



**SHIRE OF ASHBURTON
PARABURDOO COMMUNITY HUB (CHUB)
COMMITTEE MEETING**

**AGENDA & ATTACHMENTS
(Public Document)**

**Ashburton Hall, Ashburton Avenue,
Paraburdoo
19 June 2018
10.30 am**

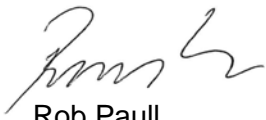
AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

SHIRE OF ASHBURTON

PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING

Notice is hereby given that a Paraburdoo Community Hub (CHUB) Committee Meeting of the Shire of Ashburton will be held on 19 June 2018 at the Ashburton Hall, Ashburton Avenue, Paraburdoo commencing at 10.30 am.

The business to be transacted is shown in the Agenda.



Rob Paull
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by the Committee and/or endorsement by the Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

1.	DECLARATION OF OPENING.....	4
1.1	ACKNOWLEDGEMENT OF COUNTRY	4
2.	ATTENDANCE	4
2.1	PRESENT	4
2.2	APOLOGIES.....	4
2.3	APPROVED LEAVE OF ABSENCE	4
3.	ANNOUNCEMENT OF VISITORS.....	4
4.	DECLARATION BY MEMBERS.....	4
4.1	DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA	4
4.2	DECLARATIONS OF FINANCIAL / PROXIMITY / IMPARTIALITY INTEREST	4
5.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	6
5.1	PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING HELD ON 13 FEBRUARY 2018	6
6.	REFERENCE.....	6
6.1	TERMS OF REFERENCE	6
6.2	REFERENCE DOCUMENTS & KEY AGENCIES.....	7
7.	AGENDA ITEMS	8
7.1	PARABURDOO COMMUNITY HUB PROJECT UPDATE JUNE 2018.....	8
8.	NEXT MEETING	13
9.	CLOSURE OF MEETING	13

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

1. DECLARATION OF OPENING

The Presiding Person declared the meeting open at ____ am.

1.1 ACKNOWLEDGEMENT OF COUNTRY

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past and present.

2. ATTENDANCE

2.1 PRESENT

Members:	Cr L Rumble Cr K White	Paraburdoo Ward (Presiding Member) Onslow Ward
Staff:	Mr R Paull Mr A Serer Ms J Smith	Chief Executive Officer Director Strategic and Community Development Executive Officer
Guests:		
Members of Public:	There were _____ members of the public in attendance at the commencement of the meeting.	
Member of Media:	There were _____ members of the media in attendance at the commencement of the meeting.	

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

Cr Lynch Tom Price Ward

3. ANNOUNCEMENT OF VISITORS

4. DECLARATION BY MEMBERS

4.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

Councillors Rumble and White are requested to give due consideration to all matters contained in the Agenda presently before the meeting.

4.2 DECLARATIONS OF FINANCIAL / PROXIMITY / IMPARTIALITY INTEREST

Councillors to Note

A member who has an interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING HELD ON 13 FEBRUARY 2018

Officers Recommendation

That the Minutes of the Paraburdoo Community Hub (CHUB) Committee Meeting held on 13 February 2018, be confirmed as a true and accurate record.

ATTACHMENT 5.1

6. REFERENCE

6.1 TERMS OF REFERENCE

OBJECTIVES

The Committee is to undertake the task of overseeing the CHUB project and to make recommendations to Council as per the Roles and Responsibilities outlined in (a) to (f) below.

ROLES AND RESPONSIBILITIES

The Committee is to undertake the task of overseeing the CHUB project and to make recommendations to Council on:

- a) Updated designs and reports regarding estimated cost, risk and deliverables;
- b) The register of design changes, including impact to cost / size / scope;
- c) Final documented designs before presentation to Council for endorsement;
- d) Major variations (over \$100,000 in cost, or exceed total budget, or change in scope that effects functionality or purpose of area) for recommendation to Council;
- e) Proposed variations to the terms of the funding agreements (via request to the Project Steering Group);

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

- f) Requests and feedback from the Project Reference Group; and
- g) Monthly project progress reports and major variation requests during construction.

MEETINGS

Membership

Membership of the Shire of Paraburdoo Community Hub (CHUB) Committee will be:

- Three (3) Elected Members of the Shire of Ashburton.

Note - Other individuals may attend meetings as guests/observers, with the prior approval of the Presiding Person.

Authority

The Committee has no delegated authority and the Shire President is to be the Shire's Spokesperson on issues under the Committee's consideration (irrespective of Committee Membership) unless otherwise authorised by the Shire President. Committee's recommendations on proposed changes to the Paraburdoo CHUB project will be presented to the next month's Ordinary Meeting of Council (as Committee Minutes).

Budget and Organisational Support

- A relevant Shire employee will attend meetings to provide administrative support including:
 - Preparation and provision of committee agendas and minutes; and
 - Preparation of committee meeting venue, as required.

Term

The term of membership for committee members is to coincide with biennial Local Government Councillor Elections and Council's biennial Council Meeting following (where Committee appointments are made).

Frequency

Meetings are to be held as required (wherever practical, they should correspond with Shire of Ashburton's Ordinary Council Meeting dates and locations), so as to undertake the task of overseeing the CHUB project.

6.2 REFERENCE DOCUMENTS & KEY AGENCIES

Original Reference Documents:

- a) Business Case for Paraburdoo Community Hub (May 2016)
- b) Project Definition Plan (CODA, 6 November 2014)
- c) Opinion of Probable Cost (Donald Cant Watts Corke, November 2014)

Current Reference Documents:

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

- d) Feedback and Requirements (Project Reference Group, January 2017)
- e) Return Brief (Hodge Collard Preston, February 2017)
- f) Concept Design Plan (Hodge Collard Preston, February 2017)
- g) Indicative Programme (Hodge Collard Preston, 21 February 2017)
- h) Project Manager Status Report (February 2017)

7. AGENDA ITEMS

7.1 PARABURDOO COMMUNITY HUB PROJECT UPDATE JUNE 2018

FILE REFERENCE:	RC42129
AUTHOR'S NAME AND POSITION:	Anika Serer Director Strategic and Community Development
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	6 June 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 12.2 (Minute No. 307/2018) – Ordinary Meeting of Council 13 February 2018

Comment

Updated Designs and Reports Regarding Estimated Cost, Risk and Deliverables

At the Ordinary Meeting of Council held on 21 September 2017 the contract for 'RFT 17/17 Construction of the Paraburdoo Community Hub' was awarded to Pindan Pty Ltd, enabling the delivery of the new multipurpose centre and refurbishment of the existing sports hall.

Pindan has taken possession of site and commenced works in accordance with the approved program. Key dates:

Contract Award	2 October 2017
Site Possession	30 October 2017
Contract Duration	56 calendar weeks and 3 days from date of award
Practical Completion:	
Pool	1 October 2018
Other Facilities	30 October 2018

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

Key activities that have been undertaken:

- Demolition of old facilities complete (including gutting of old sports hall)
- Temporary swimming pool facilities for public use installed (changerooms etc)
- Backwash tank to pool demolished and new tank installed
- Installation of structural steelwork complete
- Installation of roof and metal wall cladding almost complete
- Concrete retaining walls underway
- Storm water works Stage One completed – Stage Two underway
- Plumbing, electrical and mechanical first fix complete

Other components of the CHUB Masterplan being progressed include:

- Resurface netball/basketball courts & replace fences: RFT 22/17 awarded 2017 for \$148,376 plus GST; works now complete and courts are being utilised. Minor potential defects being investigated (line marking quality/colour and white residue on surface). Current underspend is \$146,624, a small storage shed is proposed to be scoped and included in the RFQ for clubroom conversions to storage.
- Softball Diamond: Proposed Location and Orientation Map for the site is as per the original investigations and Business Case for the project. It is proposed to scope the diamond / fencing etc to match the specs of the Tom Price facility. A \$90,000 budget may not allow dug-outs to be included, these have been added to a 'wish list' for consideration if there is project underspend in other areas as per the Committee's recommendation from the meeting held on 13 February 2018 .
- Lesser Hall: replacement of air-con, painting, floorboard repairs and shade sail complete
- Old Clubrooms (convert to storage): will be scoped and delivered once the new clubrooms are completed as still required for oval activities (late 2018).

Project Budget

There is no proposed change to the forecast budget breakdown endorsed by Committee and Council in September. The detailed Budget and Expenditure Report (as at 5 June 2018) is provided at **ATTACHMENT 7.1A**.

Potential works have been identified for consideration if there is an overall budget underspend, to complement the approved scope and maximise the benefits of the Community Hub Master Plan. These include:

1. Small basketball/netball club storage shed located between the courts and squash club (captured within budget for the courts upgrade);
2. Upgrades to pedestrian path/connection to the town centre as identified in the master plan, including traffic calming treatment;
3. Dug-out and additional facilities for new softball diamond;
4. Additional spectator viewing/oval side facilities;
5. Roof to outdoor basketball/netball courts;
6. Picperf screen (oxidised look)*; and

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

7. Relocation of shed in lesser hall courtyard.

In accordance with the Committee's recommendations, endorsed by Council at the Ordinary Meeting held on 13 February 2018, these items will be scoped/costed, to enable further consideration as final project costs are known.

A provisional sum of \$150,000 was allowed in the project budget for electrical connection to the existing transformer (near the child care centre). The quote for works has now been provided by Rio Tinto Utilities, totalling \$48,577.52 (pending installation). As at 5 June 2018 there is a total forecast underspend of \$2.62 million for the project.

Register of Design Changes

There are no proposed changes to the plans received by the Committee and endorsed by Council at the July 2017 Ordinary Meeting of Council.

The contract for the construction of the Multipurpose Centre (RFT 17/17) includes a provisional sum for 'Pic-Perf Screens' – perforated aluminium screens with artwork designs – to be incorporated into the new entry fencing to the swimming pool as a public art feature. Emma Blyth (artist) has been engaged to undertake community engagement and contribution to develop a proposed design for the screens. The consultation work is expected to take place the week of 5 June 2018, with the draft design due 22 June 2018 (to be forwarded to Councillors for feedback).

** Picperf screen (oxidised look) – the suggestion to include oxidised panels in the decorative screening to the pool entry has been referred to Hodge Collard Preston Architects and Pindan for feedback. The response is that this not recommended in the proposed site as the oxidation may cause discolouration to the concrete floor and adjoining panels. Other areas in the outdoor landscaping may be more appropriate for this type of finish, which will be investigated for further recommendations.*

Status Report

The Status Reports for the month of May 2018 outlining key activities and milestones for the architect and builder are provided at **ATTACHMENT 7.1B**.

Variations

The Variations register is provided in the architect's report. All known and pending financial impacts are also included in the detailed Budget and Expenditure Report, total approved variations to date:

- Sports Hall Refurb \$75,856.56 - tree removal, footpath double-thickness demolition, extend replacement of aged paving to north/east of hall); squash court lintel replacement, roof fall arrest system, CFC cladding, upgrade finish to bathroom floors, air-conditioner condenser cage.
- Multipurpose Centre \$180,036.93 - waterproof backwash tank, drainage survey, additional footing to old pool building requiring demolition, relocate reticulation controller for oval (was fitted to the old pool building), upgrade pump for backwash tank to stainless steel; asbestos removal, stormwater upgrades, latent conditions, additional streetlight and bollard lighting, modification to shade sail.

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

Proposed Variations

Following a site inspection by the user groups in April, a number of requests were made particularly with regard to the proposed fitout and finishes in the new 'Karingal' building. The following variation quotations have been received for consideration:

- a) Tap to playgroup area \$511.50: the playgroup committee has requested that a tap be installed in the outdoor playground area, to enable equipment and the area to be hosed down (not in current design);
- b) Softfall and fencing extension to playgroup area \$2,968.08: the playgroup committee has requested that a swing be included in the fixed playground equipment specification, this will require the softfall and fencing to be expanded slightly.
- c) Upgrade kitchenette \$4,188.86: Karingal has requested an oven, cooktop and rangehood be included in the kitchenette to enable cooking classes to continue, meals to be prepared for playgroup and catering for meetings etc (currently a basic cabinet / sink type layout included).

Other proposed variations:

- d) Upgrade tapware to showers throughout \$1,600: it has been discovered that the tapware specified by the client in the showers is not actually the required model, it is a 'push-button' that requires constant pressure for water flow. The contractor has advised this is not suitable particularly for hot water, and has recommended a 'time-flow' alternative for the showers in all changerooms. The original specification was taken from the Onslow pool facility schedule, which does have 'time-flow' taps however it has been discovered that these were retrofitted and the schedule not updated.
- e) Box gutters to plantroom (pending): the construction of the framework around the pool plantroom and pool entry has shown an issue where the water flow from the roof will gush onto the entry in one area (similar to what happened with the canopies in the Tom Price mall) – installation of box gutters at construction-only cost whilst contractors are on site installing roof and other gutters.
- f) Concrete path/drain pit changes to pool entry (latent condition): the balance tank under the pool surrounds was not correctly documented in the 'as-con' drawings provided to the architect. It has now been further investigated and surveyed, and is located closer to the new entry than shown on designs, which will require further concrete to be cut and a drain pit changed to enable the entry path to be even and meet accessibility grade requirements due to the depth of the tank lid (cost to be finalised but contractor has advised it will not be more than \$3,000 plus GST).

All variations have been managed within contingency allowed for the project and current underspend.

Karingal has also requested permission to set up a community garden in the area between the gym and neighbourhood centre (entry to main facility). This area has already had a landscaping plan developed as part of the contract, and is quite a small, heavily trafficked area. It is

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

therefore recommended that the area between the neighbourhood centre and bowling club would be more appropriate for the community garden.

Risk

Construction works have progressed to date with minimal impact on the operation of the public swimming pool and nearby facilities. The program is on target for completion of the pool facilities by 1 October 2018 (to meet the start of the next Summer pool season) and the rest of the facilities by the end of that month. This will continue to be monitored so that any delays or interruptions are communicated to the public and affected stakeholders as soon as possible.

Facility Naming

Informal discussions have been held with the Paraburdoo Ward Councillors regarding the naming of the complex and individual areas. The following has been suggested for consideration:

1. The overall precinct will be named 'Paraburdoo Sports, Fitness and Community Complex';
2. This will be the name on the front of the new multi-purpose building and title on a central directional map which will direct visitors to the various areas;
3. There will be 'Wings' which will also be identified on the central directional map (ie Wing A and 'Name'):
 - a. Wing A – Quentin Broad Swimming Pool (also sign on facility)
 - b. Wing B – Lifestyle Centre (also sign on facility)
 - c. Wing C – Multipurpose Hall
 - d. Wing D – Function Room & Pavilion
 - e. Wing E – Karingal Neighbourhood Centre (also sign on facility)
 - f. Wing F – Squash Courts
 - g. Wing G – Outdoor Netball Courts
 - h. Wing H – Softball Diamond

There is a provisional sum in Pindan's contract of \$75,000 for signage however this may not be sufficient for the extent of signage described above (eg central directional map). A quotation will be requested following the confirmation of naming and signage locations.

It is also noted that the funding agreement with Rio Tinto requires their involvement in naming of the facility and any other secondary facility naming rights. Pending Council's confirmation of preferences these will be forwarded to Rio Tinto for review and feedback.

Officers Recommendation

That the Paraburdoo Community Hub (CHUB) Committee recommend to Council that with respect to the Paraburdoo Community Hub Project, Council:

1. Notes the progress report;
2. Approves the following variation requests in regard to RFT 17/17 Construction of Paraburdoo Community Hub:
 - a. Tap to playgroup area \$511.50;
 - b. Softfall and fencing extension to playgroup area \$2,968.08;

AGENDA - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
19 JUNE 2018

- c. Upgrade kitchenette \$4,188.86;
 - d. Upgrade tapware to showers throughout \$1,600;
 - e. Box gutters to plantroom (pending);
 - f. Concrete path/drain pit changes to pool entry (latent condition – estimated cost \$3,000).
3. Approves Karingal's request for an area to set up a community garden, nominating the area between the neighbourhood centre and bowling club (currently grassed and unused);
4. Approves the naming of the facility, subject to approval by funding stakeholders in accordance with the terms of financial agreements to be:
 - a. The overall precinct will be named 'Paraburdoo Sports, Fitness and Community Complex';
 - b. This will be the name on the front of the new multi-purpose building and title on a central directional map which will direct visitors to the various areas;
 - c. There will be 'Wings' which will also be identified on the central directional map (eg Wing A and 'Name'):
 - Wing A – Quentin Broad Swimming Pool (also sign on facility).
 - Wing B – Lifestyle Centre (also sign on facility).
 - Wing C – Multipurpose Hall.
 - Wing D – Function Room & Pavilion.
 - Wing E – Karingal Neighbourhood Centre (also sign on facility).
 - Wing F – Squash Courts.
 - Wing G – Outdoor Netball Courts.
 - Wing H – Softball Diamond.

8. NEXT MEETING

The next Paraburdoo Community Hub (CHUB) Committee meeting will be held at a time yet to be determined.

9. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at ____ pm.



**SHIRE OF ASHBURTON
PARABURDOO COMMUNITY HUB (CHUB)
COMMITTEE MEETING**

MINUTES

**Ashburton Hall, Ashburton Avenue,
Paraburdoo
13 February 2018**

9.00 am

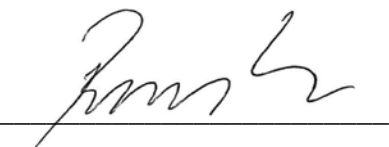
MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

SHIRE OF ASHBURTON

PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING

The Chief Executive Officer recommends the endorsement of these minutes at the next Paraburdoo Community Hub (CHUB) Committee Meeting.

CEO: _____



Date: 15/02/2018

These minutes were confirmed by the Committee as a true and correct record of proceedings of the Paraburdoo Community Hub (CHUB) Committee Meeting held on 13 February 2018.

Presiding Member: _____

Date: ____/____/2018

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by the Committee and/or endorsement by the Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

1.	DECLARATION OF OPENING.....	4
1.1	ACKNOWLEDGEMENT OF COUNTRY	4
1.2	ELECTION OF CHAIRPERSON	4
2.	ATTENDANCE	4
2.1	PRESENT	4
2.2	APOLOGIES.....	5
2.3	APPROVED LEAVE OF ABSENCE	5
3.	ANNOUNCEMENT OF VISITORS.....	5
4.	DECLARATION BY MEMBERS.....	5
4.1	DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA	5
4.2	DECLARATIONS OF FINANCIAL / PROXIMITY / IMPARTIALITY INTEREST	5
5.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	6
5.1	PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING HELD ON 21 SEPTEMBER 2017	6
6.	REFERENCE.....	7
6.1	TERMS OF REFERENCE	7
6.2	REFERENCE DOCUMENTS & KEY AGENCIES.....	8
7.	AGENDA ITEMS	9
7.1	PARABURDOO COMMUNITY HUB PROJECT UPDATE FEBRUARY 2018.....	9
8.	NEXT MEETING	13
9.	CLOSURE OF MEETING	13

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

1. DECLARATION OF OPENING

The Chief Executive Officer declared the meeting open at 9.03 am.

1.1 ACKNOWLEDGEMENT OF COUNTRY

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past and present.

1.2 ELECTION OF CHAIRPERSON

The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3 of the Local Government Act 1995 (S5.12 Local Government Act 1995).

Cr White nominated Cr Rumble to the position of presiding member. Cr Rumble accepted the nomination.

There being no further nominations the Chief Executive Officer declared Cr Rumble to be elected as the Presiding Member of the Paraburdoo Community Hub (CHUB) Committee for the ensuing two (2) years to October 2019.

Cr Rumble assumed the chair as presiding member.

2. ATTENDANCE

2.1 PRESENT

Members:	Cr L Rumble Cr K White Cr M Lynch	Paraburdoo Ward (Presiding Member) Onslow Ward Tom Price
Staff:	Mr R Paull Mr A Serer Ms J Smith Mrs M Lewis	Chief Executive Officer Director Strategic and Community Development Executive Officer CEO & Councillor Support Officer
Guests:	Cr Dias Cr Gallanagh John Bingham Lee Reddell	Paraburdoo Ward Pannawonica Ward Director Corporate Services Director Development and Regulatory Services
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Member of Media:	There were no members of the media in attendance at the commencement of the meeting.	

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

2.2 APOLOGIES

There were no apologies.

2.3 APPROVED LEAVE OF ABSENCE

There were no Councillors on approved leave of absence.

3. ANNOUNCEMENT OF VISITORS

There were no visitors in attendance.

4. DECLARATION BY MEMBERS

4.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

Councillors White, Lynch and Rumble noted that they had given due consideration to all matters contained in the Agenda presently before the meeting.

4.2 DECLARATIONS OF FINANCIAL / PROXIMITY / IMPARTIALITY INTEREST

Councillors to Note

A member who has an interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting
or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
No declaration of interests were provided.		

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING HELD ON 21 SEPTEMBER 2017

Officers Recommendation and Committee Decision

MOVED: Cr M Lynch

SECONDED: Cr K White

That the Minutes of the Paraburdoo Community Hub (CHUB) Committee Meeting held on 21 September 2018, be confirmed as a true and accurate record.

CARRIED 3/0

Cr Rumble, White and Lynch voted for the motion

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

6. REFERENCE

6.1 TERMS OF REFERENCE

OBJECTIVES

The Committee is to undertake the task of overseeing the CHUB project and to make recommendations to Council as per the Roles and Responsibilities outlined in (a) to (f) below.

ROLES AND RESPONSIBILITIES

The Committee is to undertake the task of overseeing the CHUB project and to make recommendations to Council on:

- a) Updated designs and reports regarding estimated cost, risk and deliverables;
- b) The register of design changes, including impact to cost / size / scope;
- c) Final documented designs before presentation to Council for endorsement;
- d) Major variations (over \$100,000 in cost, or exceed total budget, or change in scope that effects functionality or purpose of area) for recommendation to Council;
- e) Proposed variations to the terms of the funding agreements (via request to the Project Steering Group);
- f) Requests and feedback from the Project Reference Group; and
- g) Monthly project progress reports and major variation requests during construction.

MEETINGS

Membership

Membership of the Shire of Paraburdoo Community Hub (CHUB) Committee will be:

- Three (3) Elected Members of the Shire of Ashburton.

Note - Other individuals may attend meetings as guests/observers, with the prior approval of the Presiding Person.

Authority

The Committee has no delegated authority and the Shire President is to be the Shire's Spokesperson on issues under the Committee's consideration (irrespective of Committee Membership) unless otherwise authorised by the Shire President. Committee's recommendations on proposed changes to the

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

Paraburdoo CHUB project will be presented to the next month's Ordinary Meeting of Council (as Committee Minutes).

Budget and Organisational Support

- A relevant Shire employee will attend meetings to provide administrative support including:
 - Preparation and provision of committee agendas and minutes; and
 - Preparation of committee meeting venue, as required.

Term

The term of membership for committee members is to coincide with biennial Local Government Councillor Elections and Council's biennial Council Meeting following (where Committee appointments are made).

Frequency

Meetings are to be held as required (wherever practical, they should correspond with Shire of Ashburton's Ordinary Council Meeting dates and locations), so as to undertake the task of overseeing the CHUB project.

6.2 REFERENCE DOCUMENTS & KEY AGENCIES

Original Reference Documents:

- a) Business Case for Paraburdoo Community Hub (May 2016)
- b) Project Definition Plan (CODA, 6 November 2014)
- c) Opinion of Probable Cost (Donald Cant Watts Corke, November 2014)

Current Reference Documents:

- d) Feedback and Requirements (Project Reference Group, January 2017)
- e) Return Brief (Hodge Collard Preston, February 2017)
- f) Concept Design Plan (Hodge Collard Preston, February 2017)
- g) Indicative Programme (Hodge Collard Preston, 21 February 2017)
- h) Project Manager Status Report (February 2017)

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

7. AGENDA ITEMS

7.1 PARABURDOO COMMUNITY HUB PROJECT UPDATE FEBRUARY 2018

MINUTE: 316

FILE REFERENCE:	RC42129
AUTHOR'S NAME AND POSITION:	Anika Serer Director Strategic and Community Development
AUTHORISING OFFICER AND POSITION:	Rob Paull Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	6 February 2018
DISCLOSURE OF FINANCIAL INTEREST:	The author and authorising officer have no financial, proximity or impartiality interests in the proposal.
PREVIOUS MEETING REFERENCE:	Agenda Item 12.2 (Minute No. 226/2017 – Ordinary Meeting of Council 21 September 2017)

Comment

Updated Designs and Reports Regarding Estimated Cost, Risk and Deliverables

At the Ordinary Meeting of Council held on 21 September 2017 the contract for 'RFT 17/17 Construction of the Paraburdoo Community Hub' was awarded to Pindan Pty Ltd, enabling the delivery of the new multipurpose centre and refurbishment of the existing sports hall.

Pindan has taken possession of site and commenced works in accordance with the approved program. Key dates:

Contract Award	2 October 2017
Site Possession	30 October 2017
Contract Duration	56 calendar weeks and 3 days from date of award
Practical Completion:	
Pool	1 October 2018
Other Facilities	30 October 2018

Key activities that have been undertaken:

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

- Demolition of old facilities complete
- Temporary facilities for public use installed and working (changerooms etc)
- Backwash tank to pool demolished and new tank installed
- Bulk earthworks underway (90% complete at time of report)
- Contractor closed over Christmas – recommenced 8 January to continue earthworks
- New in-ground services approximately 30% complete
- Latent conditions (unknown site conditions) have resulted in unavoidable minor variations. These are included on the Financials Spreadsheet under each area.

Other components of the CHUB Masterplan being progressed include:

- Resurface netball/basketball courts & replace fences: RFT 22/17 awarded 2017 for \$148,376 plus GST; works expected to commence February 2018 with floor colour confirmed as 'True Blue'. Current underspend is \$146,624, a small storage shed is proposed to be scoped and included in the RFQ for clubroom conversions to storage.
- Softball Diamond: Proposed Location and Orientation Map for the site is as per the original investigations and Business Case for the project, shown at **ATTACHMENT 7.1A**. It is proposed to scope the diamond / fencing etc to match the specs of the Tom Price facility. A \$90,000 budget may not allow dug-outs to be included, but suggested these are added to a 'wish list' for consideration if there is project underspend in other areas.
- Lesser Hall: replacement of air-con, painting, floorboard repairs underway. RFQ is currently advertised for the supply and installation of shade-sails to the concrete area in the rear courtyard. Suggested colour for the shade-sail is 'Manor Red' to match others throughout the Shire.
- Old Clubrooms (convert to storage): will be scoped and delivered once the new clubrooms are completed as still required for oval activities (late 2018).

Project Budget

There is no proposed change to the forecast budget breakdown endorsed by Committee and Council in September. The detailed Budget and Expenditure Report is provided as **CONFIDENTIAL ATTACHMENT 7.1B**.

Potential works have been identified for consideration if there is an overall budget underspend, to complement the approved scope and maximise the benefits of the Community Hub Master Plan. These include:

1. Small basketball/netball club storage shed located between the courts and squash club (captured within budget for the courts upgrade);
2. Upgrades to pedestrian path/connection to the town centre as identified in the master plan, including traffic calming treatment;
3. Dug-out and additional facilities for new softball diamond;
4. Additional spectator viewing/oval side facilities; and
5. Roof to outdoor basketball/netball courts.

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

It is proposed that these items are included on register for scoping/costing, to enable further consideration as final project costs are known.

Register of Design Changes

- There are no proposed changes to the plans received by the Committee and endorsed by Council at the July 2017 Ordinary Meeting of Council.

The contract for the construction of the Multipurpose Centre (RFT 17/17) includes a provisional sum for 'Pic-Perf Screens' – perforated aluminium screens with artwork designs – to be incorporated into the new entry fencing to the swimming pool as a public art feature. Further information including dimensions and examples are provided at **ATTACHMENT 7.1C**.

It is proposed that an appropriate artist be appointed in accordance with the Shire's Purchasing Policy to undertake community engagement and contribution to develop a proposed design for the screens. There is budget available in the 'Professional Fees' component of the project for this work, which is expected to cost around \$50,000.

Status Report

The Status Reports for the month of January 2018 outlining key activities and milestones for the architect and builder are provided at **ATTACHMENTS 7.1D and 7.1E**.

Variations

The Variations register is provided in the architect's report. All known and pending financial impacts are also included in the detailed Budget and Expenditure Report. but total variations to date:

- Sports Hall Refurb \$17,177 - tree removal, footpath double-thickness demolition, extend replacement of aged paving to north/east of hall);
- Pending - squash court lintel replacement cost;
- Multipurpose Centre \$20,072 - waterproof backwash tank, drainage survey, additional footing to old pool building requiring demolition, relocate reticulation controller for oval (was fitted to the old pool building), upgrade pump for backwash tank to stainless steel;
- Pending – asbestos removal from pool facility eaves, asbestos water main found under MPC site, storm water pipe found from pump room (redundant), unmarked power lines to pool hit, drainage upgrade required to north-south line between pool and sports hall. The drainage upgrade is expected to be significant as it requires the complete design and upgrade of the north-south drainage system from primary school to pool carpark, as well as connection of the new facilities. Costs will be provided once estimates are finalised.

All variations have been managed within contingency allowed for the project and current underspend.

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

Risk

Construction works have progressed to date with minimal impact on the operation of the public swimming pool and nearby facilities. The program is on target for completion of the pool facilities by 1 October 2018 (to meet the start of the next Summer pool season) and the rest of the facilities by the end of that month. This will continue to be monitored so that any delays or interruptions are communicated to the public and affected stakeholders as soon as possible.

Voting Requirement

Simple Majority Required

Officers Recommendation and Committee Decision

MOVED: Cr M Lynch

SECONDED: Cr K White

That the Paraburdoo Community Hub (CHUB) Committee recommend to Council that with respect to the Paraburdoo Community Hub Project, Council:

- 1. Endorses the proposed location and scope for the 'softball diamond' component of the project;**
- 2. Approves the appointment of an appropriate artist to undertake community consultation and contribution to a design for the perforated screens at the entry to the new facility, for consideration by Council; and**
- 3. Notes the suggested additional items for investigation and further consideration if savings within the existing project scope allow additional value to be added to the project.**
 - Small basketball/netball club storage shed located between the courts and squash club (captured within budget for the courts upgrade);**
 - Upgrades to pedestrian path/connection to the town centre as identified in the master plan, including traffic calming treatment;**
 - Dug-out and additional facilities for new softball diamond;**
 - Additional spectator viewing/oval side facilities;**
 - Roof to outdoor basketball/netball courts;**
 - Picperf screen (oxidised look);**
 - Relocation of shed in lesser hall courtyard; and**
 - Navy blue shade sail in lesser hall courtyard.**

CARRIED 3/0

Councillors Rumble, White and Lynch voted for the motion

Note: The committee modified the recommendation to ensure that these additional items are addressed in the project.

MINUTES - PARABURDOO COMMUNITY HUB (CHUB) COMMITTEE MEETING
13 FEBRUARY 2018

8. NEXT MEETING

The next Paraburdoo Community Hub (CHUB) Committee meeting will be held at a time yet to be determined.

9. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 9.36 am.

PARABURDOO COMMUNITY HUB PROJECT 5/06/2018

PARABURDOO COMMUNITY HUB	Budget Allocation	Forecast Cost at Completion	Current Underspend	Status	Expenditure to Date	Cost to Complete	Ledger Code	NOTES	RTIO	RFR	SOA
PROJECT BUDGET											
Project Activity	Current Estimated Cost (\$) Ex GST	Current Estimated Cost (\$) Ex GST									
NEIGHBOURHOOD CENTRE RFT 17/17	\$ 2,015,000	\$ 1,191,022.39	-823,977.61	In progress	\$ 284,082.32	\$906,940.07		RFT 17/17 Progress Claim 3	\$ 2,015,000		
Variations:		\$ 83,525.02									
CV002 Tree removal		\$ 1,650.00		Complete				Large tree near sports hall - Council advised 6/12			
CV003 Footpath latent condition		\$ 4,358.75		Complete				Demolition of existing footpath to east of sports hall found that it was constructed on top of another footpath - additional demolition required (150sqm) - Council advised 12/1/18			
CV004 - Remove and replace paving to north/east		\$ 11,168.73		In progress				Concrete path to north & east of the building is in poor condition, not included in original specification but should be upgraded to match new paving to east & south - Council advised 12/1/18			
CV008 Squash Court lintel replacement		\$ 6,955.25		In progress				Lintel supporting the mezzanine floor found to be cracked - will require 4 additional steel support columns and replacement lintel.			
CV12 Roof Fall arrest system (railing)		\$ 5,944.40		Approved				RFI 044 - 21/02/18 quotation received roof safety system; approved 12/3/18			
SI7 Rectification works to Karingal Roof				Pending				20/2 - demolition of ceiling has shown extensive number of holes incl old drill holes to the sports hall roof - to be rectified and patched			
CV11 Pre-finished CFC cladding to Karingal front elevation		\$ 33,950.05		Approved				20/2 - noted cracking is continuing to front wall of hall/Karingal which may not wear well with proposed render finish. Quote to use CFC cladding to match MPC instead approved 12/3/18			
VO18 Upgrade finish to bathroom floors in Karingal to vinyl		\$ 10,470.90		Approved				Current specification is to paint the existing concrete however it is in poor surface condition. 10/4 Committee approved vinyl \$10,470.90 plus GST.			
CV021 Condensor Cage		\$ 1,358.50		Approved				RFI-076, restricted access in the ceiling space above the club room for pipework led to an approved request to relocate the unit to the external wall in lieu of roof. Mechanical consultant requested a vandal resistant cage to be manufactured, supplied and installed.			
CV23 Hose Taps to Karingal		\$ 511.50		Pending				Supply & install new cold water service to anti-vandal hose tap oon southside of Karingal Centre. Replace standard hose tap to anti-vandal on northside.			
CV22 Softfall and Fencing to accommodate infant swing		\$ 2,968.08		Pending				supply and installation of additional softfall and fencing to Karingal playground to accommodate the infant swing			
CV25 Upgrade kitchenette		\$ 4,188.86		Pending				Karingal has requested an oven, cooktop and rangehood be included in the kitchenette to enable cooking classes, meals to be prepared for playgroup and meetings etc.			
MULTIPURPOSE CENTRE RFT 17/17	\$ 11,005,000	\$ 10,372,136.62	-632,863.38	In progress	\$ 3,863,951.51	\$6,508,185.11		RFT 17/17 Progress Claim 3	\$ 3,124,550	\$ 5,000,000	\$ 2,880,450
Variations:		\$ 181,636.93									
CV01 Waterproof Backwash Tank		\$ 5,062.86		Complete	\$5,062.86	\$0.00		Waterproof membrane to new backwash tank (as per Onslow specs)			
CV005 Drainage Survey		\$ 8,276.40		Complete				Survey required to capture information for design of the drain replacement - Council advised 12/1/18			
Asbestos found to eaves of pool facility				Pending				Not noted on asbestos register			
CV006 Uncovered Ground Beam		\$ 3,898.40		Complete				Demolition of pool building has found additional 1100mm footing on one side (600mm deeper than the other side) - Council advised 18/1/18			
LC009 Asbestos water main under MPC				Pending				Water main may be re-directed without additional expense - waiting on design			
LC0011 Stormwater pipe from pump room				Pending				Pipe is redundant, remove and cap pits			
Unmarked power lines to pool - latent condition				Pending				Lines hit during earthworks - not marked on any plans			
CV007 Upgrade new backwash pump to stainless steel		\$ 1,724.80		Complete				Pump for new backwash tank wasn't nominated as stainless steel in specifications - this has been found to have better durability in other Shire pools			
CV009 Additional pipe required for connection to backwash tank		\$ 4,097.50		Complete				23/1/18 issue connecting new backwash tank to existing pipe in pumproom - will require new pipe & slab cut - 21/2/18 CV009 rcvd, approved 22/2/18			
CV010 Upgrade safety shower waste & plantroom sump to be compliant		\$ 4,350.50		Approved				21/2/18 - discovered that existing emergency shower/eye wash & sump to plantroom is non-compliant RFI041; approved 26/2			
CV13 Drainage diversion around new hall (Stage 1)		\$ 32,522.05		Approved				23/2/18 Quote requested for initial part of drainage upgrade as it has been impacted by slab /footings for new hall to s/e. Approved 12/3/18			
SI9 As-con drawings for services discovered				Pending				20/2/18 Quote to provide as-con drawings for existing services			
VO14 Additional streetlight recommended to bowling club footpath		\$ 3,863.75		Approved				13/3/18 Plan for pedestrian lighting along footpath outside bowls does not reach the intersection / footpath route - recommend 1 additional streetlight (reduced quote from \$6,546 to \$3,863.75) Approved 21/3/18			
VO15 Additional bollard lights to the footpath leading from the pool to the edge of the carpark (west of bowling club)		\$ 15,933.01		Approved				3/4/18 Two options provided - more expensive & 10 warranty option \$29,202.47 or alternative (aluminium, powder coated 3 yr warranty) \$15,933.01 APPROVED 10/4/18			
VO16 Field investigation works to locate the storm water services to the western side of the pool (not documented on any drawings and unclear)		\$ 3,003.00		Approved				19/2/18 SI06 instruction to investigate the 2 exposed drain pipes along western side and connection/design as storm water not documented on any drawings. 6hrs excavation & backfilling			
VO17 Modifications required to existing shade sail & post		\$ 2,646.05		Approved				16/3/18 SI13 The shade sail over toddler's pool was incorrectly documented on Shire plans and the post will interfere with new steel column of MPC/pool entry - quote requested to relocate shade sail column & adjust sail. 9/4/18 updated quotation reduce from \$6563.32 to \$2646.05 - lower existing pole rather than moving. Approved by Council 10/4/18			
VO19 Stormwater Works Stage 2 (north-south)		\$ 69,841.41		Approved				SI5 drainage upgrade from school to carpark in front of pool; 9/4/18 Quotation received \$69,841.41 expected cost was \$90k. Emailed to Committee 10/4 with request to approve and include \$20k contingency (total approved expenditure to \$90k).			
SI16 Box Gutters to Pool Mechanical Plantroom & Pool Bin Store				Waiting on Quote				Supply and install two proposed 500mm wide x 100mm deep box gutters to the roof above the pool mechanical plantroom and pool bin store.			
VO20 Storm water works to the Western Side of the Pool (Stage 3)		\$ 23,707.20		Approved				Previous SI6 & SI10 - requested quote 15/3/18 to connect new stormwater pipework to western pool drainage as previous connection conflicted with the new MPC to south-west corner (Pool entry)			
Upgrade push-button taps to showers throughout		\$ 1,600.00		Pending				Taps were incorrectly specified by client for the showers throughout the facility - currently 'push button' which requires pressure on them at all time. Suggested upgrade to time-delay taps \$1600 for all showers throughout			
Replace oval retic controller		\$ 1,110.00		Complete				Retic controller for the oval was attached to side of old pool building			
OUTDOOR SPORTS COURT	\$ 295,000	\$ 154,108.23	-140,891.77	In progress	\$ 4,721.18	\$149,387.05		RFT 22/17 issued - estimated tip fee ; programmed for Feb 2018; 3/4/18 additional \$4,920 for latent condition live electrical box			\$ 295,000
SOFTBALL DIAMOND PERMANENT NET	\$ 90,000	\$ 90,000.00	0.00	Planning		\$90,000.00					\$ 90,000
CLUBROOMS (CONVERT TO STORAGE)	\$ 83,250	\$ 83,250.00	0.00	Planning		\$83,250.00					\$ 83,250
LESSER HALL	\$ 40,000	\$ 44,860.00	4,860.00	In progress	\$24,427.00	\$20,433.00		Painting, replace air-con, shadesails, estimated tip fees, 11/4/18 Unidentified GPO relocation \$720			\$ 40,000
SWIMMING POOL (OUTDOOR)	\$ 160,332	\$ 160,332.00	0.00	Planning		\$160,332.00					\$ 116,816
PROFESSIONAL FEES	\$ 931,000	\$ 636,350.51	-294,649.49	In Progress	\$ 481,711.37	\$154,639.14	BN379	RFT 23/16 Architectural Services- does not include travel/flight	\$ 860,450		\$ 70,550
PRELIMINARY DESIGN WORK	\$ 84,495	\$ 84,495.00	0.00	Complete	\$84,494.76	\$0.24		Complete	\$ 140,000		
CLIENT DIRECT FFE	\$ 250,000	\$ 250,000.00	0.00			\$250,000.00					\$ 250,000
CONSTRUCTION ALLOWANCE	\$ 631,989	\$ -	-631,989.24	Planning		\$0.00					\$ 620,000
Provisional Sum - Power	\$ 150,000	\$ 48,577.52	-101,422.48	In progress	\$ 48,577.52	\$0.00					\$ 150,000
PENDING VARIATIONS			0.00			\$0.00					
			0.00			\$0.00					
TOTAL ESTIMATED COST	\$ 15,736,066	\$ 13,115,132.27	-2,620,933.97		\$4,797,028.52	\$8,318,103.75			-\$ 6,140,000	-\$ 5,000,000	-\$ 4,596,066
TOTAL PROJECT BUDGET	\$ 15,736,066	\$ 15,736,066.00	13,115,132.03			\$15,736,066.00					
	\$ 0										
INCOME RECEIVED									-\$ 1,140,000	-\$ 2,200,000	
INTEREST			Projected underspend							-\$ 43,203	



Progress Report

Paraburdoo Community Hub

June 2018



HCP Job No. 07.17



Monthly Progress Report 007

Project:	Paraburdoo Community Hub
Client:	Shire of Ashburton
Superintendent's Rep:	Hodge Collard Preston Architects
Contractor:	Pindan Contracting Pty Ltd
Month Ending:	31st May 2018

Report Contents

1. Summary

- Progress Highlights
- Areas of Concern
- Weather

2. Health Safety and Environment

- HSE Stat Register
- HSE Lag Indicators
- HSE Incidents
- HSE Independent Audit

3. Construction Progress

- Impacts on Schedule
- Key Contract dates
- **Appendix 3.1** – Current project progress Programme
- **Appendix 3.2** – Extension of time/notification of delay register – Nil to date

4. Technical and Design

- Design Progress
- Design Issues
- Design change Register
- Request For Information
- **Appendix 4.1** – Request for Information Register

5. Quality Control

- Inspection and Testing
- Non Conformances
- Site inspection Reports

6. Contractual Issues

- Comments
- **Appendix 6.1** – Variations Register
- **Appendix 6.2** – Correspondence Register
- **Appendix 6.3** – Superintendent's Instructions Register

7. Cost

- **Appendix 7.1**- Cash Flow Graph & Costs to Date

8. Stake Holders

- Comments

9. Procurement and Manufacturing

- Comments
- Procurement Register

10. Site Photos

1. Summary

Site Works Progress (4 weeks, 1st May to 31st May 2018)

1. Completing internal and external wall framing to the CH and Karingal buildings.
2. Demolition of the pool pump room roof and walls.
3. Installation and grouting of pre-cast retaining wall panels including backfilling and compaction.
4. Installation of aluminium window and door frames was ongoing and 80% completed.
5. Framing for external cladding and soffit linings commenced.
6. Squash courts have been sanded and sealed.
7. Squash court glass partition has been installed.

Site services Progress (4 weeks, 1st May to 31st May 2018)

1. Installation of all mechanical ductwork, refrigerant pipework and equipment was ongoing and is 100% complete.
2. Hydraulic services 1st fix to the CH and Karingal building is 100% complete.
3. Electrical services 1st fix commenced and is 60% complete.

Upcoming site activities (4 weeks)

1. Completion of electrical services (electrical, data and security) 1st fix to be completed.
2. Commencement of internal ceiling framing, wall insulation and plasterboard services. These will be the critical activities during the month of June 2018.
3. Completion of aluminium window and door frames. Window and doors have been site measured and are in productions.
4. External cladding installation to commence to the North, East and West sides of the CH building.
5. Installation of the Kooltherm cladding to the basketball court area to commence.
6. Backfilling of retaining wall panels to be completed.
7. Joint sealing of pre-cast walls to be completed
8. Cabinet works to be site measured
9. Screeding of wet areas to commence.

Areas of Concern

- The area in front of the pool pump room is the biggest area of concern. Pindan received revised design documentation (layouts and levels) to proceed with.
- No other areas of concern.

Weather (Paraburdoo)

Temperature averages for the month of May 2018 being:
Min 18 deg & Maximum 32 deg with an average 20% humidity.

2. Health, Safety and Environment

HSE Stats Register

MAY 2018		
Project: Paraburdoo Community Hub		
	Month	Project
LEAD INDICATORS	To Date	To Date
Inductions - Pindan	4	45
Tool Box Meetings	5	28
No. of Toolbox Attendees	60	202
Prestart Meetings	29	190
No. of Prestart Attendees	308	1767
HSE Meetings	0	0
No. HSE Meeting Attendees	0	0
Take 5	308	1459
VOC	0	10
Workplace Inspections	5	22
JHA	0	44
DNA/BAC testing	308	1665
FFW Breaches	0	0
Task Observations	22	88
Emergency Drills	0	1
Audits	0	1
Corporate Site Visits	1	6
LAG INDICATORS	Monthly	Project
Incidents (From STEMS)	0	2
Improvement Notice	0	0
Prohibition Notice	0	0
ENVIRONMENTAL	Monthly	Project
Environmental Inspections	0	9
General Waste (m3)	60	490
Recyclable Waste (m3)	0	50
Prescribed Waste (m3)	0	0
Diesel Usage (l)	0	0
MANHOURS	Monthly	Project
Pindan Employees (Hours)	415	2872
Total No of Pindan Employees	38	227
Sub-Contractors (Hours)	3080	18263
Total No of Subcontractors	308	1767
Indigenous Employees (Hours)	0	8
Total No Indigenous Employees	0	80
Total no of Personnel	346	2002
Total Hours	3495	21143

Other

Monthly

Project

HSE Incidents

1. Nil to report.

3. Construction Progress

Impacts on Schedule

- No impacts since previous report.

Mitigating Actions

- n/a

Key Contract Dates

- Contract Award 2nd October 2017
- Practical Completion 31st October 2018

Please refer to the attached herewith Appendices:

- **Appendix 3.1** – Updated construction progress program
- **Appendix 3.2** – Extension of Time/Notification of Delay register – Nil to date

4. Technical and Design

Comments

- Pindan received revised design information for the layout and levels of the area in front of the existing pool pump room.
- RFIs are in hand and Pindan is pleased with the timeframes in which information is returned.

Please refer to the attached herewith Appendices:

- **Appendix 4.1** – Request for Information Register.

5. Quality Control

Management Plans in place

1. Project Risk Management Plan.
 2. QRMP Plan.
 3. Emergency Evacuation Plan.
 4. Environmental plan as part of PRMP.
 5. Construction management plan submitted.
 6. TMP plan to be submitted.
 7. Noise management plan.
-
- Pindan have not received any feedback and or approval of any of the above documentation.
 - Copies of Pindan's ITP's (inspection and test plans) are available on site for witness and sign off.

Non Conformance

1. Nil to date

6. Contract and Commercial

1. Progress Claim 01 submitted, approved and paid.
2. Progress Claim 02 submitted, approved and paid.
3. Progress Claim 03 submitted, approved and paid.
4. Progress Claim 04 submitted, approved and paid.
5. Progress Claim 05 submitted, approved and paid.
6. Progress Claim 06 submitted, approved and paid.
7. Progress Claim 07 submitted approved and paid.
8. Progress Claim 08 submitted and approved. Invoice issued for payment.

Please refer to the attached herewith Appendices:

Appendix 6.1 – Variations Register Attached

Appendix 6.2 –Correspondence Register Attached

Appendix 7.1- Cash Flow Graph & Summary Table of cost to date.

8. Stake Holders and Community

- Notice of intention to start works to relevant authorities done however no formal response/approval for Sunday or out of hours work has been received.
- Site Manager Greg Mifflin to have regular contact with the Shire for any issues or concerns
- No Community complaints.
- Pindan received permit to proceed (with conditions) with works out of hours, Sundays and Public Holidays. It was agreed that works can proceed on Public Holidays as long as noise is kept to a minimum.

9. Procurement and Manufacturing

Comments

- Please refer to the attached herewith Appendices: **Appendix 9.1** – Procurement Register.
- Procurement of subcontractors and suppliers is on schedule.

10.Site photos









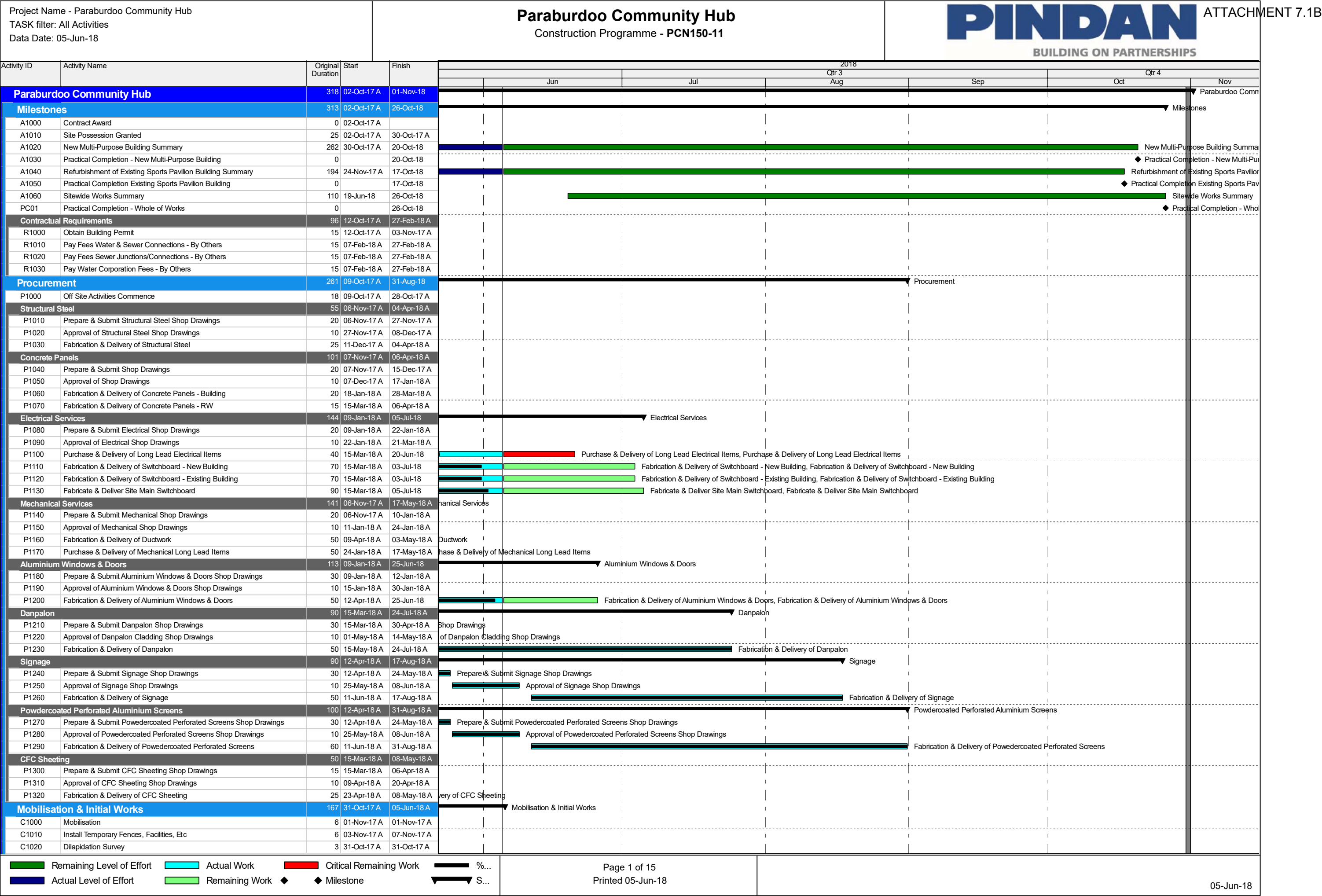




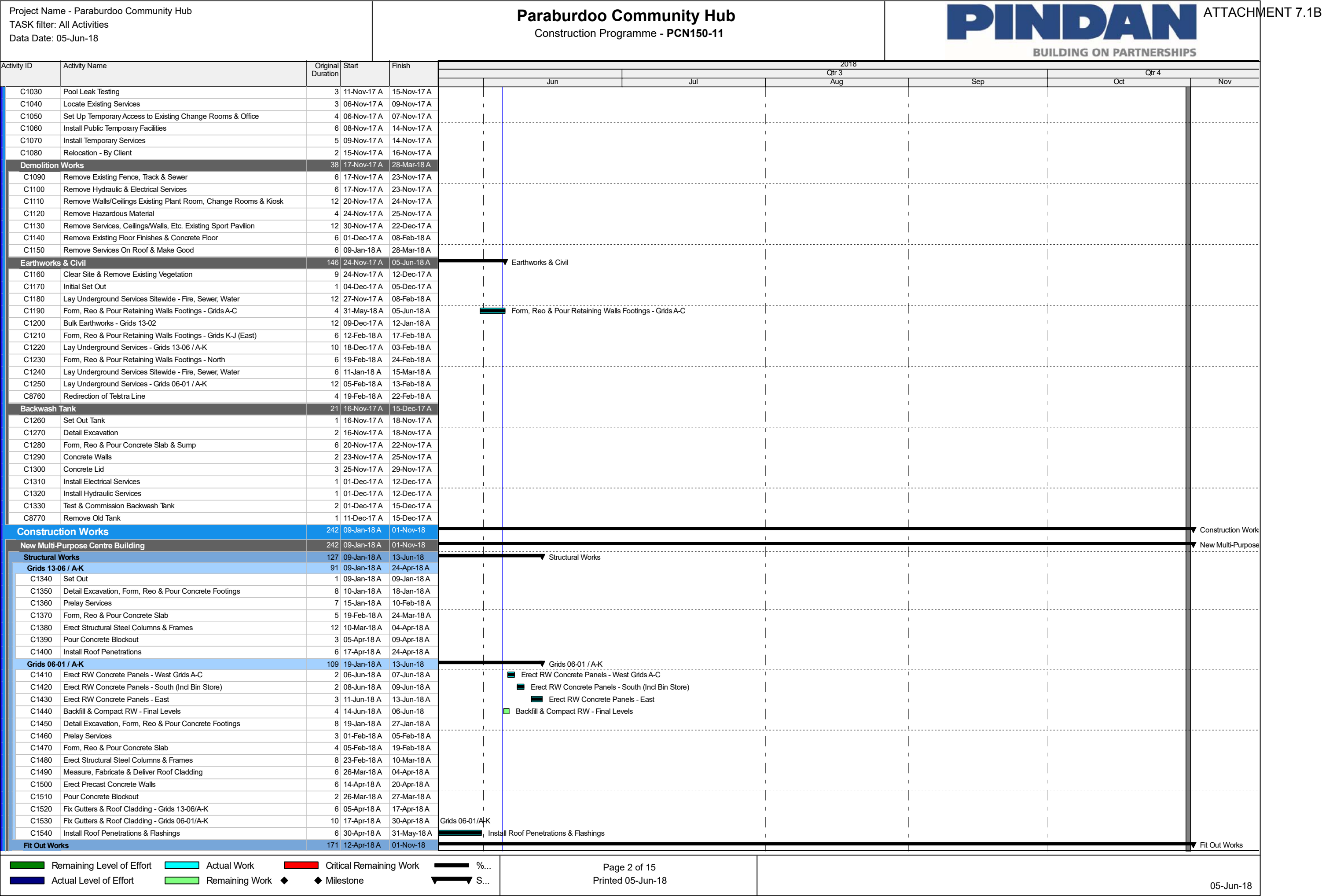




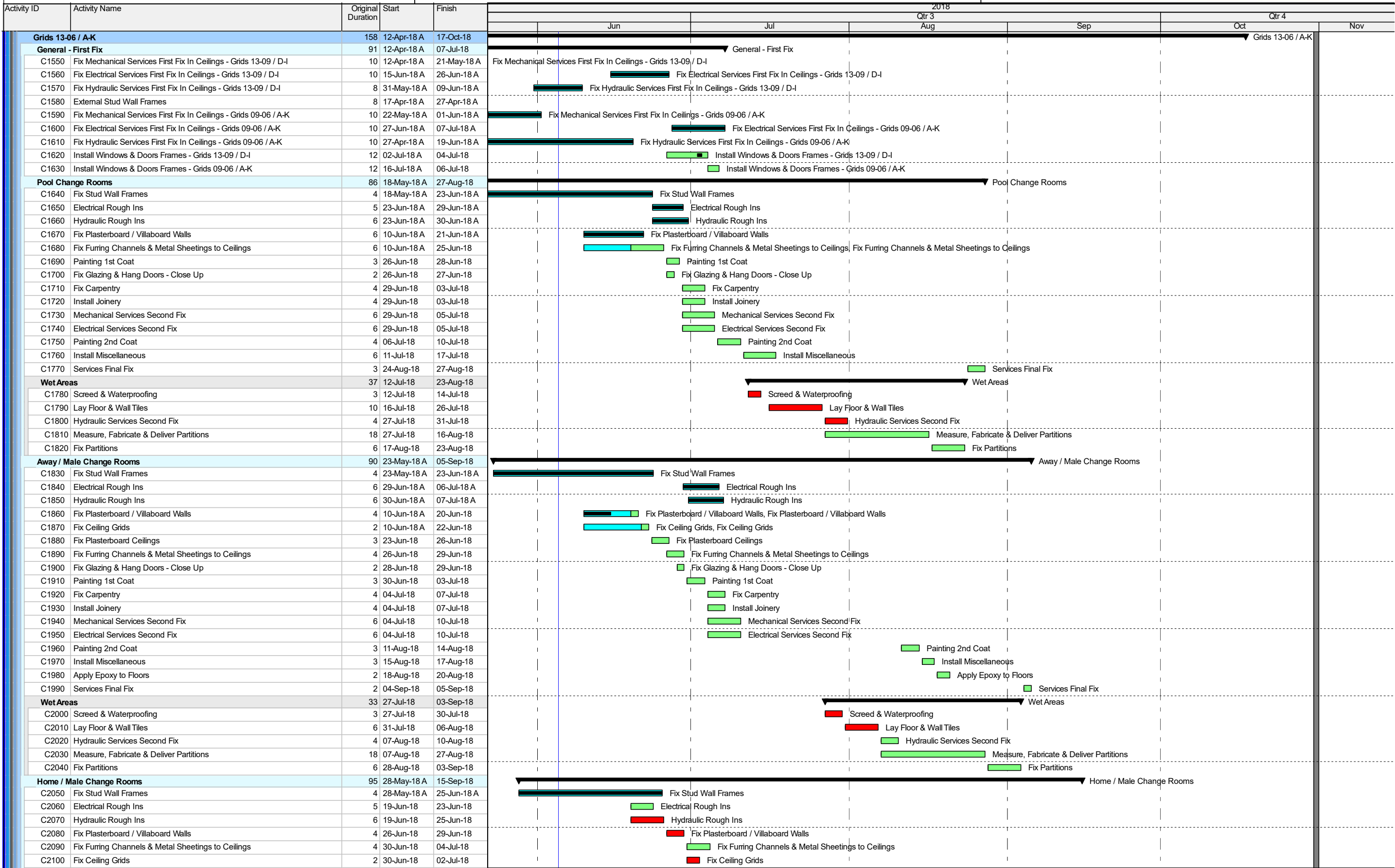




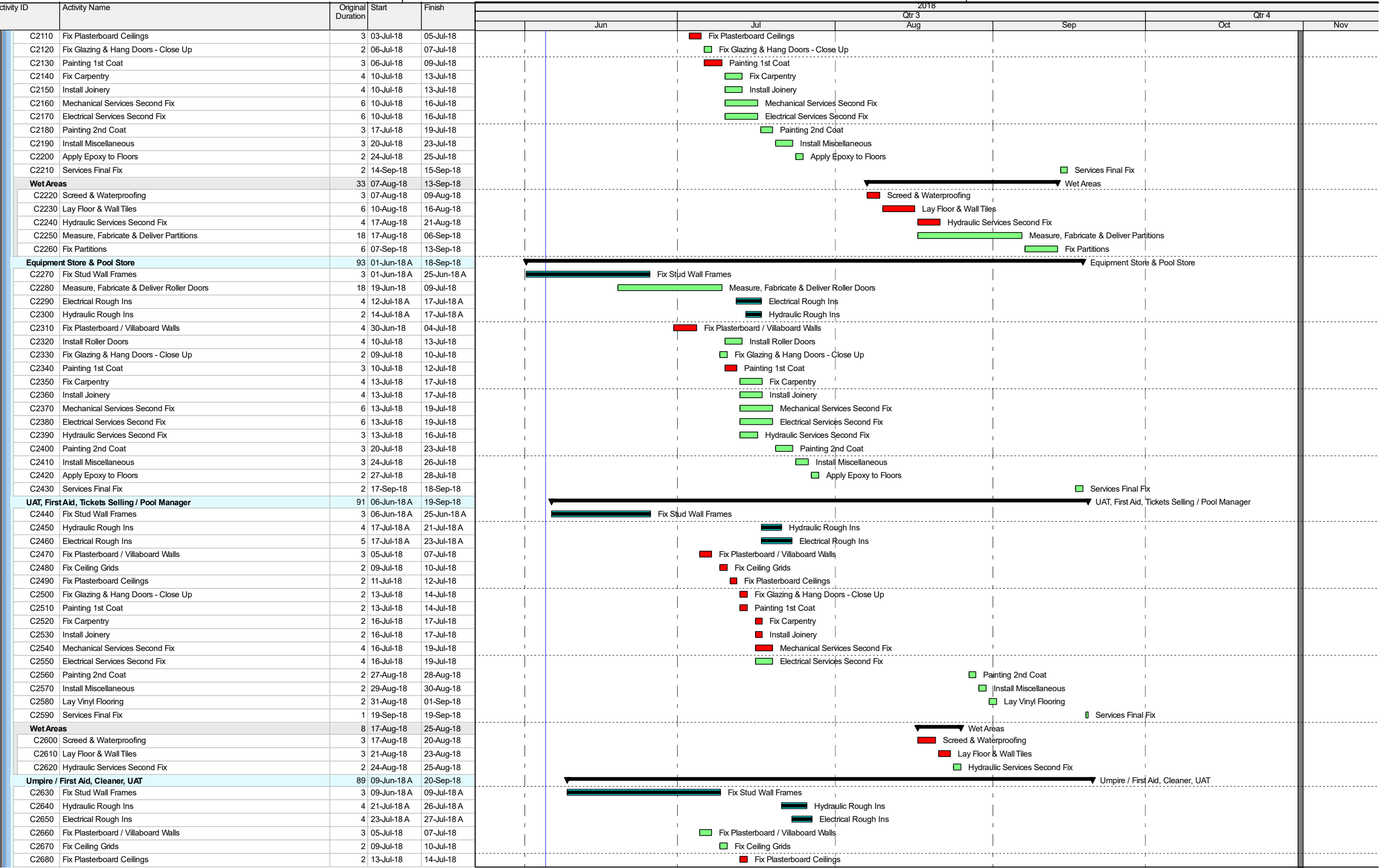
45



46



Remaining Level of Effort Actual Work Critical Remaining Work %...
Actual Level of Effort Remaining Work Milestone S...



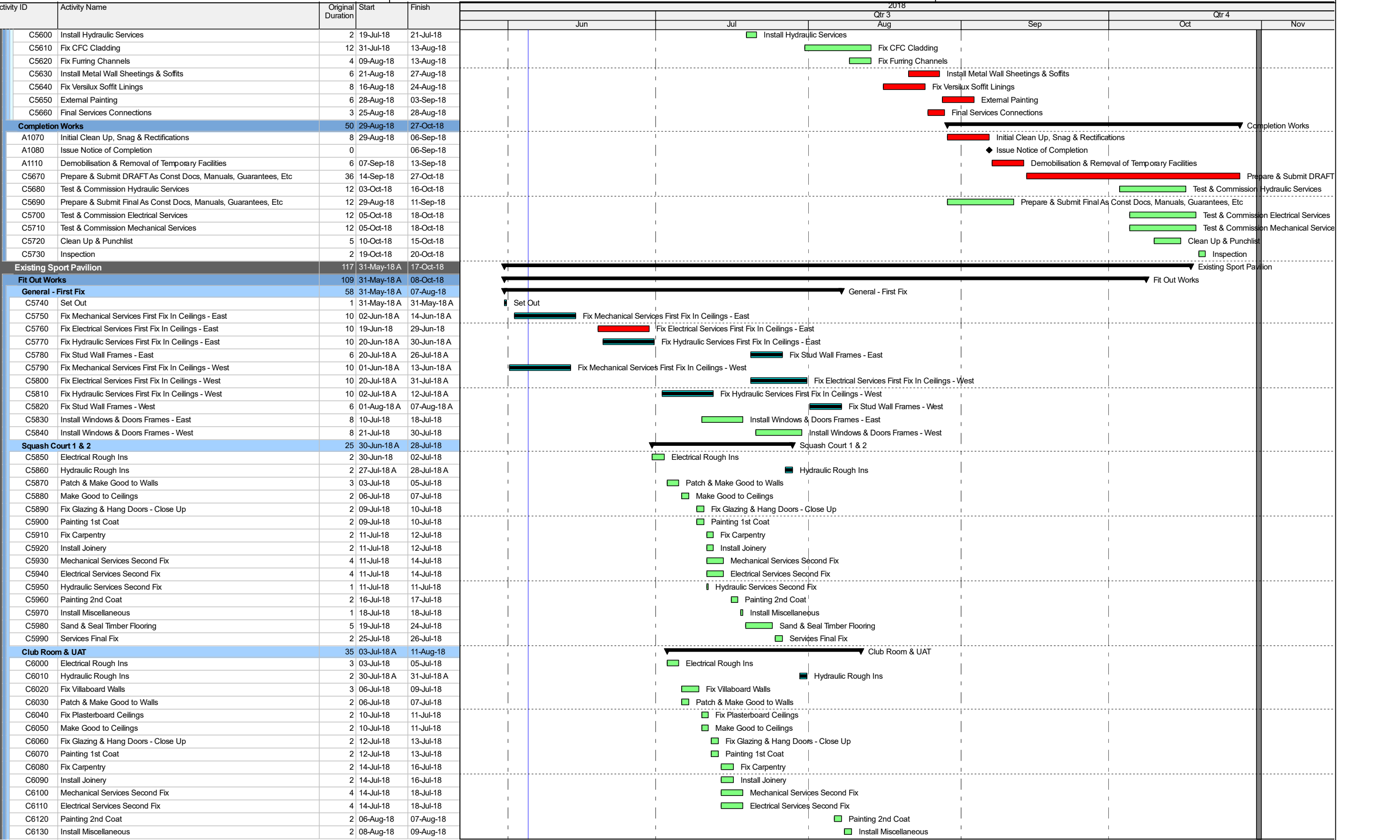
05-Jun-18

05-Jun-18

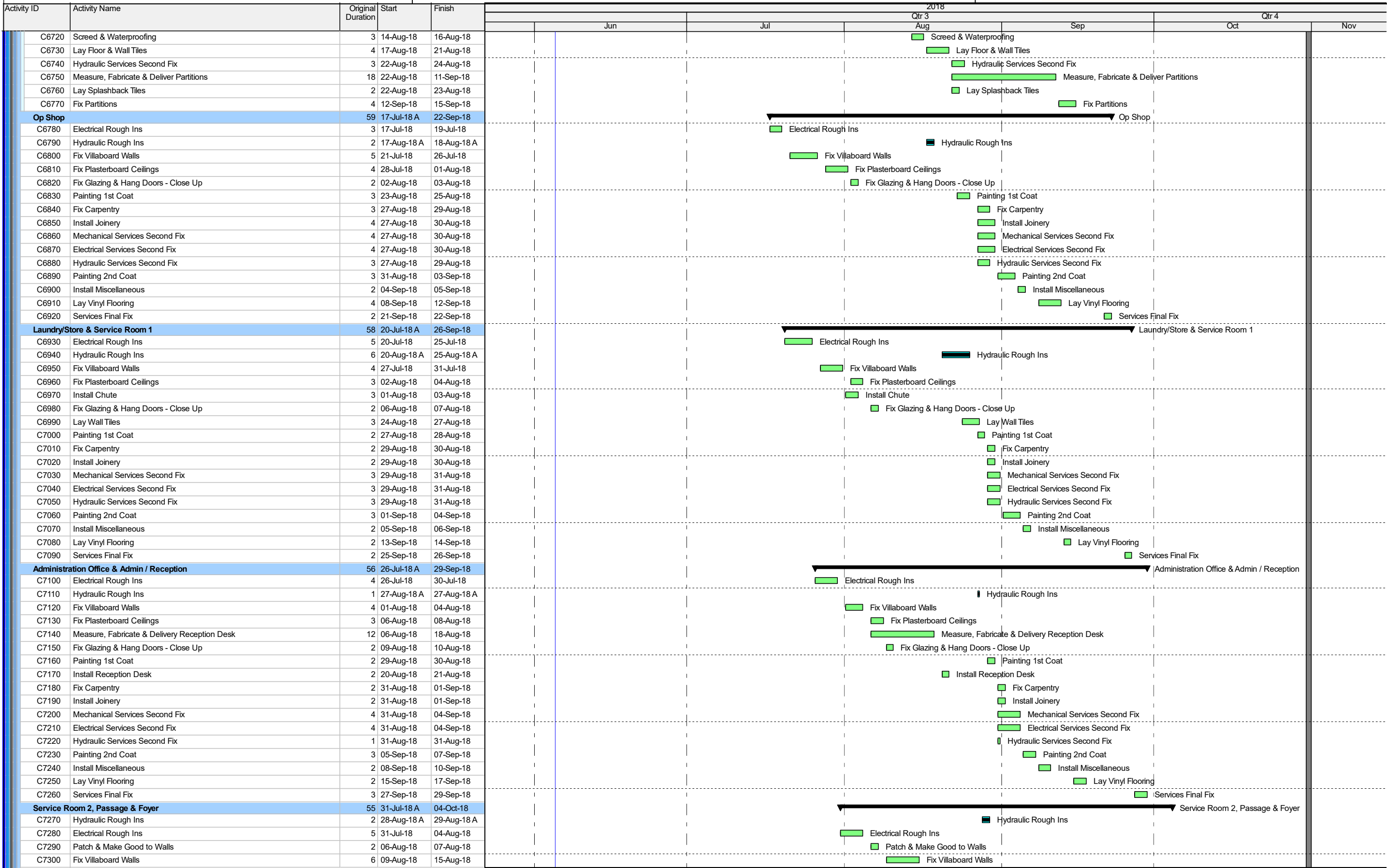
05-Jun-18

05-Jun-18

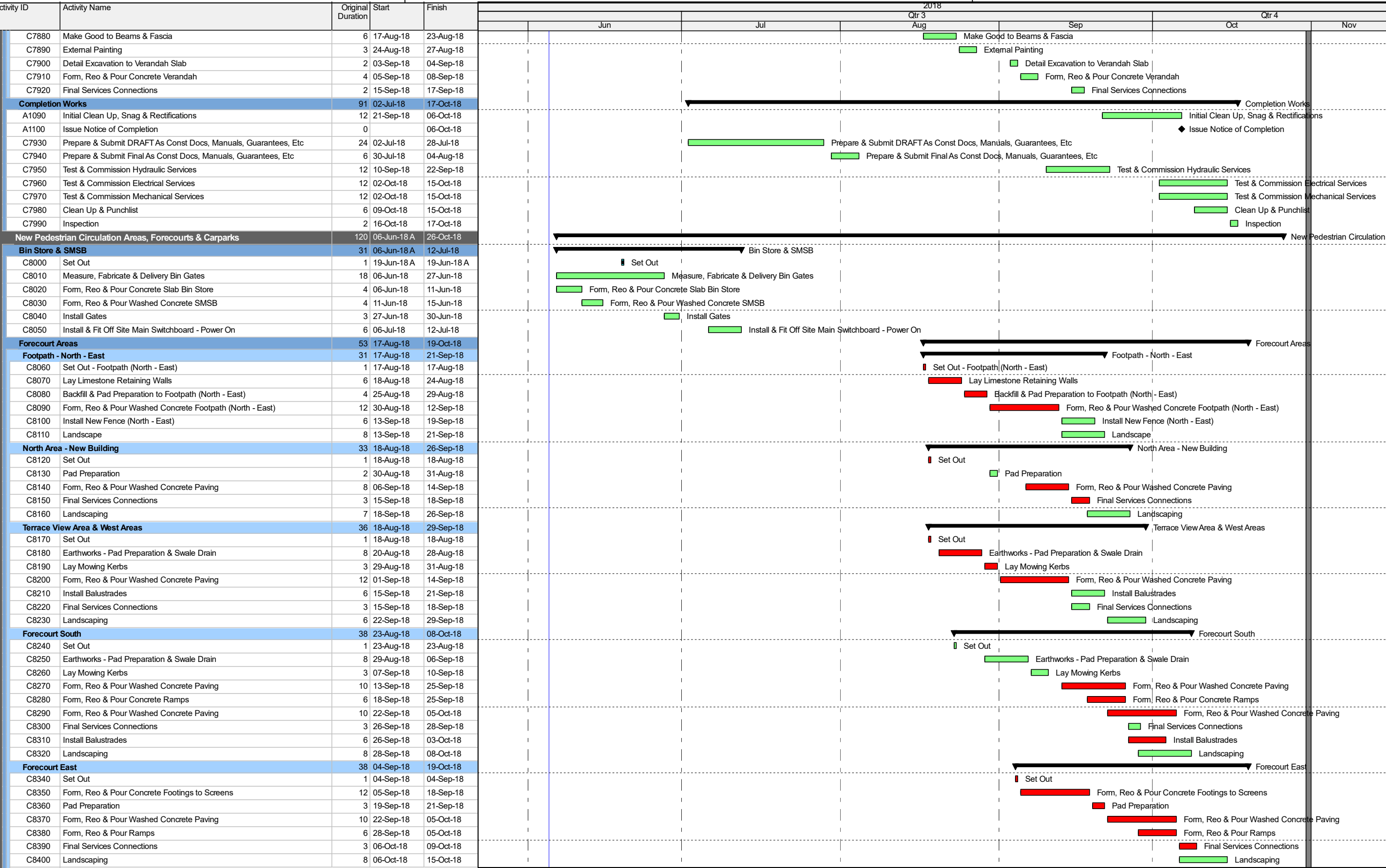
05-Jun-18

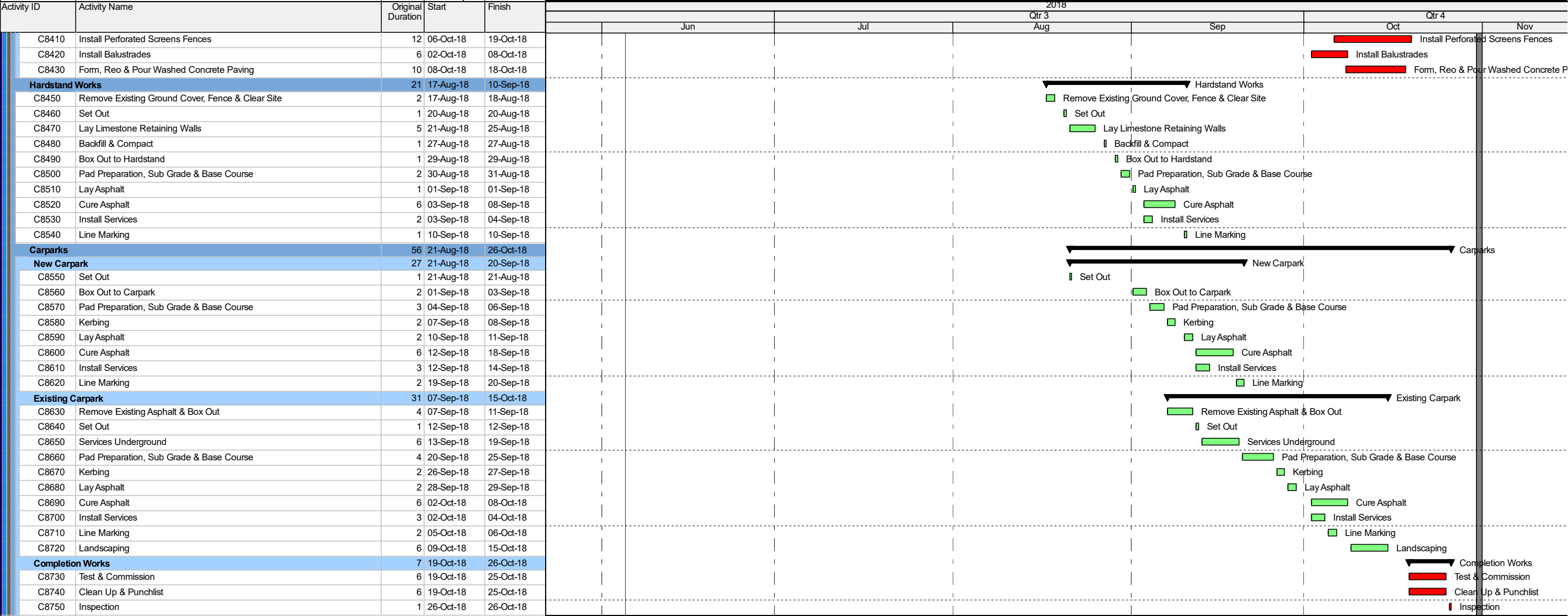


05-Jun-18



05-Jun-18





PARABURDOO COMMUNITY HUB - RFI SCHEDULE

Title	Reference Number	Start Date	Discipline	Due Date	Response Date	Case Status
Clarification regarding Pre-Cast Retaining walls	RFI-001	5/10/2017	Architectural	9/10/2017	10/10/2017	Completed
Request for DWG Files	RFI-002	18/10/2017	Approvals	22/10/2017	20/10/2017	Completed
Hydraulic Services Pipework Clarificaiton	RFI-003	18/10/2017	Hydraulic	20/10/2017	18/10/2017	Completed
Backwash tank - Insitu option	RFI-004	19/10/2017	Civil	20/10/2017	20/10/2017	Completed
Structural Steel Surface Treatment	RFI-005	1/11/2017	Structural	2/11/2017	2/11/2017	Completed
Existing shed slab details	RFI-006	8/11/2017	Architectural	13/11/2017	13/11/2017	Completed
Structural Steel Drafting Queries	RFI-007	8/11/2017	Structural	10/11/2017	14/11/2017	Completed
Structural Steel Drafting Queries	RFI-008	8/11/2017	Structural	14/11/2017	14/11/2017	Completed
Structural Steel Drafting Queries	RFI-009	13/11/2017	Structural	16/11/2017	14/11/2017	Completed
Hydraulic Mains Water Connction and Hydrant Risers	RFI-010	13/11/2017	Hydraulic	16/11/2017	13/11/2017	Open
Irrigation Pipe	RFI-011	13/11/2017	Hydraulic	16/11/2017	14/11/2017	Completed
Structural Steel Drafting Queries	RFI-012	15/11/2017	Structural	17/11/2017	16/11/2017	Completed
Termite Protection	RFI-013	15/11/2017	Earthworks	17/11/2017	20/11/2017	Completed
Hydraulic Queries	RFI-014	17/11/2017	Hydraulic	22/11/2017	20/11/2017	Completed
Steel Scene Wall system	RFI-015	20/11/2017	Structural	23/11/2017	21/11/2017	Completed
Structural Steel Down Pipes	RFI-016	20/11/2017	Structural	23/11/2017	20/11/2017	Completed
Supports for Back Boards	RFI-017	20/11/2017	Structural	23/11/2017	20/11/2017	Completed
Pre-Cast Concrete Panel RFIs 1-6	RFI-018	21/11/2017	Structural	24/11/2017	24/12/2017	Open
Plywood Lining	RFI-19	23/11/2017	Carpentry and Joinery	28/11/2017	23/11/2017	Completed
Structural Steel Drafting Queries	FRI-020	28/11/2017	Structural	1/12/2017	6/12/2017	Completed
Retaining Walls Waterproofing	FRI-021	29/11/2017	Civil	4/12/2017	11/12/2017	Completed
Irrigation Mains Diversions	FRI-022	30/11/2017	Hydraulic	4/12/2017	5/12/2017	Completed
Retaining Walls	RFI-023	1/12/2017	Design	6/12/2017	11/12/2017	Completed
Demolish of Squash Court Wall	RFI-024	4/12/2017	Structural	7/12/2017	12/12/2017	Completed
Demolish external Pavement	RFI-025	4/12/2017	Architectural	7/12/2017	6/12/2017	Completed
New Ceilings to existing Sports Pavilion	RFI-026	4/12/2017	Architectural	7/12/2017		Completed
SewerChanges to Karingal Centre	FRI-027	5/12/2017	Hydraulic	4/12/2017	6/12/2017	Completed
Ductwork Support	RFI-028	8/12/2017	Mechanical	13/12/2017	12/12/2017	Completed
Drawings tundish locations Mech v Hyd	RFI-029	8/12/2017	Design	13/12/2017	12/12/2017	Completed
Karingal N Centre Operable door support beam	RFI-030	8/12/2017	Structural	18/12/2017	18/12/2017	Completed
Exisitng Services around the pool area	RFI-031	11/12/2017	Civil	13/12/2017	12/12/2017	Completed
Mechanical RFI001 requesting confirmation of Ductsox colour	FRI-032	11/12/2017	Mechanical	14/12/2017	15/12/2017	Completed
Pre-Cast panel shop drawings Additional Information Needed	RFI-33	11/01/2018	Architectural	10/01/2018	10/01/2018	Completed
Water Service	RFI-34	11/01/2018	Hydraulic	16/01/2018	29/01/2018	Completed
Set Out Points	RFI-035	12/01/2018	Design	16/01/2018	12/01/2018	Completed
Backwash tank Levels	RFI-036	15/01/2018	Hydraulic	16/01/2018		Completed

Backwash tank - Pump	RFI-037	15/01/2018	Hydraulic	16/01/2018	19/01/2018	Completed
Cracker dust instead of sand in Electrical Trench	FRI-038	16/01/2018	Electrical	19/01/2018	19/01/2018	Completed
Vapour Barrier	RFI-039	17/01/2018	Architectural	22/01/2018	23/01/2018	Completed
Proposed pit and conduit route	RFI-040	17/01/2018	Electrical	19/01/2018	23/01/2018	Completed
Existing Eyewash in Pool pump room	RFI-041	19/01/2018	Hydraulic	19/01/2018	29/01/2018	Completed
Joints to Slab	RFI-042	23/01/2018	Civil	26/01/2018	29/01/2018	Completed
Blinds to Project	RFI-043	23/01/2018	Architectural	30/01/2018	5/02/2018	Completed
Roof Safe System to Karingal Building	RFI-044	23/01/2018	Architectural	30/01/2018	1/02/2018	Completed
Operable Wall - Hofcor	RFI-045	25/01/2018	Architectural	26/01/2018	29/01/2018	Completed
Footings F6 and F7	RFI-046	29/01/2018	Civil	31/01/2018	12/02/2018	Completed
Steel Stud wall frames	RFI-047	31/01/2018	Architectural	31/01/2018	1/02/2018	Completed
Metal Door Frames	RFI-048	1/02/2018	Architectural	7/02/2018	1/02/2018	Completed
Roller Doors and Shutters	RFI-049	1/02/2018	Architectural	6/02/2018	1/02/2018	Completed
Mirrors and Frames	RFI-050	1/02/2018	Architectural	6/02/2018	1/02/2018	Completed
Bollards	RFI-051	2/02/2018	Architectural	8/02/2018	2/02/2018	Completed
PF5 footing between grids 8 and 9 and close to grid I	RFI-052	2/02/2018	Civil	7/02/2018	9/02/2018	Completed
Light Fitting Colour Finish	RFI-053	2/02/2018	Architectural	8/02/2018	23/02/2018	Completed
Workshop drawings Blue Sky	RFI-054	6/02/2018	Architectural	9/02/2018	8/02/2018	Completed
Alternate Termite System	RFI-055	6/02/2018	Electrical	9/02/2018	8/02/2018	Completed
Services clash PRE-LAY ELEC v FOOTING	RFI-056	7/02/2018	Electrical	8/02/2018		Completed
Framing Steel Scene	RFI-057	7/02/2018	Architectural		7/02/2018	Completed
Statutory Signage - Poolegrave	RFI-058	7/02/2018	Architectural	12/02/2018	15/02/2018	Completed
Hearing Loop	RFI-060	8/02/2018	Electrical	15/02/2018	7/03/2018	Completed
Electrical Note 1 on drawing E.06	RFI-061	9/02/2018	Electrical	12/02/2018	9/02/2018	Completed
Electrical Appliances	RFI-062	9/02/2018	Architectural	16/02/2018	13/02/2018	Completed

Power and data Markup	RFI-063	12/02/2018	Electrical	15/02/2018	12/02/2018	Completed
Steel frames walls and opening supports	RFI-064	16/02/2018	Architectural	16/02/2018	16/02/2018	Completed
Roller door queries	RFI-065	16/02/2018	Architectural		20/02/2018	Completed
Door Hardware Queries	RFI-067	20/02/2018	Architectural	23/02/2018		Completed
Existing electrical cables	RFI-066	21/02/2018	Electrical			Completed
Stormwater Pipe Specification	RFI-068	25/02/2018	Hydraulic		27/02/2018	Completed
Car Park Lighting	RFI-069	27/02/2018	Electrical		9/03/2018	Completed
Electrical cables to the relocated shed	RFI-070	1/03/2018	Electrical		6/03/2018	Completed
Thermobreak cushion heads	RFI-071	12/03/2018	Mechanical		12/03/2018	Completed
Colour Chart of Pre-Finished cladding	RFI-072	12/03/2018	Architectural			Completed
Fixing method of Versilux Soffit linings	RFI-073	15/03/2018	Architectural		16/03/2018	Completed
Alternative Drainage Connections to plantroom Eye wash	RFI-074	26/03/2018	Hydraulic		27/03/2018	Completed
Aluminium window frame spec	RFI-075	10/04/2018	Architectural		10/04/2018	Completed
Mechanical Pipework in Karingal Building	RFI-076	12/04/2018	Mechanical		20/04/2018	Completed
Karingal roof Structure - Mechanical Units	RFI-077	13/04/2018	Mechanical		16/04/2018	Completed
PAC Unit Plinth	RFI-078	19/04/2018	Structural	24/04/2018		Completed
KNC Relief Air	RFI-079	24/04/2018	Mechanical		27/04/2018	Completed
Lighting Control Head End Equipment	RFI-080	26/04/2018	Electrical			Completed
Water Filtration System	RFI-081	26/04/2018	Hydraulic			Completed
Pipecover colour	RFI-082	30/04/2018	Mechanical			Completed
Door stile - lock conflict	RFI-083	1/05/2018	Assembly / Erection			Completed
Cabinet materials	RFI-084	1/05/2018	Carpentry and Joinery			Completed
Shower Tapware	RFI-085	2/05/2018	Hydraulic			Open
Mechanical PAC01 locations	RFI-086	3/05/2018	Mechanical			Completed
Tile Alternatives	RFI-087	3/05/2018	General			Completed
Reinstatement of beam	RFI-088	8/05/2018	Structural			Completed
Slab drain	RFI-089	21/05/2018	Hydraulic			Completed
Aluminium Doors + Windows	RFI-090	21/05/2018	Architectural			Completed
Electrical locations	RFI-091	23/05/2018	Electrical		28/05/2018	Completed
Soffit junction to pre finished panels	RFI-092	24/05/2018	Assembly / Erection			Completed
Overhead outlet locations projector	RFI-093	28/05/2018	Electrical			Open
Electrical	RFI-094	28/05/2018	Electrical			Completed
Light - Duct Clash	RFI-095	5/06/2018	Electrical			Completed
Insulation and Angle	RFI-096	11/06/2018	Assembly / Erection			Open
Multimedia box	RFI-097	11/06/2018	Electrical			Open

PARABURDOO COMMUNITY HUB - VARIATION SCHEDULE

Title	Internal Reference	Reference Number	Start Date	Proposed Price	Case Status
Paint Waterproofing to Backwash Tank	PCN0150-VR-00001	CV-001	1/12/2017	\$ 5,062.86	Approved
Removing of Tree	PCN0150-VR-00002	CV-002	9/01/2018	\$ 1,650.00	Approved
Removing Existing Paving	PCN0150-VR-00003	CV-003	9/01/2018	\$ 4,358.75	Approved
Removing Additional Existing Paving around Karingal Building marked as retain	PCN0150-VR-00004	CV-004	9/01/2018	\$ 11,168.73	Approved
Drainage Survey	PCN0150-VR-00005	CV-005	9/01/2018	\$ 8,276.40	Approved
Squash Court Steel Works	PCN0150-VR-00006	CV-006	10/01/2018	\$ 6,955.25	Approved
Remove Ground Beam	PCN0150-VR-00007	CV-007	10/01/2018	\$ 3,898.40	Approved
Upgrade of New Pump	PCN0150-VR-00008	CV-008	23/01/2018	\$ 1,724.80	Approved
Backwash Tank Levels	PCN0150-VR-00009	CV-009	1/02/2018	\$ 4,097.50	Approved
Safety Shower drain and new Floor waste to Pump Room	PCN0150-VR-00010	CV-010	8/02/2018	\$ 4,350.50	Approved
Roof Height Access System- Karingal Building	PCN0150-VR-00011	PCN0150-VR-011	18/02/2018	\$ 5,944.40	Approved
Supply and install Pre-Finished cladding panels to Karingal Building	PCN0150-VR-00012	PCN0150-VP-012	1/03/2018	\$ 33,930.05	Approved
Stormwater Services Stage 1	PCN0150-VR-00013	PCN0150-VP-013	6/03/2018	\$ 32,522.05	Approved
Installation of type C4 pathway light	PCN0150-VR-00014	PCN0150-VP-014	12/03/2018	\$ 3,863.75	Approved
Pathway bollard lights	PCN0150-VR-00015	PCN-150 - VP-015	23/03/2018	\$ 15,933.01	Approved
SI-006 - Investigation works for Storm Water	PCN0150-VR-00016	PCN0150-VP-016	26/03/2018	\$ 3,003.00	Approved
Modifications to Shade Sail	PCN0150-VR-00017	PCN0150-VP-017	29/03/2018	\$ 2,646.05	Approved
Karingal Building - Wet Area Floor Finishes	PCN0150-VR-00018	PCN0150-VP-018	29/03/2018	\$ 10,470.90	Approved
Stormwater Services Stage 2	PCN0150-VR-00019	PCN0150-VO-019	7/04/2018	\$ 69,894.41	Approved
Storm Water Works - West side of pool (SI-0120)	PCN0150-VR-00020	PCN0150-VP-020	11/04/2018	\$ 23,707.20	Submitted
RFI-076 Condensor Cage – CU4 Karingal Building	PCN0150-VR-00021	PCN0150-CV-0021	24/04/2018	\$ 1,358.50	Submitted
Softfall extension - Karingal Building	PCN0150-VR-00022	CV-022	1/05/2018	\$ 3,640.00	Submitted
Hosetaps to Karingal	PCN0150-VR-00023	CV-023	1/05/2018	\$ 562.65	Submitted
Box gutters to Plantroom and Bin Store	PCN0150-VR-00024	CV-024	8/05/2018	\$ 6,699.73	Submitted
Karingal Playgroup Kitchen	PCN0150-VR-00025	CV-025	16/05/2018	\$ 4,188.86	Submitted

PARABURDOO COMMUNITY HUB - CORRESPONDENCE REGISTER

Title	Start Date	Internal Reference	Modified By
Contractor's Rep	27/09/2017	PCN0150-COR-00001	Johann Du Plessis
Draft bonds for Approval	4/10/2017	PCN0150-COR-00002	Sebastian Ciccullo
Project Insurances	4/10/2017	PCN0150-COR-00003	Sebastian Ciccullo
Executed Contract	9/10/2017	PCN0150-COR-00004	Johann Du Plessis
Request for Sunday works	11/10/2017	PCN0150-COR-00005	Johann Du Plessis
Pindan HSE Deliverables	12/10/2017	PCN0150-COR-00006	Johann Du Plessis
Original Security Bonds	16/10/2017	PCN0150-COR-00007	Sebastian Ciccullo
Notification of Demolition works	6/11/2017	PCN0150-COR-00008	Johann Du Plessis
Latent Condition - Water Main	15/11/2017	PCN0150-COR-00009	Willem Dysktra
Sub-Contractor's Schedule	17/11/2017	PCN0150-COR-00010	Willem Dysktra
Latent Condition - Stormwater Pipe	1/12/2017	PCN0150-COR-00011	Willem Dysktra
External Concrete Paving and Tree Roots	5/12/2017	PCN0150-COR-00012	Willem Dysktra
Notice of Delay Cyclone Weather	15/01/2018	PCN0150-COR-00013	Willem Dysktra

PARABURDOO COMMUNITY HUB - SUPERINTENDENT'S INSTRUCTION REGISTER

Title	Internal Reference	Reference Number	Instruction Type	Cost Impact	Time Impact	Case Status
Paraburadoo Community Hub – Drainage Survey	PCN0150-CI-00001	SI-001	Quote and Proceed	Yes	No	Completed
Site Signboard	PCN0150-CI-00002	SI-002	Quote and Proceed	No	No	Completed
Uncovered Ground Beam to Existing Swimming Pool Facilities	PCN0150-CI-00003	SI-003	Quote and Proceed	Yes	TBA	Completed
Stormwater Works - Stage 1	PCN0150-CI-00004	SI-004	Quote Only	Yes	Yes	In Progress
Stormwater works - Stage 2	PCN0150-CI-00005	SI-005	Quote Only	Yes	Yes	In Progress
Existing Stormwater Pipework Investigation	PCN0150-CI-00006	SI-006	Quote and Proceed	Yes		In Progress
Rectification works to existing Karingal	PCN0150-CI-00007	SI-007	Quote and Proceed	Yes		In Progress
Pre-Finished CFC Cladding to Karingal Building	PCN0150-CI-00008	SI-008	Quote and Proceed	Yes		In Progress
AS-CON Drawings for existing services	PCN0150-CI-00009	SI-009	Quote and Proceed	Yes		In Progress
Stormwater Works at New Pool Entry	PCN0150-CI-00010	SI-010	Quote and Proceed	Yes		In Progress
Floor Tile Selection	PCN0150-CI-00011	SI-011	Quote and Proceed			Completed
Pipework to Western Pool Drainage	PCN0150-CI-00012	SI-012	Quote Only			Completed
Modifications to Shade Sails	PCN0150-CI-00013	SI-013	Quote Only			Completed
Duragal Angles to Sports Court Centre Canopy	PCN0150-CI-00014	SI-014	Quote and Proceed	Yes	No	Completed
Rectification to Concrete panels	PCN0150-CI-00015	SI-015	TBA			Completed
Box Gutters to Mechanical Plantroom	PCN0150-CI-00016	SI-016	Quote and Proceed			Completed
Hose taps to Karingal	PCN0150-CI-00017	SI-017	Quote and Proceed			Completed
Water Filtration System	PCN0150-CI-00018	SI-018	Quote and Proceed			Completed
Extent of existing balance tank	PCN0150-CI-00019	SI-19	Quote and Proceed	Yes	No	Completed

Project Information

Project Number	07.17
Project Title	Paraburdoo Community Hub
Project Scope	New Multi-purpose Centre and Refurbishment of Karingal Neighbourhood Centre
Superintendent / Architect	Company: Hodge Collard Preston Contact Name: Nic Preston / Lee Yaw
Client	Shire: Shire of Ashburton Contact Name: Anika Serer / Brenton Hall
Contractor	Company: Pindan Contracting Pty Ltd Contact Name: Johann Du Plessis / Emma Kirkwood

Purpose

For the Client to report to the Council and community on a monthly basis regarding the progress and status of the project.

Document Acceptance

Prepared by: **Nicholas Preston**

Date: **12/06/2018**

1. Current Phase



2. Project Progress Summary

2.1 Project Progress

- Construction of building concrete slab is in progress and approximately 98% complete with the remaining areas to be poured in front of the plantroom to be completed;
- Demolition of existing pump room almost complete;
- All retaining concrete wall panels are put in place with the exception of four (4) panels, all retaining wall panels still to be grouted and damaged panels to be repaired;
- Installation of the additional stormwater works is in progress with Stage 1 & 2 works completed;
- The Contractor has been liaising with Rio Tinto regarding water and fire services headworks, as well as connection to existing transformer;
- Metal wall framing installation is almost complete and HCP has raised concerns regarding the installation and requested the Contractor to provide installation certificate;
- Mechanical consultant carried out site visit on 7th May 2018, site inspection report noting items which require action was issued to the Contractor;
- Hydraulic consultant carried out site visit on 30th May 2018, site inspection report noting items which require action was issued to the Contractor;
- Structural and Electrical consultants carried out a site visit on 6th June 2018, site inspection reports noting items which require action were issued to the Contractor;
- Installation of roof and metal wall cladding is almost completed with flashings, cappings and waterproofing remaining to be completed;
- Electrical first fix works are underway and was inspected by the electrical consultant on 6th June 2018;
- Roof penetrations to be cut for services completed with upstand flashings remaining to be installed;
- Installation of pre-finished CFC cladding framing system and vapour barrier is almost complete.

Status of project indicated on the coloured status bar below:

Time Status	On Track	At Risk	Late
	✓		
Budget Status	On Track	At Risk	Over Budget
	✓		

2.2 Health, Safety and Environment

No Health and safety incident has been reported by the Contractor as per their Monthly Progress Report 006.

2.3 Outstanding Requests for Information (RFIs) and Superintendent's Instructions (SIs)

RFIs

Ninety four (94) RFIs have been submitted by the Contractor.

Ninety two (92) RFIs have been answered and closed out.

Please refer to attached register for details.

SIs

To date nineteen (19) SIs have been issued by Hodge Collard Preston.

Please refer to attached register for details.

2.4 Major Activities for Next Period June 2018

- Metal flashings and capping to be completed;
- Installation of metal wall framing to MPC and Karingal to be completed;
- Installation of mechanical services' electrical works to be completed;
- Installation for retaining wall concrete panels and concrete footings to be completed;
- Installation of pre-finished CFC cladding framing to be completed;
- Installation of pre-finished CFC cladding to commence;
- Installation of external soffit linings to commence;
- Installation of aluminium windows and door framings to be continued;
- Installation of internal wall and ceiling linings to commence.

2.5 Project Issues and Risks

- The Contractor has advised that they are currently on programme with some items ahead of time and some slightly behind schedule. There is currently one week of surplus time in the programme with the works proposed to be completed on 24th October 2018 with Date for Practical Completion being 31st October 2018. Based on the current construction programme (dated 1st May 2018), we noted the following items behind / ahead of programme. Notwithstanding the items below, the Contractor has confirm that they are still on programme to complete the Works as per the Date for Practical Completion in the Contract.

Behind programme:

- Submission of Danpalon shop drawings;
- Submission of signage shop drawings;
- Submission of perforated screen shop drawings;
- Submission of pre-finished CFC cladding shop drawings;
- Completion of retaining walls installation;
- Installation of eaves gutters to MPC building;
- Installation of flashings to roof.

Ahead of programme:

- Mechanical services installation;
- Hydraulic services rough ins to some areas;
- Stud frames installation to some areas.

2.6

2.7 Milestone Summary

Actual performance of the project against the construction programme is on track.

Milestone	Baseline	Revised	Actual
			Projected
Building Permit	20 th October		
Contract Award (Letter of Intent)			21 st September 2017 (2 nd October 2017)
Execution of Contract			11 th October 2017
Date for Possession of Site			30 th October 2017

Completion of new backwash tank	22 nd December 2017	Mid-February 2018	Mid- March 2018
Practical Completion	31 st October 2018		
Defects Liability Period Expiry	31 st October 2019		
Final Certificate	31 st October 2019		

2.8 Outstanding Statutory Approvals

- There are no outstanding Statutory Approvals.

2.9 Adjoining Neighbours Issue / Local Authority Issues

- Contractor requested site fence to be moved over the site boundary line towards the Child Care when access is required for larger equipment. Access in that area was limited after installation of the retaining walls. Permission was provided by the Principal was provided on 1st June 2018.

3. Financial Status

3.1 Budget

Progress Claims submitted to date – Eight (8).

Estimated Value of Work completed as at 28th May 2018 was approximately 41.15% of the total.

Contract Variation / Sum Adjustments approved to date – Twenty One (21).

Provisional Sum Items expended – One (1).

Financial Status Summary Table		
Item	Contract Total	Amount Claimed to Date
Preliminaries	\$935,500.00	\$647,187.87
Tradeworks	10,015,023.00	\$3,977,284.28
Provisional Sums	\$356,500.00	\$47,351.84
Sub-total	\$11,307,023.00	\$4,671,823.99
Approved Contract Variations / Sum Adjustments	\$254,816.52	\$85,326.30
Value of Works	\$11,561,839.52	\$4,757,150.29
GST	\$1,156,183.95	\$475,715.03
Contract Total	\$12,718,023.47	\$5,232,865.32

Refer to attached Progress Claim No. 8 (Eight) and Progress Payment Certificate No.8 (Eight) for further details regarding the financial status of the project.

3.2 Outstanding Variation Quotations

List of outstanding variation quotations submitted by the Contractor for review, assessment and approval by the Superintendent:

- CV022 – Playground Softfall and Fencing;
- CV023 – Karingal Hose Taps;
- CV024 – Box Gutter;
- CV025 – Playgroup Kitchenette.

List of outstanding variation quotations requested by the Superintendent on behalf of the Principal to be submitted by the Contractor:

- Removal of redundant A/C units in Karingal.

3.3 Subcontractor Payment Spot Checks

At the request of the principal, we requested spot checks on the payment of monies due to subcontractors on this project for works up to 28th May 2018 (Progress Claim No.8). We were provided with contacts of Pindan's subcontractors as per below and attached for your information.

We contacted all 3 subcontractors with the following responses:

Byblos Construction

- Contacted several times, feedback provided that they would get back to HCP;
- Currently Byblos have not provided feedback;
- HCP have followed up and awaiting feedback.

Steelwork Subcontractor - Fremantle Steel Fabrication

- Fremantle Steel advised that their invoices are paid.

Mechanical Subcontractor - Airtech Pty Ltd

- Airtech advised last week that their invoices were not due until June.

4. Attachments

- 1) Minutes of Site Meeting No. 9 and 10;
- 2) Progress Claim No. 8;
- 3) Request for Information (RFI) Register;
- 4) Superintendent's Instruction Register;
- 5) Variation Quotation Register;
- 6) Site Photos;
- 7) Mechanical inspection report;
- 8) Hydraulic inspection report;
- 9) Structural inspection report;
- 10) Electrical inspection report.

**ATTACHMENT No. 1 – MINUTES OF
SITE MEETING No. 9 and 10**

23rd MAY 2018

PARABURDOO COMMUNITY HUB
Lot 555, Fortescue Place, Paraburdoo

JOB No. 07.17

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17TH MAY 2018**ATTENDEES:**

Name	Initials	Company	Initials	Email
Brenton Hall	BH	Shire of Ashburton	SOA	Brenton.Hall@ashburton.wa.gov.au
Shane Godfrey	SG	Shire of Ashburton	SOA	Shane.Godfrey@ashburton.wa.gov.au
Jamie Muir	JM	Shire of Ashburton	SOA	contractor@ashburton.wa.gov.au
Lee Yaw	LY	Hodge Collard Preston	HCP	lyaw@hcparch.com
Emma Kirkwood	EK	Pindan Contracting	PC	Emma.Kirkwood@pindan.com.au
Greg Mifflin	GM	Pindan Contracting	PC	Greg.Mifflin@pindan.com.au

APOLOGIES / ABSENT:

Name	Initials	Company	Initials	Email
Anika Serer	AS	Shire of Ashburton	SOA	Anika.Serer@ashburton.wa.gov.au
Nicky Pratt	NPr	Shire of Ashburton	SOA	Nicky.Pratt@ashburton.wa.gov.au
Chantelle Bryce	CB	Shire of Ashburton	SOA	Chantelle.Bryce@ashburton.wa.gov.au
Nicholas Preston	NP	Hodge Collard Preston	HCP	npreston@hcparch.com
Ana Kovacevic	AK	Hodge Collard Preston	HCP	akovacevic@hcparch.com
Jaco van Staden	JVS	Pindan Contracting	PC	Jaco.vanStaden@Pindan.com.au
Jim Gutteridge	JG	Pindan Contracting	PC	Jim.Gutteridge@pindan.com.au
John Storer	JS	Pindan Contracting	PC	John.Storer@pindan.com.au
Johann Du Plessis	JDP	Pindan Contracting	PC	Johann.Duplessis@pindan.com.au
Alamein Peihopa	AP	Pindan Contracting	PC	Alamein.Peihopa@pindan.com.au

Item	Details	Action	Date
1.0	MINUTES OF PREVIOUS MEETING :		
	Confirmation of minutes of previous site meeting.	Noted	
2.0	SAFETY ISSUES:		
2.1 to 2.3	RESOLVED / NOTED / DELETED	Noted	
3.0	INSURANCES:		
3.1	Insurance cover notes have been lodged by PC to HCP.	Noted	

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date												
	<table><tr><td></td><td>Value</td><td>Expiry Date</td></tr><tr><td>Contract Works & Third Party Liability</td><td>\$12,437,726.40 incl GST</td><td>31/10/2018</td></tr><tr><td>Public Liability</td><td>\$20,000,000.00</td><td>31/10/2018</td></tr><tr><td>Workers Compensation</td><td>\$50,000,000.00</td><td>30/06/2018 @ 4.00pm</td></tr></table>		Value	Expiry Date	Contract Works & Third Party Liability	\$12,437,726.40 incl GST	31/10/2018	Public Liability	\$20,000,000.00	31/10/2018	Workers Compensation	\$50,000,000.00	30/06/2018 @ 4.00pm		
	Value	Expiry Date													
Contract Works & Third Party Liability	\$12,437,726.40 incl GST	31/10/2018													
Public Liability	\$20,000,000.00	31/10/2018													
Workers Compensation	\$50,000,000.00	30/06/2018 @ 4.00pm													
4.0	PRINCIPAL / CLIENT ISSUES / GENERAL:														
4.1 to 4.7	RESOLVED / NOTED / DELETED														
4.8	AS raised issue of reticulation issues, once water service has been connected, it will be resolved. HCP to seek advice from hydraulic consultant for remaining a connection point for reticulation where Byblos removes the existing connection point between Karingal and MPC.	HCP													
4.9	AS is going on leave from the 18 th April until the 27 th May, BH will be the Shires representative in AS's absence	Noted													
4.10	JDP is going on leave from 3 rd May until the 26 th May, JDP to provide alternative contact details. JDP advised that Emma Kirkwood will be in place of JDP during this time.	Noted													
4.11	RESOLVED / NOTED / DELETED														
4.12	SG is going on leave for 5 weeks, JM will be in place of SG during this time.	Noted													
4.13	SOA received invoices for power usage in Karingal. PC changed account name and outstanding invoices will be reissued by Rio Tinto in PC's name for payment. Account name to be changed back to squash club's name at the completion of project.	Noted													
4.14	PC will reinstate broken concrete kerbs around electrical kiosk at the completion of project. SOA will organise repair damaged fencing on the other side of child care.	PC													
5.0	ADJOINING NEIGHBOURS ISSUES / AUTHORITIES:														
5.1	Adjoining Neighbours														
1) to 3)	RESOLVED / NOTED / DELETED														
5.2	Authorities														
1) to 2)	RESOLVED / NOTED / DELETED														
3)	Telstra have advised the electrical engineer that the NBN will be available from May 2018. The existing Telstra application has been cancelled by Telstra and the electrical engineer has made a new application for a NBN connection. BEST Consultants following up with NBN. HCP advised that BEST is still awaiting response from NBN due to regional location and manually entered application. BEST to continue to follow up with NBN. Application now lodged online with NBN. Shire will receive a contract from NBN before BEST receives an update on the application.	Noted HCP SOA													
4)	JDP advised he still doesn't have a response for Rio Service connection. JDP & AS will continue to follow up. PC advised delays may occur if a response is not received in the next 4 weeks Rio Tinto met with PC on site and provided a quotation for fire and water services. AS advised to accept quotation and Rio Tinto to invoice PC, or SOA if it has to be under the account holder's name. PC to contact same person at Rio Tinto in														

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
	regards to electrical service connection. PC advised power will be required in July / August. GM advised that Byblos works have commenced and stopped. GM will follow up Byblos for the works and advise. PC has engaged Byblos to undertake the water & fire headworks, PC to provide quote once received from Rio Tinto. Byblos quotation received from PC.	Noted GM	
5)	BEST has advised Rio Tinto are providing a quote for the power upgrade, SOA will pay for the upgrade directly to Rio Tinto. BEST was advised by Rio Tinto that quotation have been sent to 'Utilities Customer Service' team to be forwarded onto BEST. BEST still waiting for formal quotation to come through. SOA will assist by contacting Rio Tinto to speed up the process as the same response was provided to BEST for the past month. Post meeting note: Quotation / invoice received from Rio Tinto on 22 nd May 2018. No action required by SOA.	Noted BEST Noted	
6)	PC to confirm with Rio Tinto sewer connections that have been made are acceptable. PC confirm to obtain written confirmation from Rio Tinto that no sewer connection fee is applicable.	PC PC	
7)	PC requested confirmation of DFES process. HCP liaised with building surveyor and they have advised that DFES inspection shouldn't be required given that there are no FIP connection to the buildings. Building surveyor will require certification from plumber on the fire services installation. PC to liaise direct with building surveyor to confirm actual requirements and action as required.	PC	
6.0	WORKS PROGRAMME / EXTENSION OF TIME:		
6.1	Construction programme	Noted	
	Contract Award: 2 nd October 2017 Date for Possession of Site: 30th October 2017 Date for Practical Completion: 31st October 2018 Construction Time: 52 Weeks Time Expended: 28 weeks		
6.2	Extension of Time		
1) to 3)	RESOLVED / NOTED / DELETED		
6.3	Delays & Critical Issues		
1 to 4)	RESOLVED / NOTED / DELETED		
6.4	Current & in progress over next two weeks		
1) to 6)	RESOLVED / NOTED / DELETED		
7)	Remaining in-ground services work to be completed over the next 2 weeks. Fire & water supply services completed and sewer services 70% completed. COMPLETED PC to provide photos and inspection test plans (ITPs) from relevant services subcontractors for consultants to review and sign off. PC advised that these documents are available on site for viewing. PC will show hydraulic consultant during his upcoming site visit and provide photos of the ITPs if still required.	Noted	
8 to 10)	RESOLVED / NOTED / DELETED		
11)	100% of concrete pad footing poured for the building. Test results to be submitted. Remaining results to be submitted.		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

[illegible]

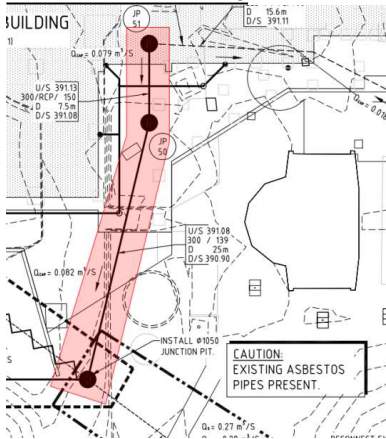
MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
	<p>PC advised that excavation for retaining wall footings have commenced and will be poured in the last week of April 2018.</p> <p>Pouring of retaining wall concrete footings have commenced. Retaining wall panels arriving on site 21st May 2018. PC to rectify concrete footings with clashing service pipes as per HCP email dated 15th May 2018. PC to provide photographic evidence of the rectified clashes to HCP. GM to get in touch with structural and civil consultants in regards to the stormwater pipe. All correspondences to be relayed back to HCP.</p> <p>GM advised that west side of ramp retaining concrete panel wall to be stacked and installed at a later date to allow for equipment access into MPC. GM seek permission from SOA for moving the site fencing closer towards the child care centre to allow additional access for larger equipment. SOA to confirm.</p>	<p>PC</p> <p>SOA</p>	
25)	RESOLVED / NOTED / DELETED		
26)	<p>Mechanical services duct work commencing 11/04/2018.</p> <p>80% of rigid ductwork installed and with remaining to be completed within the next 2 weeks including refrigeration pipeworks. All rigid ductwork and refrigeration pipeworks completed.</p>	PC	
27)	RESOLVED / NOTED / DELETED		
28)	<p>Demolition of existing pool plantroom to commence following roof installation.</p> <p>PC advised that demolition works will commence after pool closure to minimise potential disruptions to pool operation before closure.</p> <p>Demolition works 90% completed.</p>	PC	
29)	<p>Electrical works installation within building to commence within the next 2 weeks.</p> <p>Electrical switchboards arrived on site but not yet installed. All electrical cable reticulation works to be completed in the next 2 weeks.</p>	PC	
30)	<p>Metal cladding installation to commence for the indoor sports courts. Flashings remaining to be completed.</p>	PC	
31)	<p>Wall framings for pre-finished CFC cladding to commence within the next 2 weeks.</p> <p>PC advised that wall framings currently 85% completed with remaining to be completed over the next 2 weeks. Most wall framings still needs to be permanently fixed into slab.</p>	PC	
32)	<p>Hydraulic services rough ins to be completed in the next 2 weeks. Hydraulic consultant to carry out site inspection prior to wall sheeting commencing first week of June 2018.</p>	PC	
33)	<p>Rigger to complete remaining works for pool shade sail and squash courts beam in the next 2 weeks.</p>	PC	
7.0	ARCHITECTURAL ISSUES:		
7.1 to 7.4	RESOLVED / NOTED / DELETED		
7.5	<p>HCP to issue instruction to PC to fill existing roof penetrations to Karingal building when high level works are undertaken. HCP have issued instruction NP to undertake roof inspection 5th April 2018. PC to provide temporary edge protection for safety. PC to provide cost options for roof rectification works after the inspection.</p> <p>Inspection undertaken, roof condition is not ideal, HCP to issue SI for rectification works.</p> <p>SI to advise a solution as a stop-gap measure for patching and filling of penetrations. HCP still assessing the extent of roof repair works required after all new mechanical installation on existing roof.</p>		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
	Post meeting note: NP to carry out another roof inspection on 31 st May 2018 to finalise the scope of roof repairs required now that all mechanical services on the roof are installed to Karingal. PC to provide safe roof access for the inspection.	NP & PC	
7.6	HCP to issue instruction to PC to provide As Constructed information for the discovered services onsite – HCP have issued instruction JDP advised that hand marked plans can be provided and AS advised that the information can then be transferred to Asset Management. PC to confirm if additional costs will be required for the requested information. PC advised that no additional costs will be charged for providing the information on hand marked plans.	Noted	
7.7	RESOLVED / NOTED / DELETED		
7.8	Existing drainage grate levels adjacent new pool entry columns to be reviewed. Post meeting note: HCP reviewed existing and proposed levels. HCP requests PC to confirm extent of existing balance tank on site matches what's shown on HCP drawings. HCP has documented location based on existing balance tank drawings provided by SOA. PC expressed difficulties in accessing the balance tank to determine the extent of existing balance tank. HCP to review existing information with structural consultant to determine if new concrete slab can be poured over existing concrete slab. PC to provide site levels of poured footings around the existing balance tank as per SI No.19.	HCP & PC	
7.9 to 7.12	RESOLVED / NOTED / DELETED	HCP	
7.13	PC has proposed alternative external concrete pavement colours, HCP open to alternatives, PC to provide options and sample panels. HCP advised that there are not much colour contrast between the 2 samples on site. PC suggested that more ochre in concrete may increase chance of cracking to the concrete. Post meeting note: HCP reviewed photos taken on site and requests that additional samples to be provided with dark grey coloured concrete to match concrete wall panel and red oxide concrete to be provided. Samples to be reviewed by NP on 3 rd May 2018. PC advised that the specified BGC products will be installed in lieu of the initially proposed local product. Samples of the specified products to be provided for NP's review on 31st May 2018.	PC	
7.14	HCP to review concrete pavement sealer specifications. HCP advised that concrete sealer specification will depend on final selection of concrete manufacturer. PC to provide information on manufacturer recommended sealer when available. PC to apply sealer as per BGC's requirements for the specified exposed aggregate concrete. PC to provide product details for review as previously requested by SOA.	PC	
7.15	RESOLVED / NOTED / DELETED		
8.0	STRUCTURAL ISSUES:		
8.1 to 8.4	RESOLVED / NOTED / DELETED		
8.5	Concrete panel sample for retaining walls to be inspected by HCP, PC to advise when ready. Samples to be viewed in factory on 20th April 2018 by AK and JDP. PC to provided panel lifting design drawings for HCP's information showing the proposed locations of lifting points. HCP advised no lifting / propping points to be visible on the honed finish sides. PC to discuss with subcontractor. PC liaising with Peritas for revised details. HCP viewed samples in factory and final lifting details confirmed with Peritas.	PC, HCP	

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
8.6 to 8.12	RESOLVED / NOTED / DELETED		
8.13	Structural engineer will inspect steelwork & concrete installation on the 23 rd March 2018 Peritas inspected and issued inspection notes, PC to respond to each item as they are addressed. PC advised that items on structural report will be rectified when riggers return on site 1 st May 2018 and will provide response to each item as required. PC advised that all items are rectified. PC to provide photos of all rectified items.	PC	
8.14	Concrete panels delivered to site, cracks shown on face of panels, Peritas to review on 23 rd March 2018. Rectification methodology issued, panels to be monitored and reviewed prior to sealing. Also refer to Item 6.4 (19) for further details.	Noted PC	
8.15	PC has requested structural check of proposed concrete slab over the existing balance tank as per Item 7.8. HCP advised that no new concrete slab is proposed over existing balance tank. All new concrete is proposed to be poured around the existing balance tank.	HCP	
9.0	CIVIL ENGINEERING ISSUES:		
9.1 to 9.4	RESOLVED / NOTED / DELETED		
9.5	Civil Engineer to design removal and diversion of existing stormwater pipe outside existing pool plantroom as highlighted in sketch below. HCP to issue instruction to PC to provide variation for the works. Design underway. Civil engineer provided design and PC to provide variation quotation for review as soon as possible. PC to provide breakdown of variation quotation for further review. <u>Stormwater Works 3</u>  Existing junction pit to be retained Variation quotation received and approved. PC to complete works.	PC	
9.6 to 9.7	RESOLVED / NOTED / DELETED	HCP	
9.8	HCP to investigate the need to replace existing drain removed from in front of existing plantroom. HCP advise that PC will need to reinstate the removed pit. The pit is at a low point in the area.	PC	
9.9	RESOLVED / NOTED / DELETED	PC	
10.0	BACKWASH TANK ISSUES:		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
10.1 to 10.3	RESOLVED / NOTED / DELETED		
10.4	<p>PC advised that a 1 to 2 weeks pool shutdown may be required in April. PC to confirm closer to date. AS advised that the pool shuts down to the public between May and September.</p> <p>SOA advised that there will be swimming lessons in April 2018.</p> <p>PC to review requirement for shutdown, pool needs to be open for school holidays 14-29 April</p> <p>PC advised shutdown will be in May and will be within pool closing season. This date will be dependent on the installation of the new pool plant room switchboard.</p> <p>PC advised that switchboard is now on site.</p>	Noted	
10.5	RESOLVED / NOTED / DELETED		
10.6	PC advised that pool still gets backwashed during pool closure season. Currently a temporary pump in use and new pump to be switched over when ready.	Noted	
11.0	HYDRAULIC SERVICES ISSUES:		
11.1 to 11.8	RESOLVED / NOTED / DELETED		
11.9	<p>HCP to investigate the removal / reduction of existing water valves located between the new building & Karingal building.</p> <p>JDP to confirm if existing valves will be removed as part of Byblos' Works. SOA requests that a connection point to be provided for reticulation purposes.</p>	PC	
11.10	Hydraulic consultant to carry out site inspection within the next 2 weeks. Exact date to be confirmed.	Noted	
12.0	ELECTRICAL SERVICES ISSUES:		
12.1 to 12.6	RESOLVED / NOTED / DELETED		
12.7	Post Meeting Note: Electrical consultant to carry out site inspection on week commencing 4 th June 2018. Exact date to be confirmed.		
13.0	MECHANICAL SERVICES ISSUES:		
13.1 to 13.3	RESOLVED / NOTED / DELETED		
14.0	BUILDING SURVEYOR / CERTIFIER ISSUES:		
14.1 to 14.3	RESOLVED / NOTED / DELETED		
15.0	REQUESTS FOR INFORMATION (RFIS)	Noted	
	<ul style="list-style-type: none"> Closed off – RFI #1 to #88 Outstanding – RFI #85 		
16.0	PROGRESS CLAIMS		
	<ul style="list-style-type: none"> PC No. 8 to be submitted on 28th May 2018 to HCP for assessment. 	HCP	
17.0	Variation Quotations (VQs) and Contract Variation Sum Adjustments (CVs)		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
	<ul style="list-style-type: none"> VQ #1 to #24 received CV #1 to CV #21 processed 	Noted	
18.0	SUPERINTENDENT'S INSTRUCTIONS (SIs)		
	<ul style="list-style-type: none"> SI No. 1 – Drainage Survey SI No. 2 – Job Signboard SI No. 3 – Uncovered Ground Beam to Existing Swimming Pool Facility SI No. 4 – Stormwater Stage 1 SI No. 5 – Stormwater Stage 2 SI No. 6 – Site Investigations of Existing Pipework SI No. 7 – Rectification of Existing Karingal Roof SI No. 8 – Pre-Finished CFC Cladding to Karingal SI No. 9 – As-Constructed drawings for Existing Services SI No. 10 – Stormwater works at New Pool Entry SI No. 11 – Floor Tile Selection SI No. 12 – New Stormwater Pipework to Western Pool Drainage SI No. 13 – Modifications to Existing Shade Sail & Steelwork SI No. 14 – Duragal Angles to Sports Court Centre Canopy SI No. 15 – Rectification to Concrete Panel Cracking SI No. 16 – Box Gutters to Pool Mechanical Plantroom & Pool Bin Store SI No. 17 – Hose Taps to Karingal SI No. 18 – Water Filtration System SI No. 19 – Extent of existing balance tank 	Noted	
19.0	CONSTRUCTION NON-CONFORMANCES		
	<ul style="list-style-type: none"> None to record 	Noted	
20.0	PROVISIONAL SUM ITEMS:		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details		Action	Date
20.1	Item	Status	Noted	
	Relocation of Existing Telstra Asset	Paid & Completed.		
	Provision of new Telstra lead-in cable	Switch to NBN, application made and still in progress.		
	Rio building application fee	PC to follow up Rio Tinto		
	Rio Water & Sewer Headworks Charge	PC accepted quotation from Rio Tinto for water services. Byblos engaged.		
	Sewer Junction Cut in Charges	PC advised no sewer connection fee required. PC to obtain Rio Tinto confirmation and approval.		
	Playground Equipment	HCP provided options and quotations to AS for review. BH to advise after council meeting on 22nd May.		
	Building & Directional Signage	AS provided comments and HCP to review and provide revised proposal.		
	Shelving in Op-Shop	HCP sent layout drawings to supplier for pricing. HCP to send layout to AS for review. HCP to send quotation through to SOA.		
	Shelving in Toy Library	HCP sent layout drawings to supplier for pricing. HCP to send quotation through to SOA.		
	Pic-perf Screens	SOA to send out RFQ to artist on 23 rd March 2018. RFQ closes 9 th April 2018. SOA engaged artist for the design.		
20.2	AK to liaise with AS regarding provisional sums for playground equipment, building and directional signage, shelving and Pic-perf Screens. Refer to status in Item 20.1.		Noted	
20.3	RESOLVED / NOTED / DELETED			

Meeting closed at: 2:45pm.

Next meeting: Thursday 31st May 2018 at 1.30pm.

Copies: to all present and absent

5th June 2018

PARABURDOO COMMUNITY HUB
Lot 555, Fortescue Place, Paraburdoo

JOB No. 07.17

MEETING MINUTES OF SITE MEETING No. 10 HELD AT 1.30pm on 31st MAY 2018**ATTENDEES:**

Name	Initials	Company	Initials	Email
Anika Serer	AS	Shire of Ashburton	SOA	Anika.Serer@ashburton.wa.gov.au
Nicholas Preston	NP	Hodge Collard Preston	HCP	npreston@hcparch.com
Jamie Muir	JM	Shire of Ashburton	SOA	contractor@ashburton.wa.gov.au
Johann Du Plessis	JDP	Pindan Contracting	PC	Johann.Duplessis@pindan.com.au
Alamein Peihopa	AP	Pindan Contracting	PC	Alamein.Peihopa@pindan.com.au
Greg Mifflin	GM	Pindan Contracting	PC	Greg.Mifflin@pindan.com.au

APOLOGIES / ABSENT:

Name	Initials	Company	Initials	Email
Shane Godfrey	SG	Shire of Ashburton	SOA	Shane.Godfrey@ashburton.wa.gov.au
Nicky Pratt	NPr	Shire of Ashburton	SOA	Nicky.Pratt@ashburton.wa.gov.au
Chantelle Bryce	CB	Shire of Ashburton	SOA	Chantelle.Bryce@ashburton.wa.gov.au
Lee Yaw	LY	Hodge Collard Preston	HCP	lyaw@hcparch.com
Ana Kovacevic	AK	Hodge Collard Preston	HCP	akovacevic@hcparch.com
Jaco van Staden	JVS	Pindan Contracting	PC	Jaco.vanStaden@Pindan.com.au
Jim Gutteridge	JG	Pindan Contracting	PC	Jim.Gutteridge@pindan.com.au
John Storer	JS	Pindan Contracting	PC	John.Storer@pindan.com.au
Emma Kirkwood	EK	Pindan Contracting	PC	Emma.Kirkwood@pindan.com.au

Item	Details		Action	Date												
1.0	MINUTES OF PREVIOUS MEETING :															
	Confirmation of minutes of previous site meeting.		Noted													
2.0	SAFETY ISSUES:															
2.1 to 2.3	RESOLVED / NOTED / DELETED		Noted													
3.0	INSURANCES:															
3.1	Insurance cover notes have been lodged by PC to HCP.		Noted													
		<table><tr><th></th><th>Value</th><th>Expiry Date</th></tr><tr><td>Contract Works & Third Party Liability</td><td>\$12,437,726.40 incl GST</td><td>31/10/2018</td></tr><tr><td>Public Liability</td><td>\$20,000,000.00</td><td>31/10/2018</td></tr><tr><td>Workers Compensation</td><td>\$50,000,000.00</td><td>30/06/2018 @ 4.00pm</td></tr></table>		Value	Expiry Date	Contract Works & Third Party Liability	\$12,437,726.40 incl GST	31/10/2018	Public Liability	\$20,000,000.00	31/10/2018	Workers Compensation	\$50,000,000.00	30/06/2018 @ 4.00pm		
		Value	Expiry Date													
	Contract Works & Third Party Liability	\$12,437,726.40 incl GST	31/10/2018													
	Public Liability	\$20,000,000.00	31/10/2018													
	Workers Compensation	\$50,000,000.00	30/06/2018 @ 4.00pm													
	Pindan to make note of WC Insurance due date															
		Note														

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
4.0	PRINCIPAL / CLIENT ISSUES / GENERAL:		
4.1 to 4.7	RESOLVED / NOTED / DELETED		
4.8	AS raised issue of reticulation issues, once water service has been connected, it will be resolved. HCP to seek advice from hydraulic consultant for remaining a connection point for reticulation where Byblos removes the existing connection point between Karingal and MPC. CHD inspected onsite and will issue a proposal	HCP	
4.9 - 11	RESOLVED / NOTED / DELETED	Noted	
4.12	SG is going on leave for 5 weeks, JM will be in place of SG during this time.	Noted	
4.13	SOA received invoices for power usage in Karingal. PC changed account name and outstanding invoices will be reissued by Rio Tinto in PC's name for payment. Account name to be changed back to squash club's name at the completion of project.	Noted	
4.14	PC will reinstate broken concrete kerbs around electrical kiosk at the completion of project. SOA will organise repair damaged fencing on the other side of child care.	PC	
5.0	ADJOINING NEIGHBOURS ISSUES / AUTHORITIES:		
5.1	Adjoining Neighbours		
1) to 3)	RESOLVED / NOTED / DELETED		
4)	Pindan to mark on ground where the relocated fence adjacent child care will be for AS to discuss with child care	PC SOA	
5.2	Authorities		
1) to 2)	RESOLVED / NOTED / DELETED		
3)	Telstra have advised the electrical engineer that the NBN will be available from May 2018. The existing Telstra application has been cancelled by Telstra and the electrical engineer has made a new application for a NBN connection. BEST Consultants following up with NBN. HCP advised that BEST is still awaiting response from NBN due to regional location and manually entered application. BEST to continue to follow up with NBN. Application now lodged online with NBN. Shire will receive a contract from NBN before BEST receives an update on the application.	Noted SOA	
4)	JDP advised he still doesn't have a response for Rio Service connection. JDP & AS will continue to follow up. PC advised delays may occur if a response is not received in the next 4 weeks Rio Tinto met with PC on site and provided a quotation for fire and water services. AS advised to accept quotation and Rio Tinto to invoice PC, or SOA if it has to be under the account holder's name. PC to contact same person at Rio Tinto in regards to electrical service connection. PC advised power will be required in July / August. GM advised that Rio Tinto / Byblos works have commenced and stopped. GM will follow up Byblos for the works and advise. PC has engaged Byblos to undertake the water & fire headworks, PC to provide quote once received from Rio Tinto. Byblos quotation received from PC.	Noted GM	
5)	BEST has advised Rio Tinto are providing a quote for the power upgrade, SOA will pay for the upgrade directly to Rio Tinto. BEST was advised by Rio Tinto that quotation have been sent to 'Utilities Customer Service' team to be forwarded onto BEST. BEST still waiting for formal quotation to come through. SOA will assist by contacting Rio Tinto to speed up the process as the same response was provided to BEST for the past month.		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
	Post meeting note: Quotation / invoice received from Rio Tinto on 22nd May 2018. No action required by SOA. Invoice received by SOA and will be paid this week	SOA	
6)	PC to confirm with Rio Tinto sewer connections that have been made are acceptable. PC confirm to obtain written confirmation from Rio Tinto that no sewer connection fee is applicable.	PC PC	
7)	PC requested confirmation of DFES process. HCP liaised with building surveyor and they have advised that DFES inspection shouldn't be required given that there are no FIP connection to the buildings. Building surveyor will require certification from plumber on the fire services installation. PC to liaise direct with building surveyor to confirm actual requirements and action as required.	PC	
6.0	WORKS PROGRAMME / EXTENSION OF TIME:		
6.1	Construction programme	Noted	
	Contract Award: 2 nd October 2017 Date for Possession of Site: 30th October 2017 Date for Practical Completion: 31st October 2018 Construction Time: 52 Weeks Time Expended: 28 weeks PC confirmed currently on schedule		
6.2	Extension of Time		
1) to 3)	RESOLVED / NOTED / DELETED		
6.3	Delays & Critical Issues		
1 to 4)	RESOLVED / NOTED / DELETED		
6.4	Current & in progress over next two weeks		
1) to 6)	RESOLVED / NOTED / DELETED		
7)	Remaining in-ground services work to be completed over the next 2 weeks. Fire & water supply services completed and sewer services 70% completed. COMPLETED PC to provide photos and inspection test plans (ITPs) from relevant services subcontractors for consultants to review and sign off. PC advised that these documents are available on site for viewing. PC will show hydraulic consultant during his upcoming site visit and provide photos of the ITPs if still required.	Noted	
8 to 10)	RESOLVED / NOTED / DELETED		
11)	100% of concrete pad footing poured for the building. Test results to be submitted. Remaining results to be submitted. PC to follow up and PC advised that the last concrete pour was 4 th March 2018 and it will take 28 days for the results to be provided. EK to check.	EK	
12-13)	RESOLVED / NOTED / DELETED		
14)	Concrete slab pours to continue and be finished in the next 2 weeks — Not Completed 98% of ground slabs have been poured with remaining areas to be poured in front of plantroom, column blockouts and slab infills to be completed.	PC	
15) - 17)	RESOLVED / NOTED / DELETED		
18)	Court steelwork to be delivered 23rd Feb 2018 and installation commencing Delivered and installation commenced and continuing Steelwork installation almost completed, with remaining works in Karingal.	PC	

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
19)	<p>Concrete panels for court to be delivered and installation commencing</p> <p>Delivered and installation commenced and continuing</p> <p>Concrete panels were put in place around indoor sports court with bolts installation, patching of panels, panel joints, cleaning and sealing of walls to be completed. HCP noted cracking and lifted concrete to concrete panel on Grid A-1. PC to have Peritas to review on site on 23rd March 2018.</p> <p>HCP issued instruction to rectify patching of panels.</p> <p>HCP advised the cracking of the panels to be monitored and reviewed prior to sealing. PC advised that hairline cracks are no longer visible on the panels and anti-graffiti coating should seal all hairline cracks.</p> <p><u>Post meeting note:</u> HCP requests on the next site visit (3rd May 2018) that all concrete panels to be sprayed wet for NP's review.</p> <p><u>Post meeting note:</u> NP advised that panels were not wet on 3rd May 2018 and requests that the concrete panels to be sprayed wet for NP's review on 31st May 2018.</p> <p>PC to provide test panel with sealer for inspection by HCP</p>	PC	
20)	<p>External drainage to be completed in the next 2 weeks.</p> <p>Stormwater drainage completed to carpark and around building for the original Works. Remaining stormwater works to be completed relates to the additional variation works.</p> <p>Stormwater Additional Works 1 (SW1) complete, SW2 & SW3 to be completed. PC advised that SW1 is completed, SW2 works to be carried out after pool closure and SW3 quotation breakdown to be provided for review. PC suggested to carry out SW2 during next school holidays (July 2018) as access to school compound is required, or alternatively SW2 works can be done after pool closure and remaining to be completed during July school holidays. PC to confirm. Only SW3 works remaining to be completed.</p>	PC	
21) - 22)	RESOLVED / NOTED / DELETED		
23)	<p>Installation of concrete hobs and infills to commence. Commenced, to be completed over the next 2 weeks</p> <p>98% of concrete hobs installation completed.</p>	PC	
24)	<p>Retaining wall footings installation to commence. Not Commenced</p> <p>PC advised that excavation for retaining wall footings have commenced and will be poured in the last week of April 2018.</p> <p>Pouring of retaining wall concrete footings have commenced. Retaining wall panels arriving on site 21st May 2018. PC to rectify concrete footings with clashing service pipes as per HCP email dated 15th May 2018. PC to provide photographic evidence of the rectified clashes to HCP. GM to get in touch with structural and civil consultants in regards to the stormwater pipe. All correspondences to be relayed back to HCP.</p> <p>GM advised that west side of ramp retaining concrete panel wall to be stacked and installed at a later date to allow for equipment access into MPC. GM seek permission from SOA for moving the site fencing closer towards the child care centre to allow additional access for larger equipment. SOA to confirm.</p> <p>4 retaining wall panels remaining to be installed</p> <p>PC to provide documentation & photos of rectified footings & panel installation</p>	PC	
25) - 27)	RESOLVED / NOTED / DELETED		
28)	<p>Demolition of existing pool plantroom to commence following roof installation.</p> <p>PC advised that demolition works will commence after pool closure to minimise potential disruptions to pool operation before closure.</p> <p>Demolition works 95% completed.</p>	PC	

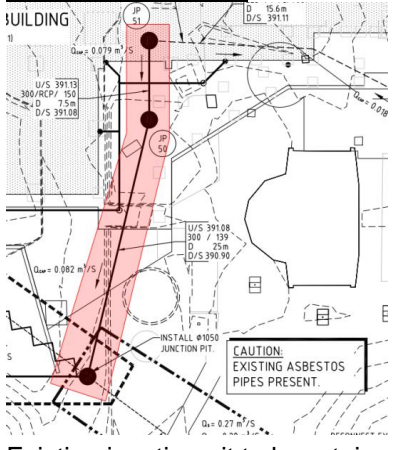
MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
29)	Electrical works installation within building to commence within the next 2 weeks. Electrical switchboards arrived on site but not yet installed. All electrical cable reticulation works to be completed in the next 2-4 weeks.	PC	
30)	Metal cladding installation to commence for the indoor sports courts. Flashings remaining to be completed. Roofer returning to site 4 th June 2018	PC	
31)	Wall framings for pre-finished CFC cladding to commence within the next 2 weeks. PC advised that wall framings currently 85% completed with remaining to be completed over the next 2 weeks. Most wall framings still needs to be permanently fixed into slab. PC to review frame installation and provide certification of installation prior to cladding. Structural engineer will also review on the 7 th June 2018	PC	
32)	Hydraulic services rough ins to be completed in the next 2 weeks. Hydraulic consultant to carry out site inspection prior to wall sheeting commencing first week of June 2018. CHD undertook inspection and issued report for PC action, Karringal hydraulics works continuing	PC	
33)	Rigger to complete remaining works for pool shade sail and squash courts beam in the next 2 weeks. Completed PC to review installation of shade sail when required	PC	
34	Retaining wall panels will be installed in the coming weeks, access to courts will be reviewed against panel installation PC waiting on grout to complete retaining wall installation	PC	
35	Electrician will complete first fix in the next 2 weeks	PC	
36	Demolition of existing pump room to be completed	PC	
37	External vapour barrier wrapping and CFC battening 80% complete, cladding will commence in the next 2 weeks	PC	
38	Internal gyprock lining will commence in the next 2 weeks	PC	
39	Switchboards will be installed in the next 2 weeks	PC	
7.0	ARCHITECTURAL ISSUES:		
7.1 - 7.4	RESOLVED / NOTED / DELETED		
7.5	HCP to issue instruction to PC to fill existing roof penetrations to Karingal building when high level works are undertaken – HCP have issued instruction NP to undertake roof inspection 5th April 2018. PC to provide temporary edge protection for safety. PC to provide cost options for roof rectification works after the inspection. Inspection undertaken, roof condition is not ideal, HCP to issue SI for rectification works. SI to advise a solution as a stop-gap measure for patching and filling of penetrations. HCP still assessing the extent of roof repair works required after all new mechanical installation on existing roof. Post meeting note: NP to carry out another roof inspection on 31st May 2018 to finalise the scope of roof repairs required now that all mechanical services on the roof are installed to Karingal. PC to provide safe roof access for the inspection. NP to issue instruction for pricing by PC	NP & PC	
7.6 – 7.7	RESOLVED / NOTED / DELETED		
7.8	Existing drainage grate levels adjacent new pool entry columns to be reviewed. Post meeting note: HCP reviewed existing and proposed levels. HCP requests PC to confirm extent of existing balance tank on site matches what's shown on HCP drawings. HCP has documented location based on existing balance tank drawings provided by SOA. PC expressed difficulties in accessing the balance tank to determine the extent of existing balance tank. HCP to review existing information with structural consultant to determine if new concrete slab can be poured over existing concrete slab. PC		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
	to provide site levels of poured footings around the existing balance tank as per SI No.19. PC & HCP have discussed onsite with additional levels and balance tank location confirmed. HCP to propose solution for PC to price	HCP & PC	
7.9 - 7.13	RESOLVED / NOTED / DELETED	HCP	
7.14	HCP to review concrete pavement sealer specifications. HCP advised that concrete sealer specification will depend on final selection of concrete manufacturer. PC to provide information on manufacturer recommended sealer when available. PC to apply sealer as per BGC's requirements for the specified exposed aggregate concrete. PC to provide product details for review as previously requested by SOA.	PC	
7.15	RESOLVED / NOTED / DELETED		
7.16	Installed retaining walls have been damaged during transportation, PC to undertake rectification for HCP to review if acceptable	PC	
7.17	Grout tube holes visible on retaining wall faces HCP to review	HCP	
7.18	PC highlighted differences in panel step locations and access stair locations, HCP to review and advise on solution	HCP	
7.19	PC advised a steel beam was installed above external door/window to clubroom, HCP & structural engineer to review	HCP	
7.20	HCP noted AC units over entry admin offices is from the upper ceiling which is a void area, HCP to review	HCP	
7.21	HCP noted the Kingspan insulated panel K10 is not what was specified, Pindan to provide confirmation of correct product	PC	
8.0	STRUCTURAL ISSUES:		
8.1 8.12	RESOLVED / NOTED / DELETED		
8.13	Structural engineer will inspect steelwork & concrete installation on the 23rd March 2018 Peritas inspected and issued inspection notes, PC to respond to each item as they are addressed. PC advised that items on structural report will be rectified when riggers return on site 1 st May 2018 and will provide response to each item as required. PC advised that all items are rectified. PC to provide photos of all rectified items.	PC	
8.15	PC has requested structural check of proposed concrete slab over the existing balance tank as per Item 7.8. HCP advised that no new concrete slab is proposed over existing balance tank. All new concrete is proposed to be poured around the existing balance tank. HCP will provide design solution Refer note 7.8	HCP	
8.16	Engineer to review steel wall framing onsite 7 th June 2018	HCP	
8.17	Engineer to review installed concrete retaining wall panels onsite 7 th June 2018	HCP	
8.18	Engineer to review installed squash court steel beam onsite 7 th June 2018	HCP	
8.19	PC advised they are installed steel beams to Karringal external walls internally & not within cavity, PC to formalise in RFI	PC	
8.20	HCP expressed concern regarding installation of steel wall frames, PC to provide installation certification once install complete, engineer to inspect onsite 7 th June 2018	PC	
9.0	CIVIL ENGINEERING ISSUES:		
9.1 to 9.4	RESOLVED / NOTED / DELETED		

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
9.5	<p>Civil Engineer to design removal and diversion of existing stormwater pipe outside existing pool plantroom as highlighted in sketch below. HCP to issue instruction to PC to provide variation for the works. Design underway.</p> <p>Civil engineer provided design and PC to provide variation quotation for review as soon as possible. PC to provide breakdown of variation quotation for further review.</p> <p><u>Stormwater Works 3</u></p>  <p>Existing junction pit to be retained</p> <p>Variation quotation received and approved. PC to complete works.</p>	PC	
9.6 - 9.7	RESOLVED / NOTED / DELETED		
9.8	<p>HCP to investigate the need to replace existing drain removed from in front of existing plantroom. HCP advise that PC will need to reinstate the removed pit. The pit is at a low point in the area.</p> <p><u>Item SS by item 7.8</u></p>		
9.9	RESOLVED / NOTED / DELETED	PC	
10.0	BACKWASH TANK ISSUES:		
10.1 to 10.3	RESOLVED / NOTED / DELETED		
10.4	<p>PC advised that a 1 to 2 weeks pool shutdown may be required in April. PC to confirm closer to date. AS advised that the pool shuts down to the public between May and September. SOA advised that there will be swimming lessons in April 2018. PC to review requirement for shutdown, pool needs to be open for school holidays 14-29 April</p> <p>PC advised shutdown will be in May and will be within pool closing season. This date will be dependent on the installation of the new pool plant room switchboard. PC advised that switchboard is now on site.</p>	Noted	
10.5 -10.6	RESOLVED / NOTED / DELETED		
11.0	HYDRAULIC SERVICES ISSUES:		
11.1 to 11.8	RESOLVED / NOTED / DELETED		
11.9	<p>HCP to investigate the removal / reduction of existing water valves located between the new building & Karingal building.</p> <p>JDP to confirm if existing valves will be removed as part of Byblos' Works. SOA requests that a connection point to be provided for reticulation purposes.</p> <p><u>CHD to provide proposal</u></p>	CHD	

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date
11.10	Hydraulic consultant to carry out site inspection within the next 2 weeks. Exact date to be confirmed. Inspection completed, report issued for PC action	PC	
12.0	ELECTRICAL SERVICES ISSUES:		
12.1 to 12.6	RESOLVED / NOTED / DELETED		
12.7	Post Meeting Note: Electrical consultant to carry out site inspection on week commencing 7 th June 2018.		
13.0	MECHANICAL SERVICES ISSUES:		
13.1 to 13.3	RESOLVED / NOTED / DELETED		
13.4	HCP noted AC units over entry admin offices is from the upper ceiling which is a void area, HCP to review	HCP	
14.0	BUILDING SURVEYOR / CERTIFIER ISSUES:		
14.1 to 14.3	RESOLVED / NOTED / DELETED		
15.0	REQUESTS FOR INFORMATION (RFIS)	Noted	
	<ul style="list-style-type: none"> Received – RFI #1 to #94 Outstanding – RFI #85, #93 & #94 		
16.0	PROGRESS CLAIMS		
	<ul style="list-style-type: none"> PC No. 8 to be submitted on 28th May 2018 to HCP for assessment. 	HCP	
17.0	Variation Quotations (VQs) and Contract Variation Sum Adjustments (CVs)		
	<ul style="list-style-type: none"> VQ #1 to #25 received CV #1 to CV #21 processed 	Noted	
18.0	SUPERINTENDENT'S INSTRUCTIONS (SIs)		
	<ul style="list-style-type: none"> SI No. 1 – Drainage Survey SI No. 2 – Job Signboard SI No. 3 – Uncovered Ground Beam to Existing Swimming Pool Facility SI No. 4 – Stormwater Stage 1 SI No. 5 – Stormwater Stage 2 SI No. 6 – Site Investigations of Existing Pipework SI No. 7 – Rectification of Existing Karingal Roof SI No. 8 – Pre-Finished CFC Cladding to Karingal SI No. 9 – As-Constructed drawings for Existing Services SI No. 10 – Stormwater works at New Pool Entry SI No. 11 – Floor Tile Selection SI No. 12 – New Stormwater Pipework to Western Pool Drainage SI No. 13 – Modifications to Existing Shade Sail & Steelwork SI No. 14 – Duragal Angles to Sports Court Centre Canopy 	Noted	

MEETING MINUTES OF SITE MEETING No. 9 HELD AT 1.30pm on 17th MAY 2018

Item	Details	Action	Date																						
	<ul style="list-style-type: none">SI No. 15 – Rectification to Concrete Panel CrackingSI No. 16 – Box Gutters to Pool Mechanical Plantroom & Pool Bin StoreSI No. 17 – Hose Taps to KaringalSI No. 18 – Water Filtration SystemSI No. 19 – Extent of existing balance tank																								
19.0	CONSTRUCTION NON-CONFORMANCES																								
	<ul style="list-style-type: none">None to record	Noted																							
20.0	PROVISIONAL SUM ITEMS:																								
20.1	<table><tr><th>Item</th><th>Status</th></tr><tr><td>Relocation of Existing Telstra Asset</td><td>Paid & Completed.</td></tr><tr><td>Provision of new Telstra lead-in cable</td><td>Switch to NBN, application made and still in progress.</td></tr><tr><td>Rio building application fee</td><td>PC to follow up Rio Tinto</td></tr><tr><td>Rio Water & Sewer Headworks Charge</td><td>PC accepted quotation from Rio Tinto for water services. Byblos engaged.</td></tr><tr><td>Sewer Junction Cut in Charges</td><td>PC advised no sewer connection fee required. PC to obtain Rio Tinto confirmation and approval.</td></tr><tr><td>Playground Equipment</td><td>HCP provided options and quotations to AS for review. BH to advise after council meeting on 19th June</td></tr><tr><td>Building & Directional Signage</td><td>AS provided comments and HCP to review and provide revised proposal.</td></tr><tr><td>Shelving in Op-Shop</td><td>HCP sent layout drawings to supplier for pricing. HCP to sent layout to AS for review. HCP has sent quotation through to SOA.</td></tr><tr><td>Shelving in Toy Library</td><td>HCP sent layout drawings to supplier for pricing. HCP has sent quotation through to SOA.</td></tr><tr><td>Pic-perf Screens</td><td>SOA to send out RFQ to artist on 23rd March 2018. RFQ closes 9th April 2018. SOA engaged artist for the design. Artist Emma Blyth appointed, design will be provided by 29th June 2018</td></tr></table>	Item	Status	Relocation of Existing Telstra Asset	Paid & Completed.	Provision of new Telstra lead-in cable	Switch to NBN, application made and still in progress.	Rio building application fee	PC to follow up Rio Tinto	Rio Water & Sewer Headworks Charge	PC accepted quotation from Rio Tinto for water services. Byblos engaged.	Sewer Junction Cut in Charges	PC advised no sewer connection fee required. PC to obtain Rio Tinto confirmation and approval.	Playground Equipment	HCP provided options and quotations to AS for review. BH to advise after council meeting on 19 th June	Building & Directional Signage	AS provided comments and HCP to review and provide revised proposal.	Shelving in Op-Shop	HCP sent layout drawings to supplier for pricing. HCP to sent layout to AS for review. HCP has sent quotation through to SOA.	Shelving in Toy Library	HCP sent layout drawings to supplier for pricing. HCP has sent quotation through to SOA.	Pic-perf Screens	SOA to send out RFQ to artist on 23 rd March 2018. RFQ closes 9 th April 2018. SOA engaged artist for the design. Artist Emma Blyth appointed, design will be provided by 29 th June 2018	Noted	
	Item	Status																							
	Relocation of Existing Telstra Asset	Paid & Completed.																							
	Provision of new Telstra lead-in cable	Switch to NBN, application made and still in progress.																							
	Rio building application fee	PC to follow up Rio Tinto																							
	Rio Water & Sewer Headworks Charge	PC accepted quotation from Rio Tinto for water services. Byblos engaged.																							
	Sewer Junction Cut in Charges	PC advised no sewer connection fee required. PC to obtain Rio Tinto confirmation and approval.																							
	Playground Equipment	HCP provided options and quotations to AS for review. BH to advise after council meeting on 19 th June																							
	Building & Directional Signage	AS provided comments and HCP to review and provide revised proposal.																							
	Shelving in Op-Shop	HCP sent layout drawings to supplier for pricing. HCP to sent layout to AS for review. HCP has sent quotation through to SOA.																							
	Shelving in Toy Library	HCP sent layout drawings to supplier for pricing. HCP has sent quotation through to SOA.																							
Pic-perf Screens	SOA to send out RFQ to artist on 23 rd March 2018. RFQ closes 9 th April 2018. SOA engaged artist for the design. Artist Emma Blyth appointed, design will be provided by 29 th June 2018																								
20.2- 3	RESOLVED / NOTED / DELETED	Noted																							

Meeting closed at: 2:45pm.

Next meeting: Thursday 14th June 2018 at 1.30pm.

Copies: to all present and absent

ATTACHMENT No. 2 - PROGRESS CLAIM No. 8

PARABURDOO COMMUNITY HUB**PROGRESS CLAIM APPLICATION PURSUANT TO CONTRACT CLAUSE 42.1**

Date: 12/06/2018

Pindan Project No: PCN0150

Shire Purchase order number: 47983

To: Shire of Ashburton
 246 Poinciana Street
 Tom Price WA
 6751

PROGRESS CLAIM APPLICATION No. 008

We HEREBY APPLY that for the period up to and including the 28th May 2018, Pindan Contracting Pty Ltd has completed works on the above Contract

in the sum of: **Six Hundred and Seventy Thousand and Twenty Eight Dollars and Fifteen Cents**

\$ **670,028.15** (8)

SUMMARY

Contract Sum comprising (1a) + (1b):	\$	11,561,839.51	(1)
Original Contract Sum	\$	11,307,023.00	(1a)
Approved Variations	\$	254,816.51	(1b)

Estimated total expenditure of work completed to date (2a+2b)		\$	4,757,150.34	(2)
Proposed Multi-Purpose Centre Contract Value \$10,190,499.69	95.0%	\$	4,519,292.82	(2a)
Karingal Neighbourhood Centre Contract Value \$ 1,116,524.31	5.0%	\$	237,857.52	(2b)

Retained / Bank Guarantee \$ **0.00** (3)

Balance (2)-(3) \$ **4,757,150.34** (4)

Less Previously Paid \$ **4,148,033.85** (5)

Amount Payable under this Application (4)-(5) \$ **609,116.50** (6)

GST @ 10 % \$ **60,911.65** (7)

Total Amount Payable under this Application (including GST) (6)+(7) \$ **670,028.15** (8)

Cost remaining to complete the Contract (1)-(2) \$ **6,804,689.18** (9)

NOTE:

SUPERINTENDENT'S REPRESENTATIVE

Distribution:



**PARABURDOO COMMUNITY HUB
PROGRESS CLAIM APPLICATION No. 008
CONTRACT TRADE BREAKDOWN**

			Anticipated Practical Completion :		31-Oct-18	Contract period (Wks) :		56		
			Possession of site :		30-Oct-17	Date of claim :		12-Jun-18		
			Contract Award Date:		02-Oct-17	Weeks Since Award:		37	66.1%	
REF	TRADE	CONTRACT TOTAL	CLAIMED AMOUNT BY BUILDER		SUPERINTENDENT CERTIFIED COMPLETED TO DATE		APPROVED PREVIOUSLY	THIS PAYMENT	COMMENTS	
		\$	% COMPLT	\$	% COMPLT	\$	\$	\$		
1	Preliminaries									
1.1	Project Manager & Contract Administrator	338,000.00	61.0%	206,180.00	54.0%	182,520.00	182,520.00	23,660.00		
1.2	Site Supervisor	175,000.00	61.0%	106,750.00	54.0%	94,500.00	94,500.00	12,250.00		
1.3	Insurance and Insurance bonds	78,000.00	100.0%	78,000.00	100.0%	78,000.00	78,000.00	0.00		
1.4	Temporary Site Fencing	15,000.00	61.0%	9,150.00	54.0%	8,100.00	8,100.00	1,050.00		
1.5	Contractors Site Facilities and temporary services	32,000.00	61.0%	19,520.00	54.0%	17,280.00	17,280.00	2,240.00		
1.6	Contractors Accommodation, Flights, Vehicle, fuel etc.	135,650.00	61.0%	82,746.50	54.0%	73,251.00	73,251.00	9,495.50		
1.7	Local Authority Fees & Charges	28,233.63	100.0%	28,233.63	100.0%	28,233.63	28,233.63	0.00		
1.8	Mobilising and site establishment	65,875.00	100.0%	65,875.00	100.0%	65,875.00	65,875.00	0.00		
1.9	Surveying	32,450.00	90.0%	29,205.00	80.0%	25,960.00	25,960.00	3,245.00		
2	Other	35,291.37	61.0%	21,527.74	54.0%	19,057.34	19,057.34	2,470.40		
2	DEMOLITION	88,143.00	94.0%	82,854.42	94.0%	82,854.42	82,854.42	0.00	Existing pool pump room to be demolished	
3	EARTHWORKS	495,841.00	87.0%	431,381.67	85.0%	421,464.85	421,464.85	9,916.82		
4	SITE WORKS									
4.1	Retaining Walls	13,800.00	80.0%	11,040.00	20.0%	2,760.00	2,760.00	8,280.00	Stormwater Services Around the building completed	
4.2	Stormwater Drainage	40,800.00	80.0%	32,640.00	75.0%	30,600.00	30,600.00	2,040.00		
4.3	Stairs & Ramps	15,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00		
4.4	Pedestrian Paving	6,959.00	0.0%	0.00	0.0%	0.00	0.00	0.00		
4.5	Asphalt Paving	105,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00		
4.6	Landscaping	115,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00		
4.7	Reticulation	4,000.00	90.0%	3,600.00	90.0%	3,600.00	3,600.00	0.00		
5	CONCRETE WORKS									
5.1	Footings	354,200.00	100.0%	354,200.00	100.0%	354,200.00	354,200.00	0.00		
5.2	Slab on Ground	589,700.00	94.0%	554,318.00	94.0%	554,318.00	554,318.00	0.00		
5.3	Wall Panels	225,000.00	70.0%	157,500.00	60.0%	135,000.00	135,000.00	22,500.00		
5.4	External Concrete Slab on Ground	124,921.00	0.0%	0.00	0.0%	0.00	0.00	0.00		



PARABURDOO COMMUNITY HUB
PROGRESS CLAIM APPLICATION No. 008
CONTRACT TRADE BREAKDOWN

		Anticipated Practical Completion :		31-Oct-18		Contract period (Wks) :		56	
		Possession of site :		30-Oct-17		Date of claim :		12-Jun-18	
		Contract Award Date:		02-Oct-17		Weeks Since Award:		37	
								66.1%	
REF	TRADE	CONTRACT TOTAL	CLAIMED AMOUNT BY BUILDER		SUPERINTENDENT CERTIFIED COMPLETED TO DATE		APPROVED PREVIOUSLY	THIS PAYMENT	
			\$	% COMPLT	\$	% COMPLT			
6	STRUCTURAL STEELWORK	558,033.00	97.0%	541,292.01	95.0%	530,131.35	530,131.35	11,160.66	
7	STEEL FRAMES WALLS								
7.1	External Wall Framing	46,456.00	80.0%	37,164.80	50.0%	23,228.00	23,228.00	13,936.80	
7.2	Internal Wall Framing	115,780.00	80.0%	92,624.00	50.0%	57,890.00	57,890.00	34,734.00	
8	METALWORK								
8.1	Metal Door Frames	8,284.49	0.0%	0.00	0.0%	0.00	0.00	0.00	
8.2	Handrails & Balustrades	15,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
8.3	Roof Access Safety System	13,844.25	90.0%	12,459.83	70.0%	9,690.98	9,690.98	2,768.85	
8.4	Other	553,020.26	0.0%	0.00	0.0%	0.00	0.00	0.00	Roller Doors, Bench seating, Fire equipment, Per
9	ALUMINIUM WINDOWS & DOORS								
9.1	Framing	215,000.00	20.0%	43,000.00	5.0%	10,750.00	10,750.00	32,250.00	
9.2	Glazing	15,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
9.3	Security Screens	47,038.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
10	DANPALON	21,693.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
11	CARPENTRY, PARTITIONS & LININGS								
11.1	Pre-finished CFC Cladding	858,000.31	20.0%	171,600.06	2.0%	17,160.01	17,160.01	154,440.06	Mobilisation - Framing & Insulation
11.2	Vapour Barrier & Wall Insulation	75,000.00	50.0%	37,500.00	15.0%	11,250.00	11,250.00	26,250.00	
11.3	Kootherm Insulation	24,524.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
11.4	Plywood Lining	192,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
11.5	Doors	26,290.95	0.0%	0.00	0.0%	0.00	0.00	0.00	
11.6	Hardware	142,031.74	0.0%	0.00	0.0%	0.00	0.00	0.00	
11.7	Cabinets	92,500.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
11.8	Toilet & Shower Partitions	78,287.00	5.0%	3,914.35	5.0%	3,914.35	3,914.35	0.00	Shop Drawings

**PARABURDOO COMMUNITY HUB
 PROGRESS CLAIM APPLICATION No. 008
 CONTRACT TRADE BREAKDOWN**

Anticipated Practical Completion :	31-Oct-18	Contract period (Wks) :	56
Possession of site :	30-Oct-17	Date of claim :	12-Jun-18
Contract Award Date:	02-Oct-17	Weeks Since Award:	37 66.1%

REF	TRADE	CONTRACT TOTAL \$	CLAIMED AMOUNT BY BUILDER		SUPERINTENDENT CERTIFIED COMPLETED TO DATE		APPROVED PREVIOUSLY \$	THIS PAYMENT \$	COMMENTS
			% COMPLT	\$	% COMPLT	\$			
12	ROOF & ROOF PLUMBING								
12.1	Roofing	313,086.90	85.0%	266,123.87	85.0%	266,123.87	266,123.87	0.00	
12.2	Walling	111,816.75	85.0%	95,044.24	85.0%	95,044.24	95,044.24	0.00	
12.3	Roof Plumbing	22,362.35	30.0%	6,708.71	30.0%	6,708.71	6,708.71	0.00	
13	HYDRAULIC SERVICES								
13.1	Demolition / removal of redundant services	18,527.00	100.0%	18,527.00	100.0%	18,527.00	18,527.00	0.00	
13.2	Fixtures & tapware	128,352.00	10.0%	12,835.20	0.0%	0.00	0.00	12,835.20	
13.3	Sanitary waste and ventilation	85,861.00	80.0%	68,688.80	80.0%	68,688.80	68,688.80	0.00	
13.4	Hot and cold water services	151,346.00	80.0%	121,076.80	38.0%	57,511.48	57,511.48	63,565.32	
13.5	Mech. And Air Con. Waste & water	19,158.00	80.0%	15,326.40	0.0%	0.00	0.00	15,326.40	
13.6	Fire services	89,161.00	75.0%	66,870.75	31.0%	27,639.91	27,639.91	39,230.84	
13.7	Authority fees & charges	1,323.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
13.8	Testing and commissioning	3,748.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
13.9	Maintenance (during defects liability period)	11,941.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
13.10	Operating and maintenance manuals	3,531.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
13.11	Mobilisation, freight, travel and accommodation	22,552.00	55.0%	12,403.60	55.0%	12,403.60	12,403.60	0.00	

**PARABURDOO COMMUNITY HUB
 PROGRESS CLAIM APPLICATION No. 008
 CONTRACT TRADE BREAKDOWN**

Anticipated Practical Completion :	31-Oct-18	Contract period (Wks) :	56
Possession of site :	30-Oct-17	Date of claim :	12-Jun-18
Contract Award Date:	02-Oct-17	Weeks Since Award:	37 66.1%

REF	TRADE	CONTRACT TOTAL \$	CLAIMED AMOUNT BY BUILDER		SUPERINTENDENT CERTIFIED COMPLETED TO DATE		APPROVED PREVIOUSLY \$	THIS PAYMENT \$	COMMENTS
			% COMPLT	\$	% COMPLT	\$			
14	MECHANICAL SERVICES								
14.1	Sports Hall Air Conditioning System:								
a	Air Handling Unit	70,000.00	100.0%	70,000.00	100.0%	70,000.00	70,000.00	0.00	
b	Ductwork Rigid and insulation (including ventilation systems ductwork)	20,000.00	75.0%	15,000.00	75.0%	15,000.00	15,000.00	0.00	
c	Ductwork Flexible	10,000.00	50.0%	5,000.00	50.0%	5,000.00	5,000.00	0.00	
d	Motorized Dampers	5,000.00	90.0%	4,500.00	90.0%	4,500.00	4,500.00	0.00	
e	Installation of Air-conditioning Systems	6,000.00	50.0%	3,000.00	50.0%	3,000.00	3,000.00	0.00	
14.2	Filters Ventilation Systems:								
a	Fans	25,000.00	80.0%	20,000.00	80.0%	20,000.00	20,000.00	0.00	
b	HRV Unit	10,000.00	100.0%	10,000.00	100.0%	10,000.00	10,000.00	0.00	
c	Grilles	10,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
d	Installation	35,000.00	50.0%	17,500.00	50.0%	17,500.00	17,500.00	0.00	
14.3	HVLS Sports Fan and Controls	10,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
14.4	Local Fume Exhaust Systems	10,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
14.5	VRF and Split Air-conditioning Systems:								
a	Condensing Unit Supply and Fan Coil Units Supply	120,000.00	100.0%	120,000.00	100.0%	120,000.00	120,000.00	0.00	
b	Refrigerant Pipework (incl. insulated pipework) Supply	120,000.00	85.0%	102,000.00	85.0%	102,000.00	102,000.00	0.00	
c	Supports & Fixings Supply	40,000.00	100.0%	40,000.00	100.0%	40,000.00	40,000.00	0.00	
d	Installation	25,000.00	50.0%	12,500.00	50.0%	12,500.00	12,500.00	0.00	
14.6	Automatic Controls (including installation and including	140,550.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
14.7	Demolition Work	10,000.00	90.0%	9,000.00	90.0%	9,000.00	9,000.00	0.00	
14.8	Shop Drawings	21,000.00	90.0%	18,900.00	90.0%	18,900.00	18,900.00	0.00	
14.9	Commissioning and Testing	10,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
14.1	Maintenance Manuals	1,200.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
14.11	Maintenance during the Defects Liability Period	10,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
15	ELECTRICAL SERVICES								

**PARABURDOO COMMUNITY HUB
 PROGRESS CLAIM APPLICATION No. 008
 CONTRACT TRADE BREAKDOWN**

Anticipated Practical Completion :	31-Oct-18	Contract period (Wks) :	56
Possession of site :	30-Oct-17	Date of claim :	12-Jun-18
Contract Award Date:	02-Oct-17	Weeks Since Award:	37 66.1%

REF	TRADE	CONTRACT TOTAL	CLAIMED AMOUNT BY BUILDER		SUPERINTENDENT CERTIFIED COMPLETED TO DATE		APPROVED PREVIOUSLY	THIS PAYMENT	COMMENTS
		\$	% COMPLT	\$	% COMPLT	\$	\$	\$	
15.1	Liaison with RTIO and Telstra to provide headworks and incoming services	1,348.98	100.0%	1,348.98	100.0%	1,348.98	1,348.98	0.00	
15.2	Demolition and removal of redundant services	6,182.82	100.0%	6,182.82	100.0%	6,182.82	6,182.82	0.00	
15.3	LV switchboards	104,545.95	5.0%	5,227.30	5.0%	5,227.30	5,227.30	0.00	Boards on site
15.4	LV consumer mains and submain cabling	20,234.70	0.0%	0.00	0.0%	0.00	0.00	0.00	
15.5	Underground conduits and cable pits	39,345.25	100.0%	39,345.25	100.0%	39,345.25	39,345.25	0.00	
15.6	General power distribution	70,821.45	30.0%	21,246.43	0.0%	0.00	0.00	21,246.43	
15.7	Lighting (supply light fittings, lamps and control gear)	328,251.79	10.0%	32,825.18	0.0%	0.00	0.00	32,825.18	
15.8	Lighting installation	98,925.20	20.0%	19,785.04	0.0%	0.00	0.00	19,785.04	
15.9	Intelligent lighting control system	69,697.30	10.0%	6,969.73	0.0%	0.00	0.00	6,969.73	
15.1	Emergency lighting	22,483.00	20.0%	4,496.60	0.0%	0.00	0.00	4,496.60	
15.11	Voice and data communications infrastructure	69,697.30	15.0%	10,454.59	0.0%	0.00	0.00	10,454.59	
15.12	Master antennae television (MATV) systems	2,810.37	20.0%	562.07	0.0%	0.00	0.00	562.07	
15.13	Public Address System	2,810.37	10.0%	281.04	0.0%	0.00	0.00	281.04	
15.14	CCTV Systems	85,435.40	0.0%	0.00	0.0%	0.00	0.00	0.00	
15.15	Access control and intruder detection system	211,340.19	0.0%	0.00	0.0%	0.00	0.00	0.00	
15.16	Commissioning	1,686.22	0.0%	0.00	0.0%	0.00	0.00	0.00	
15.17	As built drawings and maintenance handbooks	786.90	0.0%	0.00	0.0%	0.00	0.00	0.00	
15.18	Maintenance during the defects period	2,697.96	0.0%	0.00	0.0%	0.00	0.00	0.00	
15.19	Site establishment costs	5,620.75	100.0%	5,620.75	100.0%	5,620.75	5,620.75	0.00	
15.20	Any other item not listed above	15,738.10	50.0%	7,869.05	50.0%	7,869.05	7,869.05	0.00	
16	NEW BACKWASH TANK & SUBMERSIBLE PUMPS	15,725.00	100.0%	15,725.00	100.0%	15,725.00	15,725.00	0.00	
17	CEILINGS AND LININGS								
17.1	Plasterboard	623,522.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
17.2	Perforated Plasterboard	26,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
17.3	Versilux	154,459.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
17.4	Villaboard	47,542.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
17.5	Ceiling Insulation	15,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
17.6	Supawood Acoustic Panels & Feature Timber Ceiling	105,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
18	RENDER	26,443.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
19	FLOOR FINISHES								
19.1	Floor Tiling	169,597.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
19.2	Wall Tiling	35,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
19.3	Vinyl Flooring	171,520.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
19.4	Rubber Flooring	38,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
19.5	Epoxy Flooring	35,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	



**PARABURDOO COMMUNITY HUB
PROGRESS CLAIM APPLICATION No. 008
CONTRACT TRADE BREAKDOWN**

Anticipated Practical Completion : 31-Oct-18 Contract period (Wks) : 56
 Possession of site : 30-Oct-17 Date of claim : 12-Jun-18
 Contract Award Date: 02-Oct-17 Weeks Since Award: 37 **66.1%**

REF	TRADE	CONTRACT TOTAL	CLAIMED AMOUNT BY BUILDER		SUPERINTENDENT CERTIFIED COMPLETED TO DATE		APPROVED PREVIOUSLY	THIS PAYMENT	COMMENTS
		\$	% COMPLT	\$	% COMPLT	\$	\$	\$	
20	PAINTWORK								
20.1	Internal	102,540.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
20.2	External	18,900.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
20.3	Anti-Graffiti	3,500.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
21	SPORTS EQUIPMENT	74,152.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
22	PROVISIONAL SUMS								
	RELOCATION OF EXISTING TELSTRA ASSET	55,000.00	86.1%	47,351.84	86.1%	47,351.84	47,351.84	0.00	
	PROVISION OF NEW TELSTRA LEAD-IN CABLES	20,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	WATER CORPORATION BUILDING APPLICATION FEE	8,500.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	WATER AND SEWER HEADWORKS CHARGES	83,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	SEWER JUNCTION CUT IN CHARGES	5,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	PLAYGROUND EQUIPMENT	35,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	BUILDING AND DIRECTIONAL SIGNAGE	75,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	SHELVING TO OP-SHOP	15,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	SHELVING TO TOY LIBRARY	15,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
	PIC-PERF SCREENS	45,000.00	0.0%	0.00	0.0%	0.00	0.00	0.00	
23	TEMPORARY PUBLIC FACILITIES	225,000.00	45.0%	101,250.00	45.0%	101,250.00	101,250.00	0.00	
TOTAL		11,307,023.00	41.32%	4,671,824.04		4,071,557.51	4,071,557.51	600,266.53	

Notes

All the figures above exclude GST.

Percentages and values for works complete shall represent the cumulative value of work completed to date.

PARABURDOO COMMUNITY HUB
PROGRESS CLAIM APPLICATION No. 008
CONTRACT VARIATIONS

C.V. no	VARIATION DESCRIPTION	VARIATION VALUE \$	AMOUNT CLAIMED BY BULDER \$	PREVIOUS CERTIFIED PAYMENT \$	COMMENTS
1	Paint Waterproofing to Backwash Tank	\$5,062.86	\$5,062.86	\$5,062.86	
2	Removal of Existing Tree (Latent Condition)	\$1,650.00	\$1,650.00	\$1,650.00	
3	Removal of Footpath Under Existing Footpath (latent Condition)	\$4,358.75	\$4,358.75	\$4,358.75	
4	Demolition of existing remaining paving around Karingal and construction of new paving	\$11,168.73	\$3,668.33	\$3,668.33	Type 1 Concrete not done as yet (\$7,500.40)
5	Drainage Survey as per SI No.1	\$8,276.40	\$8,276.40	\$8,276.40	
6	Steel Beam Support to Squash Court Wall	\$6,955.25	\$3,500.00		
7	Removal of Existing Ground Beam as per SI.No3 (latent condition)	\$3,898.40	\$3,898.40	\$3,898.40	
8	Upgrade of New Davey Pump for backwash tank	\$1,724.80	\$1,724.80	\$1,724.80	
9	Back Wash Tank Works due to levels	\$4,097.50	\$4,097.50	\$4,097.50	
10	Safety Shower drain and new Floor waste to Pump Room	\$4,350.50	\$4,350.50	\$4,350.50	
11	Karingal building - Roof Safety anchor system	\$5,944.40	\$5,349.96		
12	Pre-Finished CFC to Karingal building - SI-08	\$33,930.05			
13	Stormwater Stage 1 - SI-04	\$32,522.05	\$32,522.05	\$32,522.05	
14	Supply and install an additional type C4 pathway light	\$3,863.75	\$3,863.75	\$3,863.75	
15	Supply and install additional Bollard lights	\$15,933.01			
16	Stormwater Investigation works	\$3,003.00	\$3,003.00	\$3,003.00	
17	Modifications to Shade Sail - SI-013	\$2,646.05			
18	Floor Finishes to Karingal Building Wet Areas	\$10,470.90			
19	SI-005 - Stormwater Stage 2 works	\$69,894.41			
20	Storm water works - West side of pool	\$23,707.20			
21	Condensor Cage at Karringal	\$1,358.50			
We HEREBY APPLY that for the period up to and including the 28th May 2018,		\$254,816.51	85,326.30	76,476.34	
	LESS PREVIOUSLY APPROVED (\$)		76,476.34	76,476.34	
	THIS PAYMENT (\$)		8,849.96		

10th May 2018

Ms A. Serer
Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

Our Ref: 07.17 CA/PC

Dear Anika,

**RE: PARABURDOO COMMUNITY HUB
Lot 555 Fortescue Place, Paraburdoo**

Please find enclosed our Progress Payment Certificate authorising Progress Payment No. Eight (8) to the Contractor and our Estimate of Value of Works Completed on the above project.

Could you please arrange for payment to be made to the Contractor for the full amount certified of \$670,028.07 including GST within fourteen days of the issue of this Progress Payment Certificate.

Enclosed also is a Statutory Declaration from the Contractor confirming that all payments due to the subcontractors and suppliers have been made. As you are aware the Contractor has provided two (2) Insurance Bonds as security for the proper completion of the works.

The assessment of the Works completed to date is based on photographic evidence, hydraulic, electrical and structural engineer inspections and our visual observations made on site during the site meeting on 31st May 2018.

Over the last four weeks, demolition of the existing walls and roof for the pool pump room is almost completed and a majority of the retaining concrete panels have been erected with the exception of four (4) panels and grouting / repair of damaged panels. The installation of the sub-framing installation for the external cladding is nearing completion. The hydraulic first fix has been completed and inspected by the hydraulic consultant. The mechanical services base installation is almost completed. Aluminium window / door framings installation has commenced. Electrical first fix is well underway and has been inspected by the electrical consultant.

Over the next month, the Contractor proposes to complete the aluminium window / door framings installation, commence installation of internal wall and ceiling linings. Electrical switchboards have been delivered to site and will be installed, and electrical works first fix will be completed. Pre-finished CFC cladding installation will commence.

As you are aware the next site meeting will be held at 1:30pm on Thursday 14th June 2018.

Regards,



Nicholas Preston
Enc.

c.c. Mr. J. Du Plessis – Pindan Contracting Pty Ltd

PROGRESS PAYMENT CERTIFICATE

ATTACHMENT 7.1B

Project:	Paraburdoo Community Hub	Date:	11th June 2018
Principal:	Shire of Ashburton	Project No:	07.17
Contractor:	Pindan Contracting Pty Ltd	Certificate No.:	Eight (8)
Contract Dated: 11th October 2017			

In accordance with the terms of the Building Contract this is to certify that the amount due and payable to the Contractor including GST is

(in words) Six Hundred and Seventy Thousand, Twenty Eight Dollars and Seven Cents.

\$ **670,028.07**

1.	Estimated value of work executed to 28th May 2018	\$	4,757,150.29
2.	Goods & Services Tax (GST)	\$	475,715.03
3.	Total (Items 1 & 2)	\$	5,232,865.32
4.	Insurance Bond	\$	0.00
5.	Balance	\$	5,232,865.32
6.	Amount previously certified including GST	\$	4,562,837.25
7.	Amount of this Certificate including GST	\$	670,028.07

Progress payments shall be paid by the Principal to the Contractor within fourteen (14) days of the issue of the Progress Payment Certificate by the Superintendent to the Principal.

All cost estimates for interim certificates are approximate only. The Contractor is responsible for the supervision and superintendence of the Building Works and the issue of this Certificate is not evidence that the construction work is in accordance with the Contract Documents.

Signed:


Superintendent

Distribution:-

Contractor
Principal
File

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Hodge Collard Preston Architects - ABN 11 785 586 842
PO Box 743 WEST PERTH WA 6056

Telephone
9322 5144

11th June 2018

JOB No. 07.17

**PARABURDOO COMMUNITY HUB
LOT 555, PARABURDOO**

ESTIMATE OF VALUE OF WORK COMPLETED AS AT 28th May 2018

	Description	Total Amount	% Completed	Value Completed
1	Preliminaries			
1.1	Project Manager & Contract Administrator	338,000.00	61.00%	206,180.00
1.2	Site Supervisor	175,000.00	61.00%	106,750.00
1.3	Insurances and Insurance Bonds	78,000.00	100.00%	78,000.00
1.4	Temporary Site Fencing	15,000.00	61.00%	9,150.00
1.5	Contractors Site Facilities and Temporary Services	32,000.00	61.00%	19,520.00
1.6	Contractors Accommodation, Flights, Vehicle, Fuel, etc.	135,650.00	61.00%	82,746.50
1.7	Local Authority Fees & Charges	28,233.63	100.00%	28,233.63
1.8	Mobilising and Site Establishment	65,875.00	100.00%	65,875.00
1.9	Surveying	32,450.00	90.00%	29,205.00
1.10	Other	35,291.37	61.00%	21,527.74
2	Demolition	88,142.00	94.00%	82,854.42
3	Earthworks	495,841.00	87.00%	431,381.67
4	Site Works			
4.1	Retaining Walls	13,800.00	80.00%	11,040.00
4.2	Stormwater Drainage	40,800.00	80.00%	32,640.00
4.3	Stairs & Ramps	15,000.00	0.00%	0.00
4.4	Pedestrian Paving	6,959.00	0.00%	0.00
4.5	Asphalt Paving	105,000.00	0.00%	0.00
4.6	Landscaping	115,000.00	0.00%	0.00
4.7	Reticulation	4,000.00	90.00%	3,600.00
5	Concrete Works			
5.1	Footings	354,200.00	100.00%	354,200.00
5.2	Slab on Ground	589,700.00	94.00%	554,318.00
5.3	Wall Panels	225,000.00	70.00%	157,500.00
5.4	External Concrete Slab on Ground	124,921.00	0.00%	0.00
6	Structural Steelwork	558,033.00	97.00%	541,292.01
7	Steel Framed Walls			
7.1	External Wall Framing	46,456.00	80.00%	37,164.80
7.2	Internal Wall Framing	115,780.00	80.00%	92,624.00
8	Metalwork			
8.1	Metal Door Frames	8,284.49	0.00%	0.00
8.2	Handrails & Balustrades	15,000.00	0.00%	0.00
8.3	Roof / Access Safety System	13,844.25	90.00%	12,459.83
8.4	Other	553,020.26	0.00%	0.00
9	Aluminium Windows & Doors			
9.1	Framing	215,000.00	20.00%	43,000.00
9.2	Glazing	15,000.00	0.00%	0.00
9.3	Security Screens	47,038.00	0.00%	0.00

	Description	Total Amount	% Completed	Value Completed
10	Danpalon	21,693.00	0.00%	0.00
11	Carpentry, Partitions & Linings			
11.1	Pre-finished CFC Cladding	858,000.31	20.00%	171,600.00
11.2	Vapour Barrier & Wall Insulation	75,000.00	50.00%	37,500.00
11.3	Kooltherm Insulation	24,524.00	0.00%	0.00
11.4	Plywood Lining	192,000.00	0.00%	0.00
11.5	Doors	26,290.95	0.00%	0.00
11.6	Hardware	142,031.74	0.00%	0.00
11.7	Cabinets	92,500.00	0.00%	0.00
11.8	Toilet & Shower Partitions	78,287.00	5.00%	3,914.35
12	Roofing & Roof Plumbing			
12.1	Roofing	313,086.90	85.00%	266,123.87
12.2	Walling	111,816.75	85.00%	95,044.24
12.3	Roof Plumbing	22,363.35	30.00%	6,708.71
13	Hydraulic Services			
13.1	Demolition / Removal of Redundant Services	18,527.00	100.00%	18,527.00
13.2	Fixtures & Tapware	128,352.00	10.00%	12,835.20
13.3	Sanitary Waste & Ventilation	85,861.00	80.00%	68,688.80
13.4	Hot and Cold Water Services	151,346.00	80.00%	121,076.80
13.5	Mech. and Air Con. Waste & Water	19,158.00	80.00%	15,326.40
13.6	Fire Services	89,161.00	75.00%	66,870.75
13.7	Authority Fees & Charges	1,323.00	0.00%	0.00
13.8	Testing and Commissioning	3,748.00	0.00%	0.00
13.9	Maintenance (during Defects Liability Period)	11,941.00	0.00%	0.00
13.10	Operating and Maintenance Manuals	3,531.00	0.00%	0.00
13.11	Mobilisation, Freight, Travel and Accommodation	22,552.00	55.00%	12,403.60
14	Mechanical Services			
14.1	Sports Hall Air Conditioning System:			
a	Air Handling Unit	70,000.00	100.00%	70,000.00
b	Ductwork Rigid and Insulation (including ventilation systems ductwork)	20,000.00	75.00%	15,000.00
c	Ductwork Flexible	10,000.00	50.00%	5,000.00
d	Motorised Dampers	5,000.00	90.00%	4,500.00
e	Installation of Air-conditioning Systems	6,000.00	50.00%	3,000.00
14.2	Filters Ventilation Systems:			
a	Fans	25,000.00	80.00%	20,000.00
b	HRV Unit	10,000.00	100.00%	10,000.00
c	Grilles	10,000.00	0.00%	0.00
d	Installation	35,000.00	50.00%	17,500.00
14.3	HVLS Sports Fan and Controls	10,000.00	0.00%	0.00
14.4	Local Fume Exhaust Systems	10,000.00	0.00%	0.00
14.5	VRF and Split Air-conditioning Systems:			
a	Condensing Unit Supply and Fan Coil Units Supply	120,000.00	100.00%	120,000.00
b	Refrigerant Pipework (incl. insulated pipework) Supply	120,000.00	85.00%	102,000.00
c	Supports & Fixings Supply	40,000.00	100.00%	40,000.00

	Description	Total Amount	% Completed	Value Completed
d	Installation	25,000.00	50.00%	12,500.00
	Automatic Controls (including installation and including VRF & Split A/C Systems Controls supply) and Electrical Switchboards, cabling and installation	140,550.00	0.00%	0.00
14.6				
14.7	Demolition Work	10,000.00	90.00%	9,000.00
14.8	Shop Drawings	21,000.00	90.00%	18,900.00
14.9	Commissioning and Testing	10,000.00	0.00%	0.00
14.10	Maintenance Manuals	1,200.00	0.00%	0.00
14.11	Maintenance during the Defects Liability Period	10,000.00	0.00%	0.00
15	Electrical Services			
	Liaison with RTIO and Telstra to provide headworks and incoming services	1,348.98	100.00%	1,348.98
15.1				
15.2	Demolition and removal of redundant	6,182.82	100.00%	6,182.82
15.3	LV switchboards	104,545.95	5.00%	5,227.30
15.4	LV consumer mains and submain cabling	20,234.70	0.00%	0.00
15.5	Underground conduits and cable pits	39,345.25	100.00%	39,345.25
15.6	General power distribution	70,821.45	30.00%	21,246.43
15.7	Lighting (supply light fittings, lamps and	328,251.79	10.00%	32,825.18
15.8	Lighting installation	98,925.20	20.00%	19,785.04
15.9	Intelligent lighting control system	69,697.30	10.00%	6,969.73
15.10	Emergency lighting	22,483.00	20.00%	4,496.60
15.11	Voice and data communications	69,697.30	15.00%	10,454.59
15.12	Master antennae television (MATV)	2,810.37	20.00%	562.07
15.13	Public Address System	2,810.37	10.00%	281.04
15.14	CCTV Systems	85,435.40	0.00%	0.00
15.15	Access control and intruder detection	211,340.19	0.00%	0.00
15.16	Commissioning	1,686.22	0.00%	0.00
15.17	As built drawings and maintenance	786.90	0.00%	0.00
15.18	Maintenance during the defects period	2,697.96	0.00%	0.00
15.19	Site establishment costs	5,620.75	100.00%	5,620.75
15.20	Any other item not listed above	15,738.10	50.00%	7,869.05
16	New Backwash Tank & Submersible	15,725.00	100.00%	15,725.00
17	Ceilings and Linings			
17.1	Plasterboard	623,522.00	0.00%	0.00
17.2	Perforated Plasterboard	26,000.00	0.00%	0.00
17.3	Versilux	154,459.00	0.00%	0.00
17.4	Villaboard	47,542.00	0.00%	0.00
17.5	Ceiling Insulation	15,000.00	0.00%	0.00
	Supawood Acoustic Panels & Feature	105,000.00	0.00%	0.00
17.6	Timber Ceiling			
18	Render	26,443.00	0.00%	0.00
19	Floor Finishes			
19.1	Floor Tiling	169,597.00	0.00%	0.00
19.2	Wall Tiling	35,000.00	0.00%	0.00
19.3	Vinyl Flooring	171,520.00	0.00%	0.00
19.4	Rubber Flooring	38,000.00	0.00%	0.00
19.5	Epoxy Flooring	35,000.00	0.00%	0.00

	Description	Total Amount	% Completed	Value Completed
20	Paintwork			
20.1	Internal	102,540.00	0.00%	0.00
20.2	External	18,900.00	0.00%	0.00
20.3	Anti-Graffiti	3,500.00	0.00%	0.00
21	Sports Equipment	74,152.00	0.00%	0.00
22	Provisional Sums:-			
22.1	Relocation of Existing Telstra Asset	55,000.00	86.09%	47,351.84
22.2	Provision of new Telstra lead-in cables	20,000.00	0.00%	0.00
22.3	Water Corporation Building Application Fee	8,500.00	0.00%	0.00
22.4	Water and Sewer Headworks Charges	83,000.00	0.00%	0.00
22.5	Sewer Junction Cut In Charges	5,000.00	0.00%	0.00
22.6	Playground Equipment	35,000.00	0.00%	0.00
22.7	Buidling and Directional Signage	75,000.00	0.00%	0.00
22.8	Shelving to Op-Shop	15,000.00	0.00%	0.00
22.9	Shelving to Toy Library	15,000.00	0.00%	0.00
22.10	Pic-Perf Screens	45,000.00	0.00%	0.00
23	Temporary Facilities	225,000.00	45.00%	101,250.00
	Contract Variations:-			
1	CV No. 1 - Paint Waterproofing to Backwash Tank	5,062.86	100.00%	5,062.86
2	CV No. 2 - Removal of Existing Tree (latent condition)	1,650.00	100.00%	1,650.00
3	CV No. 3 - Removal of footpath under existing footpath (latent condition)	4,358.75	100.00%	4,358.75
4	CV No. 4 - Demolition of existing remaining paving around Karingal and construction of new paving	11,168.73	32.84%	3,668.33
5	CV No. 5 - Drainage Survey as per SI No. 1	8,276.40	100.00%	8,276.40
6	CV No. 6 - Removal of existing ground beam as per SI No. 3 (latent condition)	3,898.40	100.00%	3,898.40
7	CV No. 7 - Revised backwash tank pump	1,724.80	100.00%	1,724.80
8	CV No. 8 - Steelwork Support to Squash Court Wall (latent condition)	6,955.25	50.32%	3,500.00
9	CV No. 9 - Additional New Pipework to New Backwash Tank	4,097.50	100.00%	4,097.50
10	CV No. 10 - New Floor Waste to Safety Shower and New Floor Waste to Plantroom	4,350.50	100.00%	4,350.50
11	CV No. 11 - Pre-finished CFC Cladding to Karingal	33,930.05	0.00%	0.00
12	CV No. 12 - Roof Safety System to Karingal	5,944.40	90.00%	5,349.96
13	CV No. 13 - Stormwater Works - Stage 1 as per SI No. 4	32,522.05	100.00%	32,522.05
14	CV No. 14 Additional pathway Light	3,863.75	100.00%	3,863.75
15	Bollard Lighting	15,933.01	0.00%	0.00

	Description	Total Amount	% Completed	Value Completed
16	Site Investigations of Existing Stormwater System	3,003.00	100.00%	3,003.00
17	Modifications to Existing Shade Sail & Steelwork	2,646.05	0.00%	0.00
18	Additional Vinyl Flooring to Karingal Building	10,470.90	0.00%	0.00
19	Stormwater Works - Stage 2 as per SI No. 5	69,894.42	0.00%	0.00
20	Stormwater Works - Stage 3 as per SI No. 10	23,707.20	0.00%	0.00
21	Condensor Cage at Karingal	1,358.50	0.00%	0.00
	SUB_TOTAL	11,561,839.52	41.15%	4,757,150.29
	GOODS & SERVICES TAX	1,156,183.95		475,715.03
	TOTAL	12,718,023.47	41.15%	5,232,865.32

Date for Possession of Site
 Date for Practical Completion
 Construction Time
 Time Expended On Site

30th October 2017
 31st October 2018
 52 Weeks
 30 Weeks

**ATTACHMENT No. 3 -
REQUEST FOR INFORMATION (RFI) REGISTER**

RFI Report - All**PROJECT:** Paraburdoo CHUB**MANAGER:** Nic Preston**PREPARED BY:** Lee Yaw**DATE:** 12/06/2018

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00097	RFI-097 - multimedia box	Open	Electrical	Emma Kirkwood (Pindan)	11/06/2018	Received - Request For Information	
00096	Paraburdoo Community Hub	Open	Energy/Environmental	Emma Kirkwood (Pindan)	11/06/2018	Received - Request For Information	
00095	RFI-095	Open	Electrical	Emma Kirkwood (Pindan)	5/06/2018	Received - Request For Information	
00094	RFI-94 - Electrical	Closed		Emma Kirkwood (Pindan)	28/05/2018	Responded and Closed - Answered	5/06/2018
00093	RFI 93 - Projector outlet locations	Open - Overdue	Electrical	Emma Kirkwood (Pindan)	28/05/2018	Forwarded - To Answer	
00092	RFI 092 -Soffit junction to Pre Finished Panels	Closed	Architectural	Emma Kirkwood (Pindan)	24/05/2018	Responded and Closed - Answered	25/05/2018
00091	RFI - 091 Electrical Locations	Closed	Electrical	Emma Kirkwood (Pindan)	23/05/2018	Responded and Closed - Answered	25/05/2018
00090	RFI-90 - Aluminium windows & doors	Closed	Architectural	Emma Kirkwood (Pindan)	21/05/2018	Responded and Closed - Answered	25/05/2018
00089	RFI 89 - Slab drain	Closed	Civil Site	Emma Kirkwood (Pindan)	21/05/2018	Responded and Closed - Answered	23/05/2018
00088	RFI 88 - Beam reinstatement	Closed	Structural	Emma Kirkwood (Pindan)	8/05/2018	Responded and Closed - Answered	16/05/2018
00087	RFI 87 - Tile Alternative	Closed	Architectural	Emma Kirkwood (Pindan)	3/05/2018	Responded and Closed - Answered	8/05/2018

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00086	RFI 86 - Mechanical locations	Closed	Mechanical	Emma Kirkwood (Pindan)	3/05/2018	Responded and Closed - Answered	8/05/2018
00085	RFI 85 - Shower tapware	Open - Overdue	Hydraulic	Emma Kirkwood (Pindan)	2/05/2018	Forwarded - To Answer	
00084	RFI 84 - Cabinetry material clarification	Closed	Architectural	Emma Kirkwood (Pindan)	1/05/2018	Responded and Closed - Answered	2/05/2018
00083	RFI 83 - Door Stile Conflict	Closed	Electrical, Architectural	Emma Kirkwood (Pindan)	1/05/2018	Responded and Closed - Answered	10/05/2018
00082	RFI 82 - Pipecover colour	Closed	Architectural	Emma Kirkwood (Pindan)	30/04/2018	Responded and Closed - Answered	7/05/2018
00081	RFI-81 Water filtration	Closed	Hydraulic	Emma Kirkwood (Pindan)	26/04/2018	Responded and Closed - Answered	7/05/2018
00080	RFI-80 Lighting Control	Closed	Electrical	Emma Kirkwood (Pindan)	26/04/2018	Responded and Closed - Answered	2/05/2018
00079	RFI-79 Relief Air in Karingal Building	Closed	Mechanical	Emma Kirkwood (Pindan)	24/04/2018	Responded and Closed - Answered	26/04/2018
00078	Paraburdoo PAC Unit - RFI 78	Closed	Structural	Johann du Plessis (Pindan)	19/04/2018	Responded and Closed - Answered	23/04/2018
00077	Paraburdoo CH - RFI-077	Closed	Structural	Johann du Plessis (Pindan)	13/04/2018	Responded and Closed - Answered	16/04/2018
00076	Paraburdoo CH - RFI-076	Closed	Mechanical	Johann du Plessis (Pindan)	12/04/2018	Responded and Closed - Answered	20/04/2018
00075	Paraburdoo CH - RFI-075	Closed	Energy/Environmental	Johann du Plessis (Pindan)	10/04/2018	Responded and Closed - Answered	10/04/2018
00074	Paraburdoo CH - RFI-074 - Chemical Store Drain	Closed	Hydraulic	Johann du Plessis (Pindan)	25/03/2018	Responded and Closed - Answered	26/03/2018
00073	Paraburdoo CH - RFI-073	Closed	Architectural	Johann du Plessis (Pindan)	14/03/2018	Responded and Closed - Answered	15/03/2018

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00072	07.17 Paraburdoo CH - RFI-072	Closed	Architectural	Johann du Plessis (Pindan)	11/03/2018	Responded and Closed - Answered	12/03/2018
00071	07.17 Paraburdoo Community Hub RFI-071	Closed	Mechanical	Johann du Plessis (Pindan)	11/03/2018	Responded and Closed - Answered	11/03/2018
00070	Paraburdoo Community Hub - RFI-070	Closed	Electrical	Johann du Plessis (Pindan)	28/02/2018	Responded and Closed - Answered	5/03/2018
00069	Paraburdoo Community Hub - RFI-069	Closed	Electrical	Johann du Plessis (Pindan)	26/02/2018	Responded and Closed - Answered	8/03/2018
00068	Paraburdoo Community Hub - RFI-068	Closed	Civil Site	Johann du Plessis (Pindan)	24/02/2018	Responded and Closed - Answered	28/02/2018
00067	Paraburdoo Community Hub - RFI-067	Closed	Architectural	Johann du Plessis (Pindan)	19/02/2018	Responded and Closed - Answered	22/02/2018
00066	Paraburdoo Community Hub - RFI-066	Closed	Electrical	Johann du Plessis (Pindan)	19/02/2018	Responded and Closed - Answered	19/02/2018
00065	Paraburdoo Community Hub - RFI-065	Closed	Architectural	Johann du Plessis (Pindan)	15/02/2018	Responded and Closed - Answered	19/02/2018
00064	Paraburdoo Community Hub - RFI-064	Closed	Architectural, Structural	Johann du Plessis (Pindan)	15/02/2018	Responded and Closed - Answered	15/02/2018
00063	PCN0150: RFI 63	Closed	Electrical	John.Storer@Pindan.com.au	9/02/2018	Responded and Closed - Answered	12/02/2018
00062	07.17 Paraburdoo Community Hub RFI-062 Electrical Appliance	Closed	Architectural	Willem.Dykstra@Pindan.com.au	8/02/2018	Responded and Closed - Answered	12/02/2018
00061	07.17 Paraburdoo Community Hub RFI-061 Note 1 on Drawing E.06	Closed	Electrical	Willem.Dykstra@Pindan.com.au	8/02/2018	Responded and Closed - Answered	8/02/2018
00060	07.17 Paraburdoo Community Hub RFI-060 Hearing Loop	Closed	Electrical	Willem.Dykstra@Pindan.com.au	7/02/2018	Responded and Closed - Answered	6/03/2018
00059	RFI NOT SUBMITTED BY PINDAN	Closed	None			Closed - Void	26/02/2018

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00058	07.17 Paraburdoo Community Hub RFI-058 Statutory Signage	Closed	Architectural	Willem.Dykstra@Pindan.com.au	6/02/2018	Responded and Closed - Additional Information Needed	14/02/2018
00057	07.17 Paraburdoo Community Hub RFI-057 Steel Frame	Closed	Structural, Architectural	Willem.Dykstra@Pindan.com.au	6/02/2018	Responded and Closed - Answered	6/02/2018
00056	07.17 Paraburdoo Community Hub RFI-056 Services clash PRE-LAY ELEC v FOOTING	Closed	Electrical	Willem.Dykstra@Pindan.com.au	6/02/2018	Review Response - Answered	6/02/2018
00055	07.17 Paraburdoo Community Hub RFI-055 Alternate Termite System	Closed	Electrical	Willem.Dykstra@Pindan.com.au	5/02/2018	Responded and Closed - Answered	7/02/2018
00054	07.17 Paraburdoo Community Hub RFI-054 Blu Sky	Closed	Architectural	Willem.Dykstra@Pindan.com.au	5/02/2018	Responded and Closed - Answered	7/02/2018
00053	07.17 Paraburdoo Community Hub RFI-053 Light Fitting Colour Finish	Closed	Electrical, Architectural	Willem.Dykstra@Pindan.com.au	2/02/2018	Responded and Closed - Answered	23/02/2018
00052	07.17 Paraburdoo Community Hub RFI-052 - PF5 footing between grids 8 and 9	Closed	Structural	Willem.Dykstra@Pindan.com.au	2/02/2018	Responded and Closed - Answered	9/02/2018
00051	07.17 Paraburdoo Community Hub RFI-051 - Bollards	Closed	Architectural	Willem.Dykstra@Pindan.com.au	1/02/2018	Review Response - Answered	1/02/2018
00050	07.17 Paraburdoo Community Hub RFI-050 Mirrors	Closed	Architectural	Willem.Dykstra@Pindan.com.au	31/01/2018	Review Response - Answered	31/01/2018
00049	07.17 Paraburdoo Community Hub RFI-049 - Roller Doors and Shutters	Closed	Architectural	Willem.Dykstra@Pindan.com.au	31/01/2018	Review Response - Answered	31/01/2018
00048	07.17 Paraburdoo Community Hub RFI-048 Metal Door Frames	Closed	Architectural	Willem.Dykstra@Pindan.com.au	31/01/2018	Review Response - Answered	31/01/2018
00047	07.17 Paraburdoo Community Hub RFI-047 Steel wall frame queries	Closed	Structural	Johann du Plessis (Pindan)	30/01/2018	Review Response - Answered	31/01/2018
00046	07.17 Paraburdoo Community Hub RFI-046 _Footings F6 and F7	Closed	Structural	Willem.Dykstra@Pindan.com.au	28/01/2018	Responded and Closed - Answered	11/02/2018

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00045	07.17 Paraburdoo Community Hub RFI-045-Operable Wall And Reception Desk	Closed	Architectural	Willem.Dykstra@Pindan.com.au	24/01/2018	Review Response - Answered	28/01/2018
00044	07.17 Paraburdoo Community Hub RFI-044-Roof Safe System	Closed	Architectural	Willem.Dykstra@Pindan.com.au	22/01/2018	Review Response - Answered	31/01/2018
00043	07.17 Paraburdoo Community Hub RFI-043 - Blinds	Closed	Architectural	Willem.Dykstra@Pindan.com.au	22/01/2018	Review Response - Answered	4/02/2018
00042	07.17 Paraburdoo Community Hub RFI-042 - Joints to Slab	Closed	Structural	Willem.Dykstra@Pindan.com.au	22/01/2018	Responded and Closed - Answered	28/01/2018
00041	Paraburdoo CH - RFI-041	Closed	Hydraulic	Johann du Plessis (Pindan)	18/01/2018	Responded and Closed - Answered	28/01/2018
00040	Paraburdoo CH -RFI - 040	Closed	Electrical	Johann du Plessis (Pindan)	16/01/2018	Responded and Closed - Answered	16/01/2018
00039	Paraburdoo CH -RFI - 039 - External Wall Cladding vapour barriers	Closed	Architectural	Johann du Plessis (Pindan)	15/01/2018	Responded and Closed - Rejected	22/01/2018
00038	Paraburdoo Community Hub RFI-038 - Cracker Dust	Closed	Electrical, Structural	Willem.Dykstra@Pindan.com.au	15/01/2018	Review Response - Answered	18/01/2018
00037	07.17 Paraburdoo Community Hub RFI-037 Backwash tank pump spec.	Closed	Pool	Johann du Plessis (Pindan)	14/01/2018	Responded and Closed - Answered	15/01/2018
00036	Paraburdoo Community Hub RFI-036 - Back Wash Tank	Closed	Pool	Johann du Plessis (Pindan)	11/01/2018	Review Response - Answered	15/01/2018
00035	07.17 Paraburdoo Community Hub RFI-035-Set Out Details	Closed	Architectural	Willem.Dykstra@Pindan.com.au	11/01/2018	Responded and Closed - Answered	11/01/2018
00034	07.17 Paraburdoo Community Hub RFI-034-Water Service	Closed	Hydraulic	Willem.Dykstra@Pindan.com.au	11/01/2018	Responded and Closed - Answered	29/01/2018
00033	07.17: Paraburdoo Community Hub - Pre-Cast panel shop drawings	Closed	Structural, Architectural	Johann du Plessis (Pindan)	9/01/2018	Responded and Closed - Additional Information Needed	9/01/2018

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00032	07.17 Paraburdoo Community Hub RFI-032 - RFI001 requesting confirmation of Ductsox colour	Closed	Mechanical, Architectural	Willem.Dykstra @Pindan.com.au	10/12/2017	Review Response - Answered	14/12/2017
00031	07.17 Paraburdoo Community Hub RFI-031 - Services Around the Pool Area	Closed	Miscellaneous	Willem.Dykstra @Pindan.com.au	10/12/2017	Responded and Closed - Answered	11/12/2017
00030	07.17 Paraburdoo Community Hub RFI-030 - Operable Wall Support	Closed	Structural	Willem.Dykstra @Pindan.com.au	7/12/2017	Responded and Closed - Additional Information Needed	17/12/2017
00029	07.17 Paraburdoo Community Hub RFI-029 - Drawings Tundish Locations Mech v Hyd	Closed	Mechanical, Hydraulic	Willem.Dykstra @Pindan.com.au	7/12/2017	Responded and Closed - Answered	10/12/2017
00028	07.17 Paraburdoo Community Hub RFI-028 - Duckwork Support	Closed	Mechanical, Structural	Willem.Dykstra @Pindan.com.au	7/12/2017	Responded and Closed - Additional Information Needed	11/12/2017
00027	07.17 Paraburdoo Community Hub RFI-027 - Proposed Sewer Changes	Closed	Hydraulic	Willem.Dykstra @Pindan.com.au	4/12/2017	Responded and Closed - Answered	5/12/2017
00026	07.17 Paraburdoo Community Hub RFI-026 - Proposed Ceiling Heights in existing sports Pavilion.	Closed	Architectural	Johann du Plessis (Pindan)	3/12/2017	Closed - Void	4/12/2017
00025	07.17 Paraburdoo Community Hub RFI-025 - Demolition of external paving and Brick Piers	Closed	Architectural	Johann du Plessis (Pindan)	3/12/2017	Responded and Closed - Answered	4/12/2017
00024	07.17 Paraburdoo Community Hub RFI-024 - Squash Court Wall	Closed	Architectural, Structural	Willem.Dykstra @Pindan.com.au	3/12/2017	Responded and Closed - Answered	11/12/2017
00023	07.17 Paraburdoo Community Hub RFI-023 - Retaining Walls	Closed	Structural, Architectural	Willem.Dykstra @Pindan.com.au	30/11/2017	Responded and Closed - Answered	10/12/2017
00022	Paraburdoo Community Hub - RFI-022 Irrigation main	Closed	Hydraulic	Johann du Plessis (Pindan)	29/11/2017	Closed - Void	4/12/2017
00021	07.17 Paraburdoo Community Hub RFI-021 - Retaining Walls Waterproofing	Closed	Structural	Willem.Dykstra @Pindan.com.au	28/11/2017	Responded and Closed - Answered	10/12/2017
00020	07.17 Paraburdoo Community Hub RFI-020 - Structural Steel Drafting Queries	Closed		Willem.Dykstra @Pindan.com.au	27/11/2017	Responded and Closed - Answered	4/12/2017

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00019	07.17 Paraburdoo Community Hub RFI-019 - Plywood Lining	Closed	Architectural	Willem.Dykstra@Pindan.com.au	22/11/2017	Responded and Closed - Answered	22/11/2017
00018	Paraburdoo Community Hub - RFI-0018	Closed	Structural, Architectural	Johann du Plessis (Pindan)	20/11/2017	Responded and Closed - Answered	26/11/2017
00017	07.17 Paraburdoo Community Hub RFI-017 - Back Board Support	Closed	Structural, Architectural	Willem.Dykstra@Pindan.com.au	19/11/2017	Responded and Closed - Answered	19/11/2017
00016	07.17 Paraburdoo Community Hub RFI-016 - Down Pipes	Closed	Architectural, Structural	Willem.Dykstra@Pindan.com.au	19/11/2017	Responded and Closed - Answered	19/11/2017
00015	07.17 Paraburdoo Community Hub RFI-015 - Steel Scene Wall Framing	Closed	Structural	Willem.Dykstra@Pindan.com.au	19/11/2017	Responded and Closed - Answered	20/11/2017
00014	07.17 Paraburdoo Community Hub RFI-014 - Hydraulic Queries	Closed	Hydraulic	Willem.Dykstra@Pindan.com.au	16/11/2017	Responded and Closed - Answered	19/11/2017
00013	07.17 Paraburdoo Community Hub RFI-013 Anti-Termite Treatment	Closed	Architectural	Willem.Dykstra@Pindan.com.au	14/11/2017	Responded and Closed - Answered	19/11/2017
00012	07.17 Paraburdoo Community Hub RFI-012 Structural Steel Drafting Queries	Closed	Structural	Willem.Dykstra@Pindan.com.au	14/11/2017	Responded and Closed - Answered	15/11/2017
00011	07.17 Paraburdoo Community Hub RFI-011 Irrigation Pipe	Closed	Hydraulic	Ana Kovacevic (Hodge Collard Preston Architects Pty Ltd)	13/11/2017	Responded and Closed - Answered	13/11/2017
00010	07.17 Paraburdoo Community Hub	Closed	Hydraulic	Ana Kovacevic (Hodge Collard Preston Architects Pty Ltd)	12/11/2017	Responded and Closed - Answered	12/11/2017
00009	RFI-009 - Structural Steel Drafting	Closed	Structural	Johann du Plessis (Pindan)	12/11/2017	Responded and Closed - Answered	13/11/2017
00008	07.17: Paraburdoo Community Hub - RFI-008 - Structural Steel Drafting	Closed		Johann du Plessis (Pindan)	7/11/2017	Closed - No Action Taken	13/11/2017
00007	RFI-007 - Structural Steel Drafting Queries	Closed	Structural	Johann du Plessis (Pindan)	7/11/2017	Responded and Closed - Answered	13/11/2017

ID	Subject	Status	Discipline	From	Received	Last Action	Closed Date
00006	RFI-006 - Shed to be relocated	Closed	Structural	Johann du Plessis (Pindan)	7/11/2017	Responded and Closed - Answered	13/11/2017
00005	RFI-005 - Structural Steel Surface Treatment	Closed	Structural	Johann du Plessis (Pindan)	31/10/2017	Responded and Closed - Answered	1/11/2017
00004	RFI-004 - Backwash Tank	Closed	Structural, Aquatic	Johann du Plessis (Pindan)	18/10/2017	Responded and Closed - Answered	19/10/2017
00003	RFI-003 - Hydraulic Services Pipework Specification Clarification	Closed	Hydraulic	Johann du Plessis (Pindan)	17/10/2017	Responded and Closed - Answered	17/10/2017
00002	RFI-002 -Request for DWG files	Closed		Johann du Plessis (Pindan)	17/10/2017	Responded and Closed - Answered	19/10/2017
00001	RFI-001 Precast Conc Panel	Closed	Structural	Johann du Plessis (Pindan)	4/10/2017	Responded and Closed - Answered	9/10/2017

**ATTACHMENT No. 4 -
SUPERINTENDENT'S INSTRUCTION (SI) REGISTER**

SUPERINTENDENT INSTRUCTION (SI) REGISTER

No.	Superintendent Instruction	Discipline	Issued	Actioned	Cost Estimate (excluding GST)
1	Drainage Survey	Civil	13.10.2017	YES	\$8,276.40
2	Job Signboard	Architectural	31.10.2017	YES	Nil
3	Uncovered Ground Beam to Existing Swimming Pool Facilities	Demolition / Existing	23.11.2017	YES	\$3,898.40
4	Stormwater Works - Stage 1	Civil	16.02.2018	YES	\$32,522.05
5	Stormwater Works - Stage 2	Civil	16.02.2018	YES	\$69,894.04
6	Site Investigations of Existing Pipework	Civil	19.02.2018	YES	\$3,003.00
7	Rectifications to Existing Karingal Roof	Architectural	20.02.2018		Pending
8	Prefinished CFC Cladding to Karingal	Architectural	20.02.2018	YES	\$33,930.05
9	As constructed drawings for existing services	General	20.02.2018		Nil
10	Stormwater Works at New Pool Entry (Stage 3)	Civil	20.02.2018		\$23,707.20
11	Floor Tile Selection	Architectural	28.02.2018	YES	Nil
12	New Stormwater Pipework to Western Pool Drainage	Civil	15.03.2018		Pending
13	Modifications to Existing Shade Sail and Steelwork	Architectural	16.03.2018		\$2,646.05
14	Duragal Angles to Sports Court Centre Canopy	Structural	09.04.2018	YES	Pending
15	Rectification to Concrete Panel Cracking	Structural	11.04.2018		Nil
16	Box Gutters to Pool Mechanical Plantroom & Pool Bin Store	Architectural	23.04.2018		\$6,699.74
17	Hose Taps to Karingal	Hydraulic	26.04.2018		\$511.50
18	Water Filtration System	Hydraulic	07.05.2018		Pending
19	Extent of Existing Balance Tank	Architectural	16.05.2018	YES	Pending

**ATTACHMENT No. 5 -
VARIATION QUOTATION (VQ) REGISTER**

VARIATION QUOTATION (VQ) REGISTER

No.	Variation Quotation	Cause	Requested	Received	Builder VQ No.	Cost Estimate (excluding GST)	A/ NA	HCP CV No.
1	Waterproofing to new backwash tank	Principal request	01.12.2017	05.12.2017	CV001	\$5,062.86	Approved	CV01
2	Tree removal	Latent Condition	12.12.2017	09.01.2018	CV002	\$1,650.00	Approved	CV02
3	Removal of existing double footpath	Latent Condition	-	09.01.2018	CV003	\$4,358.75	Approved	CV03
4	Removal of existing footpath and installation of new	Principal request	13.12.2017	09.01.2018	CV004	\$11,168.73	Approved	CV04
5	Drainage Survey	Principal request	13.10.2017	09.01.2019	CV005	\$8,276.40	Approved	CV05
6	Squash Court Steelwork	Latent Condition	18.12.2017	10.01.2020	CV006	\$8,591.50	Approved	CV08
7	Removal of Existing Ground Beam as per SI No. 3	Latent Condition	23.11.2017	10.01.2018	CV007	\$3,898.40	Approved	CV06
8	Revised Backwash Tank Pump	RFI No. 37 - Pool Consultant	16.01.2018	23.01.2018	CV008	\$1,724.80	Approved	CV07
9	Revised Backwash Tank Pipework	RFI No. 36 - Pool Consultant / Existing Survey	16.01.2018	01.02.2018	CV009	\$4,097.50	Approved	CV09
10	New Safety Shower Drain and New Floor Waste to Pump Room	RFI No. 41 - Latent Condition	29.01.2018	08.02.2018	CV010	\$4,845.50	Approved	CV10
11	Karingal Roof Safety System	Principal request	01.02.2018	19.02.2018	CV011	\$5,944.40	Approved	CV12
12	Pre-finished CFC to Karingal Building	Principal request	20.02.2018	01.03.2018	CV012	\$33,930.05	Approved	CV11
13	Stormwater Works Stage 1	Principal request	16.02.2018	06.03.2018	CV013	\$32,522.05	Approved	CV13
14	Additional Pathway Light	Contractor query	09.03.2018	12.03.2018	CV014	\$3,863.75	Approved	CV14
15	Bollard Lights	Principal request	14.03.2018	23.03.2018	CV015	\$29,202.47 OR 15,933.01	Approved	CV15
16	Site Investigations of Stormwater Drainage	Principal request	19.02.2018	26.03.2018	CV016	\$3,003.00	Approved	CV16
17	Modifications to Existing Shade Sail and Steelwork	Latent Condition	16.03.2018	26.03.2018	CV017	\$6,679.98	Approved	CV17

[illegible]

**ATTACHMENT No. 6 -
SITE PHOTOS
(Taken by HCP on 31st May 2018)**











**ATTACHMENT No. 7 -
MECHANICAL INSPECTION REPORT**



ENQUIRIES: DAVID REEVE
PROJECT NO: 30893

17 May 2018

Hodge Collard Preston Architects
Level 3, 38 Richardson Street
West Perth WA 6005

Attention: Lee Yaw

Dear Lee,

**RE: PARABURDOO COMMUNITY HUB
MECHANICAL SERVICES**

We visited the site on 07/05/2018 and enclosed is our Site Report for the Mechanical Services to the above project, which contains items requiring the contractors attention and rectification.

We trust that the above information meets your requirements. Should you have any queries with regard to the above, please do not hesitate to contact the undersigned.

Yours faithfully

for **Wood & Grieve Engineers**

To us, it's more than just work

Ground Floor, 226 Adelaide Terrace, Perth WA 6000
Phone +61 8 6222 7000 Email wge@wge.com.au www.wge.com.au
Wood & Grieve Engineers Limited ACN 137 999 609 trading as Wood & Grieve Engineers ABN 97 137 999 609
Albany • Brisbane • Busselton • Melbourne • Perth • Sydney
DOCUMENT: P:\30893\PROJECT DOCUMENTATION\MECHANICAL\CONSTRUCTION\SITE REPORTS\M_SR_001A.DOCX (DR)



SITE REPORT No.1

PROJECT: Paraburdoo Community Hub




JOB No.: 30893

DATE: 14 May 2018

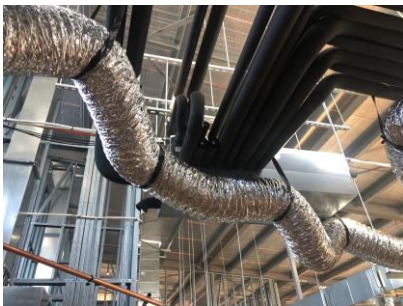

DATE OF VISIT:

07 May 2018

MECHANICAL SERVICES

ITEM	COMMENTS	PHOTOS	ACTION
1	Refrigerant pipework serving FCU.05 not adequately supported, resting on ductwork.		Pindan/Airtech
2	A/V mounts to be provided to all fans.		Pindan/Airtech
3	Gym UAT duty/standby fans – ensure fan connections to plenum are suitably sealed		Pindan/Airtech
4	CU.08 to be mounted on stand, minimum 300mm AFFL	No Photo	Pindan/Airtech

SITE REPORT No.1

5	<p>Flexible ductwork supports</p> <p>(Not a defect as we expect this is a work in progress item).</p> <p>All flex to be independently hung.</p>		Pindan/Airtech
6	<p>Existing kitchen exhaust fan, toilet exhaust fans to be demolished</p>		Pindan/Airtech

Wood & Grieve Engineers per David Reeve

**ATTACHMENT No. 8 -
HYDRAULIC INSPECTION REPORT**



31st MAY 2018

HODGE COLLARD PRESTON ARCHITECTS
L3, 38 RICHARDSON ST
WEST PERTH WA 6005

ATTENTION: Ms Lee Yaw
OUR REF: 17-008

Dear Lee,

RE: PARABURDOO CHUB – HYDRAULIC SERVICES PROGRESS INSPECTION

A progress inspection of the hydraulic services installation for this project was undertaken by CHD on 30th May 2018. The in-ground and pre-lay plumbing installation for water and drainage was complete with the 90% of the water and fire in the Multi-Purpose Centre complete and the tube-out of the Karingal building about to start

We provide the following comments and identify the following items that require attention and/or rectification to be in accordance with the hydraulic services documentation.

1. Allow to install a floor waste gully to cleaners room in Multi-Purpose Centre as documented
 2. Allow to install identification labels to all water and fire service pipework in ceiling space throughout
 3. Allow to install pe-galv adaptor for fire hose reel service at floor level.
 4. Reminder to confirm with merchant that heat pumps are to be supplied with purpose made vents as nominated on drawings
 5. Allow to mark-up as-cons progressively and submit minimum 3 weeks prior to PC
- All drainage, water and trade waste services materials were installed as specified.

From what we viewed on site we confirm all plumbing materials are as specified and plumbing works were installed neatly to a high standard and we did not identify any items other than what is listed above that require rectification.

Our next site visit is due at or just before PC stage. We request Pindan to advise CHD a minimum of two week priors to expected PC date to organise an inspection. Pindan is ensure power is on to all hydraulic equipment at PC Inspection so ensure all equipment can be tested.

Yours faithfully,

A blue ink signature of Ben Keane, written in a cursive style.

BEN KEANE AHSCA MIPA
DIRECTOR
CONSTRUCTION HYDRAULIC DESIGN PTY LTD

**ATTACHMENT No. 9 -
STRUCTURAL INSPECTION REPORT**

SITE INSPECTION REPORT

Project No./Name: Paraburdoo Community Hub **Inspection No.:** 003

Inspected by: Utsav Desai **Date:** 06/06/2018

Attention: Lee Yaw **CC:**

General Description: Steel Wall Framing Connections

Attachments:

Note: The items inspected have been reviewed for compliance with engineering design intent. This is a review only. It does not relieve the contractor of its responsibility for implementing all items from the design drawings.

CRITICAL DESIGN ASPECTS TO BE REVIEWED:

- General compliance of the steel wall framing with the Specifications prepared by Steel Scene (Job No PCH, Rev 03).

TAKE 5: Complete?

STOP -> IDENTIFY THE HAZARDS -> ASSESS RISK -> MAKE CHANGES -> DO THE JOB SAFELY

INSPECTION NOTES:

EXTENT/EXCLUSIONS: (append drawing highlighting relevant members or region inspected)

CHK?	ITEM	COMMENTS/ACTION:
✓	All steel framing installed	<ul style="list-style-type: none"> All steel framing appeared to be installed at the time of the inspection.
✗	Wall framing top connection	<ul style="list-style-type: none"> <u>External wall frames:</u> <ul style="list-style-type: none"> Generally, non-compliant with the specifications prepared by Steel Scene. Site instruction provided to ensure all external wall frame top plates are fixed to steel roof beams with 2 x Series 500 tek screws at 600 mm centres max. External wall frames along Grid D / Grids 9 – 11 were not fixed directly to the steel beams above as per the specification. Fly bracing was installed to stabilise the top of the wall frames. <i>Site instruction provided to consult the Design Engineer of the wall frames to check the suitability of the fly bracing connection at the top of the wall frames.</i> <u>Internal wall frames:</u> <ul style="list-style-type: none"> In accordance with the specification prepared by Steel Scene, internal wall frames generally do not require fixing along the top of the wall frames.
✗	Wall framing bottom connection	<ul style="list-style-type: none"> Generally, non-compliant for internal and external wall frames. Site instruction provided to ensure that all wall frame bottom plate connections are reviewed by the Contractor to ensure they are compliant with the specification and details prepared by Steel Scene.

✓	Wall frame connection at wall intersections	<ul style="list-style-type: none"> Generally, compliant with the specifications. Site instruction provided to the Contractor to review all wall intersections and ensure connections are installed in accordance with the specifications prepared by Steel Scene (i.e. 2 x 14-10 x 22 tek screws at 600 mm centres).
✗	Wall frame connections to header beams	<ul style="list-style-type: none"> Generally, not compliant with the Steel Scene specifications (refer to 'Frame to Open Beam Connection Detail' on Page A9). Site instruction provided to consult the Design Engineer of the wall frames for a suitable alternative / remedial measures.
✓	Wall frame connections to diagonal structural steel bracing	<ul style="list-style-type: none"> Generally compliant however, the Contractor is to conduct a final review to ensure that all wall frames are fixed to diagonal steel braces at 600mm centres max. in accordance with the Steel Scene specifications and details.
✗	Wall frames notched to accommodate mechanical services	<ul style="list-style-type: none"> Studs were observed to be cut to allow penetration of mechanical services at two locations. Site instruction given to Contractor to: <ul style="list-style-type: none"> Provide horizontal trimmer to the top of cut wall studs. The horizontal trimmer to be the same size as the wall studs. Fix horizontal trimmer at each end to full height studs in accordance with the Steel Scene specification – Stud Connections on Page A2. Fix cut back studs to horizontal trimmer as per the Steel Scene specification – Stud Connections on Page A2.

**ATTACHMENT No. 10 -
ELECTRICAL INSPECTION REPORT**



Date of Inspection: 6th June 2018 **Date of Report:** 8 June 2018 **No. of Pages:** 1

TO : ☒ **CC:** ☐ **COMPANY DETAILS:** HODGE COLLARD PRESTON ARCHITECTS **ATTENTION :** LEE YAW
☐ ☐ _____

Project Status : ☒ Construction ☐ Practical Completion ☐ Final Completion

The following comments are provided for guidance following a visual inspection of the services noted. Prior to final acceptance the Contractor is required to certify completion of each item by signing against each item and returning this form back to the Client Representative.

Item	Room/Area	Defect Description	Date Issued	Date Rectified	Sign Off
1.	General	All cabling when installed within thermal insulated walls must be in conduit as per the specification.	08/06/2018		
2.	General	All cabling when fixed to catenary wiring must be fixed by cable ties and not electrical tape. Electrical tape over a period of time will breakdown and become non-adhesive with heat in the ceiling space.	08/06/2018		
3.	General	All electrical switchboards must be positioned so that the escutcheons are removable without obstruction from doors or frames.	08/06/2018		
4.	General	All 413 and 414 connections must have cable ties supporting the cables.	08/06/2018		
5.	General	Maximum bunching of cables on the catenary wire is 8. Any more then derating factors will apply.	08/06/2018		

END OF REPORT

Submitted By: **Cameron Dawe**

On behalf of BEST Consultants