

# *A Brief Introduction to Planned Action Ltd...*



Planned Action Ltd. is an established Hertfordshire-based business with over 30 years experience of design & build projects within the office interiors and construction sectors. Our in-house consultancy, design, project management and installation teams offer a one-stop solution for businesses that are looking to relocate, reorganise or maximise their existing space by delivering practical, innovative and people-centric workspaces, whilst ensuring the successful delivery of time-critical projects on programme and within budget.

Planned Action believe that from the all-important conceptual stages of any project it is quality communications, dedicated points of responsibility, full transparency in design, pricing and programme that will ensure total client satisfaction.

We are dedicated to giving impartial, realistic and achievable advice, whilst offering guidance in key decision making. Our reputation has enabled us to forge long-term partnerships with our growing list of highly reputable clients, with a large percentage of our turnover generated by repeat business and referrals.

And it doesn't stop once our projects have been successfully completed; Planned Action pride ourselves on our exceptional aftercare!



### ***Delivering Value Through Knowledge...***

We believe the initial consultation with the client to be the most important phase of any project to ensure the right decisions are made from the outset and important issues are prioritised. With this in mind, we assign a Project Director who will oversee every aspect of the process and, in the first instance, offer an objective assessment of your requirements to determine whether the existing or proposed space will meet with your future needs and remain cost-effective.

Our designers and project team can then create detailed specification and design options from which our fully transparent pricing schedules offers you a chance to dissect the costs involved and tailor our proposals to meet your aspirations and to maximise any budgetary restraints.

### ***Quality Services and Products...***

Both our refurbishment and fit-out services benefit from comprehensive ranges in products for which we utilise our strong links with quality manufacturers and suppliers. Planned Action has an in-house team of highly skilled tradesman, complimented by trusted sub-contractors that have a long and highly valued association with the company, ensuring quality installations every time. We have an uncompromised standard regarding the compliance with health & safety and CDM (Construction, Design & Management) regulations as well as sensitivity to environmental issues.

Our high client retention rate is based on our ability to consistently deliver an outstanding overall service in which we strive to exceed expectations.





***Our List of Services Include...***

- Project Management
- Space Planning
- Design Services
- Facilities Management
- Internal or External Structural Changes
- Installation of Mezzanine Floors
- Partitioning Systems - Glazed & Solid
- Ceilings Systems & Feature Bulkheads
- Electrical Installations
- Structured Data Cabling
- Flooring Systems
- Decoration Finishes
- Bespoke Joinery
- Glass Manifestation & Signage
- Furniture Solutions
- Storage & Racking Solutions
- Office Relocation Services
- Acoustic Panels & Soundproofing
- Kitchen / Breakout Areas
- Air Conditioning & Heating
- Plumbing Services
- Fire Detection, Access Control & Security

Planned Action

interior solutions



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