

Total Property Management 4 Schools provides a bespoke scheme designed with and for each school individually, allowing access to a wide range of previously tendered services, local contractors and contractors who the school already uses and wishes to keep

- ✓ All contractors have been checked for their ability to deliver the service within prescribed time scales, levels of insurance, methodologies, H&S policies and where appropriate DBS clearances.
- ✓ Contractors are required to pre book visits, except in an emergency; sign in and out of schools; read and sign asbestos register if appropriate; complete any local documentation required by school or LA.
- ✓ Contractor costs and service are reviewed on a rolling basis to ensure best value. We will happily check out any contractor recommended by the school and advise on how they compare to those already on our lists.
- ✓ Service and repair costs checked on a rolling basis to ensure best value.
- ✓ Detailed breakdown of actual servicing costs for each item.
- ✓ We check all bills for remedial or reactive work and do not add any charge to the contractor's costs. The school receive the actual contractor invoice.
- ✓ School able to set its own de-minimis limit above which contractors must get specific approval or provide quote. Our default is £400.
- ✓ No charges for obtaining quotes unless investigation work is required in order to provide a quote.
- ✓ For quotes which come in above £2000 we assess these and as appropriate offer the services of a building consultant who will specify the project to allow comparison of quotes on a like for like basis and manage the project should the school wish. Work above £10,000 is almost always capital and we provide a building consultant.
- ✓ All service sheets, reports, statutory certificates etc. provided via an electronic portal in which you can monitor service dates and contractors. It can also be used to store any building related information.
- ✓ We offer schools independent advice on which they can base informed decisions about how they can get best value for money for the young people and community they serve.

The Service offers the head, business manager and governors peace of mind and 24hr support whilst remaining in complete charge of the management of the school building.

For more information www.tpm4.com or peter@dbeservices.co.uk