

Scope of Work for proposed new entry

1 Location

PCUG lease of Rooms 3.08, 3.09, 3.10 and 3.28 at Level 2A, Grant Cameron Centre, 27 Mulley St, Holder, ACT 2611.

2 Existing condition survey

PCUG to agree with Landlord on an existing condition survey prior to the start of the proposed work. One copy to Landlord, one to PCUG.

3 Drawings

Carry out work as described in this *Scope of Work* and in conjunction with the following drawings:

- PCUG 01 *New Entry*
- PCUG 02 *Demolition Plan*
- PCUG 03 *Reflected Ceiling Plan*
- PCUG 04 *Elevations and Section*
- PCUG 05 *Power and Communications*

4 General

Give the Landlord's Representative and other tenants one week's notice of start of work. Protect all existing services. In particular, ensure fire detection and EWIS system remain operational and existing corridor cable tray continues in use. Minimise dust, noise, traffic and any other disturbances to the quiet enjoyment of all other occupants of the building complex. Protect the building fabric generally.

5 Asbestos notification

[*** To be provided by the Landlord.]

6 Demolition

Demolish existing:

- office partitions shown on Drawing PCUG 02 *Demolition Plan*
- nominal 200 mm concrete block wall at new entry;
- nominal 100 mm concrete block wing wall in new reception area;
- nominal 100 mm concrete block wall for new Door D6.
- Door D2 and panel over at Grid C3 (and rehang on opposite hand);
- fluorescent light batten in new Office Area (and relocate);
- See **Option C** below: Remove grey carpet from General Meeting Room.

7 New entry

Provide and install a new entry wall, bulkhead and Door D3 as shown on the Drawings. The new entry wall comprises:

- an internal shopfront-grade aluminium framed wall with 6.38 mm clear laminated glass complying with appropriate standards The aluminium finish shall be anodized or powder-coated finish of dark blue colour.
- matching aluminium-framed full glass panel sliding door with vision strip, seals, rail and guides;
- **Option A:** Provide and install detectors and mechanisms for automatic opening and closing Door D3;
- **Option B:** Provide and install a customer entry detector at Door D3;
- a lock to the sliding door complying with Landlord's keying requirements;
- a 75 mm metal stud framed bulkhead with 12 mm plasterboard facing each side. Prepare and paint the plasterboard inside and out.
- Provide and install a second motion detector connected to building security system, all to Landlord's requirements.
- Make good all around, inside and out.

8 New Office and Reception

Perform the following work:

- Make good the existing plasterboard ceiling at the new wall, at the demolished 100 mm wall, and at the existing light fitting;
- Make good the exposed faces of columns C3 and D3;
- Make good the floor surface at demolished walls;
- Make good the existing concrete block wall and skirtings at the 100 mm nominal demolished wall;
- Rehang D2 and its panel over as shown and make good door and frame;
- At a height of 2400 mm provide and fix upright pelmuts to the perimeter of three walls as shown on the *Reflected Ceiling Plan*;
- Provide and install two new single fluorescent light battens to wall of new Office Area as shown, and relocate one existing. All fluorescent tubes shall be daylight colour. Provide a single switch next to Door D2.
- Prepare and paint the plasterboard ceiling, all exposed concrete block walls, exposed RC columns and timber skirtings;
- Provide and lay carpet to the new Office and Reception area to match existing Training Room carpet.

9 General Meeting & Computer Room

Option C: Provide and lay carpet to the new Training Room as shown on Drawing PCUG 01 *New Entry* in lieu of existing grey carpet so as to match existing north room (R 3.08) carpet throughout.

10 Training Room

Option D: Relocate 3 no light fittings in ceiling of Training Room as shown on Drawing PCUG 03 *Reflected Ceiling Plan*. Reswitch all Training Room lights into four banks of three fittings each so that the banks are switched in east-west rows, not existing north-south. Provide and install one new four switch next in the existing switch location near Door D1.

Option E: Install ceiling mount and overhead projector provided by the PCUG at the location shown on Drawing PCUG 03 *Reflected Ceiling Plan*. Provide one new single GPO in the ceiling near this location. Provide and lay an amplified XVGA monitor cable from the overhead projector to the wall mounted inlet location shown. Provide and install a fixed projection screen to the wall as shown on Drawing PCUG 03 *Reflected Ceiling Plan*.

Option F: In lieu of 6 no double data outlets on wall A1-C1, provide and install a total of 3 no triple slimline GPO power and 6 no double data droppers from ceiling to 400 mm above floor level.

11 Power and communications

Provide and install in the nominal locations shown on Drawing PCUG 05 *Power and Communications*:

- 8 no new double GPOs;
- relocate 1 no GPO from demolished partition;
- 46 no new Customer Communications Outlets.

See other power and communications relocation work in the General & Computer Room on Drawing PCUG 05. See also Training Room electrical work Options D, E and F.

12 Lighting

See lighting for new Office and Reception above. Also see the lighting option for the Training Room.

13 Fire safety

Install 2 no fire extinguishers provided by the PCUG in the locations shown on Drawing PCUG 01 *New Entry*. No work is proposed to fire detection and emergency warning systems.

14 Making good and clean up

Make good generally. All rubbish and surplus material from this construction work shall be removed from the building complex in a timely manner and be disposed of in a suitable way, preferably by recycling.

End of Scope of Work