



## PUBLIC SECTOR PROPERTY ADVICE YOU CAN TRUST

Whatever your property or estates' issue, big or small, wherever you are in the UK, we are able to help you.

Day in day out, we guide, advise, negotiate, manage and assist our customers as they look to maximise the value of their properties and estates.

We are able to assist you to drive down costs through more efficient procurement and service delivery.

It couldn't be easier to access Carter Jonas' advice and the following is a helpful guide to what we do and how to procure our services.

\*For absolute assurance that you are able to access the framework, you are advised to check the OJEU contract notice published on the Government Procurement Service website.

**Carter Jonas** has been awarded a place on the Government Procurement Service's (GPS) Framework Agreement RM928 for Estates Professional Services for the supply of property consultancy services.

### WHO ARE WE HELPING?

The Framework is open to a wide range of UK public sector bodies including\*:

- central government departments and their agencies
- non departmental public bodies
- NHS Bodies
- local authorities

### HOW DO YOU PROCURE OUR SERVICES?

Simply visit GPS' website which has detailed information on accessing procurement and our services via GPS RM928:

<http://gps.cabinetoffice.gov.uk/contracts/rm928>

You can "call-off" the Framework by making either a Direct Award or run a Further Competition. The website has route maps which clearly explain both options in detail.

### WHAT SECTORS AND PROPERTIES DO WE COVER?

We help our customers with all their Commercial, Residential and Rural property assets covering:

- Offices, retail and industrial
- Land and estates
- Health & Emergency Services
- Education
- Transport
- Energy

### WHAT PERIOD OF CONTRACTS MAY BE AWARDED?

We have the ability to enter contracts with Customers for up to three years beyond the Framework end date of 31 March 2017

### HOW ARE OUR FEES DETERMINED?

Fees are based on the Pricing Matrix as set out in the Framework. You can access the pricing documents through GPS' website.

These fee levels are fixed for two years from 1 April 2013 with fees through the Further Competition process being no higher than the published levels



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### WHAT SERVICES DO WE PROVIDE?

Tailored completely to your needs, we can provide professional management, advice, guidance, negotiation and assistance on property and estates issues including:

- Acquisition of freehold and leasehold property
- Disposal (including letting or other commercial arrangements) of freehold and leasehold property

- Rent reviews
- Lease breaks and lease expiries
- Lease renewals
- Dilapidations

- Landlord and Tenant issues including
- Landlord consents, service charges and claims

- Rating support services
- Rating appeals

- Strategic advice, including the preparation and development of an estate strategy
- Procurement strategy for property related issues
- Development consultancy and advice

- Valuations
- Planning
- Building surveying

- General estate and property management duties
- General advice on estate and property management

- Compulsory purchase

- Daylighting/sunlighting/overshadowing and rights of light
- Party wall awards
- Wayleaves and easements
- Other neighbourly matters

### WHY CARTER JONAS?

- We are confident that we will be able to identify opportunities and efficiencies in your property portfolios
- We are UK wide: headquartered in central London with a 27-strong regional office network with a supply chain of six sub-contractors providing additional geographic and skills sets with all having SME status
- We are pro-active, detailed and thorough
- We put customer confidentiality, communication and transparency at our heart
- The team is experienced, innovative and veracious
- We employ exceptional people with unrivalled, local market and sector knowledge, giving you the very best possible advice

For any query relating to your property need or how Carter Jonas can help you, please contact:

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**“We instruct Carter Jonas because we trust them, and because they deliver, without fuss.”**

Frank Wilson, Strategic Director,  
West Oxfordshire District Council

