

Minutes of Meeting

PROJECT INFORMATION

<i>Project Title</i>	Esplanade Central	<i>Project No.</i>	
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MEETING DETAILS

<i>Reference</i>	Construction Meeting		
<i>Location</i>	Kelly Development Office		
<i>Date</i>	25 June 2020	<i>Time</i>	10:00am

ATTENDEES

Andrew Durbidge	Bryants	Paul Kelly	Kelly Development Services
Paul Sommerville	Bryants	Lauren McKew	Kelly Development Services

CC

Mike Gebler	Bryant		
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DETAILS	ACTION	ACTION BY
1.0 General - EOT 2 in dispute by both parties. Consensus to leave at present and deal with if required later. - EOT 2 – to be reviewed and response prepared - EOTS – KD will provide response in the next week to tidy these up. CCW to provide pricing by end of this week – will organise meeting once received to go through all of that. Discussed TV joinery for suites and some solutions. Lazy Suzan style perhaps? Will discuss with Daryl at meeting and see what his thoughts are. - Discussing brackets with Mike and procuring them in Australia. KD to advise joinery type. - Streamvision have sourced – KD ok with these.	MG PK KD CCW/KD CCW/KD KD Note	Note 20/03/20 03/07/20 27/05/20 27/05/20 12/06/20 Note
2.0 OH&S Ongoing discussions regarding site safety and precautionary measures for COVID-19. Looking at removing sign in sheet and moving to email/electronic and managing visits to site office via phone calls etc. So far, no issues/delays regarding pandemic on-site apart from a few self-isolations. Construction to continue as per Government advice for now.		Ongoing
3.0 Program - Services co-ordination ongoing. Telstra, NBN & Origin Works all agreed & signed off with each Authority. FIP due in next week or so. - FIP installed – coordinating changeover with J&R/NBN - FIP to ASE connection – will send email through from Rob regarding this – requires clarification from SC	Note KD KD (LM)	08/05/20 Note 29/06/20

○ AD has organized false panel to be glued to prototype room so we can have a look at what it might look like and what size will be required. KD not convinced — going to look at option for a flexible waste connector — will run past Shane and advise — will save on requirement for the panel. ○ KD talking to JH regarding access underneath basin. No longer using flexible connection. Will advise on cover for access. ○ Sample of access panels being made by JH, will drop one by to try in next week or so	KD	25/05/20
- Main site activities;		
○ Shop drawings have been approved for support beam to Night Owl — AD coordinating getting beam into place and removing structures at front of Night Owl for this to happen. Hoping for late next week — DONE ○ Discussed pump room, holding tank and overflow requirement and stormwater connections at length and over phone with Shane Barnes. Solution agreed to work back from SW connection at street and advised Q100 levels must be observed for pump room. AD will discuss with SCs for works to continue.	AD KD/AD	29/05/20 Note
- Lift		
○ Lift security access — AD is waiting for response from Lindsay at J&R. J&R waiting on security contractor to response to Orbitz' security question. AD will follow up J&R to make sure everyone is aware how this comes together. ○ Lift currently being installed — another 3 weeks or so to go. Lift Sims will be provided in the next week by KD. ○ Lift supplier advised lift won't be operational until 1st week July ○ Lift SIMs with KD — Bryants to advise when they need them	AD KD Note Note	27/05/20 29/05/20 01/07/20 Note
- Fitoff Schedule		
○ AD advised this is in progress and he is aiming to have to KD by Monday with all final tasks coordinated. Operator would like to start taking bookings etc so we need to make sure timeline is lining up with outstanding tasks coming together. ○ AD has provided updated program, still a few things to add in there in finer detail. Currently have finishing in 11th September. Preference is end of August all going well. ○ Main holdup is linings contractor on level 4 — AD is trying to keep on top of them ○ Internal wayfinding signage — to be done floor by floor? AD will discuss with Status ○ Discussed remaining program at length during meeting. All looking OK at this stage as per last meeting. Discussed working in photography for the Operator around areas being finished — they're looking at doing photos of Level 1 after school holidays (wk. 13th July) depending on trades/weather. Will continue to work through as best as possible.	AD Note Note Note	25/05/20 Ongoing 18/06/20 13/07/20
- Scaffold		
○ Containers being removed today — shift to GF tenancy has happened. Back of house works can being soon once scaffold has come down. Holding tank may need to be looking into for access — ie. Ladder required? Lid? ○ Containers etc. have been removed so back of house works can begin. ○ Finalisation of rear stairs needs to be sorted so stringer stairs can be removed — looking at removing them next week. May need to make some temporary provisions to make rear stairs compliant pending completion of tank and connection of rear stairs at bottom. Jeff Evans and Chas have	Note Note KD/AD	Note 15/06/20

been consulted to help with finalizing the requirements/design – AD meeting Chas onsite 11/06 to go through design. ○ Awnings for Level 1 balconies due to start next week now that scaffold is coming down ○ Discussed some minor issues with awnings and potentially covering cleets near where bulkheads are. To be sorted during next site walk with KD. ○ Confirmed stringer stairs to be removed next week in order for Esplanade balcony works to begin. ○ Discussed rear stairs – all parties are aware that final confirmation of these cannot be done until holding tanks works are completed so SCs can have RLs for finished lid height and floor level at bottom of stairs.	Note	Note
○ KD	KD	Note
○ Note	Note	Note
○ Note	Note	Note
- Holding Tank ○ Tank is to be split in two with access hatch required for both. Thinking of doing both within the one hatch over the split in both tanks. Rear stair connection over tank to be advised follow discussion from Chaz (refer RFI 159 discussions) ○ Refer above for further holding tank discussions	Note	Note
4.0 RFIs		
- RFI 105 – Fire service footing clash – continue to sort as construction progresses ○ Once scaffold is dropped this RFI can be addressed	Ongoing	Ongoing
RFI 157/RFI 158/RFI 165 – all joinery will be confirmed once Operator has come back to KD and pricing has been confirmed.	KD	15/05/20
○ As above, will be signed off once pricing comes back – hoping to have sorted early next week.	KD	27/05/20
○ All joinery ok except for suite TV joinery – will advise pending bracket outcome	KD	12/06/20
○ TV bracket has been sorted with Streamvision. Installation of TVs – neither party has heard back from Streamvision regarding this. KD to follow up.	LM	29/06/20
- RFI 159 – as above rear stair clarifications being worked out on site – will prepare official response shortly ○ Need to check FER to clarify this one – KD will come back shortly ○ Refer above	KD/AD	15/05/20
○ KD	KD	27/05/20
○ KD/AD	KD/AD	12/06/20
RFI 160 – Awaiting response from NBN Contact	KD	15/05/20
○ Advised that J&R to nominate once FIP goes in. KD ok with proposed location and 2 x 450 access panels – NBN were happy with whatever. KD to do response	KD	25/05/20
○ Preference would be 1 access panel if possible – KD happy for J&R to nominate where as not much room left – will do response.	KD	12/06/20
RFI 161 – Has been sent to certifier, just waiting on clarification as to what is required or if it can be left as is	KD	15/05/20
○ No change required – KD will send through response.	KD	12/06/20
RFI 164 – KD had meeting with Project Hardware and they are redoing small parts of the design before it can be signed off on.	KD	15/05/20
○ KD ok with joinery – will send back response.	KD	25/05/20
RFI 167 – to be discussed with Doug onsite. Preference is to chase it in which shouldn't impact on fire rated walls. KD will do response	KD	25/05/20
RFI 171 – Don't believe we need a tiled skirting to these rooms. AD will advise what has been allowed for if anything and will advise alternate to tiling.	AD	25/05/20
○ Done and variation sent back.		
RFI 172 – will work through with contractor on site	KD	15/06/20
RFI 175 – awaiting updated drawings from CA	KD	15/06/20
- RFI 176 – Awaiting response from Rob Bufi – will advise	KD	15/06/20

- RFI 177 – AD/PK have been through extent onsite	Note	15/06/20
- RFI 179 – Awaiting further clarification regarding requirements – KD to advise outcome	KD	03/07/20
- RFI 180 – Awaiting outcome of discussion with Endfire (email send on 29/06)	KD	30/06/20
- RFI 182 – Has been sorted with subcontractor on site	KD	25/06/20
- RFI 184 – Sent back signed drawings today	KD	25/06/20
5.0 Design Issues		
- KD to follow up on; - Stormwater / HV clash (Ergon / H2O). - This is to be sorted once scaffold comes down towards end of construction	PK	Ongoing
- Treatment of penetrations through level 1 slab and passive fire certification under review with H2O.	Note	Ongoing
TV Joinery for suites – working through ‘swiveling’ bracket – KD will look into options and advise	KD	15/05/20
- As earlier – to be discussed with CCW and solution sorted asap.	KD	15/06/20
- Discussed what needs to happen to ceilings etc outside GF tenancies – change out ceilings/patch and paint etc. KD to send through specs on new lightbox signage for GF tenancies. May need to do a site walk to sort this out as to plan forward.	AD/KD	29/05/20
- Ongoing discussions		
- Discussed nib walls in L5 toilets and who is contracted to do those. AD to check whether CCW has allowed for them or not...	AD	29/05/20
- Pendant lights for suites – KD will supply them – no requirement to change to downlight.	KD	03/07/20
- Rooftop planter wires for climbing plants – KD working with JH on this design – will advise.	KD	15/07/20
6.0 Variations		
- Most older variations are OK, KD to send through ones to be included in next progress claim.	KD	22/05/20
- Went through variations again – KD will go through ones that are ok and send them back. Discussed possibility of removing variations no longer required from the list and progress claim to avoid confusion etc. AD was going to look into this.	KD	12/06/20
- LM to send through further approved variations in next week or so. AD is going to go back through some which we know need to change and resubmit. KD hoping to have most variations back in next week or so.	KD	03/07/20
7.0 Site Walk		
- Site walk not completed on 25/06/20 – do at later stage.		

Next Meeting: 9 July 2020

Meeting Closed: 12:30pm