

Annexure 2

Scope of Works



Job Name: **Deception Bay Social Housing**

Job Number: **C1203**

Trade: **Scaffolding**

Date: **20/01/2025**

Contents

1.	Project Specific Scope of Works	3
1.2.	TRADE GENERAL TRADE CONDITIONS	Error! Bookmark not defined.
1.3.	TRADE SPECIFIC WORK ELEMENTS	10
2.	Specific Marked up Drawings	18
3.	Schedule of Attendance	19
4.	Pricing Breakdown.....	20
5.	Subcontractor and Supplier Warranty Requirements	21
6.	General Site Conditions and Rules	22
6.1.	General Items.....	22
6.2.	Health, Safety & Environmental Requirements	22
6.3.	Quality Requirements	22
6.4.	Construction.....	23
6.5.	Site Management.....	23
6.6.	Cranage and Hoisting.....	24
6.7.	Administration	25

1. Project Specific Scope of Works

Trade Specific Scope of Works for Deception Bay Social Housing

The Subcontractor shall provide all things necessary to complete the **Deception Bay Social Housing** 'works' unless specifically noted as 'by others' herein.

Project Specific Scope of Works	Subcontractor Signature
1.1. General Items	
1.1.1. Subcontractor (term used hereafter is in reference to the entity which this agreement has been signed with) has fully informed themselves of the nature of the work by personal examination of the location of the site, site conditions and restraints, drawings and any other such considerations required to ensure all allowances have been made. Any unforeseen difficulties for which provision is not made in the tender will in no way relieve the subcontractor from responsibility for full execution of the subcontract.	
1.1.2. Provision of 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.	
1.1.3. Comply with McNab Management Plans.	
1.1.4. All drawing references as marked up scope drawings serve as a guide to the extent of the subcontract works, and do not constitute the entire extent. The drawings do not alleviate any subcontract works defined elsewhere in this subcontract agreement.	
1.1.5. Operational documentation, warranties, guarantees, lead times, purchase orders, are to be provided frequently as a minimum on a monthly basis with progress claims and will be used as a means of assessing progress of the subcontract works.	

1.2. SCOPE SUMMARY – Scaffolding	
1.2.1. Scaffold design and construction to ensure safe access to all aspects of the project	
1.2.2. The Subcontractor is to allow for the provision of competent and licensed supervision & labour to complete the operation and maintenance of all works under Contract to meet the requirements of the Project and the requirements of Australian Standards (AS) and codes of practices established on sit	
1.2.3. The Subcontractor has allowed to work 6 days a week between the hours of 6:30am-6:30pm Monday-Saturday including fatigue management procedures as required.	
1.2.4. The Subcontractor shall supply all design, plant, labour, materials, and equipment to complete the Scaffolding (Civil and Main build) and other Works in a as detailed on, and in accordance with this Scope of Works, Drawings, Specifications, Schedules, Brief, Reports, Conditions of Contract, PPR, Contract of Sale, DA conditions, relevant Australian Standards, Statutory and Authority requirements inclusive of but not limited to the following;	
1.2.5. Subcontractor is to allow for the following Scaffold components. a) Perimeter Scaffold for both Building 1 and 2. b) Scaffold gantry connecting each level of Building 1 and 2 as shown in the scaffold plan markup. This is to be rated 10kpa. c) 2 x Access stairs as per Scaffold markup. 1 per building. d) 3 x Stretcher stairs. 1 per building and 1 to the Scaffold walkway. e) 2X Stretcher Access Stairs per Building f) 1 x craneable stretcher stair for use on all low height roof structures. f) Internal Lift Shaft Scaffold to both Building 1 and 2. Allow for complete install following the structure and dismantle prior to lift install. g) Lift overrun scaffold h) Internal Stair platforms to each level. Allow to install and dismantle on each level to allow for the installation of stairs. i) Stair overrun scaffold j) Handrail as required. k) Hoist access ramp and bracing to Building 2	

Allowance for Toilet 10 kpa protection and 12m 10 kpa walkway

1.3. TRADE – GENERAL TRADE CONDITIONS - Scaffolding	
1.3.1. The supply of all labour, materials, plant and equipment necessary to carry out the Subcontract Works in accordance with the Scope of Works Document, Drawings, Specification, Finishes Schedules, Head Contract, Subcontract Conditions of Contract and legislation.	
1.3.2. The Subcontractor shall allow for the design and certification of the scaffolding works to meet the project engineers design criteria, and all relevant codes and standards	
1.3.3. The Subcontractor has received and reviewed the main contractor's construction program and has accepted the durations and construction methodology nominated therein, and has allowed to deliver compliant scaffolding works in parallel with all other trades generally.	
1.3.4. The Subcontractor is to ensure that workers are provided with safe access to and egress from the scaffold during the erection, use and dismantling of the scaffolding. This could be in the form of temp stairs or portable ladder access systems or permanently installed platforms / ramps	
1.3.5. The Subcontractor must ensure that the scaffold designer is consulted before making any alterations or changes to the design noted on the drawings by a competent person, to ensure they do not compromise the structural integrity of the scaffold. a) The Subcontractor should undertake regular inspections to identify unauthorised interference with the scaffold.	
1.3.6. The Subcontractor shall ensure that regular inspections of the scaffolding on site are undertaken, recorded, and made available on site at all times. The person with management or control of the scaffold on site must ensure that the scaffold and its supporting structure are inspected by a competent person: a) before the scaffold is used b) before use of the scaffold is resumed after an incident occurs that may reasonably be expected to affect the stability of the scaffold c) before use of scaffold is resumed after any structural alterations, d) before use of the scaffold is resumed after repairs, e) If requested by the Main Contractor, f) Following wet weather, and g) at least every 30 days.	
1.3.7. Inspection records of the scaffold are to include the location, any relevant comments, date and time of inspections, relevant design or specification reference and the person who conducted the inspection. Inspections are to be carried out by a supervisor with minimum SI High Risk license.	

1.3.8. The Subcontractor is to allow for hop ups (3 x board, 2 x board and 1 x board), and must ensure that they are coordinated on Sectional drawings a) The Subcontractor is to allow for hop up movements as necessary for all other trades to complete their works on each portion of the building façade.	
1.3.9. The Subcontractor must provide solutions to enable access for Plant / Equipment and pedestrian thoroughfares as directed / marked up by the main contractor (i.e. provision of ladder beams as required)	
1.3.10. The Subcontractor is responsible for protecting the building facade from damage due to scaffolding components, and shall pay for rectification of damage due to lack thereof. a) Scaffold Ties fixed to the facade will be patched/ rendered by the Painting/ cladding contractor.	
1.3.11. The Subcontractor is to ensure that all areas are finished in their entirety before they are handed over, with accompanying inspection certificates.	
1.3.12. If an area is left unattended when incomplete, The Subcontractor is to ensure that appropriate warning tape and signage is erected, and that access is closed to all workers	
1.3.13. It is The Subcontractor's responsibility to supply and install barrier tape and signage to set up exclusion zones and to close off areas which are out of bounds to 'non-scaffolders'. This includes removal of said tape and signage upon completion of that work element.	
1.3.14. The Subcontractor is to provide access to all sections of the project. This may mean returning to areas for the purpose of opening or closing access to suit various construction activities, as is required to deliver the project without delay	
1.3.15. Any incidents resulting from the installers not following the scaffold drawings, specifications or engineer's direction, will be the liability of the Subcontractor, and not the main contractor. Any accompanying delays and costs due to said incidents, will be on-charged to the subcontractor	
1.3.16. The Subcontractor is to advise the main contractor, in writing, prior to proceeding with additional work outside the scope of works listed in this document and per the project documents. a) Where minor adjustments to design are made prior to installation of that particular element, for the reason of creating a safer or more practical solution, The Subcontractor shall do so at no additional cost; so long as the duration of the works do not differ dramatically from what should have been originally anticipated	

1.3.17.	When dismantling any scaffold, the installers must not drop any component from any height. All scaffolding must be handed from one person to another, and placed on the ground or into the crane box in a safe manner	
1.3.18.	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.	
1.3.19.	Where appropriate the Subcontractor is to provide advice to the main contractor on areas to improve efficiencies, expedite the program and to improve practicality of construction methodology and the finished scaffolding	
1.3.20.	Subcontractor acknowledges and understands the site allows for very minimal lay down area. Subcontractor allowed for suitable labour, transport and logistics to remove and deliver excess scaffold as requested and required by Main Contractor.	
1.3.21.	Subcontractor acknowledges that minor adjustments or alterations are included in rates provided – when labour is on site. Should labour be requested for major adjustments, works will be carried out based on schedule of rates provided.	
1.3.22.	Subcontractor to allow to complete scaffold inspections following heavy rain events as deemed necessary by the Main Contractor. No variation to arise for inspection post weather event.	
1.3.23.	Subcontractor acknowledges that any adjustments to scaffold required to comply with relevant certified drawings, legislation, Australian Standards, Codes of Practice and / or to rectify a specific safety issue identified by the Contractor are included within the Subcontractor's Scope of Works.	
1.3.24.	The Subcontractor is to allow/consider for below whenever scaffold is erected and/or dismantled: - A competent and ticketed 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. - An exclusion zone to be established including any barricade, hoarding, indicative warning - signs are to be compliant with the relevant legislation/Codes of Practice and the Contractor's requirements. - The Subcontractor is to ensure that all signage is to be installed at regular intervals and all points of entry to ensure compliance with the necessary codes of practice. - The Subcontractor is to undertake daily inspections during the erection of all scaffold to ensure that all exclusion zones, signage and the like are	

maintained throughout. - 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. - The Subcontractor is to allow for the provision of labour to act as spotter/s during all erection and dismantle works (as per relevant legislation/Codes of Practice and the Contractor's requirements, or as deemed necessary by the Contractor). - The Subcontractor is to allow to 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.	
1.3.25. Subcontractor to allow to fix scaffold/edge protection to façade using removable fixings in a method and location as not to penetrate or damage any exposed concrete finish (use tie where possible) and is to be pre-determined and agreed with the Contractor prior to commencing the erection of scaffold. The Subcontractor shall allow for all protection measures deemed necessary to ensure no damage occurs. Any damages caused by scaffold ties will be the Subcontractor's responsibility.	
1.3.26. The Subcontractor is to allow to 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.	
1.3.27. The Subcontractor has allowed for the use of sole plates and support plates.	
1.3.28. 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 48hrs notice is provided.	
1.3.29. All in-service scaffolding 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. This includes weekly audit meetings with the Contractor.	
1.3.30. The Subcontractor will supply spotter/s as required to undertake the works in a manner which protects other trades and personnel in nearby locations.	
1.3.31. It is the responsibility of the Subcontractor to ensure that the scaffolding system is fully integrated with the façade systems. No variation will be due and owing to the Subcontractor for works required to integrate to the two systems or to coordinate the erection of the screens and dismantle of the	

scaffold.	
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1.4. TRADE SPECIFIC WORK ELEMENTS – Scaffolding

Main Building Works

1.4.1. The Subcontractor shall supply all necessary labour, plant and materials to install, maintain and removal of Scaffolding and other Works in accordance with the Scope of Works document, drawings, specification, conditions of Subcontract and statutory requirements. All works to be inclusive of but not limited to the following building elements and locations:

- Perimeter Scaffold including openings to Prestons to all levels of Building 1 and 2.
- 3 x stretcher stair & 2 x access stairs full height as per the scaffold plan mark up.
- 1 x craneable stretcher stair for use on all low height roof structures. This will be required for a period of 5 week towards the end of the project.
- Scaffold gantry rated for overhead protection, connecting each level of Building 1 and 2 as shown in the scaffold plan markup. This is to be rated 10kpa.
- Internal Lift Shaft Scaffold to both Building 1 and 2. Allow for complete install following the structure and dismantle prior to lift install.
- Lift overrun scaffold
- Internal Stair platforms to each level. Allow to install and dismantle on each level to allow for the installation of stairs.
- Stair overrun scaffold
- Handrail as required.
- Hoist access ramp and bracing to Building 2

1.4.2. Allow for Hire Durations to each level as per below table. Subcontractor to provide weekly hire rate for an addition or reduction in hire duration.

Building/ Level	Hire Duration (Weeks)
Building 1 - GF	35
Building 1 – L1	28
Building 1 – L2	22
Building 1 – L3	17
Building 2 - GF	41
Building 2 – L1	34
Building 2 – L2	28

	Building 2 – L3	23	
	Building 2 – L4	19	
	Walkway - GF	35	
	Walkway – L1	28	
	Walkway – L2	22	
	Walkway – L3	17	
	Craneable Stretcher Stair (end of project)	5	
1.4.3. Allow to send through scaffold plan and shop drawings in entirety 2 weeks prior to contract commencement . Should the scaffold plan be required to be adjusted, the subcontractor will re-issue the scaffold plan at subcontractor's cost. Should the subcontractor begin works and issue variations based on difference from unapproved scaffold shop drawings, these will not constitute as variations and be the subcontractor's cost.			
1.4.4. Subcontractor to coordinate scaffold height in coordination with roof and soffits. Should the scaffold be built, and the ceilings and partitions subcontractor cannot safely install framework and sheeting for soffits, the subcontractor will need to amend scaffold at own cost.			
1.4.5. Allow for 2 pours per building 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.			
1.4.6. This scaffold walkway between building 1 and 2 will be used to gain access from one building to another on each level and will be used for movement of materials. The subcontractor is to install suitable flooring that allows for efficient movement of materials.			
1.4.7. Subcontractor to allow for all kickboards, should the requirement for additional kickboards be required, this work will not constitute a variation.			
1.4.8. Allow to supply and install a 5-board width scaffold with 2-board hop up on brackets. Subcontractor is to ensure compliant stretcher access to stairs is achieved.			
1.4.9. Subcontractor to allow for 4x hop up movements			
1.4.10. Allow to relocate each scaffold ties 1 x per level.			
1.4.11. Subcontractor has allowed to remove racker ties, and re-install smaller connections to assist McNab in finishing the façade works on the way up (render, etc).			
1.4.12. The Subcontractor shall provide a tie register. The register shall be easily read in conjunction with the plans to allow inspections of ties to be			

undertaken in accordance with the code of practice onsite.	
1.4.13. The Subcontractor shall allow for 1 x loading bay to each level on each Building to be incorporated into the scaffold design and built to always maintain edge protection and compliance. Allowance to infill after the loading bay removal.	
1.4.14. The Subcontractor shall allow 1 x ladder beam entrance where the driveway enters the ground floor of Building 1 & 2 to be determined by the Site Manager.	
1.4.15. Allow to supply and install containment mesh to full perimeter scaffold and scaffold walkway between buildings. Containment mesh to be new, no holes greater than 25mm. Mesh to meet flammability index requirements. Containment mesh to be green. Stretcher stairs mesh to be red.	
1.4.16. Allow to install McNab branding banners to the following areas a) Building 1, Level 2 fully encapsulating b) Building 2, Level 2 & 4 fully encapsulating	
1.4.17. Allow to box out around façade elements including but not limited to downpipes, screens, hoods, fins, balustrades, and the like.	
1.4.18. Subcontractor to allow to coordinate with precast panels and not 'bolt in' or fix scaffold to these. They are a feature finished product. Should the need be required, subcontractor to contact McNab site manger prior to works being undertaken. Should the precast panels be damaged from scaffold, it will be at the subcontractors cost to replace	
1.4.19. The Subcontractor shall allow to coordinate the scaffold installation with the Building 2 hoist installation such that continuity between the edge protections of both systems is maintained. This will include edge protection when the hoist is being removed in the event there is still a falls from height issue.	
1.4.20. Subcontractor to quote scaffold hire based off McNab time frames. Should the scaffold be stripped early, a credit for scaffold will be applied as it is no longer being hired. Should the scaffold run longer than initial timeframe expected, the subcontractor is to confirm a rate for each level of scaffold hire, and this will be applied on the monthly claim until scaffold is removed.	
1.4.21. Hire ceases at time off communicated off hire not at time taken to dismantle.	
1.4.22. Allow all engineering and design of scaffold. It is the scaffolder's responsibility to ensure the scaffold design is compliant with all relevant Australian standards, scaffold and formwork codes of practice. Design drawings must be submitted for review a minimum of 72 hours prior to erection.	

1.4.23.	The subcontractor is to allow for unloading of all deliveries and horizontal movements. Vertical movements by crane will need to be coordinated, booked in and approved by the Contractor. The Main Contractor is not liable for delays pertaining to use of the crane.	
1.4.24.	The subcontractor shall supply, install and maintain where required all necessary barricades, safety signage and tape required during erection, hire and dismantling of the contract works. Appropriate signage is to be displayed at all points of entry into scaffold erection and dismantling areas – only approved safety signs will be acceptable. Incomplete scaffold will be barricaded and signed accordingly until signoff is achieved.	
1.4.25.	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.	
1.4.26.	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.	
1.4.27.	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. Subcontractor to allow to 'labour up' when required, should the need for additional labour be required to get in front of block layers or catch form workers, the subcontractor has been deemed to have allowed for this. This will be directed by the site manager	
Void Scaffolding		
1.4.28.	Allow to supply and install scaffold internally to the lift shaft to all levels within Building 1 and 2. Allow to install step up/ down to each level accordingly. Duration 27 weeks in total. Provide weekly hire rate for additional/ reduced weeks.	
1.4.29.	Allow to supply and install scaffold internally to the voids in conjunction with perimeter scaffold for both buildings. a) Building 1 GF, Level 1 & 3. Allow for scaffold to have "U Heads" to support formwork for Level 2 formwork deck. b) Building 2 GF, Level 1, 2, 3 & 4. Allow for scaffold to have "U Heads" to support formwork for Level 2 formwork deck. c) Allow to install step up/ down to each level accordingly. Scaffold to be erected in sequence with perimeter scaffold.	
1.4.30.	Allow to supply scaffold internally to 2 x stair cores in both Building 1 and 2. Allow to install catch platform, allowing to erect and dismantle on	

each level.							
1.4.31. Allow to supply handrail to block wall/ core wall of stair voids to each level to allow install of quick stairs. Allow to erect and dismantle on each level. Installation completed by full time labour resource supplied by Subcontractor.							
Hoist & Loading bays							
1.4.32. Only Building 2 will receive a Hoist. Allow to adjust scaffold for hoist installation and for hoist removal. Subcontractor to allow for the following: a) Hoist Install – Allow to install handrail to Level 1, 2 and 3 slab edge, remove existing perimeter scaffold. b) Hoist Jump – Allow to install handrail to Level 4 slab edge prior to hoist being jumped. c) Hoist Removal – Allow to install handrail from Level 1 to Level 4 slab edge, rebuild perimeter scaffold following hoist removal.							
1.4.33. Subcontractor has allowed to build scaffold, strip for loading bays, and re-install scaffold once the loading bays are removed. These will be removed as we move up the building.							
1.4.34. Allow to adjust scaffold for loading bay installation. Allow for 1 x openings per Level as listed below. a) Building 1: Level 1 to Level 3 b) Building 1: Level 1 to Level 4							
1.5. KEY PROGRAM MILESTONES							
1.5.1. The following key milestones are to be adhered to by the Subcontractor. <table border="1" data-bbox="327 1361 1145 1496"> <thead> <tr> <th>Item Description</th><th>Date/Duration</th></tr> </thead> <tbody> <tr> <td>Scaffold Top Up</td><td>Day after Pour</td></tr> <tr> <td>Scaffold Top Up Duration Per Area (erection, mesh, etc.)</td><td>2 days</td></tr> </tbody> </table>	Item Description	Date/Duration	Scaffold Top Up	Day after Pour	Scaffold Top Up Duration Per Area (erection, mesh, etc.)	2 days	
Item Description	Date/Duration						
Scaffold Top Up	Day after Pour						
Scaffold Top Up Duration Per Area (erection, mesh, etc.)	2 days						
1.5.2. If so requested, and where reasonably practicable, the Subcontractor shall use its best endeavours to better the above key milestones.							
1.6. TRADE-SPECIFIC HEALTH, SAFETY & ENVIRONMENT REQUIREMENTS							
1.6.1. Comply with McNab mandatory hazard controls, in particular: - No. 028 Scaffolding – Design - No. 029 Scaffolding – Inspection and Handover - No. 031 Scaffolding – Installation & Dismantle - No. 032 Scaffolding - Modular Stair							
1.6.2. Stretcher Stair Containment mesh is required on stair landings that have							

direct access to a working level and basement landings.

Use Uni-mesh (preferred) or ScaffGuard on the inside with shade cloth on the outside. If using ScaffGuard, consider the risk of gaps greater than 25mm and installing in front of the kickboard. Lapping of the shade cloth to be greater than 100mm and to be lapped such that a dropped object will not fall outside i.e. top edge of the shade cloth is always outside with the bottom edge of the shade cloth always being inside. Where a kickboard cannot be secured at one end, install a short section of tube behind it to secure it in place.



Example of Stretcher Stair with Uni-mesh on the inside landing and shade cloth to the outside



Example of short scaffold tube preventing accidental dislodgement of kickboard



Example of ScaffGuard installed in front of a kickboard

1.6.3. Subcontractor to allow for gap encapsulation between all designated access ways that lead from Scaffold to slabs.

Encapsulation is to be achieved with fixed play wood or scaffold lap.

1.6.4. An exclusion zone is to be established 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.

1.6.5. All lapboards will be securely fixed/ lashed with straps.

1.6.6. The Subcontractor shall allow to provide their own wheelie bins, shovels, vacuum cleaners with appropriate class of filters, dust masks, water pump / spray bottles to undertake the daily and weekly site clean.

1.6.7. All transport and delivery activities must comply with McNab's Chain of Responsibility Plan and Policy (available on Procore).

1.7. CERTIFICATION, COMPLETION MANUALS AND AS-BUILT DRAWINGS

1.7.1. Deliverables Table – submit electronic copies of the below deliverables in the time periods specified:

a) As-built drawings	Draft prior to Subcontractor PC and final within 4 weeks of Project PC
b) Operation and Maintenance Manuals	Draft 1 month prior to Subcontractor PC and final 1 month prior to Project PC
c) Deed of Warranty as required under the contract documents.	Prior to Subcontractor PC
d) Form 15 certificate from designer certifying the Works have been designed in accordance with legislative requirements and relevant Aust Stds	Prior to Subcontractor PC

	e) a certificate from the Subcontractor confirming it has successfully completed all testing & commissioning required by the Subcontract f) Form 12 Aspect Inspection Certificate confirming the Works have been installed in accordance with the contract documents and relevant Australian Standards g) Defects Liability Period maintenance & inspection schedule h) All warranties required under the Subcontract. i) Any other documentation required under the Subcontract j) Any other authority approvals that the Subcontractor is responsible for achieving for WUS	Prior to Subcontractor PC Prior to Subcontractor PC Draft prior to Subcontractor PC and final 4 weeks prior to Project PC Prior to Subcontractor PC The time/stage identified in the Contract documents Within 7 days of receipt by the Contractor of approval issued by the local authority	
	1.7.2. All as-built drawings and handover deliverables are to be in the format prescribed within the PPR. Any costs incurred as a result of the Subcontractor failing to meet these requirements and resubmitting deliverables will be borne by the Subcontractor.		
	1.7.3. Operations and Maintenance Manuals to include (as relevant to this trade): a) Table of Contents b) Emergency Contacts c) Form 15 – Design Certificate d) Form 12 – Aspect Inspection Certificate e) Authority / regulatory certification of completeness and acceptance of works to achieve Certificate of Classification f) As-constructed drawings g) QA records h) Warranties and guarantees covering equipment, materials and workmanship i) Operation and technical data j) Manufacturers’ product literature k) Maintenance recommendations l) Asset Register m) Spares Register n) Training records o) DLP Testing, Servicing & Maintenance Schedule (Excel table format with intervals/dates)		
	1.7.4. Coordinate and attend all certification/handover inspections and tests.		
	1.7.5. Legislative requirements take precedence over the documented design. Alterations to installed works to satisfy legislative requirements is the Subcontractor’s responsibility		
	1.7.6. Warranties and guarantees as specified, suitable to coastal location.		

1.8. DEFECTS LIABILITY PERIOD	
1.8.1. Submit a Testing, Servicing and Maintenance Schedule for the Defects Liability Period four (4) weeks prior to handover.	
1.8.2. During the Defects Liability Period the Subcontractor shall undertake inspections and maintenance as required. During this time identify and correct any non-compliances and report any findings and associated data to the Contractor.	
1.8.3. Perform all maintenance, inspections and/or testing during the Defects Liability Period to preserve all warranties. All records are to be provided to the Contractor within 48 hours of maintenance occurring	
1.8.4. During Defects Liability Period provide a 24 hour 7 days/week contact when issues arise. Allow to respond to any issues within 2 hours of notification and carry out necessary repairs immediately.	
1.9. EXCLUDED / WORKS BY OTHERS	
1.1.2. Edge protection to roof.	
1.1.3.	

2. Specific Marked up Drawings

3. Schedule of Attendance

Description	McNab	Subcontractor
Survey & set out (McNab to supply (1) temp benchmark & (1) grid in each direction only)		X
Power supply, temporary boards, generators		X
Lead stands, hooks		X
Water supply	X	
General/access lighting	X	
Task lighting		X
Current test & tag to all electrical equipment		X
Welfare facilities (ablutions, lunchroom, first aid room)	X	
Scaffolding – external fixed		X
Scaffolding & EWPs – internal, mobile & task specific		X
Vertical craneage/hoisting/materials handling		X
Horizontal craneage/hoisting/materials handling	X	
Waste skips	X	
Rubbish removal to waste skips		X
Labour for site clean-ups as required		X
Labour for spotting		X
Trade clean on completion		X
Temporary fencing to perimeter of site boundary	X	
Task specific temporary fencing, barricading & handrails		X
Temporary works – Design, supply & install		X
Protection of Subcontractor's and adjoining works		X
Personal protective equipment (PPE)		X
Storage and security of materials until project completion		X
Concrete scanning, potholing & services location		X
Spoil removal		X
De-watering		X
Car parking		X
Traffic control		X
Deliveries incl. waiting time		X
Coring and concrete cutting, penetrations incl. forming and sealing		X
Authority fees and testing costs		X
Shop drawings		X
Procore use (ITPs, checklists, dayworks, photos etc.)		X

4. Pricing Breakdown

The following breakdown are items included in the subcontract sum:

Item	Quantity	Unit	Rate	Cost
			TOTAL	

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	Quantity	Unit	Rate	Cost

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	Unit	Rate
<u>Labour</u>		
<u>Plant (wet / dry)</u>		

5. Subcontractor and Supplier Warranty Requirements

Item	Period
Waterproofing and Tanking	
- Built-in eg retaining walls (Materials & Installation)	20 years
- Internal wet areas (Materials & Installation)	10 years
Adhesives, Sealants & Fasteners	5 years
Stormwater and Sewerage drains	2 years
Termite treatment	50 years
Structural Steelwork finishes	10 years
Roofing	
- Materials	20 years
- Installation	10 years
Carpentry & Joinery	
- External sheet products	10 years
- Chemically treated products	50 years
- Special joinery, panelling	2 years
Ceilings & Partitions	
- Dry wall partitions	1 year
- Plastering	1 year
- Suspended ceilings	5 years
Aluminium Windows & Doors	
- Metal finishes	10 years
- Automatic sliding doors	5 years
Glass & Glazing	10 years
Doors & frames	2 years
Sanitary fittings & faucets	2 years
Plumbing, incl. Gas Installation	2 years
Joinery	
- High pressure laminates	10 years
Resilient Sheet Flooring	10 years
Carpets & Carpet tiles	15 years
Floor & Wall Tiling	5 years
Fluid Applied Flooring	5 years
Applied/Texture Finishes	5 years
Paint Systems	10 years
Permanent Fencing & Gates	
- Finishes	10 years
Stainless Steel	
- Special	5 years
- Stock	2 years
Fire services, hydrants	2 years
Longer periods shall apply to work and materials to match the following periods as applicable:	
- Longer periods as are required in the relevant Specifications.	
- Longer periods provided by the Manufacturer's warranty offerings.	

6. General Site Conditions and Rules

6.1. General Items

The terms contained in this 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.

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 its 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 its tender and which is obtainable by making reasonable enquires, and
- satisfied itself as to the correctness and sufficiency of the contract documents and that its 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.

6.2. Health, Safety & Environmental Requirements

6.2.1. PPE – McNab require the minimum following PPE requirements to be adhere to;

- Safety helmet inclusive of accessories such as a chin strap (if required).
- Steel cap boots.
- Safety glasses to meet Australian Standards (Clear & tinted)
- High visibility shirt or vest with reflective strips.
- Task specific gloves, to be worn when undertaking any construction activities.
- Any other PPE as outlined within the SWMS by the subcontractor.

6.2.2. Further requirements can be viewed in the “Subcontractor Health, Safety & Environmental Requirements 08.02, including silica related health requirements.

6.3. Quality Requirements

6.3.1. 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.

6.3.2. 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.

- 6.3.3. 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.
- 6.3.4. 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.

6.4. Construction

- 6.4.1. 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 safety standards
- 6.4.2. 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.
- 6.4.3. 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 lead stands and supply of portable generators where required.
- 6.4.4. The Contractor will provide one (1) temporary benchmark and one (1) grid in each direction per level of the building 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.
- 6.4.5. 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.
- 6.4.6. The Subcontractor shall bear costs of rectification or other works damaged by their company representatives and employees.

6.5. Site Management

- 6.5.1. 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.
- 6.5.2. The site opening hours are generally 6.30am to 6pm 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.
- 6.5.3. 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.
- 6.5.4. 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 Contractor reserves the right to turn deliveries away where Subcontractor personnel are not available to accept.

- 6.5.5. 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.
- 6.5.6. There is insufficient space within the site for Subcontractor offices and containers. Subcontractors will only be permitted one (1) lockable toolbox to be stored on site, the security of which remains with the Subcontractor.
- 6.5.7. 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.
- 6.5.8. For the purpose of task allocation, coordination of activities, management of workforce and potential safety issues, Subcontractor supervisors will hold daily start-up discussions with their personnel (approximately 10 minutes duration). These may be attended by the Contractor's personnel from time to time, and the Subcontractor shall provide evidence of meetings held on a weekly basis.
- 6.5.9. 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.
- 6.5.10. 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.
- 6.5.11. All Subcontractors will provide an appropriate number of brooms, shovels, squeegees, barrows/trolleys, etc. required to carry out daily clean up of their work areas. Subcontractors shall also provide personnel for a full site clean up from time to time when deemed necessary by the Contractor.
- 6.5.12. 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 where excessive waste is generated as a result of the Subcontract works.
- 6.5.13. 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.
- 6.5.14. 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 subcontract.
- 6.5.15. 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.
- 6.5.16. 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.

6.6. Cranage and Hoisting

- 6.6.1. The Subcontractor shall be responsible for making sure that the items to be lifted are within

the lifting capacity of the Subcontractors 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.

- 6.6.2. The Subcontractor shall provide all mobile craneage and 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) weeks notice to the Contractor of any mobile crane requirements and include for all establishment and signage.

6.7. Administration

- 6.7.1. The Contractor will utilise Procore for the transmission of new documents, & drawings. All RFI's will also be used via Procore
- 6.7.2. 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.
- 6.7.3. 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.
- 6.7.4. 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.
- 6.7.5. 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.
- 6.7.6. 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. 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 12. All Form 15's and 12's shall state compliance with the relevant Australian Standards, Regulations, Trade Specific codes, Contract Documents and Building Code of Australia.
- 6.7.7. The Subcontractor shall provide a draft Maintenance & Use Manual including all warranties, guarantees and certificates in accordance with the contractual requirements. Note that each project may have differing requirements and timeframes.