**From:** Graham Cooley <Graham.Cooley@gateleysmitherspurslow.com>  
**Sent:** Friday, December 13, 2024 3:35 PM  
**To:** Chris Evans <cevans@oakhamtowncouncil.gov.uk>  
**Cc:** GSP - Eng Instructions <GSP-Eng-Instructions@gateleysmitherspurslow.com>; GSP - Instructions <instructions@gateleysmitherspurslow.com>; Chris Laughton <Chris.Laughton@gateleysmitherspurslow.com>  
**Subject:** Quote for Survey of Victoria Hall, Oakham

Dear Chris,

Thank you for your recent request for a cost in relation to a comprehensive survey of Victoria Hall, Oakham.  Please find below our fee proposal for your consideration.

As you are aware, Victoria Hall is a town centre property and is surrounded by other buildings.  As such there will be some restrictions to the external inspection, in particular to the roof.  Thus, following the inspection, it is possible that we recommend a further inspection of the roof.  This could be something like a drone survey (although the location of the adjacent school could restrict access by a drone) However, we suggest that this is considered after the initial survey ad depending upon what is found.

You require a comprehensive survey of the building with the aim of identifying current defects and required repairs in addition to potential future repairs and maintenance in the next few years.  The survey will be a visual inspection only with no opening up or intrusive investigations carried out. Although efforts will be made to access as many areas of the property as possible.

It is intended that the report will include budget cost estimates for any defects or repairs identified.  The proposal assumes that cost estimates will be provided by the surveyor and based upon our experience of similar works.

It is expected that the report will form part of the consideration by the Council for their potential future involvement with Victoria Hall and associated potential costs for maintenance and repair.

For the above service, we propose a fixed fee of £2,465 + VAT

Should more detailed costs be required following the initial report we can provide an additional cost for appointing our sister company, Gateley RJA, as quantity surveyors to review the identified repairs and provide detailed cost estimates based upon current cost recognised tables.

Likewise in relation to a potential additional survey of the roof or other items.

Should you have any queries regarding the above proposal please do not hesitate to come back to me to discuss.

Kind Regards

Graham

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Graham Cooley, BEng Dip Surv ICIOB Senior Building Surveyor & Structural Engineer** for Gateley Smithers Purslow   |  |  | | --- | --- | | t: | [01572 494 869](tel:01572494869) | | m: | [07766 763 556](tel:07766763556) |   [graham.cooley@gateleysmitherspurslow.com](https://outlook.office.com/mail/inbox/id/Graham.Cooley@gateleysmitherspurslow.com)     |  | | --- | | [Gateley Smithers Purslow](https://campaigns.signature365.com/uk-9rymcIZmTgIP1Us6-Aw3F0dg3HFW113hE/eml_dD6twKsln7cuJBbF/go/ahY) | |