



**GILGANDRA
SHIRE COUNCIL**

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**QUOTATION DOCUMENTATION &
SPECIFICATION**

Q6/19

***RECTIFICATION AND UPGRADE WORKS
TO GRANDSTAND AMENITIES***

McGrane Oval,

Byrne Avenue, Gilgandra NSW 2827

**Quotations close at 11:00am
Friday, 27 September 2019**

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1. BACKGROUND INFORMATION

McGrane Oval is Gilgandra Shire's principal sporting precinct, and is utilised by a range of sporting groups from grassroots sports through to senior sporting competitions.

Gilgandra Shire Council has been able to secure grant funding through the Stronger Country Communities Fund (SCCF) to upgrade McGrane Oval in accordance with the McGrane Oval Masterplan. The objective of this masterplan is to achieve a higher-level facility for our community and to increase usage and levels of participation, as well as the ability to host regional events.

2. PROJECT DETAILS

As part of the McGrane Oval Masterplan (under the Stronger Country Communities Fund), there are proposed rectification and upgrade works to the existing grandstand amenities.

Council is seeking quotations from suitably experienced building contractors to complete the proposed rectification and upgrade works as detailed within this Quotation Document.

The quotations are to include all work associated with the refurbishment of the building and other works, as detailed, to ensure a quality renovated building and adjacent areas with a continued life span.



Figure 1 Site Location



Figure 2 McGrane Oval Grandstand

3. CONDITIONS OF QUOTATION

These conditions of quotation will form part of the contract.

Definitions:

In these Conditions of Quotation and the Specification, the words 'Principal', 'Owner' and 'Council' means Gilgandra Shire Council.

"Approved" means approved by Council.

"Interested Contractor" means those Building Contractors interested in submitting a written quotation for the rectification and upgrade works within this Quotation Documentation and Specification.

"Contractor" means the Building Contractor that has been contracted by Council to carry out the rectification and upgrade works.

"Worker" means any person who carries out work in any capacity for a business or undertaking. Workers include direct employees, subcontractors and employees of subcontractors, employees of labour hire companies and apprentices.

"Successful Contractor" means the building contractor that has been successful with their quotation, prior to the contract being signed.

3.1 Nature of Quotation

A Lump Sum Quotation, inclusive of GST, NOT subject to "Rise and Fall" is required for the carrying out of the works described in the Specifications and shown on the drawings.

The Contract is for Rectification and Upgrade Works to Grandstand Amenities at McGrane Oval, Gilgandra and comprises:

- Demolition
- Hot Water Systems
- Dressing Room 1
- Dressing Room 2
- Old Canteen Room (Adjacent Dressing Room 1)
- Referees' Change Room
- Gents Toilets
- Ladies Toilets
- Prime Cost Schedule

The Lump Sum for which the works will be completed is to be submitted on the Quotation Form provided.

3.2 Compulsory On-Site Pre-Quotation Meeting

A compulsory pre-quotation meeting will be held at Council Chambers – Warren Road, Gilgandra on **Wednesday, 18 September 2019 at 11.00am**. Only contractors who attend the compulsory pre-quotation meeting will be eligible to submit a quotation.

At this meeting interested contractors will have the opportunity of raising matters they consider relative to their quotation. All matters raised will be recorded and a response given at that time, if possible. Minutes from the on-site meeting will be circulated to interested contractors. The meeting will include a visit to the Grandstand at McGrane Oval to familiarise interested contractors with the site and the renovations proposed, allowing an opportunity for any site measuring and clarification. Interested contractors may visit the site again at other times but only with the mandatory consent and prior arrangement of Council.

3.3 Sufficiency of Quotation

Interested contractors shall be deemed to have satisfied themselves before submitting their Quotation as to the correctness and sufficiency of their Quotation, the nature of the contract and specification, the form and nature of the work, the materials required, the means of access, and in general shall themselves obtain all necessary information as to the risks, contingencies and other circumstances which may affect or influence their Quotation.

3.4 Submission of Quotations

Quotations (including GST) must be completed on the Quotation Form supplied and submitted prior to the closing time of **11am on Friday, 27 September 2019**. Late quotations will not be accepted.

3.5 Selection Criteria

Quotations will be assessed according to the following criteria:

- Value for money
- Conformance with Quotation Documentation
- Timeframe for Construction
- Contractor's previous performance, including referee checks

Gilgandra Shire Council has a local purchasing policy.

3.6 Acceptance of Quotation

The lowest or any Quotation will not necessarily be accepted. A Quotation shall not be deemed to be accepted unless and until notice of such acceptance is handed to the Contractor or is posted/emailed to them at the address appearing on their Quotation.

3.7 Contract (Agreement and Conditions)

The Contract to be entered into will be a Mini-Minor Works Contract prepared by Gilgandra Shire Council. The successful Contractor will be notified in writing within seven (7) days of a Council decision. The successful Contractor shall, within fourteen (14) days of such notification, enter into and sign the Articles of Agreement included in the Contract. Copies of this Contract may be inspected at the offices of Council, 15 Warren Road, Gilgandra during normal business hours.

In the event of no quotation having been accepted within thirty (30) days after closing of quotations, the quoted prices shall hold only with the consent of the Contractors.

Should the successful contractor fail to sign the Contract within fourteen (14) days of notice of acceptance of their quotation and commence work on the date specified, Council may award the contract to another party.

3.8 Drawings

Three (3) copies of this document and three (3) copies of all drawings will be made available to the successful Contractor. Additional copies may be purchased by the successful Contractor.

3.9 Completion, Default and Liquidated Damages

Contractors shall state the completion time they require on the Quotation form. Liquidated damages shall be applied in accordance with the Conditions of Contract at the rate of **\$100.00 per day** (viz: Clause 16.3).

3.10 Defects Liability and Retention

The Defects Liability period on this Contract shall be twenty-six (26) weeks after the date of Practical Completion. Retention money for this project will be as follows:

- 5% up to date of Practical Completion
- 2 ½% thereafter until final payment

3.11 Contingencies

The Contractor shall allow and include in their Quotation the sum of money noted below as the Contingency Sum. This sum may be expended in whole or in part as may be directed by the Principal and any unexpended portion will be deducted from the Contract Price at the time of the final payment.

CONTINGENCY SUM - \$5,000.00

Under no circumstances is this sum to be taken to cover any item referred to in the Specifications and/or Drawings and either specified or implied to be carried out for the satisfactory completion of the whole of the works covered by the Contract.

3.12 Contract Administration

This Contract will be administered by Gilgandra Shire Council. For the purposes of this contract, Gilgandra Shire Council will be regarded as "The Principal".

3.13 Contact Information

All enquires in relation to this building contract are to be directed to:

Mr Brian Irvin
Project Manager
Gilgandra Shire Council
PO Box 23
Gilgandra NSW 2827
E-mail: birvin@gilgandra.nsw.gov.au
Phone: (02) 6817 8800

For the purposes of the Contract, Brian Irvin will be the nominated Authorised Person.

3.14 Referees

All interested contractors shall provide a list of five (5) referees. Referees will be contacted during business hours to verify that the contractor has completed contracts of a similar nature, to a high quality standard and in a timely manner.

3.15 Progress Claims Assessments

To assist with Progress Claims Assessments, the Contractor is to provide, with each Progress Claim a completed Trade Break-up listing similar to the attached. Such Trade Break-up is to assist the determination of Progress Claims and is not to be used for other purposes.

3.16 Work Health and Safety

The successful Contractor shall submit details of their Work Health & Safety (WHS) Management Plan prior to the signing of the contract.

The WHS management plan must include:

- the names and positions of those on the site whose positions or roles involve specific health and safety responsibilities
- the consultation arrangements between all Persons Conducting a Business or Undertaking (PCBU's) and how they will consult, cooperate and coordinate their activities
- the arrangements for managing work, health or safety incidents
- the arrangements for the collection, assessment, monitoring and reviews of Safe Work Method Statements (SWMS) at the workplace
- all SWMS required for high risk construction (required prior to the work commencing)

A WHS management plan must be readily accessible and all people made aware of the contents prior to commencement of work. The contractor must review and, as necessary, revise the WHS management plan. The WHS management plan must be kept until the work is complete or for two years after a notifiable incident.

Prior to commencing works, the contractor will also be required to provide Council with the following information:

- copies of all licences for sub-contractors
- copies of Health & Safety General Construction Induction Training Card (White Card)

Council may direct the Contractor to suspend the performance of this Agreement should the Contractor fail to meet its obligations in accordance with the Work Health & Safety Act 2011 and Work Health & Safety Regulation 2017.

3.17 Construction Work Code of Practice – May 2018

The Contractor shall ensure that **all** works conducted on site shall be in strict accordance with the *Construction Work Code of Practice – May 2018* issued by Safe Work Australia, in association with SafeWork NSW and The NSW Government, and any other relevant Codes of Practice.

A copy of the *Construction Work Code of Practice – May 2018*, and any other relevant Codes of Practice can be obtained through the SafeWork NSW website:

www.SafeWork.nsw.gov.au

Council will provide a full induction to the work site to the successful contractor and the contractor will then be responsible for inducting all other workers and visitors to the site.

3.18 Alcohol and Other Drugs

Any workers will be required to abide by Gilgandra Shire Council's Alcohol and Other Drugs Policy and Procedure.

Any Contractor or Contractor's workers attending work under the effects or influence of alcohol or other drugs will not be permitted to commence or continue work.

Any time the Contractor or Contractor's workers are taking any prescribed medication or over the counter medication that may impair their ability to carry out their duties safely, Council must be informed prior to work commencing.

Council, at its own discretion, may arrange for random drug and alcohol testing during the engagement period.

3.19 Insurances

The successful contractor will be required to be registered on Statewide – Contractor Insurance Management System (CIMS). Statewide will verify your insurances, being:

- Public Liability Insurance policy of a minimum \$20,000,000
- Workers' Compensation Insurance or, for a sole trader or operative partner of partnership, evidence of a Personal Accident Insurance policy is to be provided
- All relevant plant and equipment to be used at the site

All registration and insurance documents to be supplied to the CIMS portal prior to contractor commencing work.

Council will not be responsible for any damage sustained to contractor's plant and equipment at the site.

3.20 Site Security

The successful Contractor will be required to install a 1.8m high security fence around the proposed development to provide for public safety and site security during construction. The Contractor can utilise the whole site for the purpose of stockpiling materials and location of site offices and amenities.

3.21 Progress Claims

The Head Contractor is required to set out their progress claim in the following manner:
(Sample only)

Item	Contract Amount	% Completed	Amount Claimed
Preliminaries			\$
Demolition			\$
Hot Water Systems			\$
Dressing Room 1			\$
Dressing Room 2			\$
Old Canteen Room			\$
Referees' Change Room			\$
Gents Toilets			\$
Ladies Toilets			\$
CONTRACT SUM	\$	TOTAL CLAIMED	\$
VARIATIONS			
Item	Contract Amount	% Completed	Amount Claimed
V01 Item	\$		\$
Total Variations Claimed	\$		\$
TOTAL - THIS CLAIM	\$		
VARIED CONTRACT SUM	\$		

4. PRELIMINARIES

4.1 Scope of Work

These specifications cover work necessary for:

Project: Refurbishment of Grandstand at McGrane Oval

Address: Byrne Avenue, Gilgandra

Client: Gilgandra Shire Council

The Specifications shall be taken as being generally applicable to the design as indicated on the accompanying Working Drawings prepared by Gilgandra Shire Council:

- McGrane Oval Gilgandra Existing Grandstand Amenities Floor Plan

by forming part of the Contract. If discrepancy between specification and drawings occur, the Contractor shall be deemed to cover the alternative that involves the greater cost.

4.2 Dimensions

- 4.2.1 Figured dimensions take preference to scaled dimensions
- 4.2.2 Internal dimensions shall be taken between plates
- 4.2.3 External dimensions shall be taken over brickwork
- 4.2.4 Ceiling height from finished floor to underside of finished ceiling
- 4.2.5 The Contractor shall verify measurements and levels on the site before ordering materials, commencing site work or any fabrication work

4.3 Contractor's Responsibility

- 4.3.1 comply with all building regulations, give all notices necessary to the local authorities, provide any temporary services, workers' amenities and supply all materials, scaffolding, tools and plant required to excavate the works.
- 4.3.2 cover the proposed works with:
 - a) Contractors All Risk Insurance
 - b) Workers' Compensation and Public Risk Insurance indemnifying the Owner and Contractor against any claim at Common Law
 - c) Fire Insurance to cover the project for its full insurable value, removal of debris plus any associated fees thereto
- 4.3.3 produce the policies listed in 4.3.2 before the first progress claim
- 4.3.4 make good all roads, pavements and adjoining property
- 4.3.5 allow the Principal access to the works at all times
- 4.3.6 adequately oversee every aspect of the building works
- 4.3.7 be responsible for providing proper and adequate security for the works until completion of project, plus amenities for workers on-site
- 4.3.8 not to proceed with variations without written approval
- 4.3.9 Keep accurate records of time delays due to weather, etc
- 4.3.10 Be solely responsible for the execution and completion of the Contract including sub-contracted work, which they shall coordinate so that the works proceed without delay. The Contractor shall ensure that in addition to items of work specifically mentioned in the relevant sections, each trade shall assist, leave holes for, cut away for, do chasing and drilling for, make good after, and arrange work sequence with every other in such a manner as to promote the best interests of the work as a whole.

4.4 Standards

Materials: Unless otherwise specified materials shall be new and of the best quality.

Workmanship: Shall be up to first class standards and to the satisfaction of the Principal.

Standards: Current Australian Standards, codes of practices and approved construction practices shall be strictly adhered to.

4.5 Drawings and Specifications

The Contractor shall provide everything necessary for the proper execution of the works, to the true intent and meaning of the drawings and specifications, taken together. Any item showing on the drawings and not specified or vice versa, shall be taken as included in the contract. Any other item not mentioned or shown but obviously necessary for the completion of the work generalised in these drawings and specifications shall be executed by the Contractor without extra to the contracted sum.

4.6 Prime Cost Provision

The Prime Cost Amounts included in this contract shall be those listed and shall be normal trade prices in the Local Region, including GST where applicable. The Contractor shall take delivery of PC Items, allow for cartage to the site, fixing and profit on all items and shall be responsible for any damage or loss up to the time of handing over the completed works. Where any item included in this schedule is to be supplied by the owner, it shall be marked “**Owner**”, and shall be fixed by the Contractor, unless otherwise stated.

4.7 Completion

The Building shall be completed in every trade:

- Doors, locks and all other equipment shall be checked out and left in a satisfactory operating condition, including all plant and items of equipment
- All surplus building materials and rubbish removed from the site.
- All drains shall be cleared and the building generally to be left clean and fit for occupation.
- All Operation brochures, Warranties, Guarantees and Instructions are to remain with the Owner, or their nominee.
- A “Builder’s Clean” to be completed for the entire interior of the dressing rooms and toilets prior to handover.

4.8 Exclusions

This contract does NOT include any external works, except for service disconnections, connections or alterations.

4.9 Inspections and Hold Points

Inspections will be carried out by Gilgandra Shire Council during the course of this project at key points during the construction process to ensure Council’s satisfaction with the works to that point prior to proceeding further, as follows:

1. After the copper water pipes have been chased into the walls, and prior to patching.
2. After the preparation of all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust and prior to priming and painting.
3. After the waterproofing membrane has been applied and prior to tiling

The Contractor shall give the required notice to Council when each component of the job requiring inspection is ready.

4.10 Workshop Details

The Contractor is responsible for the arrangement of workshop details suitable for the fabrication of all components of the building. Two copies are to be submitted to the Owner, prior to commencement of fabrication, for purpose of review only. The Contractor remains responsible for all details shown in the Workshop Drawings and it is his responsibility to ensure that all details contained therein are true and correct for the accurate construction of the building as drawn and documented.

4.11 Protection of Site

Take all necessary precautions against theft and vandalism on the site of the works. No claims for damage done to the building, site or equipment through default of the Contractor to take security precautions shall be allowed.

4.12 Building Code of Australia

The National Construction Code is published in three volumes. The Building Code of Australia is Volume One and Volume Two of the NCC and the Plumbing Code of Australia is Volume Three of the NCC.

Any reference to the **NCC or BCA** within this specification or the working drawings, refers to the current version of either Volumes One and Two of the National Construction Code or The Plumbing Code of Australia.

RECTIFICATION AND UPGRADE WORKS

The proposed scope of the project has been divided into a number of different elements, to allow for separate quotation of these individual elements, which may eventually determine the overall extent of the works to be included in the contract.

5. DEMOLITION

5.1 Scope of Work

The work required under this section includes all demolition work associated with the various rectification and upgrade works to areas of the grandstand.

All work is to comply with AS2601 - 1991 "The Demolition of Structures".

The contractor shall:

- **make allowances for disconnection, diverting and/or sealing off any existing services, particularly water and electricity**
- complete demolition work as required and removal of demolished materials from site
- make good to damage resulting from failure to provide adequate protection; and
- leave the site in an entirely clean condition

5.2 Inspections

Prior to demolition works commencing on site, an inspection of the site shall be conducted jointly by the Contractor and the Principal, considering the following issues:

- Services before disconnection or diversion.
- Contents of building
- Identification of hazardous materials

After commencement of demolition works on site, an inspection of the site shall be conducted jointly by the Contractor and the Principal, considering the following issues:

- Services after reconnection or diversion.

5.3 Generally

All demolition shall be carried out in a careful and systematic manner with a minimum of inconvenience to the users of the building, Council staff and the general public.

Hours of demolition work are to be limited to 8:00am to 4:00pm on weekdays only.

5.4 Protection of Existing Building

The Contractor shall provide all necessary propping, shoring and strutting to ensure the safety and structural stability of the existing building and its elements.

5.5 Existing Services

Before commencing demolition operations the Contractor shall carefully check positions of existing water, drainage and electrical services. Each service will be disconnected by the Contractor at the appropriate time and re-routed as required. Work will be carried out in accordance with the regulations of each authority involved.

5.6 Security

The Contractor shall maintain the existing standard of building security during the demolition works. This shall be extended to apply to the construction stage also.

5.7 Making Good

Any portion of the existing building damaged or affected by demolition work shall be made good by the Contractor. All new openings to receive supporting beams, new applied finishes to be upgraded and finished as noted or as per original method of construction.

5.8 Hazardous Materials

It shall be the Contractor's responsibility to identify all asbestos cladding (if any) within the building and make provision within their Quotation for its removal. Any hazardous materials identified by the Contractor during the course of the project shall be removed by a Licensed Asbestos Removal Contractor. The Contractor shall prepare a safe method work statement, including wet removal methods for removal works.

Any concealed hazardous materials discovered during demolition will be identified to the Council and a variation order shall be issued for its removal.

5.9 Ownership of Demolished Materials

There are no demolished materials scheduled for re-use on this project and therefore all demolished materials shall be the property of the Contractor, except for the instantaneous electric hot water systems, which will be retained by Gilgandra Shire Council and stored for possible future use elsewhere.

All relevant demolished materials shall be removed from site and disposed of at a licenced waste facility as required.

6. HOT WATER SYSTEMS

6.1 Scope of Work

The work required under this section includes the disconnection and removal of the existing instantaneous electric hot water systems and the supply and installation of new gas instantaneous hot water systems.

6.2 Existing Instantaneous Electric Hot Water Systems

Disconnect and remove the existing instantaneous electric hot water systems to Dressing Room 1, Dressing Room 2 and the Referees' Change Room. The removed instantaneous electric hot water systems will be retained by Gilgandra Shire Council and stored for possible future use elsewhere.

6.3 New Gas Instantaneous Hot Water Systems

Supply and install the new gas instantaneous hot water systems:

- 2 x Rinnai "Infinity 32" continuous flow gas hot water systems

One (1) Rinnai "Infinity 32" gas hot water system shall service Dressing Room 1 (Home Dressing Room, 3 Showers), and the other gas Rinnai "Infinity 32" gas hot water system will service Dressing Room 2 (Away Dressing Room, 3 Showers) and the Referee's Change Room (1 Shower). The hot water systems shall to be located externally, as indicated on the revised floor plan.

Gas Plumbing Works

Extend from the gas bottle location, as indicated on the Proposed Floor Plan, in suitably sized copper pipe to each instantaneous gas hot water unit as specified, including all fittings, as required.

All work shall be completed by a licensed Gasfitter and shall be installed in accordance with the requirements of the Local Authority and to Australian Standards AS1596 and other Australian Standards, as applicable. Compliance Plates shall be fitted and a Commissioning Certificate provided prior to Practical Completion.

The Proprietor will arrange delivery of the gas bottle when required.

Note: Natural gas is not supplied to Gilgandra however LP gas is available.

Plumbing Works

The connection of the hot water systems includes the supply and installation of a new cold water line extending from point of supply in 20mm drawn copper tube type "B", to comply with AS 1432, branched off and connected to all new instantaneous gas hot water systems. All tubing shall be securely fixed with clips, saddled and silicon sealed. Where exposed externally, the copper tube will be adequately insulated to withstand extremes of weather. Where exposed internally, tubing shall be chrome plated and secured with chrome clips.

The hot water service extending from the new hot water systems shall be copper tubing, properly lagged and insulated (to prevent heat loss) to all showers. The hot water service can be wall (surface) mounted, covered with painted metal ducting, except to the shower areas where the hot water pipe shall be chased into the existing masonry blockwork and patched/made good, as required. Terminate at these points with shower taps and a shower rose as specified/required and conform to AS 3500.4-2015. Provide for temperature limiting device to provide water at a maximum temperature of 50° C to the showers, as required by NSW Code of Practice: Plumbing & Drainage, 3rd edition 2006 and with Clause 1.11.2 of AS3500.4-2018.

Plumbing works shall be carried out by a Plumber who is licensed and/or registered in the classification appropriate to the work being carried out. All work and workmanship shall comply with the requirements of the appropriate authorities, the NSW Code of Practice for Plumbing and Drainage 3rd Edition 2006, AS3500 and The Plumbing Code of Australia. Materials specified shall be the best of their respective kind and complying with the applicable Australian Standard AS 3500.

7. DRESSING ROOM 1

7.1 Scope of Work

The work required under this section includes the renovation works to Dressing Room 1 (Home Dressing room) including the demolition and removal of some existing fixtures and fittings, the maintenance and upgrading of structural members and the installation of new fixtures and fittings, including new bench seating.

7.2 Bench Seating

Remove the existing bench seating and replace with Capral "L2327 profile" 300mm wide aluminium bench seating, or similar, installed as per manufacturer's instructions, to follow the layout of the existing bench seating.



Figure 1 Remove and replace bench seating

7.3 Toilet Cubicle

Remove the existing toilet pan and cistern. Supply and install Caroma Profile II Close Coupled Toilet Suite with an "S" Trap Connection and a double flap seat (White), including all plumbing and drainage connections, as required.

Remove existing toilet paper dispenser and supply and install Caroma Cosmo Metal Toilet Roll Holder, Chrome Plated (Product No.303128C).

Supply and install a door, made of painted marine ply or similar, to the existing toilet cubicle, including a Metlam ML200-SCP door lock and indicator set (or similar).

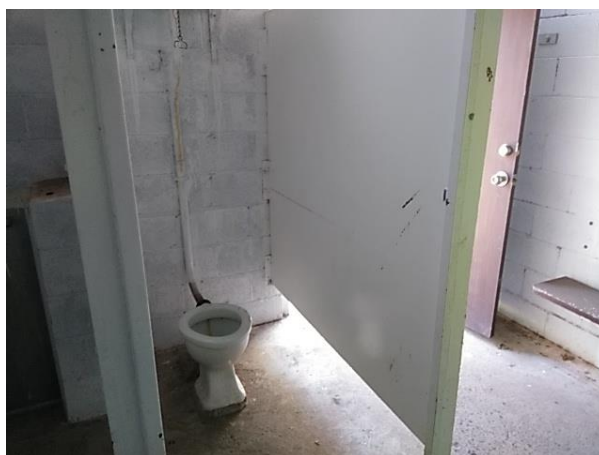


Figure 2 Replace Toilet Suite and cubicle door

7.4 Urinal

Remove existing stainless steel urinal and cistern, including removal of masonry blockwork and rendered areas holding the urinal in position, and make good.

Supply and install two (2) Caroma "Leda" Wall Hung Urinals with overhead mounted Caroma "Slimline" Pullcord single flush cisterns, including all plumbing and drainage connections. The urinals and cisterns shall be mounted on the masonry blockwork. Ensure that one (1) urinal is positioned at a height for use by children.



Figure 3 Remove and Replace Existing Urinal

7.5 Wall Basin

Remove existing wall-mounted basin and tapware, and make good.

Supply and install a Caroma "Cosmo" Wall Hung Basin (1TH) and a Dorf Flickmixer Basin Mixer, Chrome Plated. Cold water supply only to basin. Supply and install a 600mm x 600mm wall-mounted mirror above the vanity basin.



Figure 4 Remove and Replace Existing Wall Basin and Tapware

7.6 Shower Upgrades

Remove the existing instantaneous electric hot water systems and all existing shower tapware and shower heads. (Note: The instantaneous electric hot water systems will be retained by Gilgandra Shire Council and stored for possible future use elsewhere).

Supply and install three (3) Dorf Elegance II Shower Sets (Chrome Plated) to the showers, including a new lagged copper hot water service extending from the new hot water systems. Patch and make good all areas of shower walls where the new hot water service and new shower tap and head connections are installed.

Supply and install 200mm x 200mm wall tiles (Refer Prime Cost Schedule) to shower walls, as required, to replace removed or damaged wall tiles due to shower plumbing modifications.

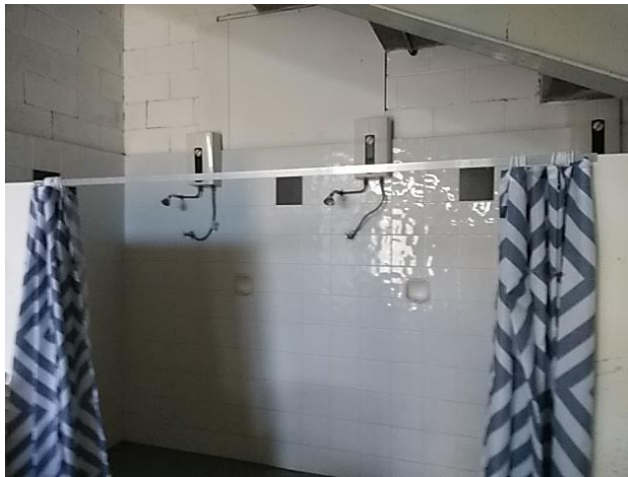


Figure 5 Shower Upgrades

Remove the existing shower curtains, rail and compressed cement sheet return walls.



Figure 6 Remove compressed cement sheet return walls

Supply and install three (3) Waterloo "Pinnacle" (or similar) shower cubicles to the showers, including door lock and indicator sets and a robe hook to each cubicle. Colours to be selected by the principal.



Figure 7 Waterloo "Pinnacle" Shower Cubicles

7.7 Lights, Light Switches and Power Points

Electrical Works

Remove existing fluorescent lights and supply and install new IP65 Weatherproof LED fluorescent light fittings adequate for the area.

Remove existing light switch and supply and install a Clipsal Flush Switch Weatherproof, Vertical (or similar).

Remove existing power point outlet and supply and install a new IP65 Weatherproof Outlet adequate for this area.

Furnish and install all labour, materials and services required (To AS 3000) for the complete installation testing, and perfect operation of the following systems and works:

- Mains, metering and switchboard.
- Lighting and general purpose outlets.
- Light fittings and appliances.

The whole of the electrical installation shall be carried out by the Contractor through a qualified registered Electrical Sub-Contractor. All work will be completed in a workmanlike manner, using materials in compliance with and in accordance with current wiring regulations of the Local Supply Authority and the requirements of the Building Code of Australia.

7.8 Painting

Provide for all labour, material and equipment necessary to furnish and apply paint and other coverage as scheduled and detailed. Make good and paint all surfaces

Prepare and paint all wall surfaces to full height to all internal areas using 1 x coat Dulux sealer binder and 2 x coats Dulux Wash & Wear 101 advanced low sheen as required to ensure an even and consistent paint finish with sufficient cover.

Prepare all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust. Paint all structural steel members with 1 x coat Dulux Metal Primer (Grey) and 2 x coats Dulux Aquanamel gloss.

Prepare and paint all internal doors and other timber surfaces using 1 x coat Dulux 1 step oil based primer sealer undercoat and 2 x coats Dulux Aquanamel gloss. Painting of the external face of the entry door shall also be included.

Prepare the concrete floors to all internal areas and paint with "Luxa Floor LGE" two pack epoxy paint (or similar) in accordance with manufacturer's instructions.

Paint Colours to be selected by the Principal.

7.9 Glass Louvres and Windows

Replace all cracked, broken or missing glass louvres. Replace any cracked, broken or missing glass window sashes.



Figure 8 Broken, Cracked or Missing Louvres and glass window sashes to be replaced

7.10 Fixtures and Fittings (Dressing Room 1)

Tag	Item	Specification	Quantity
DRS1	Dressing Room Seating	3980mm change room seating (Aluminium)	1
DRS2	Dressing Room Seating	2240mm change room seating (Aluminium)	1
DRS3	Dressing Room Seating	1400mm change room seating (Aluminium)	1
TS1	Toilet Suite	Caroma Profile II Close Coupled Toilet Suite with a "S" Trap Connection and a double flap seat (White)	1
TPH1	Toilet Paper Holder	Caroma Cosmo Metal Toilet Roll Holder, Chrome Plated (Product No.303128C)	1
DL	Toilet Door Lock	Metlam ML200-SCP door lock and indicator set (or similar)	1
URI	Urinal	Caroma "Leda" Wall Hung Urinal with overhead mounted Caroma "Slimline" Pullcord single flush cistern	2
BAS1	Wall Basin	Caroma "Cosmo" Wall Hung Basin, 1TH	1
TPW1	Tapware - Basin	Dorf Flickmixer Basin Mixer, Chrome Plated	1
TPW2	Tapware – Shower	Dorf Elegance II Shower Set, Chrome Plated	3
SC1	Shower Cubicles	Waterloo "Pinnacle" (or similar)	3
IP1	Light Fitting	IP65 Weatherproof LED fluorescent light fitting	2
IP2	Light Switch	Clipsal Flush Switch Weatherproof, Vertical (or similar)	1
IP3	Power Outlet	IP65 Weatherproof Outlet	1

8. DRESSING ROOM 2

8.1 Scope of Work

The work required under this section includes the renovation works to Dressing Room 2 (Away Dressing room) including the demolition and removal of some existing fixtures and fittings, the maintenance and upgrading of structural members and the installation of new fixtures and fittings, including new bench seating.

8.2 Bench Seating

Remove the existing bench seating and replace with Capral "L2327 profile" 300mm wide aluminium bench seating, or similar, installed as per manufacturer's instructions, to follow the layout of the existing bench seating.



Figure 9 Remove and replace bench seating

8.3 Toilet Cubicle

Remove the existing toilet pan and cistern. Supply and install Caroma Profile II Close Coupled Toilet Suite with an "S" Trap Connection and a double flap seat (White), including all plumbing and drainage connections, as required.

Remove existing toilet paper dispenser and supply and install Caroma Cosmo Metal Toilet Roll Holder, Chrome Plated (Product No.303128C).

Supply and install a Metlam ML200-SCP door lock and indicator set (or similar) to the existing door.



Figure 10 Replace Toilet Suite

8.4 Urinal

Remove existing stainless steel urinal and cistern, including removal of masonry blockwork and rendered areas holding the urinal in position, and make good.

Supply and install two (2) Caroma “Leda” Wall Hung Urinals with overhead mounted Caroma “Slimline” Pullcord single flush cisterns, including all plumbing and drainage connections. The urinals and cisterns shall be mounted on the masonry blockwork. Ensure that one (1) urinal is positioned at a height for use by children.



Figure 11 Remove and Replace Existing Urinal

8.5 Wall Basin

Remove existing wall-mounted basin and tapware, and make good.

Supply and install a Caroma “Cosmo” Wall Hung Basin (1TH) and a Dorf Flickmixer Basin Mixer, Chrome Plated. Cold water supply only to basin.



Figure 12 Remove and Replace Existing Wall Basin and Tapware

8.6 Shower Upgrades

Remove the existing instantaneous electric hot water systems and all existing shower tapware and shower heads. (Note: The instantaneous electric hot water systems will be retained by Gilgandra Shire Council and stored for possible future use elsewhere).

Supply and install three (3) Dorf Elegance II Shower Sets (Chrome Plated) to the showers, including a new lagged copper hot water service extending from the new hot water systems. Patch and make good all areas of shower walls where the new hot water service and new shower tap and head connections are installed.

Prior to the installation of floor and wall tiles to the complete shower area, apply a water-proofing system to both the floor and walls to the shower area conforming to AS3740 "Waterproofing of Domestic Wet Areas".

Supply and install 200mm x 200mm tiles (Refer Prime Cost Schedule) to the floor and walls in the complete shower area. The wall tiles shall be installed to a height of 2200mm, and the floor tiles shall fall to the existing floor waste.

Remove the existing shower curtains, rail and compressed cement sheet return walls.



Figure 13 Shower Upgrades

Remove the existing shower curtains, rail and return compressed cement sheet return walls.



Figure 14 Remove compressed cement sheet return walls

Supply and install three (3) Waterloo "Pinnacle" (or similar) shower cubicles to the showers, including door lock and indicator sets and a robe hook to each cubicle. Colours to be selected by the principal.



Figure 15 Waterloo “Pinnacle” Shower Cubicles

8.7 Lights, Light Switches and Power Points

Electrical Works

Remove existing fluorescent lights and supply and install new IP65 Weatherproof LED fluorescent light fittings adequate for the area.

Remove existing light switch and supply and install a Clipsal Flush Switch Weatherproof, Vertical (or similar).

Remove existing power point outlet and supply and install a new IP65 Weatherproof Outlet adequate for this area.

Furnish and install all labour, materials and services required (To AS 3000) for the complete installation testing, and perfect operation of the following systems and works:

- Mains, metering and switchboard.
- Lighting and general purpose outlets.
- Light fittings and appliances.

The whole of the electrical installation shall be carried out by the Contractor through a qualified registered Electrical Sub-Contractor. All work will be completed in a workmanlike manner, using materials in compliance with and in accordance with current wiring regulations of the Local Supply Authority and the requirements of the Building Code of Australia.

8.8 Painting

Provide for all labour, material and equipment necessary to furnish and apply paint and other coverage as scheduled and detailed. Make good and paint all surfaces

Prepare and paint all wall surfaces to full height to all internal areas using 1 x coat Dulux sealer binder and 2 x coats Dulux Wash & Wear 101 advanced low sheen as required to ensure an even and consistent paint finish with sufficient cover.

Prepare all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust. Paint all structural steel members with 1 x coat Dulux Metal Primer (Grey) and 2 x coats Dulux Aquanamel gloss.

Prepare and paint all internal doors and other timber surfaces using 1 x coat Dulux 1 step oil based primer sealer undercoat and 2 x coats Dulux Aquanamel gloss. Painting of the external face of the entry door shall also be included.

Prepare the concrete floors to all internal areas and paint with “Luxa Floor LGE” two pack epoxy paint (or similar) in accordance with manufacturer’s instructions.

Paint Colours to be selected by the Principal.

8.9 Glass Louvres and Windows

Replace all cracked, broken or missing glass louvres. Replace any cracked, broken or missing glass window sashes.



Figure 16 Broken, Cracked or Missing Louvres and glass window sashes to be replaced

8.10 Fixtures and Fittings (Dressing Room 2)

Tag	Item	Specification	Quantity
DRS1	Dressing Room Seating	3960mm change room seating (Aluminium)	1
DRS4	Dressing Room Seating	3920mm change room seating (Aluminium)	1
TS1	Toilet Suite	Caroma Profile II Close Coupled Toilet Suite with a "S" Trap Connection and a double flap seat (White)	1
TPH1	Toilet Paper Holder	Caroma Cosmo Metal Toilet Roll Holder, Chrome Plated (Product No.303128C)	1
DL	Toilet Door Lock	Metlam ML200-SCP door lock and indicator set (or similar)	1
URI	Urinal	Caroma "Leda" Wall Hung Urinal with overhead mounted Caroma "Slimline" Pullcord single flush cistern	2
BAS1	Wall Basin	Caroma "Cosmo" Wall Hung Basin, 1TH	1
TPW1	Tapware - Basin	Dorf Flickmixer Basin Mixer, Chrome Plated	1
TPW2	Tapware – Shower	Dorf Elegance II Shower Set, Chrome Plated	3
SC1	Shower Cubicles	Waterloo "Pinnacle" (or similar)	3
IP1	Light Fitting	IP65 Weatherproof LED fluorescent light fitting	2
IP2	Light Switch	Clipsal Flush Switch Weatherproof, Vertical (or similar)	1
IP3	Power Outlet	IP65 Weatherproof Outlet	1

9. OLD CANTEEN ROOM (Adjacent Dressing Room 1)

9.1 *Scope of Work*

The work required under this section includes the renovation works to the Old Canteen Room, adjacent Dressing Room 1 (Home Dressing room) including the demolition and removal of some existing fixtures and fittings, the maintenance and upgrading of structural members and the installation of new fixtures and fittings, including a new hinged door.

9.1 *Door to Old Canteen Room*

Remove existing roller shutter door to the opening between Dressing Room 1 and the Old Canteen Room.

Supply and install a Hume SCX1 Flush solid core door (40mm) with Primecoat finish to the opening between Dressing Room 1 and the Old Canteen Room, including a steel door jamb, 85mm steel butt hinges and fitted with a Gainsborough G4 Series Entrance Knob Lockset (SS), separately keyed.



Figure 17 Remove shutter and install hinged door

9.2 *Disconnection of Hot Water System*

Disconnect and remove the existing hot water system to the wall. Patch and make good the wall, ready for painting.

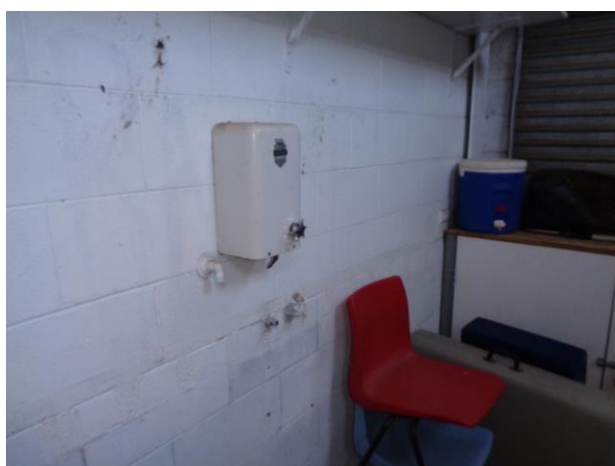


Figure 18 Disconnect and Remove hot water system

9.3 *Bench Seating*

Supply and install Capral "L2327 profile" 300mm wide aluminium bench seating, or similar, to wall adjacent Dressing Room 1, installed as per manufacturer's instructions.

9.4 *Painting*

Provide for all labour, material and equipment necessary to furnish and apply paint and other coverage as scheduled and detailed. Make good and paint all surfaces

Prepare and paint all wall surfaces to full height to all internal areas using 1 x coat Dulux sealer binder and 2 x coats Dulux Wash & Wear 101 advanced low sheen as required to ensure an even and consistent paint finish with sufficient cover.

Prepare all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust. Paint all structural steel members with 1 x coat Dulux Metal Primer (Grey) and 2 x coats Dulux Aquanamel gloss.

Prepare and paint all internal doors and other timber surfaces using 1 x coat Dulux 1 step oil based primer sealer undercoat and 2 x coats Dulux Aquanamel gloss. Painting of the external face of the entry door shall also be included.

Prepare the concrete floors to all internal areas and paint with "Luxa Floor LGE" two pack epoxy paint (or similar) in accordance with manufacturer's instructions.

Paint Colours to be selected by the Principal.

10. REFEREES' CHANGE ROOM

10.1 Scope of Work

The work required under this section includes the renovation works to the Referees' Change Room, including the demolition and removal of some existing fixtures and fittings, re-configuration of the change room, the maintenance and upgrading of structural members and the installation of new fixtures and fittings, including new bench seating.

10.2 Cupboard Removal

Remove the existing cupboard, including the masonry blockwork side wall to the cupboard (between the cupboard and the shower) to allow for the reconfiguration of the Change Room.

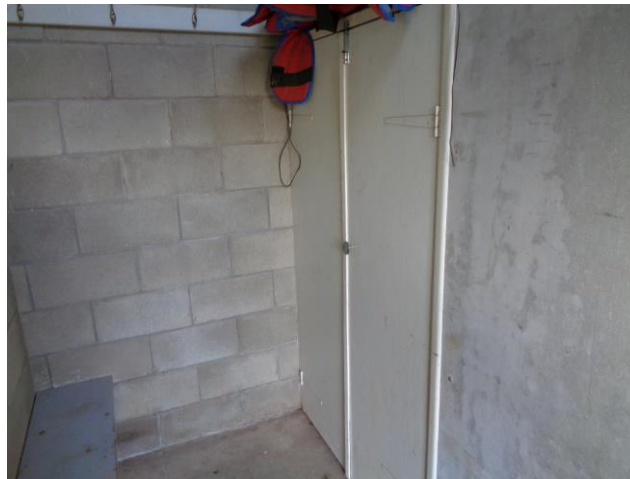


Figure 19 Cupboard to be removed

10.3 Reconfiguration of Change Room

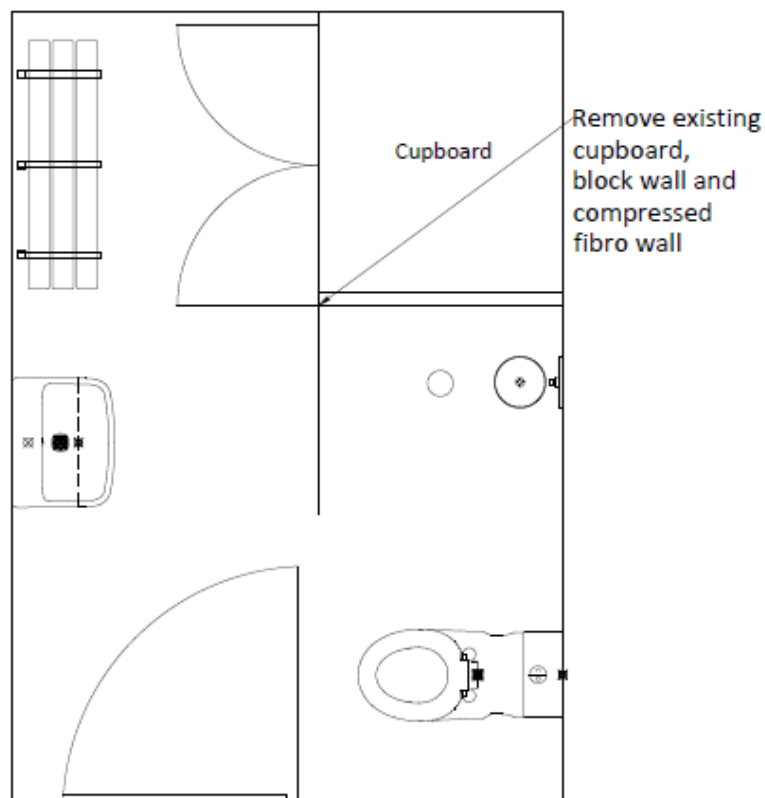


Figure 20 Existing Change Room layout

Once the existing cupboard has been removed, the change room is to be reconfigured as per the following sketch, which essentially involves the supply and installation of a fibre-cement sheet (1800mm High x 18mm thick), to match existing, to be used as a wall between the shower and the toilet.

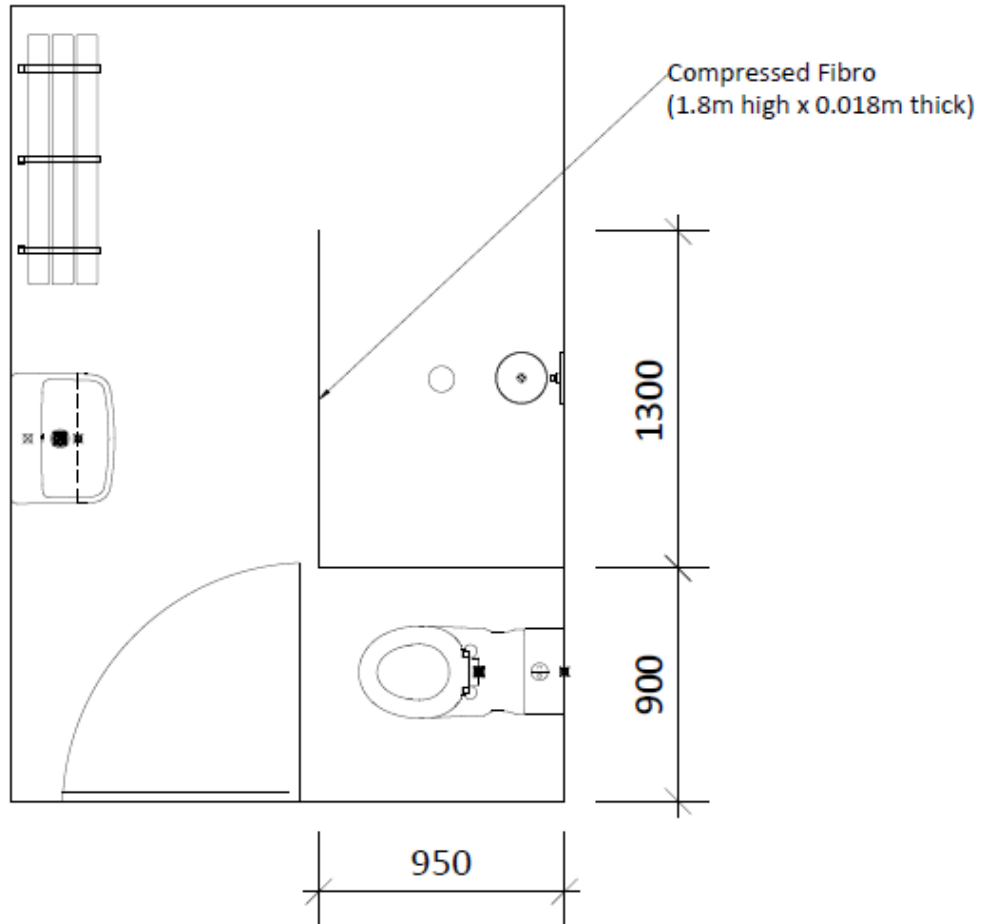


Figure 21 Revised Change Room layout

10.4 Wall Basin Tapware

Remove existing tap to wall basin. Supply and install a Dorf Flickmixer Basin Mixer, Chrome Plated. Cold water supply only to basin.



Figure 22 Remove and Replace Existing Wall Basin Tapware

10.5 Shower Upgrades

Remove the existing instantaneous electric hot water system and all existing shower tapware and shower head. (Note: The instantaneous electric hot water system will be retained by Gilgandra Shire Council and stored for possible future use elsewhere). Remove render from the masonry block wall in the shower.

Supply and install a Dorf Elegance II Shower Set (Chrome Plated) to the shower, including a new lagged copper hot water service extending from the new hot water system. Patch and make good all areas of shower walls where the new hot water service and new shower tap and head connections are installed.

Prior to the installation of floor and wall tiles to the complete shower area, apply a water-proofing system to both the floor and walls to the shower area conforming to AS3740 "Waterproofing of Domestic Wet Areas".

Supply and install 200mm x 200mm tiles (Refer Prime Cost Schedule) to the floor and masonry block wall in the shower area. The wall tiles shall be installed to a height of 2200mm, and the floor tiles shall fall to the existing floor waste.



Figure 23 Shower Upgrades

10.6 Lights, Light Switches and Power Points

Electrical Works

Remove existing fluorescent lights and supply and install new IP65 Weatherproof LED fluorescent light fittings adequate for the area.

Remove existing light switch and supply and install a Clipsal Flush Switch Weatherproof, Vertical (or similar).

Remove existing power point outlet and supply and install a new IP65 Weatherproof Outlet adequate for this area.

Replace damaged existing external light.

Furnish and install all labour, materials and services required (To AS 3000) for the complete installation testing, and perfect operation of the following systems and works:

- Mains, metering and switchboard.
- Lighting and general purpose outlets.
- Light fittings and appliances.

The whole of the electrical installation shall be carried out by the Contractor through a qualified registered Electrical Sub-Contractor. All work will be completed in a workmanlike manner, using materials in compliance with and in accordance with current wiring regulations of the Local Supply Authority and the requirements of the Building Code of Australia.

10.7 Painting

Provide for all labour, material and equipment necessary to furnish and apply paint and other coverage as scheduled and detailed. Make good and paint all surfaces

Prepare and paint all wall surfaces to full height to all internal areas using 1 x coat Dulux sealer binder and 2 x coats Dulux Wash & Wear 101 advanced low sheen as required to ensure an even and consistent paint finish with sufficient cover.

Prepare all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust. Paint all structural steel members with 1 x coat Dulux Metal Primer (Grey) and 2 x coats Dulux Aquanamel gloss.

Prepare and paint all internal doors and other timber surfaces using 1 x coat Dulux 1 step oil based primer sealer undercoat and 2 x coats Dulux Aquanamel gloss. Painting of the external face of the entry door shall also be included.

Prepare the concrete floors to all internal areas and paint with "Luxa Floor LGE" two pack epoxy paint (or similar) in accordance with manufacturer's instructions.

Paint Colours to be selected by the Principal.

10.8 Glass Windows

Replace the cracked glass window sash.



Figure 24 Cracked Glass Window Sash to be replaced, Replace External Light Fitting

10.9 Fixtures and Fittings (Referee's Change Room)

Tag	Item	Specification	Quantity
TPW1	Tapware - Basin	Dorf Flickmixer Basin Mixer, Chrome Plated	1
TPW2	Tapware – Shower	Dorf Elegance II Shower Set, Chrome Plated	3
IP1	Light Fitting	IP65 Weatherproof LED fluorescent light fitting	2
IP2	Light Switch	Clipsal Flush Switch Weatherproof, Vertical (or similar)	1
IP3	Power Outlet	IP65 Weatherproof Outlet	1

11. GENTS TOILETS

11.1 Scope of Work

The work required under this section includes the renovation works to the Gents Toilets including the demolition and removal of some existing fixtures and fittings, the maintenance and upgrading of structural members and the installation of new fixtures and fittings.

11.2 Demolition

Demolish and remove the existing stainless steel urinal and cisterns (including removal of masonry blockwork and rendered areas holding the urinal in position), toilet suites (2), toilet paper dispensers (2), toilet cubicles (2), wall basins(2) and make good all areas.



Figure 25 Remove Existing Urinal and Cisterns

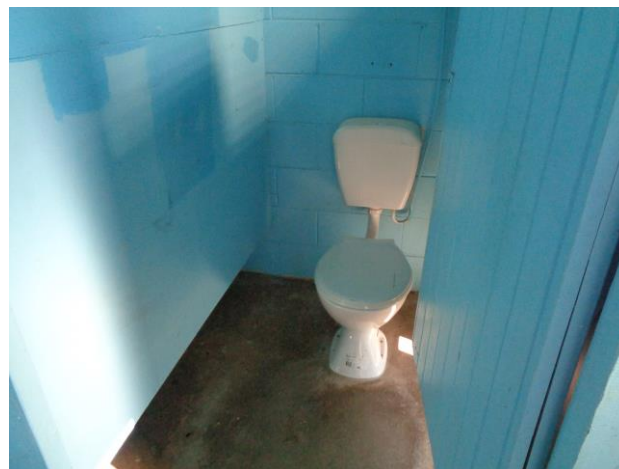


Figure 26 Remove Existing Toilet Suites and Toilet Cubicles

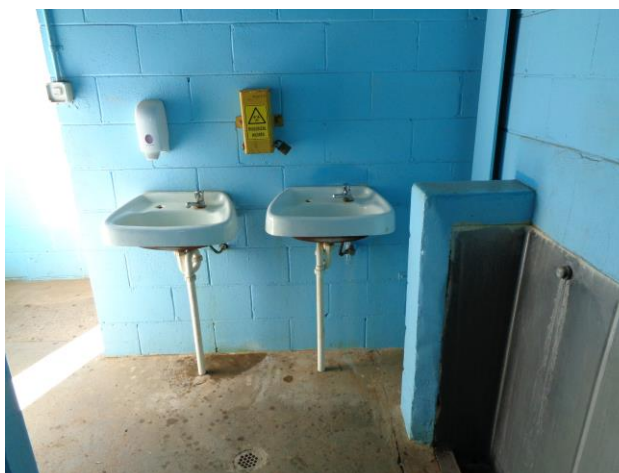


Figure 27 Remove Existing Wall Basins

11.3 Urinals

Supply and install three (3) Caroma “Leda” Wall Hung Urinals with overhead mounted Caroma “Slimline” Pullcord single flush cisterns, including all plumbing and drainage connections. The urinals and cisterns shall be mounted on the masonry blockwork. Ensure that one (1) urinal is positioned at a height for use by children.

11.4 Wall Basins

Supply and install two (2) Caroma “Cosmo” Wall Hung Basin (1TH) and two (2) Dorf Flickmixer Basin Mixers, Chrome Plated. Cold water supply only to basins. Supply and install one (1) 600mm x 600mm wall-mounted mirror above the vanity basins.

11.5 Toilet Cubicles

Supply and install two (2) Caroma Profile II Close Coupled Toilet Suites with an “S” Trap Connection and a double flap seat (White), including all plumbing and drainage connections, as required.

Supply and install two (2) Waterloo “Pinnacle” (or similar) toilet cubicles to the toilets, including door lock and indicator sets. Colours to be selected by the principal.



Figure 28 Waterloo “Pinnacle” Toilet Cubicles

Supply and install a Kimberly Clark Jumbo Toilet Paper Holder Lockable, Stainless Steel (Product No.4972) to each toilet cubicle.

11.6 Floor and Wall Tiling

Clean back and prepare the complete concrete floor of the gents toilets for floor tiling (to all areas), including stripping back and filling uneven areas of the concrete floor, as required, to allow consistent fall into the existing floor waste.

Supply and install 200mm x 200mm R10 Rating non-slip floor tiles to all areas of the gents toilets. The floor tiles shall be glued down with a flexible glue, with no mortar bed.

Supply and install 1 row of 200mm x 200mm skirting tiles to the complete perimeter of the gents toilets.

All tiles to be selected by the Principal.

11.7 Painting

Provide for all labour, material and equipment necessary to furnish and apply paint and other coverage as scheduled and detailed. Make good and paint all surfaces

Prepare and paint all wall surfaces to full height to all internal areas using 1 x coat Dulux sealer binder and 2 x coats Dulux Wash & Wear 101 advanced low sheen as required to ensure an even and consistent paint finish with sufficient cover.

Prepare all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust. Paint all structural steel members with 1 x coat Dulux Metal Primer (Grey) and 2 x coats Dulux Aquanamel gloss.

Prepare and paint all internal doors and other timber surfaces using 1 x coat Dulux 1 step oil based primer sealer undercoat and 2 x coats Dulux Aquanamel gloss.

Painting of the external the entry door (both faces) shall also be included using appropriate preparation and paint to suit the metal door.

Prepare the concrete floors to all internal areas and paint with "Luxa Floor LGE" two pack epoxy paint (or similar) in accordance with manufacturer's instructions.

Paint Colours to be selected by the Principal.

11.8 Glass Louvres

Replace all cracked, broken or missing glass louvres.



Figure 29 Broken, Cracked or Missing Louvres

11.9 Fixtures and Fittings (Gents Toilets)

Tag	Item	Specification	Quantity
TPH2	Toilet Paper Holder	Kimberly Clark Jumbo Toilet Paper Holder Lockable, Stainless Steel (Product No.4972)	2
URI	Urinal	Caroma "Leda" Wall Hung Urinal with overhead mounted Caroma "Slimline" Pullcord single flush cistern	3
BAS1	Wall Basin	Caroma "Cosmo" Wall Hung Basin, 1TH	2
TPW1	Tapware - Basin	Dorf Flickmixer Basin Mixer, Chrome Plated	2
TC1	Toilet Cubicles	Waterloo "Pinnacle" (or similar)	2

12. LADIES TOILETS

12.1 *Scope of Work*

The work required under this section includes the renovation works to the Ladies Toilets including the demolition and removal of some existing fixtures and fittings, the maintenance and upgrading of structural members and the installation of new fixtures and fittings.

12.2 *Demolition*

Demolish and remove the existing toilet suites (3), toilet paper dispensers (3), toilet cubicles (3), wall basins (2) and make good all areas.



Figure 26 Remove Existing Toilet Suites and Toilet Cubicles



Figure 27 Remove Existing Wall Basins

12.3 *Wall Basins*

Supply and install two (2) Caroma “Cosmo” Wall Hung Basin (1TH) and two (2) Dorf Flickmixer Basin Mixers, Chrome Plated. Cold water supply only to basins. Supply and install one (1) 600mm x 600mm wall-mounted mirror above the vanity basins.

12.4 *Toilet Cubicles*

Supply and install three (3) Caroma Profile II Close Coupled Toilet Suites with an “S” Trap Connection and a double flap seat (White), including all plumbing and drainage connections, as required.

Supply and install three (3) Waterloo “Pinnacle” (or similar) toilet cubicles to the toilets, including door lock and indicator sets. Colours to be selected by the principal.



Figure 28 Waterloo “Pinnacle” Toilet Cubicles

Supply and install a Kimberly Clark Jumbo Toilet Paper Holder Lockable, Stainless Steel (Product No.4972) to each toilet cubicle.

12.5 Floor and Wall Tiling

Clean back and prepare the complete concrete floor of the ladies toilets for floor tiling (to all areas), including stripping back and filling uneven areas of the concrete floor, as required, to allow consistent fall into the existing floor waste.

Supply and install 200mm x 200mm R10 Rating non-slip floor tiles to all areas of the ladies toilets. The floor tiles shall be glued down with a flexible glue, with no mortar bed.

Supply and install 1 row of 200mm x 200mm skirting tiles to the complete perimeter of the ladies toilets.

All tiles to be selected by the Principal.

12.6 Painting

Provide for all labour, material and equipment necessary to furnish and apply paint and other coverage as scheduled and detailed. Make good and paint all surfaces

Prepare and paint all wall surfaces to full height to all internal areas using 1 x coat Dulux sealer binder and 2 x coats Dulux Wash & Wear 101 advanced low sheen as required to ensure an even and consistent paint finish with sufficient cover.

Prepare all structural steel members by removing original paintwork using such tools as scrapers and wire brushes to remove all adherent rust. Paint all structural steel members with 1 x coat Dulux Metal Primer (Grey) and 2 x coats Dulux Aquanamel gloss.

Prepare and paint all internal doors and other timber surfaces using 1 x coat Dulux 1 step oil based primer sealer undercoat and 2 x coats Dulux Aquanamel gloss.

Painting of the external the entry door (both faces) shall also be included using appropriate preparation and paint to suit the metal door.

Prepare the concrete floors to all internal areas and paint with “Luxa Floor LGE” two pack epoxy paint (or similar) in accordance with manufacturer’s instructions.

Paint Colours to be selected by the Principal.

12.7 Glass Louvres

Replace all cracked, broken or missing glass louvres.



Figure 27 Broken, Cracked or Missing Louvres

12.8 Fixtures and Fittings (Ladies Toilets)

Tag	Item	Specification	Quantity
TPH2	Toilet Paper Holder	Kimberly Clark Jumbo Toilet Paper Holder Lockable, Stainless Steel (Product No.4972)	3
BAS1	Wall Basin	Caroma "Cosmo" Wall Hung Basin, 1TH	2
TPW1	Tapware - Basin	Dorf Flickmixer Basin Mixer, Chrome Plated	2
TC1	Toilet Cubicles	Waterloo "Pinnacle" (or similar)	3

13. PRIME COST SCHEDULE

PC Schedule of Allowances (Rectification and Upgrade Works to Grandstand Amenities)

Item	Allowance	Unit
Ceramic Wall Tiles (200mm x 200mm)	\$40	Per/m ²
Ceramic Floor Tiles (200mm x 200mm)	\$40	Per/m ²

14. CONSTRUCTION WORK CODE OF PRACTICE

14.1 *Scope of Work*

All works conducted on site shall be in strict accordance with the *Construction Work Code of Practice – May 2018* issued by Safe Work Australia, in association with Safework NSW and The NSW Government, and any other relevant Codes of Practice.

A copy of the *Construction Work Code of Practice – May 2018*, and any other relevant Codes of Practice can be obtained through the Safework NSW website:

www.safework.nsw.gov.au

Revision	Date	Approved by
A – Issued for Quotation & Construction	6.9.2019	B. Irvin

GILGANDRA SHIRE COUNCIL

STATEMENT OF BUSINESS ETHICS

GENERAL PRINCIPLES

Gilgandra Shire Council expects all its representatives, staff and Councillors to behave ethically and to abide by a written Code of Conduct. Council also expects private industry and its representatives to maintain similar standards of ethical conduct in their dealings with Council.

There are two main principles that form the basis of Gilgandra Shire Council's business agreements. Firstly, there is the need to get the best possible value for public money. Secondly, Council needs to demonstrate impartiality and fairness at all stages of the process.

These principles enable suppliers to promote their interests productively and avoid potentially questionable activity. Those providing goods and services also benefit from the assurance that their competitors are required to behave in accordance with the same guidelines.

VALUE FOR MONEY is determined by considering all the factors which are relevant to a particular process. For example quality, reliability, timeliness, service, initial and ongoing costs are all factors which can make a significant impact on benefits and costs. Value for money does not mean "lowest price".

However, the lowest price bid might offer best value if it meets other essentials such as quality and reliability.

IMPARTIALITY AND FAIRNESS are about being objective, even-handed and reasonable. An impartial person will try objectively to establish criteria for determining best value for money and will work hard to objectively assess each quotation against criteria. A fair person would not for example change or introduce new selection criteria midway through the quotation process without advising all persons submitting a quotation.

Being impartial includes taking into account the practicalities of a given situation. Impartiality does not require for example inviting bids from firms which have performed poorly in the past. In some circumstances, fairness takes into account the effects of actions of others. It would be unfair to call quotes when there is no serious intent to award a contract subject to a satisfactory offer.

Fairness does not necessarily mean pleasing everyone. Some people are occasionally adversely affected by fair decisions. Council operates from a view point where it wishes to be fair in all its dealings and minimise where possible, any adverse effects of its decisions.

Gilgandra Shire Council expects staff and Councillors to:

- Respect and follow Council's policies and procedures.
- Treat all quotes for the supply of goods and services equitably.
- Promote fair and open competition while seeking best value for money.
- Protect confidential information.
- Meet or exceed public interest and accountability standards.
- Respond promptly to reasonable requests for advice and information.
- Avoid situations where private interest could conflict with public duty.
- Never solicit or accept remuneration, gifts or other benefits from a supplier for the discharge of official duties.

Council expects tenderers, suppliers, consultants and contractors to:

- Respect the conditions set out in documents supplied by Council,
- Respect the obligation of Council staff to abide by Council's procurement and disposal policy.
- Abstain from collusive practices.
- Prevent unauthorised release of privileged information, including confidential Council information.
- Refrain from offering Council employees or Councillors any financial or other inducement which may give any impression of unfair advantage.

HOW IT WORKS

There is no absolute definition of "ethical behaviour". If there is any doubt about the ethics of a proposed action, a sensible test is whether or not you would be happy to see your behaviour published in the local newspaper.

Staff and Councillors of Gilgandra Shire Council or those in the employ of a tenderer, supplier, consultant or contractor who are concerned that a breach of the law or of ethical conduct may have taken place, should discuss the matter with Gilgandra Shire Council's Public Officer on (02) 6817 8800.

If an apparent breach of any agreed standard of ethical conduct is identified, then the matter should be immediately brought to the attention of the General Manager or the Public Officer on (02) 6817 8800.

CODE OF CONDUCT

Council contractors will also be required to observe the relevant provisions of Council's Code of Conduct based on the Department of Local government Model Code of Conduct for Local Councils in NSW.