

Project Schedule Template

Stage: Design

Milestones to be completed	Completion of all IFC approvals by 21 June 2024
Estimated project progress	100%
Start date	11 March 2024
End date	10 June 2024
Labour start date	N/A
Delivery date for materials	N/A

Task	Start date	End date	Materials required	Labour required
IFC's Issued and Approved– All Consultants	11 March 2024	10 June 2024	Specifications, schedule and reports.	Alder Staff
Consultant Reports and Designs	20 March 2024	06 May 2024	Fire Engineers Brief, Section J, DDA & SDA Assessment, Crane Base design, Certifiers report	Architect, Structural Engineer, Surveyor, Civil Engineer, Mechanical Engineer, Hydraulic Consultant, Geotech Consultant, Electrical Engineer
Lodge to QFES	23 April 2024	26 April 2024	As ABOVE	Certifier
QFES meeting	10 June 2024	10 June 2024	N/A	N/A

Contingency

Summary of contingency	Monitor for any delays in approvals from consultants or unforeseen issues in report submissions. Plan for alternative consultants or additional resources if necessary to specified timelines.
Materials needed	Ensure specialist consultants and certifiers are available within the specified timelines.
Labour needed	Alder Staff, Specialist Consultants (Architect, civil engineer, Hydraulics, Landscaping, Electrical / mechanical etc), Certifier.

Stage: Submissions / Approvals

Milestones to be completed	Civil OP Approval. QFES FER Approval. Main Works BA.
Estimated project progress	100%
Start date	19 February 2024
End date	28 June 2024
Labour start date	N/A
Delivery date for materials	N/A

Task	Start date	End date	Materials required	Labour required
Dilapidation Survey	19 February 2024	04 March 2024	Survey Equipment, PPE Equipment, Reporting software	Structural/Civil Engineer and/or Building Surveyor
Temporary plumbing approval	19 February 2024	04 March 2024	Application forms, plans & drawings, specifications, supporting documentation	Plumber & Certifier

Traffic Management	19 February 2024	01 April 2024	Application Forms, Traffic Management Plan, Site Plans, Risk Assessment, Supporting Documents.	Traffic Engineer, Site Supervisor, Administrative Support
DA.23 Services Survey	19 February 2024	29 February 2024	Application Forms, Service Survey Plans, Site Plans, Engineering Reports, Supporting Documents.	Surveyor
DA.07 Demolition Permit	04 March 2024	29 March 2024	Application Forms, Demolition Plan, Site Plans, Asbestos Management Plan, Environmental Management Plan, Supporting Documents, Insurance Certificates.	Demolition Contractor, Surveyor, Project Manager, Safety Officer.
DA.45 Construction Management Plan	19 February 2024	29 March 2024	Application Forms, Construction Management Plan, Site Plans, Traffic Management Plan, Environmental Management Plan, Community Engagement Plan, Support Documents	Project Manager, Site Supervisor, Traffic Engineer, Safety Officer
DA.47 Notice of Works	19 February 2024	29 February 2024	Application Forms, Notice of Works Plan (Inc Scope and methods), Site Plans, Environmental Management Plan, Traffic Management Plan, Risk Assessment, Support Documents, Insurance Certs.	Project Manager, Site Supervisor, Traffic Engineer, Safety Officer
DA.42 Erosion and Sediment Control	25 March 2024	28 March 2024	Application Forms, Erosion & Sediment Control Plan, Site Plans, Environmental Management Plan, Risk Assessment, Maintenance Schedule, Supporting Documents.	Civil Engineer, Site Supervisor, Geotechnical Engineer, Safety Officer.
BA 2: Early Works B.A – Basement Footings to Suspended slab	15 April 2024	06 May 2024	Application Forms, Site Plans, Engineering Reports, Soil Test reports, Compliance Documentation, Environmental	Project Manager, Structural Engineer, Site Supervisor, Surveyor, Safety Officer.

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			management Plan, Supporting Documents	
BA 3: Building Approval – Structure	20 May 2024	24 June 2024	Application Forms, Plans and Specifications, Engineering Reports, Compliance Documentation, Soil Test Reports, Energy Efficiency reports, Environmental Management Plan, support documents.	Project Manager, Structural Engineer, Architect, Surveyor, Safety Officer
DA.27 Sewer Connection	25 March 2024	28 June 2024	Application Forms, Sewer Connect plans, Site Plans, Engineering reports, Soil test reports, Hydraulic Plans, Permits & Licenses for excavation and utility works, Supporting Documents.	Project Manager, Civil Engineer, Hydraulics Consultant, Surveyor, Contractor.
DA.28 Water Connection	25 March 2024	28 June 2024	Application Forms, Water Connect/Hydraulic plans, Site Plans, Engineering reports, Soil test reports, Permits & Licenses for excavation and utility works, Supporting Documents.	Project Manager, Civil Engineer, Hydraulics Consultant, Surveyor, Contractor.
DA.39 Stormwater & Flood Management	25 March 2024	05 June 2024	Application Form, Stormwater Management Plan, Site Plans, Hydraulic Modelling reports, Soil Test reports, Environmental management Plan, Permits and Licenses, Supporting Documents.	Project Manager, Civil Engineer, Surveyor, Contractor.
DA.20, 21 & 22 Existing Infrastructure, structures, footpaths, VXO and services	25 March 2024	20 May 2024	Applications Forms, Existing Infrastructure Plans, Site Survey, Condition Reports, Environmental Management Plan, Engineering Reports, permits and Licenses, Support Documents.	Project Manager, Civil Engineer, Surveyor, Contractors.

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DA.48 Plumbing & Drainage	15 April 2024	16 May 2024	Application Forms, Hydraulic Plans, Site Plans, Engineering Reports, Soil test reports, Plumbing and Drainage Plans, Environmental Management Plans, Permits and Licenses, Supporting documents.	Project Manager, Civil Engineer, Plumber, Surveyor,
DA.17 & 36 Electrical Supply	29 March 2024	22 April 2024	Application Forms, Electrical Layout Plans, Site Plans, Engineering reports, Electrical Load Calculations, Support Documentation.	Project Manager, Electrician, Electrical Engineer, Surveyor.
DA.13 & 38 Landscaping Works	15 April 2024	16 May 2024	Application Forms, Landscaping Plans, Site Plans, Plant schedule, Soil test reports, Environmental Management Plan, Supporting Documents.	Project Manager, Landscape Contractor, Surveyor.
DA.31, 32, 33, 24, 35, 39, 40 & 41 Water and Waste Management	25 March 2024	16 May 2024	Application Forms, Water & Waste Management Plans, Site Plans, Hydraulics and Environmental Reports, Stormwater management Plans, Erosion & Sediment Control Plans, Supporting Documents.	Project Manager, Civil Engineer, Surveyor, Waste Management Contractor.

Contingency

Summary of contingency	A dedicated Project Manager to monitor and manage potential risks and delays that may arise during the project timeline. Additional administrative staff will be available to manage documentation and communications during peak times.
Materials needed	All mentioned application forms and documents, filed correctly for easy access to expedite resubmissions if necessary.
Labour needed	See "Labour Needed" beside each task in table above.

Stage: Project Mobilisation

Milestones to be completed	Invite bids from various subcontractors, establishing the terms, scope and timelines for the project. Subsequently, finalise and implement contracts with the selected subcontractors.
Estimated project progress	100%
Start date	19 February 2024
End date	20 May 2024
Labour start date	N/A
Delivery date for materials	N/A

Task	Start date	End date	Materials required	Labour required
Trade Letting	19 February 2024	20 May 2024	Plans and Specifications to be supplied to all Trades so they can provide accurate Quotes.	Project Manager, Administrative support, All required Suppliers and Contractors.

Contingency

Summary of contingency	Establish provisions for unforeseen costs, delays and scope changes, which includes maintaining a budget buffer to accommodate potential price fluctuations in materials and labour. Whenever feasible, secure fixed pricing within the contract to ensure stability throughout the project duration.
Materials needed	As Above in table.
Labour needed	As Above in table.

Stage: Site Establishment

Milestones to be completed	Establish site offices, restrooms and storage areas. Install fencing and security measures to protect the site. Connect to essential services.
Estimated project progress	90%
Start date	21 June 2024
End date	25 June 2024
Labour start date	21 June 2024
Delivery date for materials	21 June 2024

Task	Start date	End date	Materials required	Labour required
Construction hoarding	21 June 2024	21 June 2024	Temporary fencing, Gates, Hoarding panels, mech panels	Labourers (Now Careers Queensland Pty Ltd)
Erosion and sediment control	24 June 2024	25 June 2024	Catch Drains, silt fences, storm water protection	Labourers (Now Careers Queensland Pty Ltd)
Construction toilets, Lunchrooms and offices	24 June 2024	24 June 2024	Portaloo's and site office containers (supplied from our own construction yard)	N/A
Utilities Connection	16 September 2024	27 September 2024	See Specifications – supplied by contractors as per agreement	Precise Power (Electrical), Sure Flow Plumbing Group (Hydraulics)

Contingency

Summary of contingency	Identify and assess potential risks and manage them. Ensure that the labour and equipment can be mobilised quickly.
Materials needed	As mentioned above in table.

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Labour needed	As mentioned above in table.
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Stage: Major Plant

Milestones to be completed	The installation of demolition and Alder scaffolding by Source Scaffolding Pty Ltd. Crane installation and dismantling by Gold Coast Screw Piers. The design, approval, installation and commissioning of the lift by Eletech Pty Ltd.
Estimated project progress	15%
Start date	01 July 2024
End date	27 January 2025
Labour start date	01 July 2024
Delivery date for materials	As per below in chart.

Task	Start date	End date	Materials required	Labour required
Demolition Scaffold and Alder Scaffold Install hire	01 July 2024	27 January 2025	Scaffolding	Source Scaffolding Pty Ltd
Crane Install & Dismantle	13 August 2024	27 January 2025	Design / Plans, Crane	Gold Coast Screw Piers
Lift -design, approval, install and commissioning	11 November 2024	27 January 2025	Shop drawings, Lift Install materials as per plans & specifications	Eletech Pty Ltd

Contingency

Summary of contingency	A contingency fund has been established. This fund will cover unexpected costs that may arise during construction.
Materials needed	As mentioned in the above table.
Labour needed	As mentioned in the above table.

Stage: Demolition

Milestones to be completed	Demolition Complete
Estimated project progress	100%
Start date	10 June 2024
End date	24 June 2024
Labour start date	10 June 2024
Delivery date for materials	N/A

Task	Start date	End date	Materials required	Labour required
Service disconnection and make safe (by demo contractor)	10 June 2024	11 June 2024	N/A	Coastal Demolition & Asbestos (Demo contractor)
Hand Demolition	10 June 2024	13 June 2024	N/A	Coast Demolition & Asbestos (Demo Contractor)

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Machine Demolition	13 June 2024	20 June 2024	N/A	Coastal Demolition & Asbestos (Demo contractor)
Ground slab removal	21 June 2024	24 June 2024	N/A	Coastal Demolition & Asbestos (Demo contractor)

Contingency

Summary of contingency	EOT clauses within the contract for the project timeline to accommodate delays caused by weather, safety concerns or other unforeseen events.
Materials needed	As per above in the table.
Labour needed	As per above in the table.

Stage: Civil Works

Milestones to be completed	Complete Civils
Estimated project progress	70%
Start date	29 June 2024
End date	02 September 2024
Labour start date	29 June 2024
Delivery date for materials	N/A

Task	Start date	End date	Materials required	Labour required
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Stormwater	29 June 2024	02 September 2024	Ocean Project – As per contract	Ocean Project (Civil contractor)
Cut & Fill	29 June 2024	02 September 2024	Bayleys Earthworks – As per contract	Bayleys Earthworks (Civil's contractor)
Install new Sewer connections (incl ADAC survey)	05 July 2024	11 July 2024	Bayleys Earthworks & Sure Flow Plumbing – As per contract	Bayleys Earthworks (civils contractor) & Sure Flow Plumbing (Hydraulics contractor)
New water & hydrant connection	05 July 2024	12 July 2024	Bayleys Earthworks & Sure Flow Plumbing – As per contract	Bayleys Earthworks (civils contractor) & Sure Flow Plumbing (Hydraulics contractor)
Water meter installation (incl ADAC survey)	15 July 2024	29 July 2024	Bayleys Earthworks & Sure Flow Plumbing – As per contract	Bayleys Earthworks (civils contractor) & Sure Flow Plumbing (Hydraulics contractor)

Contingency

Summary of contingency	Ensure all necessary permits are obtained and regulations are followed throughout the construction process.
Materials needed	As per above in the table.
Labour needed	As per above in the table.

Stage: Structure

Milestones to be completed	Pour Slab: Level 1, 2, 3 & 4.
Estimated project progress	0%
Start date	12 August 2024

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End date	20 December 2024
Labour start date	12 August 2024
Delivery date for materials	05 August 2024, 12/08/24, 14/08/24, 15/08/2024

Task	Start date	End date	Materials required	Labour required
Level 1	12 August 2024	06 September 2024	Scaffold, Concrete, Reo steel, Blockwork, Formwork, Post tensioning	Labourers (Now Careers Queensland Pty Ltd), Scaffolding (Source Scaffolding Pty Ltd), Concrete contractor (LJ Crete), Concrete pumping (Classic Concrete Pumping), Concrete Cutting (Fast Cut QLD), Concrete testing (TCTS), Blockwork (Wilkie's Brick & Blocklaying), GPS Formwork, Australian Post tensioning P/L
Level 2	04 September 2024	09 October 2024	Scaffold, Concrete, Reo steel, Blockwork, Formwork, Post tensioning	Labourers (Now Careers Queensland Pty Ltd), Scaffolding (Source Scaffolding Pty Ltd), Concrete contractor (LJ Crete), Concrete pumping (Classic Concrete Pumping), Concrete Cutting (Fast Cut QLD), Concrete testing (TCTS), Blockwork (Wilkie's Brick & Blocklaying), GPS Formwork
Level 3	07 October 2024	11 November 2024	Scaffold, Concrete, Reo steel, Blockwork, Formwork, Post tensioning	Labourers (Now Careers Queensland Pty Ltd), Scaffolding (Source Scaffolding Pty Ltd), Concrete contractor (LJ Crete), Concrete pumping (Classic Concrete Pumping), Concrete Cutting (Fast Cut QLD), Concrete testing (TCTS), Blockwork

				(Wilkie's Brick & Blocklaying), GPS Formwork, Australian Post tensioning P/L
Level 4	04 November 2024	09 December 2024	Scaffold, Concrete, Reo steel, Blockwork, Formwork, Post tensioning	Labourers (Now Careers Queensland Pty Ltd), Scaffolding (Source Scaffolding Pty Ltd), Concrete contractor (LJ Crete), Concrete pumping (Classic Concrete Pumping), Concrete Cutting (Fast Cut QLD), Concrete testing (TCTS), Blockwork (Wilkie's Brick & Blocklaying), GPS Formwork, Australian Post tensioning P/L
Roof	04 December 2024	18 December 2024	Scaffold, Concrete, Reo steel, Blockwork, Formwork, Post tensioning	Labourers (Now Careers Queensland Pty Ltd), Scaffolding (Source Scaffolding Pty Ltd), Concrete contractor (LJ Crete), Concrete pumping (Classic Concrete Pumping), Concrete Cutting (Fast Cut QLD), Concrete testing (TCTS), Blockwork (Wilkie's Brick & Blocklaying), GPS Formwork, Australian Post tensioning P/L
Lift and stair roofs	16 December 2024	20 December 2024	Scaffold, Concrete, Reo steel, Formwork	Labourers (Now Careers Queensland Pty Ltd), Scaffolding (Source Scaffolding Pty Ltd), Concrete contractor (LJ Crete), Concrete pumping (Classic Concrete Pumping), Concrete Cutting (Fast Cut QLD), GPS Formwork

Contingency

Summary of contingency	The contingency plan includes risk identification (labour shortages, weather and supply chain disruptions), Implementing financial reserves and assurance of quality and regulatory compliance.
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Materials needed	As per above in table.
Labour needed	As per above in table.

Stage: External Facade

Milestones to be completed	Complete External Facade and Final Clean.
Estimated project progress	0%
Start date	03 October 2024
End date	05 May 2025
Labour start date	03 October 2024
Delivery date for materials	03 October 2024

Task	Start date	End date	Materials required	Labour required
Waterproofing	03 October 2024	20 November 2024	ProSeal Waterproofing Services – As per contract	ProSeal Waterproofing Services
Doors and windows	10 October 2024	28 November 2024	AAFD – As per contract.	AAFD
Render	21 October 2024	16 December 2024	Coastside Solid Services Pty Ltd – As per contract	Coastside Solid Services Pty Ltd
Painting	17 February 2025	07 March 2025	Indigo Painting – As per contract	Indigo Painting

Tiling	27 February 2025	07 March 2025	Tiles – Beaumont Commercial	R&T Tiling
Door & Window Hardware	03 March 2025	05 March 2025	SPL – As per hardware schedule	Labourers, (Now Careers Queensland Pty Ltd),
Metalwork, Metal Roof & Access	10 March 2025	19 March 2025	Quality Aluminium Fabrications – As per contract	Quality Aluminium Fabrications
Landscaping	10 March 2025	14 March 2025	Top Gun Projects Services – As per contract	Top Gun Project Services
Final Clean	05 May 2025	05 May 2025	N/A	Zen Recourses – Cleaners

Contingency

Summary of contingency	Prepare for delays due to weather and include EOT clause in contract. Ensure all façade materials meet building codes and standards.
Materials needed	As per above in table.
Labour needed	As per above in table.

Stage: Internal works

Milestones to be completed	Complete Internal Works and final Clean – Ready for Final Inspection and rectifications.
Estimated project progress	0%
Start date	21 October 2024
End date	05 May 2025

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Labour start date	21 October 2024
Delivery date for materials	See Electronic Call Forward sheet.

Task	Start date	End date	Materials required	Labour required
Ceiling & Partitions	21 October 2024	02 December 2024	Evo Contracting – As per contract	Evo Contracting
Waterproof wet areas	18 November 2024	12 December 2024	ProSeal Waterproofing Services – As per contract	ProSeal Waterproofing Services
Tile wet areas	25 November 2024	20 December 2024	Tiles – Beaumont Commercial	R&T Tiling
Paint	21 November 2024	21 February 2024	Indigo Painting – As per contract	Indigo Painting
Joinery	10 March 2025	17 April 2025	My projects Pty Ltd – As per contract	My Projects Pty Ltd – As per contract
Sanitary Fixtures & Fittings	10 March 2025	31 March 2025	Bradley Australia – As per contract	Labourers (Now Careers Queensland Pty Ltd).
White Goods and Appliances	01 April 2025	04 April 2025	Harvey Norman Commercial – As per contract	Labourers (Now Careers Queensland Pty Ltd).
Floor Coverings	28 April 2025	02 May 2025	Prestige Floor Coverings Pty Ltd – As per contract.	Prestige Floor Coverings Pty Ltd – As per contract.
Final Clean	05 May 2025	05 May 2025	N/A	Zen Resources
Client Inspection & rectification	06 May 2025	07 May 2024	N/A	N/A

Contingency

Summary of contingency	Establishing relationships with multiple suppliers to mitigate risks of material shortages. Ensure all installations meet building codes and regulations.
Materials needed	As per above in table.

Labour needed	As per above in table.
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