

Scaffolding

Annexure A - Scope of Works

{Project 1, Residential Property at Lot 8 Rees Court, Palm Beach QLD 4221}

Document Control

Revision	Date	Description	Author	Checked	Approved
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1. Introduction

This Scope of Works relates to construction works at Rees Court, Palm Beach QLD 4221. The site is located at Lot 8 Rees Court, Palm Beach QLD 4221.

All information and documentation has been provided by the Main Contractor in good faith. To the best of the Main Contractor's knowledge, these documents describe the condition of the site. The Subcontractor is to thoroughly examine the site and will be fully responsible for work and costs associated with the site conditions.

1.1 Project Description

The project is to complete bricklaying the new two storey residential house at Lot 8 Rees Court, Palm Beach Qld 4221. The elevation drawings and floor plans will be provided as reference. The subcontractor requires to complete the full scope of work for bricklaying on the site with referring to the relevant Building Code of Australia (BCA) and Australian Standards (AS) Building and the quality of the completed work will meet the minimum quality performance in BCA and AS.

The major features of the Project are as follows:- Two storey residential house with 19.1M (L), 6M (H) and 12.3M (W) which requires 62.8 meter Aluminium medium duty – Kwikstage scaffold..

Estimated project value for applicable allowances is \$22,000

Key project dates are:-

- Commencement on Site: 10th February 2022
- Practical Completion: 11th March 2022

Site Location: Lot 8 Rees Court, Palm Beach Qld 4221

2. Scope of Works

The Subcontract Works outlined in this document includes, but is not limited to the provision of all design, supervision, labour, materials, transport, materials handling, plant and equipment, and safety, quality, and environmental controls, and certification necessary to complete the Subcontract Works in their entirety in accordance with the Project Documentation.

The Subcontract Works includes all related items as contained within the Project Documentation and to the satisfaction of: -

- all legislation,
- The National Construction Code,
- The Building Code (where required under the Code)
- The Australian Standards,
- Codes of Practice,
- The Main Contractor's Quality Manual / Handbook/ Standard Detail Library
- The Main Contractor's Work Health and Safety Management Plan
- The Main Contractor's Subcontractor Health and Safety Requirements
- The Main Contractor's Environmental Management Plan
- The Main Contractor's Traffic Management Plan

- The Main Contractor's Industrial Relations Management Plan (where required under by the Code)
- The Main Contractor's Construction Management Plan

The details in this Scope of Works document form part of the Project Documentation, which includes (but is not limited to): -

- the Subcontract Terms and Conditions,
- Specifications,
- Schedules,
- Drawings,
- The Main Contractor's Construction Program.

Where ambiguities, discrepancies or inconsistencies exist between the Subcontract documents (subcontract terms and conditions, drawings, specifications, and the scope of works), the Subcontract document Order of Precedence within the Subcontract shall prevail. In addition, the Subcontractor has allowed within the Subcontract sum (at the time of tender acceptance) for the requirements of the Main Contractor's Quality Manual and Quality Handbook as a minimum. The Subcontractor must notify the Main Contractor immediately upon discovery of any ambiguities, discrepancies or inconsistencies.

2.1 Detailed Description of the Work Elements

The Subcontract Works include but are not limited to the following:

The Subcontract Works include but are not limited to:

1. Supply, install, maintain, and remove scaffolding to the project
2. The Subcontractor shall provide an engineering design and certification for works to meet the project engineers design criteria, Australian Standards and the Building code of Australia.
3. The Scaffold Package will consist of scaffolding and protection to the following areas, but not limited to: -
 - a. Perimeter scaffold to building envelope
 - b. Lift well catch scaffold, including provision of planks at each level.
 - c. Suitable stair access including at least one stretcher access stair
 - d. Birdcage internal scaffold,
 - e. Loading bays where noted
 - f. Access points through the scaffold formed by ladder beams
 - g. Gantries as part of the scaffold system for the protection of public
 - h. Handrails to carpark ramps
 - i. Handrails to stairs
 - j. Handrails to crane penetrations
 - k. Scaffold to tops of stairwells to allow installation of ceilings
 - l. Bridge access from external scaffold to crane tower
4. All shop drawings design drawings detailing scaffold arrangements and submit to the Main Contractor and to the necessary authorities for approval.
5. The Scaffold Plan is to be reviewed and approved. Any changes to Scaffold Plan must be approved and signed off by the Subcontractor erecting the scaffold.
6. The Subcontractor shall allow for two and three board hop ups back to one board as a solution where scaffold gets too close to the building

7. Scaffold to be erected so as not to obstruct access into the ground floors of the building and subsequent floors entry points for people, plant and equipment.
8. The Subcontractor shall include for the erection and dismantle of scaffold in a progressive manner, in conjunction with the requirements of the contract programme and site requirements to the perimeter / non-perimeter of the structure, including the podium and tower and shall be suitable for:
 - a. Safe access for works to roof at level ground and Plant Room Level;
 - b. Safe access for masonry works to the perimeter of the structure and for the full height of the structure;
 - c. Safe access for cement render works to the perimeter of the structure and for the full height of the structure; and
 - d. Non-perimeter scaffold shall include upper perimeter and internal plant scaffold
9. The installation shall include:
 - a. Edge protection for formworker prior to slab pours and for other trades after slab pours and for roofer;
 - b. Scaffold to party walls to top levels above 5 m;
 - c. Hop up movements, hop up brackets to be installed and turned into the scaffold as the erection progresses up. As the formwork is progressively dismantled, the hop up brackets are to be turned towards the face of the building for planking out and use;
 - d. The Subcontractor is to provide a scaffold that has a classification of Medium Duty (450kg);
 - e. Scaffold levels must be set at 2m to ensure safe passage through each level.
 - f. Each bay must be a minimum of 900mm with a 2 board hop up.
 - g. The scaffold must be no further than 225mm from the building structure to prevent falling persons or objects.
 - h. The outside of the scaffold must be fitted with ledgers and kick boards.
 - i. Any sections over 4m in height will need raking ties at every 3rd standard
 - j. Stair access in accordance with scaffold plan;
 - k. Structural steelwork work support system (eg: needles)
 - l. Mesh guards to be installed to 10 metre vertical height with chain wire installed there after;
 - m. Provision of all associated bolts, rakers and building ties as detailed on the scaffold plans including suitable method of temporary tying; and
 - n. Signing Off to be provided at each stage;
10. The Subcontractor shall submit a daily summary of scaffold erected and dismantled to the Main Contractor.
11. All works are to be in accordance with all relevant Acts and Statutory Regulations.
12. The Subcontract Works are to include all necessary labour and materials to tie back scaffolding. Allow for protective measures, such as carpet and bags, to prevent marking of the building. Any damage caused by scaffold ties will be the Subcontractor's responsibility.
13. The Subcontractor shall submit scaffold inspection certificates for each and every completed section of scaffold as required by the relevant safety authorities. The Subcontractor must warrant that the works comply with all regulations and are safe to use. The Subcontractor will be legally responsible for all unfinished areas of scaffold for which the above-mentioned documentation has not been received.
14. When dismantling scaffold, there shall be no unsafe practices such as "bombing" scaffold. Pieces shall be safely taken to pallets or stacks for storage and / or transport.
15. The Subcontractor shall be responsible for producing order lists for scaffolding and documenting outgoing scaffold.
16. The Subcontractor is responsible for maintaining a Material and Equipment Safety Register.
17. The Subcontractor shall provide a competent and registered / licensed Supervisor on site during all scaffold erection and dismantling.
18. The Subcontractor's contract works are deemed to include for platforms, edge board and hop-ups to the required levels for work by all trades.

19. The Subcontractor's price is deemed to include all placement and adjusting of sole plates to suit the installation.
20. Adequate manpower is to be provided at all times to meet the construction program and / or the direction of the Main Contractor. The Subcontractor shall be responsible for ALL costs associated with delays caused by the Subcontractor failing to provide adequate manpower.
21. The Subcontractor shall give adequate notice of delivery and unloading requirements for additional scaffolding equipment.
22. Erect and maintain safety tape and signage to incomplete areas of scaffolding
23. The Subcontractor shall advise the Main Contractor on alternative scaffolding methods and access solutions where applicable to enhance safety, accelerate program, improve efficiencies and / or decrease costs.
24. The Subcontractor shall allow for all necessary barricading and signage of unfinished scaffold sections and areas where access is to be restricted.
25. The Subcontractor shall allow for providing access to all areas and decks. Ladders are to be tied and relocated as necessary with no extra charge.
26. Allow for all safety signage and barricades prior to and during erection and during dismantling of scaffolding.
27. No loose scaffold components are to be left in any finished sections of scaffold.
28. All pallets shall be stacked safely into separate components. Mixed pallets are to be sorted daily prior to leaving the site.
29. The Subcontractor shall undertake regular checks during the construction period to ensure boards, gaps, screens and the like are adequately secured and in place. Any inconsistencies or safety matters shall be immediately rectified to ensure the scaffold complies with all safety regulations and Acts.
30. Shade cloth and chainwire to be supplied and installed as required.
31. No advertising by the Subcontractor is to be fixed to the scaffold.

2.2 Works by Others

The following works DO NOT form part of this Scope of Works:

1. Scaffold to all columns and walls to enable pouring of concrete and corefill
2. Compaction and preparation of the ground below to support the scaffold loads
3. Supply of shade cloth

2.3 Trade Inclusions (Generic to all Work Elements)

The Subcontract Works include but are not limited to the following:

1. The provision of all necessary tools, equipment, machinery and the like for the works under the Subcontract.
2. Assist in any dewatering or other rectification necessary following any inclement weather. Provide equipment (wet vacuum), clothing (brooms, squeegees, gum boots, etc.) required to allow for the rectification to be carried out in an efficient manner.
3. Provide all scaffolding (other than scaffolding to the perimeter of the building), mobile scaffolding, work platforms, scissor lifts or the like, to provide access to heights and areas for the execution of the Subcontract works.
4. The Subcontractor Sum allows for costs associated with resolution and modifications in construction for all buildability issues.
5. The Subcontractor is to obtain, complete and submit all notices required by the various authorities when necessary and pay all fees in connection therewith, and shall submit for approval all necessary drawings and obtain all consents required to permit the execution of the works.
6. The Subcontractor is responsible for the fire rating and acoustic rating of all penetrations, seals, and control joints associated with the Subcontract Works in accordance with the Main Contractor's Quality Handbook Topic 14 and approved Fire Compartmentation Plan. At commencement of Works, submit for review a proposed Fire Penetration Register prepared by a

Passive Fire QBCC Licensee / Certifier, showing details of the penetrations and the tested systems, together with test data and marking plans that uniquely identify each penetration. Provide only a DTS NCC Section C system or DTS tested system / solution. Once approved by the certifier, ensure that all As-Built penetrations in fire rated building elements a) comply with test data, b) are recorded in the Certifier approved Subcontractor's Fire Penetration Register, and c) that the installer's Form 16 reflects this Register. Include with the Register photos of each penetration showing its identification label (and Fire Certifier's QBCC licence number on the photo and Form 16), and marked up drawings identifying the positions of the installations.

7. The Subcontractor is responsible for providing, monitoring and maintaining adequate protection of all works until Practical Completion of works having regard to the likely effect of all following trades and the sequencing of works. The Subcontractor will be responsible for the rectification of any items damaged by following trades as a result of deficient protection.
8. The Main Contractor shall provide: -
 - a. Temporary site power - 240v Single phase power boards,
 - b. Water connection points and disposal of waste water,
 - c. Access lighting
 - d. Site hoist, crane and dogmen in accordance with the programme dates,
 - e. Temporary amenities: Lunch room, Ablutions, First Aid Facilities
 - f. Traffic control for the safe control of material deliveries to site,
 - g. Supply of waste bins and disposal of waste materials.
 - h. Erection and dismantle of Scaffold to all sides of the perimeter of the building in accordance with Annexure Part A of the Subcontract Conditions
 - i. Supply, installation, maintenance and removal of temporary hoarding fencing to the site.

2.4 Site Preliminaries

1. The Subcontractor shall allow for the work hours in accordance with Development Application Approval, planning permits, Council requirements, Council Operation Works Permits, and the Main Contractor's site specific Construction Management Plan.
2. The Subcontractor shall include for all applicable travel allowances for the project.
3. The Subcontractor is not permitted to place signage (other than safety signage) on any part of the building, formwork, screen system or attachments to the building.
4. It is the Subcontractor's responsibility to carry out all necessary set out and survey for works relative to the Subcontract scope. The Main Contractor shall provide datum points and main grid lines only for each portion of the works and at each main level. The Subcontractor is to protect set out points provided by the Main Contractor. Any re-establishment of these points due to removal by the Subcontractor is to be provided by the Subcontractor or at the Subcontractor's expense.
5. The Subcontractor is to have at all times, until the completion of Subcontract Works, an onsite experienced supervisor, who has the relevant experience, qualifications, and authority to execute the Subcontract Works, and is capable of taking direction from the Main Contractor and carrying out such direction. This appointed supervisor shall attend all site coordination meetings, control all daily work activities, and ensure compliance with all the Main Contractor's Management Plans.
6. The Subcontractor is required to provide all necessary labour and equipment to progressively clean up all debris, rubble, and construction waste generated whilst undertaking the Subcontract Works. Remove construction waste from associated work areas and dispose into the waste bins provided by the Main Contractor. All work areas must be kept clean, tidy and safe to the satisfaction of the Main Contractor.
7. All waste materials that can be recycled must be sorted by the Subcontractor and placed in the recycling bins provided by the Main Contractor.
8. The Subcontractor shall allow for all costs in regard to access to and egress from the Site, including but not limited to those costs associated with the location and nature of the Site and all necessary access restrictions arising from organised public events and festivals.

9. The scheduled dates for provision and removal of cranes and hoists are as noted within the Main Contractor's Construction Program, and are summarised as follows: -

	Install	Removal
Tower Crane #1		
Tower Crane #2		
Hoist #1		
Hoist #2		

Note: The above dates are indicative only. No costs will be borne by the Main Contractor as a result of providing these dates.

11. Any necessary documentation to satisfy the requirements indicated in the specifications shall be submitted progressively as the works proceed. (For example: Inspection and Test Plan's, Safe Work / Environmental Method Statements)
12. If the Subcontract elsewhere requires further quality assurance, the Subcontractor shall prepare and maintain a conforming quality system, specific for the project. The conforming quality system shall be approved by the Main Contractor and any relevant consultants prior to commencement of work.
13. The Subcontractor is to provide a certification that it has obtained, read, understands and will comply in full with the Main Contractor's documents entitled "Subcontract Health and Safety Requirements" and the "Work Health & Safety Management Plan".

2.5 Program

1. The project is a 5-day per week site. The Subcontractor may be required to work outside normal working hours if deemed necessary by the Main Contractor to achieve the Main Contractor's program.
2. Subcontractors wishing or requiring to work extended hours beyond the Site Working Hours will be responsible for all costs associated with opening and maintaining the site.
3. The Subcontractor is to submit written confirmation and documentation confirming orders for overseas and long lead time materials have been placed within one week of contract award.
4. The Subcontractor is to ensure that all staging of works comply with the Main Contractor's program requirements (including all necessary return visits).

2.6 Co-ordination

1. The Subcontractor is responsible to co-ordinate their work with that of the Main Contractor, other trades and the project works as a whole. The Main Contractor will not consider additional costs for any co-ordination issues that occur throughout the duration of the works.
2. The Subcontractor is to co-ordinate with services and the structure. Service and structure documents are available for viewing upon request.
3. In addition to an appointed supervisor, a Subcontractor Representative will attend all weekly co-ordination meetings with the Main Contractor representatives and other subcontract trade representatives.
4. The Subcontractor is to allow for all co-ordination associated with hold points in its Works (or the works of other associated trades).
5. Allowance is to be made for any staging and / or return visits to allow the works to be completed in accordance with the Main Contractor's requirements.

2.7 Quality Management System Requirements

1. If the Subcontract elsewhere requires further quality assurance, the Subcontractor is required to provide Inspection Test Plans (ITP); detailing a description of each process activity and inspection requirements
2. Each activity description shall reference the appropriate controlling documents including but not limited to Australian Standard, Specification, Plan, Procedures, and manufacturer's instructions.

3. All Inspection Test Plans (ITP) and Field Inspection Checklists (FIC) including supporting documentation are to be submitted to the Main Contractor with the necessary *Hold, Witness and or Surveillance Points*.
4. All ITPs and FICs are to be approved by the Main Contractor prior to any works commencing.
5. The Subcontractor is to notify the Main Contractor Quality Assurance Officer or Foreman 48 hours prior to a Hold or Witness point.
6. Field Inspection Checklists (FIC) are to support all Inspection Test Plans (ITP) and to be completed progressively or as tasks are completed.
7. Certification of Equipment requiring Calibration- All calibration certificates for specified equipment are to be issued to the Main Contractor Quality Assurance officer for registering prior to the equipment being used
8. The Subcontractor shall maintain a Communication Register, recording all the Company contacts inclusive of Quality and Health and Safety Representatives.

2.8 Finalisation of Works

1. The Subcontractor is to provide As-Built documents on completion of the works, indicating as a minimum extent, finished levels, set out dimensions, technical / product details of all Subcontractor Works included in this Scope of Works, particularly with regard to the termination of services.
 - a. As-Built Drawings are to be drafted with title blocks, to scale, with any required notes and details. Drawings are generally to be of high standard.
 - b. Separate drawings are to be provided for each service (such as electrical, hydraulic, and the like). The location and levels of underground services must be accurately surveyed recorded in the As-Built drawings.
 - c. The Subcontractor is to ensure all as-built drawings follow the drawing number guidelines of Hutchinson Builder's document control system – this information is to be recorded on the drawing title block.
 - d. The Subcontractor shall provide up to three (3) sets of A1 and A3 hard copies of drawings, and electronic copies if required.
2. The Subcontractor is to provide comprehensive project-specific Operation and Maintenance manuals and instructions for the Subcontractor's specific work elements in accordance with the Main Contractor's requirements. Generic operation manuals and instructions will not be accepted.
 - a. The Subcontractor shall provide three (3) sets of manuals in a quality hard copy folder format as nominated by the Main Contractor with covers, dividers, section pages and the like.
 - b. The Subcontractor shall provide manuals in three (3) sets of electronic copies. Electronic copies are to be provided on CD or DVD and shall reproduce the hard copies in full detail.
3. The Subcontractor shall provide all warranties, guarantees, maintenance agreements, certifications and the like as required under the terms of the Subcontract and project documentation, or as necessary to achieve Queensland Fire and Emergency Services Clearance Certificate, Certificate of Classification and Practical Completion for the project. Where relevant, the Subcontractor shall acquire a Certificate of Completion from the consultant(s) relevant to their works.
4. The Subcontractor has allowed for and is to provide Compliance Certificates, Essential Service Certificates, and Fire Safety Certificates for all their work elements elements, including penetration plans and individual photographs labelled and consolidated for each penetration, only in the format as approved by the Main Contractor.
5. All testing, commissioning, certification, warranties and Operation and Maintenance Manuals are to be prepared by the Subcontractor to meet the requirements of the relevant the Main Contractor and/or consultants specifications.
6. The Subcontractor is to submit a draft of items 2.6.1 to 2.6.5 above a minimum 8 weeks prior to Subcontract completion. The above are a pre-condition to the Subcontract Works achieving Substantial Completion and the release of progress payments.

2.9 Subcontract Sum Breakdown

	ITEM	QTY	UNIT	AMOUNT
1	Supply of Scaffold			
1.01	Supply of KwikStage Medium duty Scaffold (12.5m length x 5m height and 1.3m width) x 4 weeks (The price includes ledgers and kickboards)	6	Item	\$17,449.44
1.02			Item	\$0
1.03			Item	\$0
	SUBTOTAL			\$17,449.44
2	TRADE			
2.01	N/A		No	\$0
2.02			Item	\$0
	SUBTOTAL			\$0
	SUBCONTRACT TOTAL (EXCL GST)			\$17,449.44

2.10 Schedule of Rates

- All rates nominated in this Schedule of Rates are fixed for the duration of the contract.
- This Schedule of Rates shall be used for payment in respect of additions and/or deletions to the Scope of Works.
- All rates shall be inclusive of costs for management, administration, supervision, overheads, profits, Workers Compensation and all other insurances. Payroll tax and other taxes, customs duty, escalation of prices and wages to contract completion, safety measures and costs complying with all obligations under the contract.
- All rates including labour component shall be inclusive of the costs of supervision and associated costs, wages paid, all award payments, other industrial agreement payments and the like.
- All rates including supply component shall be inclusive of all costs for materials, equipment, plant, labour, procurement, payment of fees, transportation, handling (on and off site), delivery, storage, wastage, and complying with the specification and testing as necessary.
- All rates including an installation component shall be inclusive of all costs for materials, equipment, plant, labour, supervision, procurement, transportation, handling (on and off site), delivery, payment of fees, set out, storage, wastage, environmental controls, safety, cleaning, protection (including removal), complying with the specification and testing as necessary, commissioning, and certification.
- All rates involving plant or equipment shall be inclusive of the costs of depreciation, fuel, electricity, consumables, registration, transportation, and delivery to and removal from site.
- All rates are exclusive of GST.

	Item	Unit Rate
1	Hourly rate for erection of scaffold	\$80.00 / Hour
2	Hourly rate for dismantle of scaffold	\$80.00 / Hour
3	Charge Out Rates – Crane	\$120.00 / Hour
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