

Annexure 1

Scope of Works

Job Name: **Rockpool RAC Pelican Waters**

Job Number: **21033**

Trade: **Scaffolding**

Date: **04.07.2022**

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1. Project Specific Scope of Works

1.1. General Items

The terms contained in this Scope of Works Document shall not in any way limit the obligations of the Subcontractor under the Subcontract, and in particular the obligations of the Subcontractor under the General Conditions of Subcontract.

In case of an ambiguity, discrepancy or inconsistency between the Subcontract documents the ambiguity, discrepancy or inconsistency is to be resolved in accordance with clause 6 of the General Conditions of Subcontract.

The following clauses shall be read in conjunction with the drawings and specifications and other relevant documents to ascertain the total subcontract works.

The Subcontractor is deemed to have;

- examined the tender documents, the Site and it's surroundings including any existing buildings or other structures and any other information made available in writing by McNab to the Subcontractor for the purpose of finalising the Subcontract sum,
- examined all information relevant to the risk, contingencies and other circumstances having an effect on it's tender and which is obtainable by making reasonable enquires, and
- satisfied itself as to the correctness and sufficiency of the contract documents and that it's price covers the cost of complying with all the requirements of the Subcontract documents and of all matters and things necessary for the due and proper performance and completion of the work described in the Subcontract documents.

No claims for variable site conditions, access or otherwise will be acknowledged after contract award.

1.2. Health, Safety and Environment

- a) All Subcontractors are required to review, execute and comply with the McNab "Subcontractor Health, Safety and Environmental Requirements" included as an appendix to the Subcontract. This includes the provision of all supporting documentation as detailed including HSE plan, safe work method statements and material registers a minimum of one (1) week prior to commencement on site for approval by the Contractor.
- b) The Subcontractor acknowledges that:
 - a. There is strictly no parking onsite, in neighbouring visitor carparks or on the road way around the perimeter of the site. All subcontractors and visitors to the site are to park legally in the surrounding area and must comply with all Sunshine Coast Regional Council parking signage, requirements and restrictions that may apply. The subcontractor's supervisor is to gain the workers number plates and ensure that the parking request has not been ignored.
 - b. Strict delivery time slots to be coordinated with McNab. Failure to arrive within the allocated time slot will result in delivery being turned away without being unloaded at the cost of the Subcontractor. The subcontractor is to not park trucks around the site earlier than 6:30am
 - c. All delivery vehicles to contain a CB radio that can be programmed to the Contractor's frequency.
 - d. Swearing, yelling, whistling or similar behaviour deemed inappropriate will result in immediate and permanent removal of that person from site.
 - e. No construction works or noisy activity is to commence prior to 6.30am daily.

- c) The Subcontractor shall allow for provision of all HSE equipment, signage and barricading required to ensure safe implementation of the contractor safe systems for work, including all controls specified within SWMS for tasks and activities must be supplied, maintained and implemented by the Contractor.
- d) The Subcontractor shall allow for provision of a trained workplace health and safety representative for the site and that this person will attend safety walks and meetings as directed by the Contractor.
- e) The Subcontractor shall provide a trained and current Workplace First Aid trained person within their workgroup. The subcontractor must provide and maintain a first aid kit suitable for their work group numbers.
- f) All workers and maintenance personnel must complete a site specific induction to perform any work on site, regardless of period of work. Inductions will strictly be held 6.30am Monday to Friday and must be booked in with the Contractor the day prior to the induction. Personnel not booked in prior or arriving late to an induction will not be inducted and are required to be booked in for the following day.
- g) McNab utilises the Hammertech system to ensure that the best safety management practices are in place. To ensure our processes are adhered to it is important for a number of steps to be followed by workers both prior to and when they arrive onto site.
 - a. **Employer Details** - McNab requires that as a subcontractor you keep your relevant company/business details up to date. Prior to commencing work on a McNab project, all insurance details and certificate of currency must be provided. To submit/modify Employer Details:
 - i. Login to Hammertech at <https://mcnab.hammertechonline.com>
 - ii. Select the Employer menu, on the left-hand side of the screen > click Edit Details
 - iii. Follow the steps to enter the specific details and upload relevant files
 - b. **Submitting SWMS & SDS** - McNab requires all SWMS & SDS to have been submitted where possible at minimum 7 days, prior to your start date. Please review the attached "SWMS Review Checklist" to ensure each SWMS meets the required criteria prior to submittal. To submit SWMS & SDS:
 - i. Login to HammerTech** at <https://mcnab.hammertechonline.com>
 - ii. Select the SWMS menu, on the left-hand side of the screen, including the corresponding SDS
 - iii. Repeat these steps for standalone SDS, within the SDS menu on the left-hand side of the screen
 - c. **Completing the Online Registration and Induction** - McNab is leading the industry in online company inductions, ensuring that workers arrive on site with the required knowledge to safely undertake their tasks. Once on site, workers will be provided with a site-specific induction which will cover emergency procedures, facilities, noticeboard locations etc. Prior to arriving on site each worker is required to:
 - i. Go to <https://mcnab.hammertechonline.com>
 - ii. Select the project you will be working on – Rockpool
 - iii. Select the "Begin my registration now" button, in the bottom right of the screen
 - iv. Complete your Registration and Induction

It is imperative that your workers complete their registration and induction before arriving to site

d. **Induct known Equipment** - If you know prior to commencement the items of equipment that will be brought onto site, complete the plant induction form and submit to McNab for review. To submit your plant induction forms:

- i. Go to <https://mcnab.hammertechonline.com>
- ii. Select the project you will be working on
- iii. Select the Equipment menu on the left-hand side of the screen
- iv. Select the Add New button on the top right-hand corner
- v. Select the item of plant from the drop-down menu, complete the plant induction form and submit for review and approval

If this is your first time utilising the HammerTech system on a McNab site, then you will also receive an email titled "New HammerTech User Account". This email will contain a link to create your password, with your email address being your username.

Please ensure all the above items are completed prior to your workers attending site.

h) As a minimum and without limiting the obligations of the Subcontractor under the "McNab Health, Safety and Environmental Requirements", all Subcontractor personnel are to be issued with and use the following PPE at all times:

- Safety helmet, inclusive of accessories such as chin strap or lanyard.
- Proprietary steel cap footwear.
- Two pairs of safety glasses (clear and tinted), or Prescription Safety Glasses to meet Australian Standards (AS 1337).
- High visibility shirt or shirt with high visibility vest (no singlets are allowed on site).
- Gloves, must be on person, fit for purpose and worn when performing manual tasks.
- Hearing protection to be carried at all times and used as necessary appropriate to the task.
- Respiratory protective equipment as required for the work being undertaken by the relevant subcontractor, fit testing (if relevant to the RPE).

i) All delivery drivers shall wear full site PPE and hold an Industry General Induction card to be allowed on site. Any drivers who cannot comply with these requirements will not be permitted to leave the cabin of their vehicle and may be turned away from site at the Contractor's sole discretion.

j) All Subcontractors will maintain a kit of spare PPE which is appropriate for their individual scope of work. The kit will be maintained in a box, kit bag, etc. and will be periodically inspected by the Contractor. Any PPE required to be provided by the Contractor on the Subcontractor's behalf for its personnel will be deducted from the Subcontract sum.

k) Workplace Health & Safety Notices – Failure to comply with any of McNab's Health, Safety and Environmental Requirements will result in disciplinary action including the following, as determined appropriate by the Contractor;

- Re-induction of the individual/s;
- Complete re-induction of the Subcontractor's site personnel including Project Manager and Supervisor;
- Temporary removal of individual/s from site;
- Permanent removal of individual/s from site; or
- Take consideration as a breach of Subcontract under clause 53 of the General Conditions of Subcontract.

The Subcontractor shall not be entitled to any claim for additional costs or time incurred as a result of the above disciplinary actions.

- l) Fitness for Work – It is the responsibility of the Subcontractor to ensure all workers are physically, mentally and emotionally fit to perform their normal work duties at all times during the working day. Should the Supervisor suspect a worker not to be fit to perform his/her normal work duties then they must ensure that appropriate action is taken and that the person is removed from any immediate danger. The responsible person must report the incident to McNab site management and record it via an Incident Report Form.
- m) Subcontractors are responsible for the provision of task lighting as required to carry out their work. Task lighting must comply with the following minimum standards:
 - Proprietary lights designed and manufactured for the purpose of providing portable lighting in industrial work places.
 - All task lights will be on stands designed and manufactured for the purpose. Lights will not be hung from walls, ceilings, scaffolds, services etc.
 - All task lights must be guarded. Guarding to be an integral part of the portable lighting system.
- n) It is the Subcontractor's responsibility to ensure all of the electrical equipment to be used on site by the Subcontractor during the execution of their subcontract works fully complies with the current *Work Health and Safety Act 2011* and all other relevant authorities. The Subcontractor shall provide evidence of testing and tagging by the Contractor, with non-compliant plant to be removed from site immediately.
- o) All waste is to strictly be discharged to designated bins for each type of material, e.g. recycling, soft plastic, concrete, cardboard, general, etc.
- p) The Subcontractor shall allow for the provision of all noise and vibration suppression to any plant or equipment which may cause a nuisance to the neighbours or other workers.
- q) The Subcontractor is to allow for fall prevention lanyards for all tools and equipment for works on elevated areas where there is a risk of falling objects.
- r) The Subcontractor is to provide all necessary dust, erosion, environmental control measures and procedures to prevent run-off during their construction works in accordance with the requirements of Local Government, Council and all other relevant authorities. All practical measures must be taken to ensure that vehicles leaving site do not deposit mud or debris on the road. Any mud or debris deposited on the road must be cleaned immediately.

1.3. Project Quality Requirements (PQR)

- a) The Subcontractor shall include for the provision of a project specific Quality Assurance Plan substantiating how the Subcontractor will achieve all design requirements as detailed within the Drawings and Specifications. This is to be submitted a minimum of ten (10) days prior to commencement on site for review by the Contractor.
- b) The Subcontractor shall complete and provide Inspection and Test Plans (ITPs) at critical points of the Works as directed by the Contractor. Subcontract works are not to proceed until the ITP has been signed by both the Subcontractor and Contractor as being satisfactory. At the Contractor's discretion, works not following this procedure may need to be removed and replaced at the Subcontractor's expense.
- c) All Subcontractors are to provide the relevant Project Quality Requirements (PQR) documentation and evidence for their Subcontract works in the time frames and format as requested by the Contractor. The Subcontractor must make all appropriate allowances to comply with the PQR and meet any construction programme. Any delays in complying with these requirements will be considered a delay to the subcontract works caused by the Subcontractor under clause 28 of the General Conditions of Subcontract.

- d) The Subcontractor shall not be entitled to claim delay or extension of time for satisfying any PQR, including time for review and approval by the Contractor of any PSQR submission by the subcontractor.
- e) The Subcontractor is deemed to have included for all administration, labour and resources in order to meet the project requirements related to the above items.

1.4. Construction

- a) The Contractor will provide staged scaffold to the external perimeter of the building only. The Subcontractor shall supply all other access plant and equipment required to complete the Subcontract works. This includes staged scaffolding, mobile scaffolding, EWP's, boom lifts and the like including barricades, signage and harnesses in accordance with the Subcontractor HSE Requirements. Should the external scaffold not be suitable to complete the Subcontract works, the Subcontractor shall make its own access provisions.
- b) The Contractor will provide temporary water supply to each level of the building. The Subcontractor shall allow for all temporary water requirements in excess of that provided by the Contractor including reticulation to the point of work and satisfactory control and disposal of wastewater.
- c) The Contractor will provide temporary power to within 30m of the outermost workface of each floor of the building. The Subcontractor shall allow for all temporary power requirements in excess of that provided by the Contractor including reticulation to the point of work, use of insulated lead stands and hooks as well as supply of portable generators where required.
- d) The Contractor will provide the following survey items only - the Subcontractor shall supply all set out and surveying work necessary for the adequate control of the Subcontract works in excess of these provisions:
 - Re-establish site boundaries
 - Set out of grids for building with offset hurdles for builder to reset off
 - Set out of all pad footings (inc crane base)
 - Set out of strip footings
 - Set out/check of starter bars in pad footings
 - Survey as built of columns after pads poured
 - Set out of stair cores/lift core/ and block walls on footings and pads
 - Check of set out for services on GF
 - Set out for structural steel canopy and precast
 - Place grids on slab in two directions for west and north slabs
 - Place grids on formwork deck in two directions for west and north slabs
 - Set out pins for block layer (inc window openings) on each deck after a pour
 - Allow to place 1mt high datum point on the lift core, and stair cores on every level
 - Allow to check lift shaft verticality and square every 2nd level
 - Allow to check stair core verticality at L1 and L4
 - Allow to set out new crossover
 - Allow to set out all paths
 - Allow to set out entry driveway curbs, asphalt and driveway
 - Allow to set out booster cupboard and PTM pad and return to set out walls
 - Allow to set out inner circle at entry and re cast pad and bars
 - Allow to set out for blockwork to GF west end (pump room, maint room, bin room and store)
 - Allow to set out planters on L1
 - Allow return visit to re set grids on GF after floor prep
 - Allow to set out GF north café area block and brick walls

- Allow to set out plant deck walls
 - Set out starting grid for line marking
- e) Where the subcontract works join, meet, penetrate or finish adjacent to pre-existing works, the Subcontractor shall allow for all sealing, finishing off and making good of the Subcontract works to the pre-existing works.
- f) The Subcontractor shall bear costs of rectification or other works damaged by their company representatives and employees.

1.5. Site Management

- a) The Subcontractor shall note that there will be strictly no parking on the site. Subject to the approval of the Contractor, the Subcontractor may drive on to site for the sole purpose of unloading materials and tools only.
- b) The site opening hours are 6.30am to 6.30pm Monday to Saturday. Sunday working shall be at the discretion of the Contractor and is deemed to be included by the Subcontractor. The Subcontractor shall allow to undertake works outside of the regular opening hours where necessary to meet the construction schedule.
- c) All deliveries, whether requiring craneage or not, shall be formally booked in with the Contractor a minimum of 48hrs in advance. The Contractor reserves the right to turn away deliveries that have not met this requirement.
- d) The Subcontractor shall allow for all materials handling and site movement from point of delivery to place of work, including all labour and plant such as forklifts, manitous and trolleys where required. The Subcontractor shall be fully responsible for accepting deliveries and coordinating unloading. The placement of materials shall be nominated in consultation with site management. The Contractor reserves the right to turn deliveries away where Subcontractor personnel are not available to accept.
- e) There is no storage of bulk materials available on site. All materials must be installed within three (3) days of delivery unless specific prior approval has been obtained from the Contractor. The Contractor reserves the right to remove materials from site at the Subcontractor's expense if they fail to comply with this requirement.
- f) Any Subcontractor tool boxes, offices, and container to be stored on site must be approved by the Site Manager prior to doing so; only in a location agreed with the Site Manager. The security of which remains with the Subcontractor.
- g) The Subcontractor will not be granted sole possession of the site or areas of work. Allow to coordinate works with other Subcontractors and for breaks in continuity to allow works by others to occur as directed by the Contractor at its sole discretion.
- h) For the purpose of task allocation, coordination of activities, management of workface and potential safety issues, Subcontractor supervisors will hold daily start-up discussions with their personnel. These may be attended by the Contractor's personnel from time to time, and the Subcontractor shall provide documented evidence of meetings held.
- i) All Subcontractors shall be required to attend construction meetings, coordination meetings, safety walks and other meetings the Contractor deems necessary. Qualified personnel shall be assigned by the Subcontractor to attend meetings on the scheduled basis, and provide suitable replacement when unable to attend.

- j) The Subcontractor shall include for providing qualified supervision for any works which are to be completed outside normal working hours. The supervisor shall have sufficient first aid qualifications to carry out this role.
- k) For the purpose of efficient site communication all Subcontractors are to provide a minimum of one (1) CB radio that can be programmed to the Contractor's frequency. The radio is to be carried by the Subcontractor's most senior supervisor on site.
- l) All Subcontractors will provide an appropriate number of brooms, shovels, squeegees, barrows/trolleys, as well as personnel, etc. required to carry out daily clean-up of their work areas. Subcontractors shall also provide personnel for a full site clean-ups from time to time when deemed necessary by the Contractor.
- m) The Subcontractor will move and place all waste material and rubbish into bins/rubbish chutes provided by the Contractor. The Subcontractor shall allow for the provision of their own wheelie bins and labour where excessive waste is generated as a result of the Subcontract works.
- n) Should the Subcontractor fail to undertake site cleaning as detailed above, then the Contractor reserves the right to engage others to undertake the works at the Subcontractor's expense without prior notice to the Subcontractor.
- o) The Subcontractor is deemed to have included for all costs associated with the protection of the Subcontract Works from damage and theft up to the date of Practical Completion under the Head Contract.
- p) The Subcontractor shall be responsible for preventing any damage to adjacent works. Any costs incurred by the Contractor as a result of damage caused by the Subcontractor shall be deducted from the Subcontract sum.
- q) If the Subcontractor's works involves works on or outside the boundary of the site, they shall be responsible for protecting any existing finishes, roads, footpaths and neighbouring property, and making good any damage caused.

1.6. Cranage and Hoisting

- a) The Contractor shall provide a tower crane including dogman for the duration of the structural works of the project. The capacity will be approximately 8t maximum to 2.85t (inclusive of chains and rigging) at a 55m boom length. All use of the crane must be booked in with the Contractor a minimum 48hrs in advance and in accordance with Item 1.1.5 c) for deliveries. The Contractor reserves the right to amend crane bookings from time to time if required.
- b) The Contractor is not responsible for any delays in the works and additional costs incurred by the Subcontractor as a result of any matter relating to the availability or use of any craneage provided by the Contractor or other Subcontractors including failure or breakdown.
- c) The Subcontractor shall be responsible for making sure that the items to be lifted are within the lifting capacity of the Contractor's crane and are correctly packaged and ready for lifting. The Subcontractor shall provide all labour and plant to load and unload materials from the point of lifting and placement to the work face, loads must not be placed where they interfere with any other works.
- d) The Subcontractor shall provide all mobile craneage and hoisting in excess of that provided by the Contractor as necessary to complete the Subcontract Works. It is the Subcontractor's responsibility to assess the Subcontract works to ascertain these requirements, which is deemed to be included within the Subcontract Sum. The Subcontractor shall provide a minimum two (2) week's notice to the Contractor of any mobile crane requirements and include for all establishment and signage.

1.7. Administration

- a) The Contractor will utilise an internet based information / communication platform such as Procore or Aconex (Extranet), with all drawings, specifications, project communication and the like being transferred / shared electronically via the Extranet. The Contractor will provide training sessions to all Subcontractors on the use of the Extranet. All Subcontractors must adhere to McNab Policy in the Extranet's use throughout the project. No hardcopy Drawings or Specifications will be issued. Failure of the Extranet shall not be a cause of delay or variation under the Subcontract.
- b) The Subcontractor shall prepare and submit for approval all workshop drawings necessary to complete the Subcontract Works. The Subcontractor shall submit drawings to the Contractor allowing sufficient time for the approval of same. No claims for delay to the subcontract works caused by time for review and approvals being issued shall be accepted by the Contractor.
- c) Progress claims submitted without all relevant documentation (including but not limited to) an approved claim summary and break-up outlining the percentage of subcontract works completed in each work area, a signed statutory declaration, a summary of the monthly safety statistics and copies of the certificates of currency for Workers Compensation and Public Liability, summary of submittals status, look-ahead programme, lead times for equipment, as built drawings/ red line mark up, ITP summary, manpower records, will not be considered as a valid progress claim.
- d) The Subcontractor must sign the McNab RCTI (Recipient Created Tax Invoice) agreement as a condition of the Subcontract Agreement (refer Appendix).
- e) All variation claimed submitted by the Subcontractor to the Contractor must include a break-up of the proposed variation costs. Each break-up shall include detailed itemised costs for labour, plant / equipment, materials and the Subcontractor margin. Each variation shall have daily signed-off (by McNab site staff) works sheets for clarification of labour and materials. Any works sheets (even if labelled as variation) signed off by site management is not necessarily a variation, and for record purposes only.

- f) The Subcontractor shall assess the current contract documents (drawings, specifications, etc) and details well in advance of reaching each new work face and to notify the Contractor of any missing information or discrepancies. No delays will be considered for Subcontractor oversight in drawing assessment and planning.
- g) Computer Aided Design (CAD) drawing files are provided to the Subcontractor for Information Only. The Subcontractor shall take no reliance on the CAD files. The information contained within issued hard copy drawings (including pdf files) shall take precedence over CAD file information.
- h) The Subcontractor is to make itself aware of lead times for all items of equipment and notify the Contractor immediately of any affect to the Construction Programme. The Subcontractor shall be responsible for providing regular updates as to the progress of specially manufactured or ordered items and for maintaining originally advised dates for delivery, including the cost for any special freight to meet these requirements.
- i) The Subcontractor shall submit all material and product samples, and construct prototypes (off / on site) to the Contractor for approval as detailed in the Subcontract Documents and as requested by the Contractor. The Subcontractor must make all appropriate allowances to provide these requirements and meet the Construction Programme. Any delays in complying will be considered a delay to the Works under clause 28 of this Subcontract Agreement.
- j) The Subcontractor shall provide all information, certificates, forms and alike required by the Building Certifier or other body to allow the issue of a Certificate of Classification, e.g. Form 15 and/or Form 16. All Form 15's and 16's shall state compliance with the relevant Australian Standards, Regulations, Trade Specific codes, Contract Documents and Building Code of Australia.
- k) It is the Subcontractor's responsibility to ensure all subcontract works are in full compliance with 'Section J' of the Building Code of Australia and project Energy Efficiency Report. The Subcontractor shall also reference this compliance in their relevant Form 15 and 16's.
- l) The Subcontractor shall provide a draft Maintenance & Use Manual including all warranties, guarantees and certificates to the Contractor two (2) months prior to projected date for Practical Completion. Upon approval by the Contractor and prior to Practical Completion of the Subcontract Works, three (3) final copies shall be issued by the Subcontractor including all As-built drawings and documentation.

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2. Trade Specific Scope of Works

The Subcontractor shall provide all things necessary to complete the subcontract works unless specifically noted as 'by others' herein.

The Subcontractor shall provide all supervision, labour, materials, transport, plant and equipment necessary to complete the design, supply, application/installation, testing, adjusting, commissioning and maintenance of the Subcontract works in accordance with the contract documents (drawings, specifications, conditions etc.), relevant Building Codes, Local Council Regulations, Australian Standards, International Standards (where applicable) and industry codes of practice and to the satisfaction of the Statutory Authorities and relevant Utility Companies.

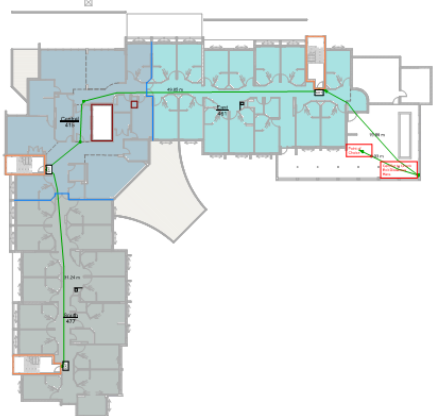
This scope of works document and the documents referenced within are provided to enable the Subcontractor to provide a Design and Construct (D&C) price for the works. This document is not intended to represent a full completed and detailed design. It is the responsibility of the Subcontractor to make all due allowances in pricing the provision of a fully functioning system compliant with codes and all relevant legislative requirements, irrespective of the fact that the design is not completed or fully detailed in this and the associated drawings.

The works include but are not limited to the following:

2.1 Trade Specific

2.1	TRADE SPECIFIC SCOPE OF WORKS		
	Compliance and Certification		
1.	The subcontractor is to allow for all labour, materials, and equipment required to complete the supply, installation and certification of the Mechanical package to the Rockpool Pelican Waters project. These works are to be in accordance with the following requirements; ➤ Project documentation – architectural and structural set ➤ Relevant Australian standards and codes ➤ Paint Specification ➤ Finishes schedules		
	Scaffolding General Requirements		
2.	The commencement of hire periods for each item of equipment shall begin from the time the scaffold is erected and handover certificate from the Subcontractor being provided to the Contractor's site management. The hire period shall cease from the date the Contractor directs the Subcontractor to dismantle the item of scaffold, providing that a minimum 24hrs notice is provided.		
3.	The Subcontractor must supply design drawings detailing all scaffold arrangements. All scaffolding erected to a height of more than 4 metres or of a non-standard configuration, must be engineer designed and approved and all design documentation submitted to the Contractor prior to erecting the scaffold. Sufficient time should be allowed for submission to the necessary authorities for approval. Price to include any and all related costs and fees.		
4.	Where requested by the Contractor, the Subcontractor shall allow for independent verification by an accredited engineer of all scaffolding components being in a safe and working condition. Any issues identified (e.g. excessive rust, etc) shall be rectified by the Subcontractor or components replaced at no cost to the Contractor.		
5.	A competent and registered Foreman from the Subcontractor is to be on site during ALL scaffold erection and dismantling. Any instructions or decisions made with that person will be deemed to be with the Subcontractor.		
6.	The external face of the perimeter scaffold is to be fully enclosed with containment mesh.		
7.	All scaffold to have working decks at intervals to suit concrete slab heights, unless specifically directed by the Contractor otherwise.		
8.	Site storage is extremely limited. The Subcontractor is to allow for all transport for delivery and removal of materials to and from site as required to suit the construction programme. The Subcontractor is to only deliver materials required for immediately erection, and remove materials as soon as dismantled if not needed for reuse at once. The subcontractor is to provide a lifting plan with colour coded deliveries.		
9.	The Contractor will provide all vertical lifting to and from locations as requested by the Subcontractor where possible within site constraints, construction programme and tower crane access. The Subcontractor shall be responsible for all horizontal movement from the point of hoisting, including the provision of all necessary plant and equipment for the same.		
10.	The Subcontractor shall remain responsible for the maintenance of scaffold components for the duration of the hire period. All modification and dismantling will be carried out by the Subcontractor who will therefore be fully responsible for		

	any short returns.		
11.	All in-service scaffolds will be inspected by the Subcontractor's supervisor on a weekly basis. A written report is to be provided to the Contractor on the day of the inspection and all items to be closed out within 24 hours.		
12.	Ensure scaffolding does not stain or mark concrete and façade finished surfaces.		
13.	Allow to fix scaffold to façade using removable fixings in a method and location as not to penetrate or damage an exposed concrete finish, to be pre-determined and agreed with the Contractor prior to commencing the erection of scaffold.		
14.	All edge protection where fixed to concrete slabs shall be done so in a method as not to penetrate or damage the exposed concrete finish. The Subcontractor shall allow for all protection measures deemed necessary to ensure no damage occurs.		
15.	Provide access to all areas and decks as required. Ladders are to be tied and relocated as necessary to suit the construction sequence or as directed by the Contractor.		
16.	Provide compliant stretcher stairs, builder stair access and toilet bay to the external perimeter scaffold in a location to be determined by the Contractor.		
17.	Make allowance for use of sole plates and support plates.		
18.	An exclusion zone is to be established by the subcontractor whenever scaffold is erected and dismantled. Barricades must comply with the Contractor's requirements (i.e. safety mesh and approved stands and signs). Note, safety mesh is preferred in site areas and solid barricading will be required in public areas.		
19.	Appropriate signage is to be displayed at all points of entry into scaffold erection and dismantling areas – only approved safety signs will be acceptable.		
20.	Where there is risk of scaffold items falling into public areas, exclusion zones will be established and authorisation will be required from the Contractor for footpath and / or lane closures or diversions.		
21.	Scaffolders will at all times, work from full decks of boards and handrails to both sides of the deck to be progressively installed. Where this cannot be achieved, a work method is to be developed which will include appropriate fall arrest equipment and anchorage. The work method will be approved by the Contractor's HSE Officer.		
22.	All lapboards will be securely fixed/ lashed.		
23.	All scaffold to have appropriate toe board and falling object protection as required.		
24.	All protruding scaffold tubes, brackets, low ledgers etc that present a risk of injury to personnel will be padded. The padding used will be consistent in all cases, highly visible and taped in place with waterproof tape.		
25.	All scaffolds or scaffold lifts are to be inspected after completion and signed off by the Subcontractor's supervisor and evidence of such provided to the Contractor.		
26.	Incomplete scaffolds will be barricaded and signed accordingly until signoff is achieved.		
27.	Erect and dismantle scaffold in a manner which does not damage the installed works. The Subcontractor will be liable for the costs of making good any damage caused during erection and dismantling.		
28.	The Subcontractor shall prepare a daily summary of scaffold erected and dismantled, which is to be signed daily by the Contractor's site management.		
29.	The Subcontract works are deemed to include all necessary materials and labour for tying-back of scaffolding, including the provision of protective measures where needed. Any damages caused by scaffold ties will be the Subcontractor's responsibility.		

30.	When dismantling scaffold there is to be no unsafe practices such as "bombing" scaffold. Pieces shall be safely positioned onto pallets or stillage stacks for storage and/or transport. The Subcontractor shall be responsible for making order lists for scaffolding and also to document outgoing scaffold.		
31.	Areas for stacking/storage of scaffolding to be agreed with Contractor before work commences. This area to be maintained in a neat and tidy condition at all times.		
32.	All pallets should be stacked correctly into separate components. Mixed pallets are to be sorted daily prior to leaving site		
33.	All damaged components must be tagged "out of service", immediately removed from the work zone, stacked in a separate designated storage area, and brought to the attention of the Contractor.		
34.	Subcontractor to supply a spotter for both erection and dismantle.		
35.	The Subcontractor is to allow for Health and Safety Representative to attend inclement weather walks in accordance with McNab inclement weather procedure following rain events impacting access egress to work areas, the subcontractor must provide De Watering equipment including squeegees and gum boots for 1 worker in every 10 workers onsite to De water work areas.		
36.	The Subcontractor is to allow for re inspection of the scaffold base following inclement weather exceeding geotechnical engineer's advice for inspection and monitoring of ground conditions.		
37.	The Subcontractor is to allow for supervisor to visually inspect scaffold areas erected for handover with McNab Site Manager, Foreman or HSE Advisor prior to final certification and handover to McNab.		
38.	The Subcontractor is to allow for two engineered crane able stripping platforms to remove scaffolding components following structure and façade completion.		
Scaffolding Specific Works			
39.	Allow for 3 pours per level sequencing. Day 1 after pour in sequence is for scaffold erection. Absolutely no materials are to be left on working deck at the end of day 1 as space is limited for other following trades. The below plan shows indicative pour zones. 		
40.	Supply, erect and dismantle a complete perimeter scaffold to service access to all floors and external walls and surfaces for all trades access and use for work. Scaffold is to follow the line of the building, provide a safe working platform to all areas to all surfaces of the building.		
41.	Supply, deliver, erect and dismantle all scaffold detailed in item 6.1 including but not limited to:		

	A. Perimeter Scaffold B. Stretcher Stairs x 2 (First Pour Zone) C. Access Stairs in Pour 3 Zone D. Birdcage Scaffold to Stairs E. Internal Lift Well Scaffold F. Lift Overrun Scaffold G. Stair Overrun Scaffold H. Upper Roof and Mechanical Plant Deck Scaffold I. Porte Cochere Scaffold stairs J. Temporary Handrails to Stairwells K. Ladder beam to ground floor main entrance L. Ladder beams to east and south corridor ends on ground floor M. Ladder beam on GF across entrance to loading bay area. Grid H-3 N. Access stair to plant deck from level 5		
42.	Typical Perimeter Scaffold to consist of the following: A. 5 Board Wide Platform B. 2 Board Wide Hop Ups		
43.	Subcontractor acknowledges that adjustments to scaffold for the removal of formwork edge board is not considered a movement.		
44.	Perimeter scaffold to provide edge protection for roof works.		
45.	Modify / open scaffold for installation of Active loading bays (1 no. L1, 2 no. L2-5)		
46.	Modify / close scaffold during removal of Active loading bays (1 no. L1, 2 no. L2-5)		
47.	Allow to adjust scaffold for hoist installation and dismantle.		
48.	Supply and installation of handrails as required. Allow to install bolt on offset edge protection (handrail) to each stair core whenever the scaffolding in the stair core is dropped		
49.	Allow to move all hop up's 3 no. times per level.		
50.	Allow to relocate ties once per level.		
51.	Allow for the installation of 3 no. McNab banners (supplied by others).		
52.	Containment mesh to be green in colour.		
53.	Handrails outside of this scope of works will be charged at the following variation rates (inclusive of overheads and margin): a. Labour to install & dismantle per l/m..... \$ b. Hire per l/m per week..... \$ c. Consumables per l/m..... \$		
54.	Blockwork scaffold up to 4m high outside of this scope of works will be charged at the following variation rates (inclusive of overheads and margin): a. Labour to install & dismantle.....\$ b. Hire per m2 per week..... \$ c. Transport to & from site (per load).....\$		
Administration and Pricing			
55.	Subcontractor to provide detailed price breakdown of the subcontract works for valuation of variations. Extent of breakdown is to McNab project managers request		
56.	Web FM Details and O&M Manuals to be uploaded to Web FM site.		
57.	Subcontractor to provide cost saving options and alternatives of the same or greater quality to currently specified.		

58.	Subcontractor to provide schedule of rates for labour and plant prior to contract award for valuation of variation requested under day-works		
59.	Subcontractor to provide all handover documentation, including but not limited to; handover manual, warranties, test reports, product data, form 12's, as built, insurances, certification, prior to final claim. Final claim will be processed upon completion and approval of all final paperwork issued.		
60.	Allow for a foreman to complete all ITP inspections (complete on Procore to avoid hold points) and attend weekly site meetings		
61.	Subcontractor has allowed to fast track 4x rooms confirmed by McNab for sign off early. All rooms are to be set out based from these approved prototype rooms		
62.	Rockpool Pelican Waters is a Project Trust Account (PTA) project and will be administered as such. Subcontractor to administer all sub, subcontractors with trust accounts for retention purposes		
Work by others			
63.			
64.			

2.2 General Requirements

- 1) Control and protection from silica dust generated from the subcontract works including but not limited to:
 - Hepa quality vacuum with a H or M class filter
 - Relevant staff to be face fit tested and to carry their fit test cards
 - Dust capture devices to be attached to all Grinders, Saws and Drills when dealing with silica dust
 - All staff with a fit test card must be clean shaven when required to wear their masks
- 2) The Subcontractor has made suitable labour allowance for the elimination of silica dust generated in the course of the subcontract works.
- 3) The Subcontractor has reviewed and confirms its tender/scope is fully confirming with the project documents including the Principal's Project Requirements (PPR).
- 4) The existing Rockpool Carseldine facility should be referred to as the Benchmark for scope, cost, finish and provision of supply items. Where any doubt, ambiguity or omission exists, or clarity is not clearly represented in the project documents or PPR the Carseldine facility should be referred to as the reference position to provide such clarity.
- 5) Allow for all traffic control for all works outside of site.
- 6) Allow for the supply of labelled samples.
- 7) Allow for the submission of shop drawings for review, two weeks from date of subcontract execution.
- 8) Set out of works in accordance with the drawings and or specifications from a Datum point or reference grids supplied by the Contractor.
- 9) Allow for all survey setout of the Subcontract Works.

- 10) Provide evidence that all survey equipment has been calibrated and a copy of the certificate issued to the Contractor.
- 11) Allow for staged deliveries of plant and material to meet the construction programme and coordinate material deliveries and movements with the Contractor.
- 12) Allow for progressive completion and defecting of installed works to meet the construction programme and as directed by the Contractor.
- 13) Allowance to complete a finished and defecting prototype unit in an accelerated programme.
- 14) Allow for all scaffolding necessary to undertake the works.
- 15) Allow for all access equipment necessary to undertake the works.
- 16) Allow for all horizontal movement of materials.
- 17) Allow for all safety signage and barricading required by law or legislation.
- 18) Allow for all propping, shoring and the like necessary to undertake the works.
- 19) Allow for all concrete cutting/core holing necessary to undertake the works.
- 20) Allow for all dust suppression necessary to undertake the works.
- 21) Complete system to be appropriately engineered to meet seismic requirements under the relevant codes and standards. The Subcontractor will provide a Form 15 and 16 (at the appropriate stages of construction) confirming compliance.
- 22) Provision of noise suppression to all plant and equipment likely to cause a nuisance to the general public. All equipment to be maintained in a first class condition at all times. Provide reversing beepers to all plant use on the Works.
- 23) The Subcontractor is aware of all logistical restrictions associated with the site and has made appropriate allowances for deliveries/loading.
- 24) Allow for the protection of all roads, streets, pavements, kerbs guttering and the like including rectification of any damage caused during the works.
- 25) Ensure that all footpaths and roadways around the site are fully maintained, continually cleaned and free of all demolished/excavated material, dust, dirt and mud arising from the use of the Subcontractors excavation plant. Keep demolished/excavated materials clear of all adjoining properties.
- 26) Allow to seal all penetrations to the equivalent fire, acoustic and/or pressurisation rating as the materials penetrated.
- 27) Provide the Contractor a current copy of all electrical equipment to be used on site including a copy of the testing certificate by a certified tester.
- 28) All plant and equipment to be used on site must be maintained to comply with the regulations and manufactures recommendations.
- 29) Workers are required to produce to the Contractor all relevant and current tickets and licences as required by government authorities prior to operating such plant and equipment on site.
- 30) The subcontractor will make allowance for overtime as required to meet the Contractors program
- 31) Allow for all statutory signage associated with the subcontract works.
- 32) Allow for all labelling.
- 33) Supply of spares.
- 34) Allow for provision of Form 16, certificates, warranties, operation/maintenance manuals and as built drawings and documentation upon completion of the works.

- 35) Provide warranties as specified within the project documents. Where no warranties detailed the Subcontractor has deemed to allow for standard industry warranties.
- 36) The Subcontractor in consultation in consultation with the Contractor will formulate a training schedule prior to Practical Completion. Training of the Principal's nominated personnel will be undertaken by the Subcontractor.

Initial	
Initial	

3. Tender Conditions

3.1. Documentation

- a) The Subcontractor shall base their tendered price upon the following documentation:-
 - The unamended McNab General Conditions of Subcontract.
 - The Scope of Works Document incorporating the tender conditions.
 - Drawings.
 - Specifications.
 - Addenda documentation issued during the tender period.
 - Special Conditions of Subcontract.
- b) The head contract, the General Conditions of Subcontract, and a full set of drawings and specifications are all available for inspection by appointment at the Contractor's head office.
- c) The Subcontractor's quotation will not form part of the Subcontract Agreement.
- d) The Subcontractor shall note that all Tender documents shall be read as complimentary documents and anything contained in one but not in another shall be equally binding and included within the Subcontractor's tender price.

3.2. Subcontractors Price

- a) The Subcontractor's lump sum tendered price shall be exclusive of GST and fixed for the duration of the Subcontract Agreement and shall not be subject to rise and fall.
- b) The Contractor is not bound to accept any Subcontract tender. A Subcontract tender is only deemed accepted if the Contractor executes a McNab Subcontract Agreement with the Subcontractor.
- c) The tender validity period is ninety days from the date of the closing of the tenders.
- d) The Subcontractor's price is deemed to include for all permits, tests, inspections, fees, statutory requirements, and any legislative requirements necessary to undertake the Subcontract works.
- e) The Subcontractor must give notice in writing at the time of tendering if its tender does not meet any requirements in the tender documentation.
- f) The Contractor may provide the Subcontractor with an estimated schedule of quantities or unpriced bill of quantities which may be used by the Subcontractor as a guide only to the extent of the Subcontract works.
- g) The Subcontractor agrees that if the Contractor provides the Subcontractor with an unpriced bill of quantity, then the Subcontractor shall price the bill of quantity in a format and to a level of detail satisfactory to the Contractor within 14 days of award of the Subcontract Agreement or prior to commencement on site of the Subcontract works.
- h) The Subcontractor may only amend quantities within the bill of quantity or add additional items if accepted by the Contractor in accordance with the Subcontract Agreement.
- i) The Subcontractor should be aware that any bill of quantity provided by the Contractor may not have been prepared from current project drawings or specifications and therefore may not accurately state quantities of work and may exclude sections of the Subcontract works associated with the Subcontract Agreement.
- j) The Contractor does not guarantee, warrant or make any representations as to the accuracy or completeness of any bill of quantity issued to the Subcontractor.

- k) The Subcontractor shall not be entitled to payment unless a priced bill of quantity has been submitted to the Contractor in accordance with the Subcontract Agreement which incorporates the Scope of Works document.
- l) A bill of quantity whether priced or unpriced will not form part of the Subcontract Agreement unless specified in McNab's Subcontract Schedule.
- m) A bill of quantity shall only be used at the Contractor's discretion to calculate the value of variations or the valuation of the Subcontractors progress claims.
- n) The rates contained in a priced bill of quantity which have been used to price a variation to the Subcontract Agreement, are deemed to be inclusive of all labour, plant, materials, preliminaries, the Subcontractor's on and off site overheads costs.

3.3. Licensing/Advertising/Media Releases

The Subcontractor must hold a current appropriate QBCC license to carry out the Subcontract works.

The Subcontractor shall not advertise or issue any information, publication, document or article for publication concerning the project in any media without the prior approval of the contractor, which approval shall not be unreasonably withheld.

Initial	
Initial	

4. Special Conditions of Subcontract

SC1 Variations

Add the following to clause 24 of the General Conditions of Subcontract:

- (q) For the purposes of variation works (positive and negative) the labour rates below inclusive of onsite and offsite overheads, supervision, preliminaries, overtime and profit will remain fixed for the full duration of the project.

...../hr

...../hr

...../hr

- (r) For the purposes of variation works (positive and negative) onsite and off site overheads, supervision, preliminaries, overtime and profit are to be applied at 5% of the total material/subcontract costs.
- (s) Additional supervision/project management costs will only be granted where a variation results in an extension of time.
- (t) Administration of variations is not claimable as a variation.

5. Project Close Out Deliverables

5.1. Conditions of Deliverables

- a) The Subcontractor agrees to submit to the Contractor all deliverables on the Deliverables Table
- b) Deliveries must be received by the Contractor by: 2 months prior to Practical Completion.
- c) All deliverables must be provided in three (3) copies, in the format as specified in section 4 of this document. All deliverables must also be uploaded to Procore under the relevant section defined by the Contractor
- d) Deliverables must be approved by the Contractor prior to final payment being released, and is a condition precedent to achieving Practical Completion
- e) To support the deliverables:
 - The Contractor has prepared a Subcontractors deliverable pack, explaining each of the elements that are outlined in the below table
 - The Contractor has prepared a template that may be adopted to submit the Subcontractor's deliverables in a professional manner. This is available at the Subcontractor's request.
- f) In the event of building awareness training being a requirement for the Subcontractor's trade, appropriately skilled personnel must be made available to deliver Principal and end user training.
- g) Any certificate, warranty, guarantee or agreement must be made out in the Principal's name which is: Rockpool RAC Pelican Waters

5.2. Deliverables Table

Deliverable Requirement	Specific Requirement	Document Reference
Samples	As defined in scope of work and specifications.	
Form 15 & 16	- A completed Form 16 (and form 15 where design work is undertaken) for all elements defined by the Building Certifiers checklist - Evidence of Competence to sign a Form 15 & 16	Building Certifiers Checklist
Deed Of Warranty	Executed with company director and company secretary	Deed of Warranty
Technical Data & Operation, Maintenance & Installation Manuals	O&M manuals including all deliverables in this table and: - Title, Table of contents - Names, addresses telephone numbers of your company - drawings & tech data - Summary of all equipment is to be provided with power, water, gas, thermal & service requirements - general description of the installation - systems description & performance - Baseline data to Australian Standard 1851 - Documentation to AS 1851 - Equipment Descriptions including - Names, addresses telephone numbers of suppliers - Schedules, system by system stating locations, duties, performance, date of manufacture, a cross-referenced diagrammatic drawing. - Technical literature - Product Certification - Test Reports - Balancing, commissioning results 7 Day record of all trends at commissioning - Emergency after hours contact details and call out fee policy	O&M template available on Procore
Guarantees and Warranties	Note: all certificates of warranty must include the following information: product name; serial number; duration of warranty; product description; location of installed component. Warranties to be registered in Clients name	
Maintenance Documentation	- Maintenance Procedures - Detailed manufacturers recommendations for periodic maintenance & procedures - Registration of equipment with manufacturers - Safe trouble shooting, disassembly, repair, re-assembly cleaning etc. procedures - Schedules of spares subject to wear or deterioration, including local supplier contacts and model numbers - Schedule of consumable supplies for 40,000 running hours, including lubrication schedules - Schedules for recording commissioning data - Instructions for use of tools and testing - Emergency procedures - Safety Data Sheets - Instructions and schedules to confirm to AS 1851, 3666.2, 3666.3, 3666.4 - Preventative Maintenance information - Maintenance records - Service records to AS1851 - Loose leaf log book pages for recording completion of activities, 100 pages or for the maintenance period + 12 months (whichever is greater) - Maintenance Agreements Required	
As Built Documentation	Suitable Red line mark-ups of installed work to be provided via Procore to enable Consultant to update drawings to as-constructed within a suitable amount of time. All drawings to be signed and dated + cad by subbie	All Referenced Drawings & Specifications

Deliverable Requirement	Specific Requirement	Document Reference
Commissioning Plan and Results	Including completion test results	
Inspection Test Plans (ITP's)	- Including all required referenced quality records - As Built drawings (Red line mark ups) to be provided at end of each ITP to close each item out.	
Tests and Results	Uploaded to Procore under "Submittals"	
Photographic evidence	To be completed as required to comply with Building Certifier, QFES, Consultant, Client or other invested stakeholder requirements.	
Tools & Spares	Tools & Spare parts (Due 8 weeks Prior to PC) - Schedule of tools, portable instruments, spare parts, necessary for maintenance and installation. Including: - Recommended quantity from manufacturers - Manufacturers price of spare parts - Checking receipt - packaging & delivery to site - Painting, greasing & packaging to prevent deterioration during storage - Reference to equipment schedules - Suitable means of identifying tools and instruments	
Keys & Record Books	A schedule of all required keys	
Building Awareness Training	- Have a qualified representative from your company attend on Building Awareness Training day and present your trades deliverables to the client, superintendent and end user in a simple yet detailed manner. - Provide a 1-2 page handout of training delivered during building awareness training (this is also to go into your deliverables package)	
Partial Handover/ Temporary Works	<i>Where materials are used that are not nominated in the design as per form 15, an RPEQ engineer must certify the use and or install of all materials to ensure they meet or exceed design requirements or an engineered edge protection system MUST be installed.</i>	Design Drawings, shop Drawings, Australian standards and relevant legislation

6. Schedule of Scope of Works Reference Documentation

1. Annexure 1 – Scope of Works
2. Annexure 2 – Specifications
3. Annexure 3 – Drawings
4. Annexure 4 – Subcontractor Health, Safety & Environmental Requirements
5. Annexure 5 – Trade Pre-commencement Meeting (HSE Expectations)
6. Annexure 6 – Tender Qualification Minutes
7. Annexure 7 – Subcontract Programme

6.1. Subcontract Sum

The following breakdown are items included in the sub-contract sum

Item	Description	Unit	Rate
1.			
2.			
3.			
4.			
5.			

The following breakdown are items not included in the sub-contract sum, and do not form the scope of works, unless directed via official site instruction.

Item	Description	Unit	Rate
1.			
2.			

The following declared day works rates shall be used for assessment of claims and variations, and are inclusive of all overheads, prelims and profit.

Item	Description	Unit	Rate
1.			
2.			

6.2. Subcontractor Progress Claim Form

Attached overleaf is the standard template Progress Claim form. The subcontractor is required to submit each progress claim in the attached form in both paper copy and electronic copy to the postal and email addresses defined in the Subcontract Schedule.

7. Interpretations and Definitions

In the interpretation of this Scope of Works document:-

- The word "Subcontractor" shall have the same meaning as the word Subcontractor and vice versa whether plural or singular.
- The word "McNab" shall have the same meaning as the word Contractor and vice versa whether plural or singular.

-end-