

Instructions

Date	12/11/2020	Pre-construction Estimator	Clayton Fisher
Job Number	1525	GM-Construction	Ian Glover
Project Details:		Project Manager	Nat Phillips
Project Name	Arundel Shade Structure	Clients Details:	
Contract value	\$ 372,886	Company Name	Qld Gov't
Project Type	Turnkey Project	Contact Person	Ben Davison - Honeywill
Project Address:		Phone Number	0436 489 219
Street Number & Name	185 Napper Road	Email Address	ben@honeywill.com.au
Suburb, Town or City	Arundel		
State	QLD		
Postcode	4214		

Prior To Handover Meeting

- Confirm quote noted as "W" in quote database and job number in Comments.
- Confirm job folder created on server & move all quote data into job folder
- Client introduction meeting with Pre-Con Member & idec PM (time & date)
- Prepare Job Costing Summary
- Contract execution – advise status
- Copy Contract / final quote / specification / drawings etc. for handover participants.
- Email CSS noting the project list data "Pre-con" is ready for upload to the project list.

Comment	Yes/No
	Yes
Job 1525	Yes
	No
Refer Quote data folder	Yes
Awaiting LoA from Honeywill	No
	Yes
	Yes

Project SOW

idec Principal Contractor	idec Design	idec Fab.	idec Rigging	AS5131 Category	Protective Coating
Yes	Yes	Yes	Yes	CC2	Galv

Building Specification

Wind Region	Length (mm)	Width (mm)	Eave Height (mm)	Bay Spacing (mm)	Crane Capacity (T)
B	36680	36200	7540	9170	N/A

1.0 Scope of Work

General scope of work description.

Design, fabricate and erect shade structure over existing courts. Including earthworks, footings, stormwater, electrical and cladding.

Project Exclusions

Any regulatory fees or charges by others

Nominate design and works 'by others'.

Design by idec.

Approvals Required

Leave by client.
Certifier by idec

Site photos?

Refer to site photos in quote data file

Site Visit

By Rob.
Key risk - damage to existing court fence / surface.
Access - Through main school gate and across oval adjacent OSHC/Hall off Napper Road, Arundel. Refer prelim site plan in quote data folder.

2.0 Industrial Relations

Governing EBA

Standard idec EBA

General Requirements

All personnel to comply with *Working on DET Facilities* conditions:

- Identifiable as a contractor by wearing uniform with logo
- Conduct themselves in professional manner at all times
- comply with DET WHS requirements and any other reasonable instructions of the Nominated DET officer
- Keep noise to a minimum
- Not enter any student toilets within a DET facility
- not enter into discussion with students
- not use foul or obscene language within audible range
- not consume alcohol, cigarettes or drugs
- not bring dogs, other pets, radios or unnecessary vehicles onto DET facility
- not disrupt the normal day-to-day operations of the DET facility

4.0 Design and Document

"IFC" design drawings?

idec drawings, idec IFA issue

Design Consultants

Nominate Consultants involved - idec, Stuart Consulting (Electrical eng.)
Any existing Architectural drawings that idec need to follow - idec design
Have any drawings been sent to / approved by the client? - No
Is there any further design criteria/loads to be provided? - No

Safety in Design Meeting

SID Meeting scheduled? / NA

5.0 Construction

5.1 Civil Works

Cut back Southern embankment, prepare northern side of structure to allow access from carpark for construction of piers (including tree stump removed IF required).

Quotes received - No
Recommended Sub-contractors - No
Nominated Sub-contractors - No
Key Risk areas? - Site conditions - refer Geotech, damaging existing court surface.
Existing Stormwater along southern embankment - refer survey)

5.2 Concrete Works

10x 750dia concrete piers along northern and southern sides of the courts. Priced as self perform. Seeking subcontract due no internal availability / capacity.

Quotes received - No
Recommended Sub-contractors - No
Nominated Sub-contractors - No
Key Risk areas - No

5.3 Structural Steel

Workshop drawings

TD Drafting Services - Refer Q20-059. Works to begin Mon. 16/11/2020
idetail3D do not have capacity to undertake this project.

Fabrication

idec design - very similar to crestmead.
Galvanised
26t Structural Steel, JCS fab hours = 308

idec design - standard detail. No overlength members or Galvaised PFC's.

Cold Form Steel (Purlins / Girts)

Purlin Specification 350. No girts or walls on structure. No peno trim

Erection/Rigging

Inductions / Site conditions - Check site conditions, school to remove existing trees.
Access to northern side of structure for column installation tbc through school carpark.
Equipment requirements - 100T situated offcourt to protect existing surface. 2x 46ft Boom
Key Risks areas - Damage to the existing court surface and fence. Use plywood to protect courts.

5.4 Exterior Cladding / Doors

Wall & Roof Cladding

Colorbond .42BMT monoclاد roof cladding to entire shade structure, Safety mesh & 75mm inso, PVC downpipes with 3mm HDG protectors.

Quotes received? Yes - Northside Roofing, Specialised Roofing.
Recommended Sub-contractors - **Northside Roofing** - Shayne thoroughly assisted throughout the pricing of this project and is across the requirements for cladding and birdproofing.
Key Risks?

Additional notes here

Bird netting quotes received from Northside Roofing and Bird Proofing Australia. Easier to award as one package to Northside.

5.5 Building Services

Electrical

New submain (aprox. 30m) from existing groundsman shed DB to new 24-pole DB on shade structure. Shade structure to have 4 double GPO's, LED lighting for security/play. Electrician to confirm if existing DB is suitable. Allowance made for upgrade if needed.

Quotes received? Yes - Pulse Electrical, SES Electrical Contractors.
Recommended Sub-contractors? **SES Electrical Contractors**
Nominated Sub-contractors?
Key Risks? nil.

Hydraulics

New in-ground stormwater system comprising 6 grated inlets to base of downpipes. New system to tie into existing along eastern and southern sides of the structure. New in-ground pits to be placed at tie in location and existing main stormwater from oval to be capped and redirected as required. Care to be taken to run stormwater outside court fence line wherever possible to minimize risk of damage / reinstatement or repairs to existing fence.
Refer SW01 Drainage Plan Rev C for proposed design.

Quotes received? Yes - Bond Plumbing and currently seeking 2nd price from Plumbfix.
Recommended Sub-contractors?
Nominated Sub-contractors?
Key Risks? - Existing Fencing and Surface to be protected.

6.0 QA / Safety / Environmental requirements

What is the project requirements for Quality?

PCBU
Specific requirements - CC2, All works to be carried out in accordance with DETE Design Standards

What is the project requirements for WH&S?

PCBU
Specific requirements - Working on Department of Education and training (DETE) Facilities
Work Health and safety Act 2011

What is the project requirements for Environmental?

N/A

PRR Meeting

N/A

7.0 Program

Program.

LoA - 13/11/2020
Workshop Drawings - 5 days
Procurement - 7 days
Fabrication - 5 days
Galvanising - 5 days

Earthworks & Civil - 4 days
Concrete Footings - 7 days
Structural Steel Erection - 5 days
Cladding - 8 days
Bird netting - 2 days
Stormwater - 5 days
Electrical - 5 days
Cleanup - 2 days

Completion date: 22/01/2021

See Preliminary program in Quote Data Folder

PM TO REVIEW PROGRAM TO ENSURE GALV. CLOSDOWN WORKS
From last day to receive 7th December

Date of site acceptance?

30/11/2020

Date of practical completion?

No later than 22/01/2021
(In-line with end of school holidays)

8.0 Financial

Special conditions	Any conditions we need to be aware of? No
Job Costing Summary Sheet	Refer JCS
Retentions	2x 2.5%
Liquidated Damages	\$400 per day excl GST
Variations expected / awaiting approval?	Not expected.
Additional notes here	N/A

Notes:

Attendance record	(Insert name below for attendee's)
Estimator	Clayton Fisher
GM - Sales	Robert Perks
GM - Construction	Ian Glover
Engineer	Eric Ness Wilson
Fabrication Manager	
Rigging Manager	
Project Manager	Nathaniel Phillips
Detailing Manager	
COO	
Safety Advisor	Richard Edwards