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**From:** Mike Heath <[REDACTED]>  
**Sent:** 26 January 2010 13:22  
**To:** Susan Clark  
**Cc:** 'Andrew Sloan'; williamt@[REDACTED]  
**Subject:** Forthcoming work  
**Attachments:** Edinburgh Tram Letter 250110.doc

Susan,

Following our discussions last Friday please find our thoughts on a way forward. I am away from today for 2 weeks so can I leave it to you to make contact with Andy and Willie to sort out any logistics issues or agree any changes that you require.

We would like to have a week to review the documents you send and discuss them amongst ourselves before the final meeting if that can be incorporated into the timetable.

Commercially, do you want us to deal with the whole task as one item or bill you as we go?

Kind regards

Mike