft.

Please provide photographic evidence.



OBSERVATION 7

Assigned To HWM

Office - all electrical accessories to be labelled with circuit reference.



OBSERVATION 8

Assigned To HWM

1F/2F open plan office - all floor boxes to be bolted and debris removed.



OBSERVATION 9

Assigned To HWM

GF reception/MOE stair lobby/1F allocated welfare area/2F WC lobby - illuminated exit sign legend arrow should be pointing upwards.

GF MOE stair illuminated exit sign not operational in emergency.



OBSERVATION 10

Assigned To HWM

1F/2F stair lobby - single switched socket outlet to be located minimum 350 mm from corner.



OBSERVATION 11

Assigned To HWM

GF reception - please confirm the glare rating at 1.75 m.



OBSERVATION 12

Assigned To HWM

Warehouse/office stores - steel cable ties to be provided every 1000 mm to all clipped direct cables.



OBSERVATION 13

Assigned To HWM

1F MOE stair lobby - smoke detector to be located minimum 500 mm from wall.



OBSERVATION 14

Assigned To HWM

Stores - PVC conduit to be replaced by metal conduit.

All BWIC to be fire stopped.



OBSERVATION 15

Assigned To HWM

1F open plan office - temporary cables to be removed from ceiling void.



OBSERVATION 16

Assigned To HWM

External - 1No. lighting column installed to the north instead of south side of the car park entrance.



OBSERVATION 17

Assigned To HWM

All distribution boards dates of inspection should be filled.

All emergency lighting test key switches to be labelled with circuit reference.



OBSERVATION 18

Assigned To HWM

External - water droplets should be removed from emergency bulkhead luminaire.



OBSERVATION 19

Assigned To HWM

Warehouse - all LV cables to be tidied and fully supported on sheeting rails.



OBSERVATION 20

Assigned To HWM

Warehouse/stores/external - all isolators for dock doors/fan/lift/AC condensers to be labelled with circuit reference.



OBSERVATION 21

Assigned To HWM

1F MOE stair - disabled refuge outstation beeps constantly during communication.



OBSERVATION 22

Assigned To HWM

External - redundant LV cables to be removed.



OBSERVATION 23

Assigned To HWM

Open plan offices/shower/WC lobbies - recessed PIR/emergency downlight were not fully flushed with ceiling tile.



OBSERVATION 24

Assigned To HWM

Warehouse/GF store- LV cables to be protected by metal conduit.



OBSERVATION 25

Assigned To HWM

3F plant deck, GF/2F stores - all fire alarm interfaces to be labelled.



OBSERVATION 26

Assigned To HWM

3F stair lobby - surface mounted luminaire to be mounted on wall not besa box.



OBSERVATION 27

Assigned To HWM

Stores/stair lobbies - all point detectors covers to be removed.



OBSERVATION 28

Assigned To HWM

2F allocated welfare area - socket outlet surrounds to be made good.



OBSERVATION 29

Assigned To HWM

2F WC service cupboard - all LV cables to be supported.



OBSERVATION 30

Assigned To HWM

1F/2F disabled shower - disabled toilet alarm reset button to be minimum IP44 rated.



OBSERVATION 31

Assigned To HWM

2F disabled shower - all cables in ceiling void to be supported.



OBSERVATION 32

Assigned To HWM

2F open plan office - 1No. modular luminaire adjacent to MOE exit door not dimmed.

Office - packaging to be removed from illuminated exit signs.



OBSERVATION 33

Assigned To HWM

2F open plan office - 1No. modular luminaire was not operational.



OBSERVATION 34

Assigned To HWM

GF unisex WC, 1F/2F WCs - mechanical cables to be shortened and clipped direct.



OBSERVATION 35

Assigned To HWM

GF unisex WC, 1F/2F WCs/WC lobbies/cleaners cupboard - all electrical accessories for mechanical services in wall/ceiling void/under sink to be labelled with circuit reference.



OBSERVATION 36

Assigned To HWM

Stair/store - emergency LED indicators were not visible.



OBSERVATION 37

Assigned To HWM

Warehouse - all steel trunking lid gaps to be sealed.



OBSERVATION 38

Assigned To HWM

GF reception - VESDA panel battery need replacing.



OBSERVATION 39

Assigned To HWM

External landlord feeder pillar adjacent to Unit B - distribution board and key switch to be labelled.

All ducts to be sealed.



OBSERVATION 40

Assigned To HWM

External landlord feeder pillar adjacent to Unit B - all holes to be sealed.



OBSERVATION 41

Assigned To HWM

External - 1No. lighting column adjacent to Unit B entrance is not correctly oriented.



Benjamin Tsang
MBA Consulting Engineers

ICON HARLOW UNIT C ELECTRICAL PROGRESS INSPECTION REPORT

18-079

Friday, 11 October 2019

Prepared For Stoford

31 Observations Identified



OBSERVATION 1

Assigned To HWM

GF reception - cable basket to be supported by steel cable ties.



OBSERVATION 2

Assigned To HWM

1F open plan office - cable basket to be levelled.



OBSERVATION 3

Assigned To HWM

GF MOE stair - fire alarm cables to be supported.



OBSERVATION 4

Assigned To HWM

2F plant deck/stores/warehouse - steel trunking lid gaps to be sealed.



OBSERVATION 5

Assigned To HWM/Matrix

Warehouse/office stores - SWA cable to be supported by steel cable ties.

All earthing conductors to be labelled.



OBSERVATION 6

Assigned To HWM

Please confirm if telecom cables installed are minimum class Eca rated.



OBSERVATION 7

Assigned To HWM

1F open plan office - all MCPs to be fitted with polycarbonate cover.



OBSERVATION 8

Assigned To HWM

Warehouse - gaps between LV panel board enclosure and switch disconnector to be closed.



OBSERVATION 9

Assigned To HWM

Warehouse/office - all electrical accessories to be labelled with circuit reference.



OBSERVATION 10

Assigned To HWM

2F plant deck/1F store/GF reception - all fire alarm interfaces to be labelled.



OBSERVATION 11

Assigned To HWM

1F lift lobby - all electrical accessories to be grouted.



OBSERVATION 12

Assigned To HWM

Warehouse - MCCB serving fire alarm and disabled refuge should include the wording of "DO NOT SWITCH OFF".



OBSERVATION 13

Assigned To HWM

GF reception - fire alarm panel date to be changed.



OBSERVATION 14

Assigned To HWM

GF reception - disabled refuge alarm outstation location to be labelled.



OBSERVATION 15

Assigned To HWM

Warehouse - all LV cables to be tidied and fully supported on sheeting rails.



OBSERVATION 16

Assigned To HWM

GF disabled WC, 1F WCs/WC lobbies/cleaners cupboard - all electrical accessories for mechanical services in wall/ceiling void/under sink to be labelled with circuit reference.

All mechanical cables to be shortened and clipped direct.



OBSERVATION 17

Assigned To HWM

GF WC corridor - smoke detector cover to be removed.



OBSERVATION 18

Assigned To HWM

GF reception - packaging to be removed from illuminated exit signs.



OBSERVATION 19

Assigned To HWM

Warehouse - all distribution boards dates of inspection should be filled.

All emergency lighting test key switches to be labelled with circuit reference.



OBSERVATION 20

Assigned To HWM

Warehouse - fuse carrier for petrol interceptor to be inserted.

Petrol interceptor not terminated.



OBSERVATION 21

Assigned To HWM

Warehouse - all distribution boards to be lockable.



OBSERVATION 22

Assigned To HWM

Warehouse/stores/external - all isolators for dock doors/lift/AC condenser to be labelled with circuit reference.



OBSERVATION 23

Assigned To HWM

Warehouse - all cut outs for meters to be fitted with blank plates.



OBSERVATION 24

Assigned To HWM

1F open plan office - 1No. modular luminaire is damaged and should be replaced.



OBSERVATION 25

Assigned To HWM

1F WC service cupboard - plastic conduit to be replaced by metal.



OBSERVATION 26

Assigned To HWM

Warehouse/GF store- LV cables to be protected by metal conduit.



OBSERVATION 27

Assigned To HWM

1F disabled shower - disabled toilet alarm reset button to be minimum IP44 rated.



OBSERVATION 28

Assigned To HWM

1F open plan office - 1No. emergency downlight LED indicator was not operational.



OBSERVATION 29

Assigned To HWM

GF reception - smoke damper not terminated to fire alarm interface.



OBSERVATION 30

Assigned To HWM

GF reception - wired basket to be levelled.

OBSERVATION 31



Richard Davies
Goodrich Consulting LLP

UNIT B SNAG LIST

Icon Harlow

Wednesday, 16 October 2019

Prepared For Stoford Developments

72 Issues Identified



ISSUE 1 COMPLETE MASTIC

Assigned To Radies



ISSUE 2 REMOVE TIMBER PLANK

Assigned To Radies



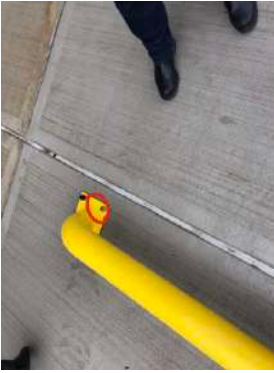
ISSUE 3 REVIEW SCRATCHES ON SLAB

Assigned To Radies



ISSUE 4 REVIEW POSITION OF DOCK GUIDS

Assigned To Radies



ISSUE 5 PROVIDE BOLT COVER

Assigned To Radies



ISSUE 6 CLEAN DOCK GUIDES

Assigned To Radies



ISSUE 7 PROVIDE DOCK OVERFLOW

Assigned To Radies



ISSUE 8 REDO MASTIC

Assigned To Radies



ISSUE 9 CLEAN UNDER DOCKS

Assigned To Radies



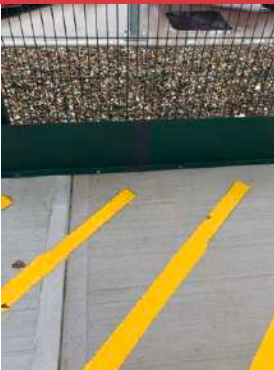
ISSUE 10 MORTAR BOTTOM OF RETAINING WALL

Assigned To Radies



ISSUE 11 TIDY MASTIC AT BOTTOM OF RETAINING WALL

Assigned To Radies



ISSUE 12 TOUCH UP GREEN PANEL

Assigned To Radies



ISSUE 13 REPAIR DAMAGE TO CLADDING

Assigned To Radies



ISSUE 14 TIDY UP CONCRETE INFILL DETAIL

Assigned To Radies



ISSUE 15 PROVIDE BOLT HOLE

Assigned To Radies



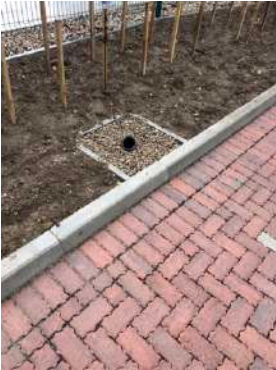
ISSUE 16 CLEAN SLABS AND TOP UP GRAVEL

Assigned To Radies



ISSUE 17 CLEAN COLUMNS ON CAR PARK

Assigned To Radies



ISSUE 18 SEAL DUCTS

Assigned To Radies



ISSUE 19 TOP UP GRAVEL IN CAR PARK

Assigned To Radies



ISSUE 20 RELANDSCAPE CUT THROUGH

Assigned To Radies



ISSUE 21 RELEVEL BLOCK PAVING

Assigned To Radies



ISSUE 22 REPAIR CLADDING

Assigned To Radies



ISSUE 23 REPAIR CLADDING

Assigned To Radies



ISSUE 24 REPAIR CLADDING

Assigned To Radies



ISSUE 25 REMOVE CABLES FROM UNDER CARPET

Assigned To Radies



ISSUE 26 TOUCH UP UNDERSIDE OF BULKHEAD

Assigned To Radies



ISSUE 27 COMPLETE DECORATIONS TO CORNER

Assigned To Radies



ISSUE 28 COMPLETE DECORATION TO BEAM INFILL

Assigned To Radies



ISSUE 29 COMPLETE INFILL TO BEAM

Assigned To Radies



ISSUE 30 REPLACE / REPAIR CLADDING RAILS

Assigned To Radies



ISSUE 31 REMOVE TAPE THROUGHOUT WAREHOUSE

Assigned To Radies



ISSUE 32 REMOVE TAPE

Assigned To Radies



ISSUE 33 REMOVE TAPE

Assigned To Radies



ISSUE 34 REPLACE WASHERS

Assigned To Radies



ISSUE 35 REMOVE TAPE FROM SERVICE PENETRATION

Assigned To Radies



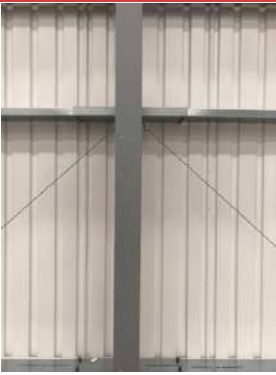
ISSUE 36 CLEAN STEELS

Assigned To Radies



ISSUE 37 REPAIR DAMAGE TO STEEL COLUMN

Assigned To Radies



ISSUE 38 REPAIR DAMAGE TO CLADDING RAILS

Assigned To Radies



ISSUE 39 SEAL AROUND BASE OF SVP

Assigned To Radies



ISSUE 40 GRIND OUT BOLT

Assigned To Radies



ISSUE 41 REPAIR DAMAGE TO DOOR FRAME

Assigned To Radies



ISSUE 42 FIT CARPET TILES

Assigned To Rennie



ISSUE 43 PROVIDE THRESHOLD STRIP

Assigned To Rennie



ISSUE 44 REPAIR DAMAGE TO LIFT DOORS

Assigned To Rennie



ISSUE 45 MASTIC BEAD STAIR DETAIL

Assigned To Rennie



ISSUE 46 REPAIR AND SEAL HOLE IN PLANT ROOM

Assigned To Radies



ISSUE 47 REPAIR DOOR FRAME

Assigned To Radies



ISSUE 48 MASTIC BEAD TO MIRROR

Assigned To Radies



ISSUE 49 DECORATE PLASTERBOARD EDGE

Assigned To Radies

On first floor meeting space facing the window



ISSUE 50 COMPLETE CLADDING

Assigned To Radies



ISSUE 51 CLEAN PAINT FROM IPS

Assigned To Radies



ISSUE 52 DECORATE MARK ON WALL

Assigned To Radies



ISSUE 53 CLEAN OUT DUST FROM MASTIC

Assigned To Radies



ISSUE 54 DECORATE WINDOW BOARD WHERE THERE IS EVIDENCE OF WATER

Assigned To Radies



ISSUE 55 DECORATE WALL

Assigned To Radies



ISSUE 56 TIDY UP MIRROR FRAMES

Assigned To Radies



ISSUE 57 CLEAN PAINT FROM DOOR

Assigned To Radies



ISSUE 58 MASTIC PLASTERBOARD JOINT

Assigned To Rennie



ISSUE 59 SEAL INSULATION

Assigned To Rennie



ISSUE 60 DECORATION TO PLANT DECK

Assigned To Rennie



ISSUE 61 REPAIR DAMAGE TO STEELS ON THE PLANT DECK

Assigned To Rennie



ISSUE 62 REDECORATE DETAIL

Assigned To Readie



ISSUE 64 SEAL INTUMESCENT INSULATION

Assigned To Readie



ISSUE 65 PROVIDE INTUMESCENT SEAL AND MASTIC

Assigned To readie



ISSUE 66 REMOVE TEMPORARY POWER

Assigned To Readie



ISSUE 67 REPAINT GAS PIPE

Assigned To Radies



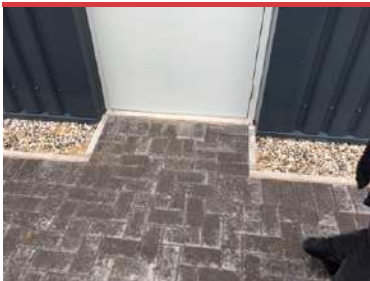
ISSUE 68 ADD SEALANT TO THE PERFORATION

Assigned To Radies



ISSUE 69 RESET LIGHTENING PROTECTION CAP

Assigned To Radies



ISSUE 70 PROVIDE STEEL PLATE THRESHOLD

Assigned To Radies



ISSUE 71 REMOVE TIMBER BATTON

Assigned To Radies



ISSUE 72 GROUT UP LIFTING EYES

Assigned To Radies

ISSUE 73



Chris Pearce

ICON HARLOW, UNIT C

16/10/2019

Wednesday, 16 October 2019

53 Issues Identified



1

Cladding repairs to front of building to be completed.



2

Marks to columns in front entrance.



3

Mark understairs.



4

Skirting to be repainted.



5
Paint splodge under stairs.



6
Dent in lift door.



7
Over paint on lift trim.



8
General note - Paint on stair carpet.



9

General note - Clean curtain walling.



10

Beading to ceiling missing.



11

Mirrors to have mastic bead around perimeter.



12

Penetration to be tidied.



13
Holes around fixings.
Screws not stainless, will rust.



14
Lock handle loose.



15
Ground floor office space - Blemish on steel work.



16
Mastic missing .



17
Steel work to be painted.



18
Gap to be finished.



19
Dent in cladding rail.



20
Gap in flashing.



21
Daylight visible.



22
Dent in cladding.



23
Damage to cladding.



24
Dents in cladding.



25
Mastic missing.



26
General note - Lower sections of steel columns to be painted/cleaned.



27
Penetration to have mastic.



28
Not joined.



29

Poor flashing detail to corner.



30

Bracket missing.



31

Trim wrong colour.



32

Penetration to be tidied.



33

Cracked.



34

Grouting in toilet missing.



35

Bollards to have bases masticed in.



36

Chalk line to be removed. Lifting eyes to be grouted in.



37

To be grouted in.



38

Clip missing.



39

Green paint to be cleaned of concrete.



40

Continue gravel board and tidy.



41

Gravel messy, to be tidied.



42

Nail in mastic.



43

Unfinished edge to be re-looked at.



44

Concrete to be clean.



45

Chip in concrete.



46

Re-mastic.



47

Rubbish under dock levellers.



48

Cables hanging down, ok?



49

General note - Footpath to rear to be re-masticed.



50

Poor resin repairs to rear footpath.



51

Rear footpath to be cleaned.



52

Detail to be looked at.



53

Barrier missing.