



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Currambine Community Centre		
Project Description	Design, tender and project management of: The construction of the Currambine Community Centre. A car park at Delamere Park.		
Project Manager	Manager Asset Management		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$2,139,002	\$2,139,002	\$1,887,574

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Presentation to Strategy Session		Jul 2011	Jul 2011	Jul 2011
• Report to Council Meeting		Jul 2011	Jul 2011	Jul 2011
• Project Handover		Aug 2011	Aug 2011	Aug 2011
• Design and design development (ongoing through tender stage)		Dec 2011	May 2012	Jun 2012
• Preparation of tender documentation		Feb 2012	Apr 2012	May 2012
• Tender period		Apr 2012	May 2012	Jun 2012
• Tender evaluation		May 2012	May 2012	Aug 2012
• Council approval		Jun 2012	Jul/Aug 2012	Aug 2012
• Commence construction		Sep 2012	Oct 2013	Nov 2013
• Official opening		Sep 2013	Feb 2014	Feb 2014

Overall summary and actions completed within month

February 2014

- Official opening held on 26 February 2014.
- Official commemoration plaque was installed in the foyer on Friday 28 February.
- Application submitted to Green Building Council of Australia (GBCA) for the “as built” Four Star Green rating.

January 2014

- Additional works by the City being carried out.

- Defects conditional within practical completion being addressed.
- Variations being assessed.
- Landscaping of “Town Square” completed by Ray White Works.
- Locks changed to City Master Key System.
- Occupation Certificate issued and certificates displayed inside building.

December 2013

- Final City fit out progressing.
- Defects being addressed.

November 2013

- Practical Completion Certificate issued to the builder on 19 November 2013.
- Additional works by the City being carried out.
- Furniture being installed.
- White goods, cookers, fridges etc have been delivered. Cookers yet to be installed.
- Room signage completed. External sign to be fixed by 6 December 2013.
- External works 100% complete.
- Large car park 100% complete.
- Small car park 100% complete. Kerbing around sewer manhole completed.
- Kerb ramps at crossovers completed.
- All down pipes complete. Roof and wall cladding defects remedial works inspected, updated and schedule issued.
- Sink in parenting room to be connected. Wash basin in kitchen one to be changed.
- Perimeter landscaping 100% complete.
- Hydraulics works for sewer connection completed.
- Defects inspection completed and remedial works being addressed.
- Occupation Certification assessment completed and Certificate issued. Outstanding remedial works being addressed.
- Data cabling completed.
- Ray White Works (RWW) landscaping design for Town Square completed.

October 2013

- External works 96% complete. Footpath paving complete.
- Large car park 98% complete. One island to be paved.
- Small car park 95% complete. Kerbing around sewer manhole to be completed.
- Kerb ramps at crossovers to be completed.
- Down pipes complete. Stainless steel down pipes installed. Roof and wall cladding defects being addressed.
- Installation of sanitary fittings complete.
- Cabinet work complete.

- Window blinds installation complete.
- Painting complete.
- Landscaping of courtyard complete. Perimeter landscaping 80% complete.
- Telstra cable installed. Connection made.
- Security and smoke alarm system installed.
- Sewer connection cut-in to Watercorp line completed on 30 October. Remaining associated hydraulics works to be completed.
- Defects inspection completed and remedial works being addressed.
- Pre Occupation Certification assessment completed. Outstanding remedial works being addressed.
- Data cabling due to be completed by 7 November 2013.
- Ray White Works (RWW) has agreed landscape design for Town Square. Work in progress.

September 2013

- External works 75% complete. Foot path paving 75% complete.
- Large car park 95% complete. Line marking remains to be done.
- Small car park – 80% complete. Bitumen still to be laid.
- Steel work complete.
- Roof and wall cladding complete. Gutters installed, down pipes 60% complete. Stainless steel down pipes still to be installed.
- Installation of sanitary fittings 95% complete.
- Windows and glazing complete including sliding / folding door to Activity Room 1.
- Cabinet work 95% complete.
- Window blinds installation 95% complete.
- Painting finishing coats 85%.
- Landscaping of courtyard 70% complete.
- Telstra cable installed.
- Building switch board fully activated. Light fittings all installed.
- Link footpath on south west side across 'town square' completed.
- Sewer connection works 75% complete.
- External works 65% complete. Footpath paving still to be done.

August 2013

- Large car park 95% complete. Line marking remains to be done.
- Small car park – 80% complete. Bitumen still to be laid.
- Steelwork 99% complete.
- Brickwork complete.
- Roof sheeting and wall cladding complete. Eaves gutters in Courtyard and all exposed down pipes still to be supplied and fixed.
- External render complete.
- Internal float and sets complete.
- Hydraulic prelay complete. Installation of sanitary fittings 65% complete.
- Mechanical/air conditioning installation 90% complete.
- Windows and glazing complete, except for Activity Room/sliding folding door.
- Aluminum glazed doors complete.
- Toilet cubicles and vanity benches installed, including parenting room nappy change bench.
- Cabinet work 75% complete.
- Window blinds 75% installed.
- Wall and floor tiling complete.
- Painting base coat/sealer completed. Painting and finishing coats 50% complete.
- Telstra cable conduit/trenching complete.
- Building switchboard still to be fully activated. Temporary power available from switch board. Light fittings 75% installed.
- Ceiling above stage area in Main Hall has been raised.
- Spoil heaps on Ray White Works adjoining sites have been reduced.
- Design of link footpath on south-west side complete. Construction works due to start.

July 2013

- External works 65% complete.
- Main car park – 80% complete. Bitumen still to be laid.
- Steelwork 99% complete.
- Brickwork complete.
- Roof sheeting and wall cladding complete. Eaves gutters, down pipes and some flashings outstanding.
- External render 80% complete.
- Internal float and sets 95% complete.

- Hydraulic prelay 98% complete.
- Mechanical/air conditioning installation 90% complete.
- Windows and glazing complete, except for Activity Room/sliding folding door.
- Aluminum glazed doors complete.
- Toilet cubicles and vanity benches installed.
- Wall and floor tiling 80% complete.
- Painting (base coat/sealer) commenced.
- Telstra cable conduit/trenching complete.
- Building switchboard still to be activated. Electrical fitting off must be completed before this can occur.
- Ceiling above stage area in main hall has been raised.
- Spoil heaps on Ray White Works adjoining sites have been reduced.
- Design of link footpath on south-west side complete. Construction works due to start.

June 2013

- External site works at 65%.
- Main large car parks progressing.
- Steelwork fixing 99% complete. Minor works remaining.
- Brickwork 100% complete.
- Roof sheeting and wall cladding complete.
- External render 70% complete.
- Internal render, float and set 65% complete.
- Electrical pre-lay 95% complete.
- Hydraulic pre-lay 98% complete.
- Mechanical/air conditioning installation 85% complete.
- Window frames and glazing have been installed.
- Door frames and glazed doors have been installed.
- Sliding folding glazed screen to Activity Room 1 to be installed only after landscaping has been completed.
- Trenching for Telstra cable conduit in progress 50% complete.
- Western Power has made the connection to the site switch board but not yet connected to the

building switch board.

- Spoil heaps on North South and West boundaries being removed by Ray White Works.
- “Town Square” area will be available in the next two weeks for builder to complete the footpath link to Chesapeake Way.
- The project has been awarded a ‘Four Star Green Star’ design rating.
- Council/Mayor has requested the ceiling above the “stage” area in the main hall to be raised. This involves builders work and some alterations to one of the air handling units pipe work for example. This will result in an extension of time being issued and the date for practical completion will now be in October 2014.

May 2013

- External site works remains at 65% completed.
- Car parks and access roads remain/ no progress - not critical to the progress of the works.
- Steelwork fixing 99% complete. Remaining work for total completion dependant on other trades. Not causing any delays to the works.
- Brickwork (internal and external) 95% complete.
- Roof sheeting 85% completed.
- Rendering generally internal and external approximately 50%
- Float and set plastering 30% complete.
- Electrical prelay rough-in works 80% complete.
- Hydraulic rough in works 95% complete.
- Mechanical Air conditioning installation 70% complete.
- Ray White still to move spoil heaps in the ‘Town Square’ area on the West side of the boundary to enable continuation of South side retaining walls and footpath link to Chesapeake Way.
- The Round 2 documentation has been submitted to the Green Council of Australia for a four-start Green Star design rating. The Green Council of Australia should confirm the design rating by the end of June 2013.

April 2013

- Ray White has confirmed they will be disposing of the soil heap in the area of the proposed ‘Town Square’ adjacent to the west boundary of the site).
- Steelwork remains at 98% completed (some minor works still to be completed).
- Brickwork 55% completed.
- Roof sheeting 65% completed.
- Western Power have installed the transformer/substation.
- A/C Installation.

- Electrical - basic installation of conduit 25% complete.
- Plumber work – basic installation 25% complete.
- Design/Documentation for the extension of the water corporation sewer has been submitted to water corporation for approval - one week behind program.
- Overall, builder almost on programme.

March 2013

- External site works 65% completed.
- Large car park at Delamere Park 65% completed. Will not progress further until access road parking at rear of building is ready for bitumen surfacing and sewer connection has been completed. There is no delay with the progress of the building.
- Retaining walls 85% completed. Remaining walls on Ray White land ("Town Square") unable to be done due to spoil heaps. Meeting with Ray White arranged to discuss this item.
- All slabs cast except areas of special polished concrete. This will not be done until later to avoid damage.
- Steelwork 98% erected.
- Brickwork 15% completed.
- Roof sheeting 35% complete. Mesh for remaining roofs 70% complete.
- Water supply now provided on site.
- Western Power to commence trenching for power cable to transformer on 8 April 2013.
- Some air condition ducting due on site on 8 April 2013.
- First stage of Green Star Design submission results imminent.
- Builder approximately one week behind program.

February 2013

- Car parks sub bases and soak wells installation completed.
- Retaining walls 85% complete. Water Corp easement problems resolved.
- All footings and HD bolts cast.
- All floor slabs casts except areas where polished concrete was specified.
- Steel expected to be delivered 1 March and steel erection to start on same day/day after.
- Prelay of electrical and hydraulic services completed
- Shop drawings for electrical site and main building switch boards being addressed.
- City of Joondalup sign boards erected.
- Western Power installation awaiting Western Power works on adjoining site to be completed.
- Advice from Green Building Council is that the building as currently designed would attract a 4-

star rating.

- Contractor is currently one week behind schedule.

January 2013

- Retaining walls 75% complete. Progress delayed due to the wall crossing the Water Corporation easement being redesigned.
- Footings and steel column holding down bolts cast for the main hall area.
- The large car park road base 90% completed.
- Steelwork shop drawings completed/reviewed. Steelwork being fabricated.
- Mechanical installation/equipment shop drawings and schedules issued and reviewed.
- Western Power transformer pad requirements being addressed.

December 2012

- Retaining walls 65% completed.
- 'In-ground' services installed in common trench.
- Soak wells for small car park, roads and service yard installed.
- Large car park build up in progress and soak wells installed.
- Additional conduits installed for services required for Delamere Park.
- Site closed 21 December to 7 January 2013.

November 2012

- Funding approval received from Lottery West for \$650,000.
- Builder, Pindan, started on-site with site clearance and earthworks in progress.
- Some delays encountered on site due to an Optus cable being located within our site, in the area where the proposed Western Power transformer is to be located. The transformer cannot be installed until the cable has been moved/relocated. Optus have been contacted by the City and they will make the necessary arrangements.
- The "Dig before you Dig" information indicates the cable line outside our site but within the Delamere Avenue road reserve.

October 2012

- Negotiations completed with the builder regarding costs associated with the changes in the original tender scope. These changes were:
 - Relocation of the building three metres east of the west boundary;
 - Confirmation of the specifications for the roof and wall cladding, composite sheet sandwich; panel versus traditional sheet metal and insulation;
 - Confirmation of the extent of the sprung flooring;
 - Amendments to the fire fighting system resulting from the agreements with FESA.
- Final contract sum agreed with builder.
- Outstanding items arising from the Building License Assessment resolved. Official comments from FESA still not received.

- Building License issued on 22 October 2012.
- Builder started on-site week beginning 22 October 2012.
- Sod turning held on 29 October 2012.

September 2012

- Meeting held with Builder. Revised contract documentation discussed resulting from the relocation of the building three metres eastwards. Drawings handed over at meeting for Builder to quote for amendments. Builder submitted costs for additional works. Costings of \$58,080.48 being reviewed by quantity surveyor.
- Meeting held with FESA regarding their requirement for tanks and pumps to be included in the specifications; agreement reached on fire engineered solution tabled by the City's consultant (Norman Disney and Young).
- Documentation amended to reflect the FESA agreed changes issues to relevant parties. Builder requested to amend quote to reflect all changes and provide new costings by end September 2012.
- Amended drawings re-submitted for building license approval.
- Agreement from adjoining land owner/developer for stairs to be installed on town square leading into front of community centre building.
- Industrial waste application lodged with Water Corporation.

August 2012

- Tender evaluations completed.
- Endorsement by Council in August 2012 to appoint builder (Pindan Pty Ltd) for the construction of the community centre at the fixed lump sum of \$4,026,923 (excl GST) and completion of works within 48 weeks from possession of the site and an additional car park for the fixed lump sum of \$95,851 (excl GST).
- Project contract and 'for construction' documentation has been updated to include the following:
 - All amendments for the relocation of the building due to the adjoining land owner being unable to guarantee that the area nominated on their master plan as a town square would not be developed in future.
 - Allowance for some additional services to be incorporated in the works should FESA's advice to the City to install tanks and pumps to supplement the water pressure to the internal hydrants are adopted. These include minor modifications to the switch board, conduits to location of possible future pump house and allocation of an area for possible future 22,500 litre water tank (meeting arranged with FESA to finalise this situation).
 - Trip switch for mechanical installation, additional smoke detectors in stores, relocation of possible future photovoltaic panels from hip roof over Activity Room 2 to the awning over the walkway on the southern side of the court yard.
- The building licence assessment has been completed and will be issued pending the decision by the City's Compliance and Regulatory Services following the meeting with FESA.
- Documentation has been completed for the following (pending decision on FESA item):
 - Building Licence Application – amended documents ready for inclusion.
 - Contract – amended drawings / documents including all additional items.
 - 'For Construction' – drawings / documents ready for issue to the builder.
- Approval received from adjoining land owner/developer (Ray White Works) for the City's builder to access their land (Lot 929, 1244 Marmion Avenue, Currambine) to construct retaining walls on the northern, southern and western boundaries and to construct temporary footpath access across the town square site to complete the pedestrian link from Delamere Avenue to Chesapeake Way.

- Agreement reached with Ray White Works regarding the interface at the City's western boundary and the town square land owned by adjoining land owner; they have agreed to steps being provided on their land to allow direct access to the main entrance to the community centre.
- Ray White Works will remove their spoil on the northern, southern and western sides of the City's site to the site of Delamere Park where it will be used by the City as part of the landscaping.

July 2012

- A meeting was held with the adjoining land owner / developer (Ray White) where they confirmed that they would not guarantee that the land adjoining the City's western boundary, which is nominated on their current and previous master plans as a town square, would not be developed in the future. The City has amended documentation to reflect the building moving three metres eastwards, with the cost of the changes to be negotiated with the successful tenderer.
- The structural and services consultants commenced updating their drawings to reflect the above-mentioned change.
- Amended documents for the building licence approval are now available for re-assessment.
- Tender evaluation has been completed with the draft Council report being distributed for final comment. Report to be presented to Council on 21 August 2012.
- Projected builder's start date is now 3 September 2012, assuming the variation is agreed to.

Previous Milestones

- The remaining consultants for electrical, hydraulic, mechanical, Part J of the BCA and Green Star accredited professional mentoring have been appointed.
- Design development of the services installation is proceeding. Now 85% complete.
- Design and specification of all building components being assessed for documentation as part of the Green Star rating application requirement.
- Structural design 90% completed.
- Architectural tender documentation proceeding – 85% completed.
- Preliminary discussions have been held with Lottery West regarding funding. Once a pre-tender cost estimate from a quantity surveyor has been completed an official application for funding will be submitted in May.
- Application has been lodged for funding with Liveable Cities Program.
- Department of Health have confirmed that a Child Health Centre will be included within the building. Plans have been updated to include the Child Health Centre standard layout. A Memorandum of Understanding between the Department of Health and the City will be progressed in the coming months.
- Application has been submitted for a Building Licence with City of Joondalup Approvals.
- An Expression of Interest (EOI) was advertised in the West Australian newspaper and on the City's website for builders interested in tendering. The EOI confirmed that the Request for Tender documents to be issued at the end of April would require builders to have a Green Building Council of Australia accredited professional as part of the building team for the project.
- EOI submissions assessed and list of contractors to be invited to tender to be completed before 14 May.
- Documentation for tender for all disciplines almost complete.
- Documentation for tender completed and tender invitations sent out 30 May.
- Queries from builders being addressed.
- Addendum to tender documents being prepared.

- Pre-tender estimate submitted by quantity surveyor \$4,238,100.00
- Eight tenders received which vary from \$3,723,005 to \$4,930,470.
- Addenda issued (Addendum 1 and Addendum 2) including a separate cost for a 59 bay (including 4 bays for the disabled) car park adjacent to Delamere Avenue.
- Clarifications on tenders being requested from builders should be completed by 13 July.
- Meeting to be arranged with adjoining land owner/developer (Ray White) to resolve the problem of access to main entry of building on the west side from the "town square" (their land). The building has been planned and designed based on the adjoining developers (Ray Whites) verbal agreement and subsequent master plan that the area of ground adjoining the west boundary of the City's site would be a public open space / town square.
- If there is no resolution / agreement, the location of the community centre will be relocated by moving it a minimum of three metres eastwards. The documentation for the site / external works will have to be amended accordingly but the building will essentially remain as originally documented.
- The tender evaluation can be completed and recommendations made to Council. Because they are fairly minor, the amendments, if required, could be negotiated with the recommended contractor.
- The building licence cannot be issued until the discussions with the land owner adjoining our west boundary are completed.

Outlook for next period / key tasks *as outlined in Project Plan*

- Not applicable – project complete.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Not applicable – project complete.		

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Not applicable – project complete			



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Hodges Drive duplication		
Project Description	The duplication of the existing carriageway to link with the constructed dual carriageway east of Marmion Avenue and includes a new dual lane roundabout at Venturi Drive, upgrade of the existing roundabout at Constellation Drive and a tie-in to the existing Ocean Reef Road roundabout.		
Project Manager	Civil Projects Officer		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	120496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues . may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$1,512,036	\$1,066,825	\$1,184,256

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept design		Aug 2012	Sep 2012	Sep 2012
• Detailed design		Sep 2012	Oct 2012	Oct 2012
• Prepare tender documentation		Oct 2012	Nov 2012	Nov 2012
• Tender period		Nov 2012	Dec 2012	Dec 2012
• Tender evaluation		Dec 2012	Jan 2013	Dec 2012
• Report to Council to award tender		Jan 2013	Feb 2013	Feb 2013
• Commence road construction		Mar 2013	Mar 2013	Mar 2013
• Complete road construction		Mar 2013	Jun 2013	Jul 2013
• Commence landscaping design		Sep 2013	Nov 2013	Oct 2013
• Commence landscaping		Mar 2014	Mar 2014	Jan 2014
• Complete landscaping		Jun 2014	Jun 2014	

Overall summary and actions completed within month

February 2014

- Hardscape works completed.
- Tree planting and mulching completed.

January 2014

- Hardscape works commenced in January 2014.
- Tree planting and mulching scheduled for February 2014.
- Tubestock planting scheduled for May 2014.

November 2013

- Hardscape works scheduled for February 2014.
- Irrigation design completed.
- Tube stock order placed.
- Landscape design, (hard and softscape) completed in October 2013.

September 2013

- Landscape design and cost estimates scheduled to commence in October 2013.
- Western Power Works 100% complete during August.
- Landscaping works to be programmed.

July 2013

- Kerbing and asphalt works have been completed as has the footpath link to the school. All brick paving and backfill is complete.
- Line marking is complete.
- Western Power works underway with 80% complete.

May 2013

- Construction is progressing in accordance with the program.
- Awaiting Western Power notification of works schedule.
- Base course construction complete.
- Kerbing and bitumen spray seal is underway.
- The temporary path way is working well and the school crossing has been operational throughout the construction works.
- Traffic management continues to be monitored daily and is working well.

March 2013

- Contract 34/12 was issued to Densford Civil Pty Ltd. Construction works by Densford Civil started on 5 March 2013.
- Works are progressing on schedule. The majority of drainage works are complete and the bulk of the earthworks are complete.
- A temporary pathway has been constructed to provide safe access for students whilst construction works are underway in this vicinity.

December 2012

- Tender documentation finalised and tender advertised and evaluated.

October 2012

- A Road Safety Audit has been completed at the preliminary design stage and no safety issues were identified on the proposed road alignment and design at the intersections.
- Detailed design is progressing and plans are being prepared for tender advertisement.
- Tender specification is being prepared.
- A pre-tender cost-estimate to be undertaken prior to a tender review.
- Pothole testing to be undertaken to determine extent of possible limestone in construction works area.

Outlook for next period / key tasks *as outlined in Project Plan*

- Planting of tube stock in May 2014.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Maintaining of irrigation system.	High	Operation Services Parks Coordinator

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Fluctuation in the Construction Industry.	High	Low	N/A
• Hard digging if limestone encountered.	High	Low	N/A



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Warrandyte Park – landscape upgrade		
Project Description	Landscape Master Plan Upgrade – Phase 1 irrigation upgrades / Phase 2 landscaping using hydro-zoning principles.		
Project Manager	Manager Operation Services		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$604,000	\$274,488	\$351,079

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept development		Jul 2013	Aug 2013	15 Aug 2013
• Installation of new bore		Jul 2013	Aug 2013	25 Oct 2013
• Detailed landscape design		Aug 2013	Sep 2013	15 Oct 2013
• Detailed irrigation design		Aug 2013	Sep 2013	13 Sep 2013
• Consultation		Oct 2013	Nov 2013	4 Nov 2013
• Construction		Jan 2014	Jun 2014	
• Consolidation		Mar 2014	Aug 2014	

Overall summary and actions completed within month

February 2014

- Irrigation works to Zone 1, main oval, completed.
- Irrigation works to Zone 2 in progress.
- Bollard installation completed.
- Garden bed preparation in progress.

January 2014

- Irrigation Installation works commenced
- Irrigation Cabinet and Controller installed and operational
- Footpath works completed
- RFQ sent out for Landscaping component of the Project

December 2013

- Irrigation tender awarded.

- Stakeholder consultation and construction notification letters sent out.

November 2013

- Stakeholder consultation completed and evaluated.
- Changes made to the construction plan and irrigation design.
- Footpath installation scheduled.

October 2013

- New bore completed and flow tested.
- Irrigation tender closed and evaluated.
- Consultation commenced.
- Construction works programmed.

September 2013

- Progress being made with construction of the new bore.
- Irrigation tender finalised and advertised.
- Consultation documentation approved and prepared.
- Consultation signage designed and a purchase order raised.

August 2013

- Issues encountered drilling the bore, works have recommenced in an alternative location.

July 2013

- Forms submitted the Department of Water for approval to drill a new bore.
- Site investigations undertaken and concept design prepared.

Outlook for next period / key tasks *as outlined in Project Plan*

- Re-turfing of active sports areas
- Progression of the irrigation system install.
- Progression of the Garden bed install.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
<ul style="list-style-type: none"> Maintaining the health of the turf within the active areas of the park. 	High	

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
<ul style="list-style-type: none"> New bore, cabinet and controller not functioning correctly. 	Medium	Low	

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Mawson Park – Landscape upgrade		
Project Description	Stage One of the Landscape Master Planning upgrades to Mawson Park were completed in 2012-13. This mainly involved the installation of a new irrigation systems aimed to reduce water consumption. Stage Two of these projects are to improve access, aesthetics and amenity while continuing to provide high quality recreational opportunities for the community.		
Project Manager	Team Leader Projects		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$350,000	\$36,739	\$22,201

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept development		Jul 2013	Jul 2013	8 Jul 2013
• Detailed design		Jul 2013	Oct 2013	21 Oct 2013
• Consultation		Oct 2013	Dec 2013	Not required
• Construction		Jan 2014	May 2014	

Overall summary and actions completed within month

February 2014

- Demolition completed and construction works in progress.
- Footpath install 80% complete.
- Shelter & drinking fountain install in progress.
- Drainage swale construction and Playground install scheduled to commence 1 March 2014.

January 2014

- Demolition and construction works scheduled to commence on site mid February
- Finalising drainage proposal options and the connection to the lake.

December 2013

- Notification for construction sent to stakeholders
- Reviewed drainage proposal options and the connection to the lake.

November 2013

- Finalising quotations.

October 2013

- Detailed design approved.
- No consultation considered necessary.

September 2013

- Detailed design finalised.

August 2013

- Progressing detailed design.

July 2013

- Concept design complete.
- Detail design being prepared.

Outlook for next period / key tasks *as outlined in Project Plan*

- Completion of footpaths, shelter and drinking fountain.
- Progression of drainage swale & playground installation.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Coordinating contractors	Medium	Team Leader Projects

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Delays with installation of playground equipment.	Moderate	Moderate	Team Leader Projects / Supplier/Landscape Contractor

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Hillarys Park – Landscape upgrade		
Project Description	Stage One of the Landscape Master Planning upgrades to Hillarys Park was completed in 2012-13. This mainly involved the installation of a new irrigation systems aimed to reduce water consumption. Stage Two of these projects are to improve access, aesthetics and amenity while continuing to provide high quality recreational opportunities for the community.		
Project Manager	Team Leader Projects		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$171,000	\$101,850	\$127,318

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept development		Jul 2013	Jul 2013	8 Jul 2013
• Detailed design		Jul 2013	Sep 2013	9 Aug 2013
• Quotations accepted		Sep 2013	Sep 2013	30 Aug 2013
• Stakeholder notification		Sep 2013	Oct 2013	3 Oct 2013
• Construction		Oct 2013	Jan 2014	31 Jan 2014

Overall summary and actions completed within month

January 2014

- Re-turfing completed
- Final section of Irrigation and lighting installed and operational.

December 2013

- Re-turfing and irrigation scheduled for commencement and completion in January 2014.

November 2013

- BBQ, Footpath and drinking fountain installed.
- Electrical supply installed for light fitting, scheduled for completion in January 2014.

October 2013

- Notification letters sent to stakeholders.
- Gate installed and footpath works scheduled to commence in early November.

Capital Works Committee Bi-Monthly Project Status Report

September 2013

- Stakeholder notification approved.
- Purchase orders raised and works programmed.

August 2013

- Quotations accepted.
- Detailed design completed.

July 2013

- Concept design complete.
- Detail design being prepared.

Outlook for next period / key tasks *as outlined in Project Plan*

- Not applicable – project complete

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Not applicable – project complete		

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Not applicable – project complete			



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Delamere Park construction		
Project Description	Community consultation, design, tender and construction of Delamere Park at Lot 1574 adjacent to Delamere Avenue, Currambine.		
Project Manager	Manager Operation Services		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$2,064,791	\$856,720	\$517,901

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• POS Concept design				Sep 2012
• Capital Works Committee budget review		Jan 2013	Jan 2013	19 Feb 2013
• Community consultation marketing and content review processes		Feb 2013	Feb 2013	2 May 2013
• Community consultation		May 2013	May 2013	29 May 2013
• Community consultation analysis and report development (SOD)		May 2013	May 2013	29 May 2013
• Preparation of tender documentation, drawings and schedule		Jul 2013	Jul 2013	Jul 2013
• Tender period		Aug 2013	Aug 2013	29 Aug 2013
• Tender evaluation period		Oct 2013	Oct 2013	20 Sep 2013
• Council approval and contract awarded		Oct 2013	Oct 2013	9 Oct 2013
• Construction		Nov 2013	May 2014	
• Consolidation period			12 weeks from completion date (June 2014)	

Overall summary and actions completed within month
<u>February 2014</u> <ul style="list-style-type: none"> Irrigation mainline completed.

- Limestone works 95% completed.
- Toilet block commenced.
- Path works commenced.
- Playground/shelters install in progress.

January 2014

- Bulk earthworks and site levelling completed
- Compaction testing undertaken to confirm it meets the required standards for construction
- Limestone block work contractor mobilised on site to commence construction of the amphitheatre and associated works.

December 2013

- Earthworks and site levelling continued
- Reviewing the extent of rock breaking required to achieve design levels.

November 2013

- Possession of site taken by Total Eden
- Earthworks and clearing of site commenced.

October 2013

- Tender contract awarded to Total Eden Pty Ltd 8 October 2013.
- Start up meeting held 16 October 2013.
- Contract commencement scheduled for mid November 2013.

September 2013

- Tender period closed Thursday 29 August 2013, six submissions received.
- Evaluation completed 20 September and recommendation made, report to Council in progress.

July 2013

- Consultation results report to Council in July 2013.
- Tender documentation completed.
- Tender scheduled for advertising on Saturday 3 August 2013 with closing date on Thursday 22 August 2013.

May 2013

- Community consultation closed in 29 May 2013. Results will be analysed and report presented to Council at the July 2013 meeting.
- Bore drilling completed; water is clear so there is no need for installation of an iron filter.
- Design and specification documents have been received for the bore construction and are currently being reviewed by the City.

Outlook for next period / key tasks *as outlined in Project Plan*

- Completion of limestone block work, footpaths and the commencement of the lateral irrigation works.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Design revisions and project tracking	Medium	

Capital Works Committee Bi-Monthly Project Status Report

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
<ul style="list-style-type: none">Variations to the contract.	Medium	High	Approved variations within project budget

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Arterial Roads Entry Statements		
Project Description	Installation of two Entry Statements to be installed at both ends of Marmion Avenue. The Entry Statement project underpins the concept of 'a memorable gateway into the City of Joondalup, with visitors and residents "moving through" the design'. The scope of the project includes the fabrication and installation of exit and entry signage, interpretive poles, lighting, safety barriers and associated landscaping.		
Project Manager	Manager Operation Services		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$335,077	\$0	\$273,919

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept design		Apr 2013	Apr 2013	Apr 2013
• Initiate liaison with Western Power lighting consultant and irrigation designer		May 2013	May 2013	Aug 2013
• Finalise detailed design documentation		May 2013	Jun 2013	Aug 2013
• Construction period		Sep 2013	Nov 2013	Nov 2013
• Western Power connection		Dec 2013		

Overall summary and actions completed within month

February 2014

- Northern Entry Statement electrical connection completed.
- Waiting Western Power connection to Southern Entry Statement.

November 2013

- Priority 1 Entry Statements 1 & 2 completed (North and South Entry Statements).
- Concrete, irrigation and landscaping works completed October 2013.
- Monolith signs installed 1 November 2013.
- Awaiting Western Power connection in week ending 20 December 2013.

September 2013

- Orders place for monolith signs and interpretive poles August 2013.
- Construction management by IMS.
- Site works commenced 28 August 2013.
- Interpretive poles installed and Electrical works completed September 2013.
- Concrete, irrigation and landscaping works scheduled.
- Monolith signs install scheduled.

July 2013

- Revised recommendations received from Main Roads Western Australia (MRWA) on 19 July 2013. The interpretative poles now do not have to be frangible.
- Revised design for non frangible poles completed and request for quotes are in progress for supply and install of non frangible poles.
- Review of text and logo to be included on monolith entry and exit signs completed by Marketing.
- Final design documentation is in progress for monolith entry and exit signs.
- Liaison with Western Power is in progress.

May 2013

- Irrigation design in progress.
- Planting design in progress.
- Application to Western Power for design services completed, currently awaiting quote.
- Lighting consultant appointed and design is in progress.

April 2013

- The concept design has been amended in accordance with the resolution of Council on 16 April 2013 (CJ059-05/13).
- Project plan and report has been updated to include new milestones.
- Preparation of detailed documentation has commenced.

March 2013

- Revised design to be presented to Capital Works Committee at April meeting.

February 2013

- Director Infrastructure Services met with senior executives from MRWA to discuss their requirements for installation of the Southern entry statement.
- A revised design is being prepared for approval by MRWA.

January 2013

- Advice received from MRWA that unless the 1.5m clear zone is provided within the crash barrier/fence the design for the Southern entry statement does not meet their requirements. This does not allow sufficient width to construct the Southern entry statement.

December 2012

- In accordance with Council resolution (CJ253-11/12) discussions commenced with MRWA to seek approval for the construction of the revised entry statements within the road median.

November 2012

- Report presented to Council on 20 November reviewing the concept design and scope of this project.

August 2012

- New tender documents (including specifications) developed of revised scope of works.
- Tenders declined.

July 2012

- Reporting being prepared for Council to decline tender submissions due to cost.
- New tender document being prepared with revised scope of works and materials.

June 2012

- Consultants have reviewed the tender specifications and are preparing alternative specifications to re-tender.

April/May 2012

- Tender submissions received from three contractors.
- All quotes over allocated budget.

March 2012

- Tenders advertised in The West Australian newspaper with 20 contractors expressing an interest.
- Tender closes 18 April 2012.

February 2012

- Final design and specifications forwarded to Contract Services to initiate tender process.

January 2012

- Design and specifications complete.

December 2012

- Design philosophy complete.
- Detailed specifications commenced.

November 2011

- Final design meetings held with Consultant.
- Method of tendering determined and agreed with Consultant.

October 2011

- No action- awaiting final design.

September 2011

- Confirmation of quote for construction drawings. Purchase order placed.
- Site surveys for the North and South locations completed.
- Construction drawings sent to Consultant for comment.

August 2011

- Fee proposal and construction costs eliminate received from Consultant.

July 2011

- Meeting held with consultant to confirm design requirements.
- Project listed in 2011/12 Capital Works Program as a carry forward to be delivered by Asset Management.

June 2011

- Revised design received support at Strategy session held on 7 June 2011.

Capital Works Committee Bi-Monthly Project Status Report

- Meeting organised with Consultant to commence tender process.

Outlook for next period / key tasks *as outlined in Project Plan*

- Western Power connection to Southern Entry Statement

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Western Power connection to Southern Entry Statement	High	None

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Delayed Western Power connection	Low	High	None

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Suburban Entry Statements		
Project Description	<p>Installation of Priority 2 and 3 Entry Statements within the medians of the iconic arterial roads at the intersection with Wanneroo Road and the Mitchell Freeway. The Priority 2 and 3 Entry Statements are scaled down signs that draw on the forms, colours and designs of the Priority 1 Entry Statements. The signs will provide a harmonious and recognisable image identifying the City of Joondalup and reinforce the overall concept of 'a memorable gateway into the City of Joondalup'.</p> <p>The scope of the project includes the fabrication and installation of signage and associated landscaping works which reflect the iconic arterial road program.</p>		
Project Manager	Manager Operation Services		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$0	\$0	\$0

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed

Overall summary and actions completed within month

January 2014

- Project withdrawn.
- Council approved the installation of a third priority 1 Entry Statement funded from this Suburban Entry Statement in December 2013.

November 2013

- As requested at the Capital Works Committee, it is proposed to use the funds for the Suburban Entry Statements SSE2020 as listed in the 2013-14 Capital Works Program for the construction of a third priority 1 Entry Statement in the north east corner of Joondalup Drive within the median. A Council report will be submitted to Council seeking endorsement for these works by the end of the 2013 year.
- A separate Council report will be submitted following the above report outlining the proposed locations; design, cost implications and installation program for the priority 2 and 3 Entry Statements.

September 2013

- Writing a report to Council to outlining the proposed locations, design, cost implications and installation program for the priority 2 and 3 Entry Statements.

Monthly Status Report

<ul style="list-style-type: none"> Finalising locations and designs for priority 2 and 3 Entry Statements.

Outlook for next period / key tasks <i>as outlined in Project Plan</i>
<ul style="list-style-type: none"> Not applicable – project withdrawn

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
<ul style="list-style-type: none"> Not applicable – project withdrawn 		

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
<ul style="list-style-type: none"> Not applicable – project withdrawn 			

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Shenton Avenue Landscaping		
Project Description	<p>Iconic Landscaping is the provision of landscape enhancements to east west arterial roads within the City of Joondalup.</p> <p>This arterial roads project will be undertaken in accordance with the City's Landscape Master Plan under the Streetscape Enhancement Program (SSE) for the preservation of local biodiversity through the collection, propagation and mass planting of local native species, thus ensuring the preservation of local biodiversity.</p>		
Project Manager	Manager Operation Services		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$1,745,976	\$872,988	\$26,474

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Forward work from Pontiac Way to Freeway including main-line under-boring, paving and tree planting completed				Jun 2012
• Budget approval for additional funding		Jul 2013	Jul 2013	27 Jun 2013
• Working drawings		Jul 2013	Aug 2013	Sep 2013
• Tube stock RFQ		Aug 2013	Feb 2014	
• Construction		Feb 2014	Jun 2014	
• Review		Jul 2014	Jul 2014	

Overall summary and actions completed within month

February 2014

- Concrete works 25% complete.
- Irrigation installation in progress.
- Boxing out of island nibs in progress.

January 2014

- Hardscape works scheduled for commencement in February 2014.

- Cost estimates confirmed in December 2013.
- Shenton Ave/Marmion Ave roundabout planting design completed in December 2013.

November 2013

- Works scheduled for commencement in February 2014.
- Soft landscape documentation completed.
- Irrigation Design and costing completed in October 2013.
- Concrete quotes completed in October 2013.

September 2013

- Revisions undertaken on working drawings and tube stock numbers in August 2013.
- Working drawings completed and tube stock ordered in September 2013.

July 2013

- Budget approved for 2013/14 and final working drawings and cost estimate commenced.

Outlook for next period / key tasks *as outlined in Project Plan*

- Project plan approval
- Soft landscape quotes received
- Progression of hardscape and irrigation works
- Commencement of mulching

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Scheduling soft landscape works	Medium	Landscape Design Officer

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• NIL			



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Admiral Park refurbishment		
Project Description	Admiral Park Clubroom redevelopment to accommodate the Rugby League Club. Including 11 additional parking bays, power upgrade, six new floodlights, and refurbishment to the existing toilets; refurbishment and extension to the existing change rooms; new umpire and first aid room; storage for the existing sporting clubs and a new clubroom area that includes meeting space (85m ²), kitchen and associated storage.		
Project Manager	Manager Asset Management		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$858,990	\$858,990	\$747,521

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Report to Council meeting		May 2013	May 2013	May 2013
• Tender period		Jun 2013	Jun 2013	Jun 2013
• Tender evaluation		Jul 2013	Jul 2013	Aug 2013
• Tender award		Aug 2013	Aug 2013	Aug 2013
• CEO approval		Aug 2013	Aug 2013	Aug 2013
• Demolitions and sub-structures		Sep 2013	Sep 2013	Sep 2013
• Brickwork		Oct 2013	Oct 2013	Sep 2013
• Roof and render		Nov 2013	Nov 2013	Nov 2013
• Floor and wall finishes		Dec 2013	Dec 2013	Dec 2013
• Fit-out		Jan 2014	Jan 2014	Jan 2014
• Final finishes		Feb 2014	Feb 2014	Feb 2014
• Handover		Mar 2014	Mar 2014	

Overall summary and actions completed within month
February 2014 <ul style="list-style-type: none"> Final paint works. Installation of appliances. Final work on alarm installation.

- Balustrade installed.

January 2014

- Roofing/gutter/flashing painted.
- Sanitary items installed.
- Cabinets installed.
- Final paint of outside commenced.
- Concrete path to surrounding area completed.

December 2013

- Roofing/gutter/flashing has finished.
- Windows and doors and roller doors installed.
- Finished render inside walls.
- Concrete path to surrounding area.

November 2013

- Finish roofing/gutter/flashing.
- Installation of windows and doors.
- Installation a/c units, ceilings.
- Render inside walls.
- Concrete path to surrounding area.

October 2013

- Brickwork to building finished.
- New internal brickwork finished.
- Retaining wall finished.
- Steel construction erected.
- Roof extension constructed.
- Colorbond sheeting installed.
- Fixtures moved where required.

September 2013

- Construction of new embankment.
- Demolition work done.
- Existing toilets and change rooms gutted.
- Construction of Footings for retaining wall.
- Construction of slab extension.
- Start to brick up retaining wall.
- Grease trap has been installed.
- New brick walls being constructed.

August 2013

- Contractor appointed.
- Club emptying building.

July 2013

- Tender evaluations completed and Devco Holdings Pty has been appointed.
- Construction drawings prepared.
- Construction starting in September 2013.

June 2013

- Pre-tender Opinion of Cost submitted by Quantity Surveyor - \$833 400 (building only).
- Tender invitations sent out.
- Five contractors attended pre-tender meeting.
- Queries from builders being addressed.

May 2013

- Building design.
- Services design.

Outlook for next period / key tasks *as outlined in Project Plan*

- Handover

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Tender price too high.	Medium	Low	
• Builder does not complete works on time.	Medium	Low	



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Marmion Foreshore Car Park		
Project Description	Additional parking facilities to Marmion Foreshore		
Project Manager	Manager Asset Management		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$50,000	\$7,680	\$3,598

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Meetings with MAAC		Mar 2011	Dec 2013	
• Concept design		Aug 2011	Sep 2011	Sep 2011
• Cost estimate		Oct 2011	Oct 2011	Oct 2011
• Rezone 2 Gull Street		Nov 2011	Feb 2012	Feb 2012
• Final design		Apr 2012	Oct 2013	Jan 2013
• Road safety audit on access points		Sep 2012	Oct 2012	Jan 2013
• Department of Regional Development and Lands to dispose of land		Feb 2013	Jul 2013	May 2013
• Pre-tender estimate		Nov 2012	Nov 2013	Aug 2013
• Public consultation		July 2014	Nov 2014	
• Prepare tender document and advertise		Dec 2014	Feb 2015	
• Tender award		Mar 2015	Mar 2015	
• Construction		Apr 2015	July 2015	

Overall summary and actions completed within month

February 2014

- Reviewing options for at grade car park design.

December 2013

- Road Safety Audit still being assessed against the road design.

October 2013

- Road Safety Audit results received and design currently being modified to address the safety

issues raised in the report.

- Update meeting with the MAAC club held.

September 2013

- Road Safety Audit underway and site visits undertaken.

August 2013

- Cost estimate received.
- Final road treatment design quotes received for traffic safety audit.

July 2013

- Design has been reviewed following input from MAAC.
- Meeting to be held with MAAC and MRWA in August 2013 to finalise design.

June 2013

- Auction for the sale of lot 95 Gull Street took place as scheduled on 18 May 2013. The property was passed in however the Department of Regional Development and Lands have negotiated and accepted a contract for \$1,520,000 for the sale of the land. The settlement is being dealt with by the State Solicitors Office with settlement expected to occur on 29 July 2013.
- The Financial Assistance Agreement process is being dealt with by the Department of Regional Development and Lands and the City should be able to invoice following advice settlement has been completed.
- City officers have met with representatives from the MAAC Club to discuss the design and changes are being considered to accommodate delivery issues.
- The MAAC Club has indicated that ideally construction should commence between May and September 2014 to coincide with minimal demand for parking.

March 2013

- Financial Assistance Grant endorsed.
- Auction date for Gull Street set for 18 May 2013.

December 2012

- Financial Assistance Agreement from the Department of Regional Development and Lands is currently being finalised.
- City is currently considering the merits of subdividing the block prior to sale.

September 2012

- Design being checked by specialist consultant for potential issues with pedestrian, vehicle and bicycle interface.

Outlook for next period / key tasks *as outlined in Project Plan*

- Final proposed design produced

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Decision on timing of public consultation.	High	

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High)</i>	Likelihood of	Progress / Support Required
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Monthly Status Report

	<i>Extreme)</i>	Occurrence <i>(Low, Moderate, High, Extreme)</i>	
• Outcomes of community consultation.	Medium	Medium	

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Iluka District Open Space – sports light upgrade		
Project Description	The installation of 10 floodlight poles at Iluka Open Space to upgrade sports floodlighting.		
Project Manager	Electrical Projects Officer		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$720,000	\$392,809	\$150,106

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept design		Jul 2012	Sep 2012	Sep 2012
• Detailed design		Sep 2012	Jul 2013	Jul 2013
• Prepare tender documentation		Jul 2013	Aug 2013	Aug 2013
• Tender period		Sep 2013	Sep 2013	Sep 2013
• Tender evaluation		Sep 2013	Oct 2013	Oct 2013
• Award tender		Nov 2013	Nov 2013	Nov 2013
• Commence construction		Jan 2014	May 2014	Jan 2014
• Complete construction		May 2014	Jun 2014	
• Review		Jun 2014	Jun 2014	

Overall summary and actions completed within month

February 2014

- Construction works started on site in January 2014.
- The 10 lighting tower footings have been installed.

December 2013

- Contract 030/13 was assessed and awarded to “Hender Lee Electrical and Instrumentation Contractors” under CEO delegation.
- New switchboard has been installed in preparation for major works.

October 2013

- Tender Bids closed, bids evaluated; 8 bids received; recommendation to award tender to be

submitted to CEO in November 2013.

September 2013

- Tender 030/13 advertised 7 September 2013. Closing date 2 October 2013.

August 2013

- Tender documentation completed.

July 2013

- Detailed design plans are complete and ready for tender advertisement.
- Tender specification is being finalised.

Outlook for next period / key tasks *as outlined in Project Plan*

- Switchboard works to accommodate Western Power Master supply meter
- Installation of lighting towers and lighting units

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Liaison with Western Power.	High	
• New switchboard works to progress.	High	Further switchboard works are required and works will continue on this to be completed in March 2014.

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Fluctuation in the construction industry.	High	Low	
• Hard digging if rock encountered at footing locations.	High	High	Footings now completed

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Otago Park – sump beautification		
Project Description	The conversion of the existing fenced sump to an open, attractive drainage facility, integrated with the adjoining park. Landcorp will carry out construction works with the City's contribution.		
Project Manager	Team Leader Civil Projects		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$250,000	\$0	\$980

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Concept design		Apr 2013	Sep 2013	May 2013
• Detailed design		May 2013	Nov 2013	Nov 2013
• Cost sharing agreement with Landcorp and City of Joondalup		Jul 2013	Nov 2013	Dec 2013
• Construction of civil component		Mar 2014	Jun 2014	
• Construction of landscape component		May 2014	Jun 2014	
• Review		Jun 2014	Jun 2014	

Overall summary and actions completed within month

February 2014

- Additional contaminated soil (hydrocarbons, asbestos) was found and removed from the site during environmental earthworks.
- Earthworks and setout completed.
- Underground storage installed and piped drainage connections completed.
- Emergency sewer pump station overflow adjustments completed.
- Underground storage tanks backfilled.

January 2014

- Civil works by Densford Civil Pty Ltd under direction of Subdivision Superintendent JDSI.

- Project brought forward to fit with Subdivision schedule and reduce risk of inundation during construction due to early storm events. Revised construction 20 Jan to end April 2014.
- Site sign completed and installed.
- Temp site fencing installed 20th January.
- Environmental cleaning of sump commenced 20th January.
- Clearing of vegetation and earthworks commenced 27th January.

December 2013

Pre-construction preparation for the works during November and December included:

- The cost sharing agreement between the City and Landcorp completed. Landcorp will carry out construction works with the City's contribution.
- Notice of works to local residents.
- Preparation of content for site signage.
- Revised construction schedule for early February 2014 (subject to confirmation in mid January).

October 2013

- Soil testing in Otago Park was carried out by the developer in September / October.
- Review of the sump project is being undertaken by the developer to review and check construction process and to check on any potential risks of the proposed design.
- Once completed, the final design and agreement can be completed and signed for construction in 2014.
- The design has not changed and is waiting for the cost sharing agreement prior to final endorsement.
- The City expects clarification of the construction process in early November. The developer has let the construction contract for the subdivision and earthworks and service installation has commenced in October.
- With developer commitment to the subdivision, the potential and key risk of a developer "no-start" for Otago Park is now virtually eliminated.

September 2013

- Design development has progressed, contract for subdivision contract let to Densford Civil with subdivision start up meeting held 24th September 2013.
- Otago Park works on track to commence in new year. Cost sharing agreement remains outstanding following meeting with Landcorp on 9th August 2013.

August 2013

- Meeting with Landcorp on 9th August 2013 to discuss cost sharing agreement.

July 2013

- The subdivision of Craigie High School has been tendered and is nearing commencement of construction by Landcorp. The Otago Park component will be included in Stage 1 construction works, to be completed prior to winter 2014.

- Focus on final agreement of terms and conditions for the cost sharing arrangement.

History of Project

- 2011 The concept of merging the Craigie High School drainage with the adjoining Otago Park Sump, with a cost sharing philosophy agreed in principle during pre planning discussions.
- 2012/13 Concept drawings were developed with approx 2,000m³ storage underground. This option was costed and considered to be too costly.
- 2012 Revisions to the concept design reduced the underground storage to around 500m³, allowing for a 1year storm to be retained underground with larger and less frequent storm events surcharging to the surface. These revisions also reduced the overall cost of the project, and allowed the South West corner to be opened out to provide improved integration with the park, thus maximising aesthetic benefits.

Outlook for next period / key tasks *as outlined in Project Plan*

- Minor earthworks
- Construction of retaining walls
- Landscaping

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
• Continued monitoring of works	Medium	
• Timing of landscaping	Low	

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
• Construction technical issues	Low	Low	Main tanks now installed
• Objection from local residents	Low	Low	Some enquiries were received and managed. Customers happy.
• Cost variation	Low	High	Small cost variation due to contaminated soil found on site. Variation is a low % of total project value.



Capital Works Committee Bi-Monthly Project Status Report

Project Name	Joondalup City Centre Lighting		
Project Description	Upgrade of Central Walk from Shenton Avenue to Central Park Joondalup		
Project Manager	Manager Asset Management		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$324,060	\$181,547	\$188,833

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
<ul style="list-style-type: none"> Review of Central Walk functions and activity to determine response and extent of quick fixes and lighting improvements following feedback from Mayor and CEO. 		Nov 2011	Nov 2011	Dec 2011
<ul style="list-style-type: none"> Meetings of Working Group with CEO to determine course of action: <ul style="list-style-type: none"> Options on lighting CCTV extension/upgrade Style of bins/recycling Style of planter boxes and reticulation Land management Funding 		Mar 2012	Apr 2012	Apr 2012
<ul style="list-style-type: none"> DPCD presented findings of working group to May 2012 Strategy Session to confirm the refurbishment plan. 		May 2012	May 2012	May 2012
<ul style="list-style-type: none"> DPCD receives confirmation from CEO to proceed with refurbishments works as presented. 		Jun 2012	Jun 2012	Jun 2012
<ul style="list-style-type: none"> Project plan and budget prepared and approved. 		Jul 2012	Aug 2012	Aug 2012
<ul style="list-style-type: none"> Develop design and construction schedule to manage and report progress. 		Jul 2012	Aug 2012	Aug 2012
<ul style="list-style-type: none"> DPCD and A/DIS confirm luminaire and pole spacing to 		Jul 2012	Aug 2012	Aug 2012

Capital Works Committee Bi-Monthly Project Status Report

enable detail design and documentation to proceed.				
• Consultation with land owners, residents and businesses to advise of project and schedule.		Jul 2012	Sep 2012	Aug 2012
• Undertake landscaping and install revised signage.		Aug 2012	Aug 2012	Aug 2012 for landscaping works
• Provide rubbish bin enclosures.		Sep 2012	Oct 2012	Oct 2012
• Provide planter boxes.		Aug/Sep 2012	Oct 2012	Oct 2012
• Tendering and contract documentation and Council report.		Sep/Dec 2012	Dec 2012	Feb 2013
• Installation of lighting, reticulation and CCTV.		Mar/Apr 2013	Nov 2013	Nov 2013 Stage 1 lighting
• Consultation with land owners, residents and businesses to advise of project and schedule for Stages 2 and 3 Lighting installation.		April 2014	May 2014	
• Request for Quotations		April 2014	May 2014	
• Installation of Stages 2 and 3 Lighting		May 2014	June 2014	

Overall summary and actions completed within month

February 2014

- Review Stages 2 and 3 lighting design.

January 2014

- CCTV installation completed.
- Project complete - review of Stage 1 lighting works to inform planning for Stage 2 & 3 implementation.

December 2013

- Minor pathway maintenance completed.
- CCTV upgrades in progress.

November 2013

- Practical completion of Stage 1 Lighting Upgrade works – currently monitoring output levels & illumination timings.
- CCTV reinstallation works in progress.
- Planters reinstalled and two (2) new bins installed.
- Minor pathway maintenance being undertaken.
- Planning for Stage 2 & 3 Lighting Upgrades to be undertaken in December/January.
- Community communication planned for January/February 2014.

October 2013

- Resolved quality issues on site related to tender specifications.

- Liaising with local businesses, security and media to coordinate various projects awaiting completion of lighting works.
- Works to be completed mid November 2013.

September 2013

- Resolved quality issues on site related to tender specifications.

August 2013

- Site works continue, several days lost due to weather. Works arranged with Security Services to relocate CCTV systems. Order placed for two (2) additional bin enclosures with ashtrays as per discussions with Waste Services.
- Discussions with Leisure & Culture Services in regards to proposed Water Feature installation.

July 2013

- Site works commenced 22 July 2013.

June 2013

- Community notification undertaken with project to commence week of 22 July 2013 and take approximately 8 weeks.

May 2013

- Tender for the installation of Stage 1 accepted 31 May 2013. Site discussions commenced with High Speed Electrics 10 June 2013.

April 2013

- Tender for the installation of Stage 1 closed and evaluation is in progress. It is expected that the completion date for Installation works will now extend out past 30 June 2013.
- Fabrication of poles in progress – minor issue with anti-graffiti coating & powder coating interaction has been resolved.

March 2013

- Tender for the installation of Stage 1 closed and evaluation is in progress.
- Sage Consulting engaged for technical support during tender process and installation works.

February 2013

- Minor issues with design documentation for poles and revised circumference dimensions of pole.
- Tender released for the installation of Stage 1.
- Sage Consulting engaged for technical support during tender process and installation works.

January 2013

- Purchase Order Requisitions placed for supply & delivery of poles and luminaires for stages 1, 2 & 3 with Auspole & Zumbotel respectively.
- Tender for the installation of stage 1 currently being documented.

December 2012

- Revised documentation and Quantity Survey for a new lighting layout completed.
- Tender to be split into two phases: one for the supply of poles and luminaires and one for the installation to shorten the period of works to achieve 31 May 2013 completion date.
- Documentation in progress for the two quotations to be released in January 2013.

November 2012

- Revised Documentation and Quantity Survey of lighting (including three options) for Stage 3

completed in readiness for tender process.

October 2012

- Planter boxes and bin enclosure works completed.
- Design, documentation and Quantity Survey of lighting completed in readiness for tender process.

September 2012

- Planter boxes and bin enclosures delivered to the Works Operation Centre for fit out.

August 2012

- Southern and northern garden beds upgrade completed.
- Installation of bollards and line marking to car park completed.
- Planter boxes being manufactured.
- Detailed design/documentation in progress.
- Contract Establishment Request approved.
- Detailed services site survey completed.

July 2012

- Preliminary report on luminaire and spacing options by consultant.
- DPCD and A/DIS confirm agreement to use of BEGA 9956 luminaire at 20m spacing on the basis of cost and energy efficiency.
- Design and construction schedule finalised.

June 2012

- Finalised landscape plans for northern and southern sections.
- CEO approves refurbishment outline by DPCD and ADIS on 14 June 2012.

May 2012

- DPD presentation to May 2012 Strategy Session to outline refurbishment plan.
- Investigating reduced pole spacing and additional costs to achieve P7 illumination level.
- Detailed engineering survey and ultimate landscape plan provided to electrical consultant.

April 2012

- Central Walk Project Team and CEO meetings to confirm standards, staging and costs.
- Plan of utility services compiled.

March 2012

- Meeting with CEO to develop scope of works, staging and lighting standards for Central Walk.
- Received CEO authorisation to engage consultants to investigate design of Central Walk lighting and trial sites in LED luminaries.
- Detailed engineering survey received showing path levels, awning and balcony levels and topographic features.
- Central Walk Project Team meeting to discuss streetscape planning and other elements of Central Walk refurbishment.
- City applies to Department of Regional Development and Lands for a management order and control over three separate lots of Central Walk.

February 2012

Capital Works Committee Bi-Monthly Project Status Report

- CEO approval to redesign Central Walk and trial sites in LED luminaries.
- Prepared report on design and construction estimates, timing and phasing for full upgrade of Central Walk.
- Central Walk Project Team confirmed lighting is compatible with streetscape and other elements of Central Walk refurbishment.

January 2012

- Additional information collated on LED lighting and probable redesign costs for report to ELT.

December 2011

- Gecko LED lamps installed to Central Walk (Central Park to Shenton Avenue).
- Brief report of lighting options and attachments provided to DIS for CEO.
- Landscape Architect defines style of bins and planter boxes.

Outlook for next period / key tasks *as outlined in Project Plan*

- Prepare documentation for consultation.
- Prepare documentation for the Request For Quotation for the next stages.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Warwick Leisure Centre extension		
Project Description	<p>The Warwick Leisure Centre is a shared facility with the Churches of Christ Sport and Recreation Association (Inc) (CCSRA) and the City of Joondalup. The CCSRA have tenure over the sporting areas until 2020) and the City controls the community element with the crèche and reception common to both. The entire facility is managed by CCSRA under an arrangement with the City for the community element which requires the City to pay an annual management fee and the operating deficit.</p> <p>The proposal is to expand and revamp the facility with additional indoor basketball courts, the removal of the tennis courts, the possible addition of a gym and reconfiguration of the entrance. The City would make a one off contribution of \$2m to the construction of the basketball courts and CCSRA would assume all responsibilities for the ongoing financial operation at no annual cost to the City.</p> <p>It is proposed that the expansion and revamp project would be managed by CCSRA and the City would be making a financial contribution only.</p>		
Project Manager	Manager Leisure and Cultural Services		
Project Sponsor	Director Corporate Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$1,000,000	\$500,000	\$0

Tasks/Milestones for the report period, as outlined in Project Plan and Task List	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• CCSRA to submit findings of feasibility study to the City		Sep 2012	Sep 2012	Aug 2012
• CCSRA to submit concept design, drawings and costings		Sep 2013	Sep 2013	Sep 2013
• Report to Council to consider capital contribution and lease conditions		Dec 2013	Dec 2013	Dec 2013
• New lease to be executed subject to Minister for Lands		Jan 2014	Jan 2014	
• Development application to be submitted by CCSRA		Feb 2014	Feb 2014	
• Submission by CCSRA for supporting approvals (cleaning permits, building licenses)		Feb–Jun 2014	Feb–Jun 2014	

Capital Works Committee Bi-Monthly Project Status Report

<ul style="list-style-type: none"> Detailed drawings to be completed, contracts to be awarded by CCSRA 		Feb–Jun 2014	Feb-Jun 2014	
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Overall summary and actions completed within month

February 2014

- The City submitted signed and sealed lease to the Minister for Lands for approval on 11 February 2014
- The City received a payment schedule from CCSRA in mid February which is being considered, approval is pending the CCSRA submitting more information relating to project plan and timelines.

December 2013

- Report presented to the December Council meeting (CJ251-12/13 refers).
- Agreed to contribute \$2.3m to the expansion project subject to various conditions.
- Manager Leisure & Cultural Services has been appointed as CEO representative on the project working group.

October 2013

- Draft report prepared for December Council meeting.

September 2013

- CCSRA presented concept designs and costing, along with request for lease provision to September 2013 Strategy session.
- In principle agreement for CCSRA to proceed to more detailed designs and enter into lease discussions.
- Requested to engage with Warwick Friends Group – meeting occurred 25 September 2013.

August 2012

- CCSRA made a presentation to the August 2012 Strategy session to present findings of the feasibility study for the expansion of the WLC.
- In principle agreement, CCSRA to develop concept drawings, estimated costings.

Outlook for next period / key tasks *as outlined in Project Plan*

- Finalise lease negotiations with CCSRA and have both parties and Minister for Lands execute documentation
- Participate in the initial project working group meeting
- Finalise project timelines and proposed payment schedule

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
<ul style="list-style-type: none"> Finalising lease documentation. 	High	Initial discussion has occurred.

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
<ul style="list-style-type: none"> Minister for lands not agreeing to lease conditions. 	Medium	Low	In principle agreement obtained before reporting to the Council in December.
<ul style="list-style-type: none"> Lease condition not be agreed to by both 	Low	Low	Both parties have agreed – formal notification issued to CCSRA

Capital Works Committee Bi-Monthly Project Status Report

parties.			following December meeting of Council.
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Capital Works Committee Bi-Monthly Project Status Report

Project Name	Multi-storey Car Park – Boas Avenue		
Project Description	Construct a Multi Storey Car Park on Lot 535 (93) Boas Avenue Joondalup comprising approximately 400 car bays over 5 levels		
Project Manager	Project Manager		
Project Sponsor	Director Corporate Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$5,355,000	\$427,847	\$396,810

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Business Case Approved		20 Nov 2012	11 Dec 2012	11 Dec 2012
• Preliminaries		17 Sep 2013	30 Jun 2014	
• Prepare Design Brief		14 Jun 2013	14 Jun 2013	14 Jun 2013
• Prepare Tender Documents – QS		25 Jun 2013	25 Jun 2013	25 Jun 2013
• Prepare Tender Documents – Architect		25 Jun 2013	25 Jun 2013	25 Jun 2013
• Appoint Architect (Council Meeting)		24 Sep 2013	24 Sep 2013	24 Sep 2013
• Appoint QS		24 Sep 2013	24 Sep 2013	24 Sep 2013
• Design Documentation		10 Feb 2014	10 Feb 2014	19 Feb 2014
• Design Certification & Building Permit		25 Feb 2014	25 Feb 2014	
• City Direct Works appoint all contractors		21 Jul 2014	21 Jul 2014	
• Construction Tenders / Appoint Building (Council meeting)		15 Jul 2014	15 Jul 2014	
• Construction start		21 Jul 2014	21 Jul 2014	
• Construction end (certificate of occupancy issued)		3 Aug 2015	3 Aug 2015	

Overall summary and actions completed within month

January 2014 / February 2014

- Design documentation for construction finalised for calling of Tenders (Bill of Quantities included).

- Pre Tender pricing of Billing of Quantities completed.
- Design documentation reviewed by COJ Design Review Panel.
- Legal documents being finalised for Western Power approval (purchase of land from Western Power).
- Deposited plan prepared and lodged with Landgate for easement rights of Western Power.
- WATC (Western Australia Treasury Corporation) criteria for funding tested.
- Certification of Design Compliance requirements being reviewed to meet project timelines.

November / December 2013

- Design Development (DD) documents completed.
- Updated costs based on DD completed.
- Environmental sustainability report completed.
- Updated pre-tender financial evaluation completed.
- City branding signage design commenced.
- Communication plan developed for discussion.
- Project remains on target to meet timescales.
- Council endorsed purchase of Western Power site Lot 537 at November 2013 meeting.

October 2013

- Design concept / schematic stage completed.
- Estimated cost of scheme completed.
- Project on target to meet timescales.
- Valuation of Western Power site obtained.
- Negotiation with Western Power progressed. Report to Council seeking approval to purchase site is being progressed for November.
- WATC (Western Australia Treasury Corporation) criteria still to be established for funding.

September 2013

- Council appointed Architect & Specialist Consultants.
- QS & independent building surveyor appointed.
- Project plan signed off.

August 2013

- Project on target to meet timescales.
- Tender for QS, Architect and consultant specialists' panel review completed.
- Project plan awaiting sign off.
- Quotation for appointing independent building surveyor to be called.

June & July 2013

- Project on target to meet timescale.
- Tenders for QS, Architect and consultant specialists have now closed.
- Project plan been prepared for sign-off.
- Marketing for branding and corporate colours – commenced.
- Communication draft plan being developed.
- Draft report by RP&CS on proposed parking technology prepared.
- In principle agreement with Western Power in respect of Lot 537 (Sub Station) re: title transfer to City, incorporate into MSCP structure and ongoing future access by Western Power, waiting on written confirmation.

May 2013

- Program established for the Traffic Impact Study:
 - Draft due 04 June 2013
 - Final report by 14 June 2013
- Site survey repeg of boundaries completed 20 May 2013.
- Negotiations with Western Power continued in respect of Lot 537 (Sub Station) re: Title & Access.
- Design brief commenced.
- Tender Specification for QS commenced.
- Tender Specification for Architect and specialist consultants commenced.
- Current budget will need reviewing by QS (to be appointed) once Schematic / Concept design has been prepared by architect.
- Project plan being reviewed for sign off.
- Operational City Direct Works defined with Parking team developing specification.
- Meetings with Marketing re: branding and corporate colours to be developed.

April 2013

- Project Manager appointed 2 May.
- Meetings held with key personnel to discuss processes.
- Traffic Impact Study – not yet completed, programme to be established for completion of report.
- Site Survey arranged with Licensed Surveyor to establish and peg boundaries.
- Western Power contacted in respect of Lot 537 (sub-station), regarding title & access issues.
- Design brief will commence for basis of calling tenders for architect & consultant team.
- Current budget being reviewed versus original QS estimates.
- Project Plan being reviewed.

March 2013

- Traffic Impact Study – initial feedback from consultants received.
- Design – review of design taking account of initial feedback from Traffic Impact Study.

February 2013

- The topographical survey has been completed.
- The traffic counters and turning counters have been done and the figures being assessed.

January 2013

- Project Plan (Draft) prepared.
- Project Plan Detailed timelines prepared.
- Approach for external support of the project reviewed and proposal included in Draft Project Plan (Architects to prepare tender documents and oversee the construction).
- Sourcing Strategy Draft prepared and included in Draft Project Plan.
- Traffic Impact Study identified as a crucial next step, as this could influence the design.

December 2012

- SFMC review and approval.
- Council review and approval.

November 2012

- Parking survey completed, reports prepared.
- Business Case updated.

October 2012

- Business Case reviewed at SFMC. Action to undertake a Parking Survey.
- Parking Survey planned.

July / Aug 2012

- Stakeholder consultation – stakeholders have been consulted in all Directorates.
- Benchmark City of Perth – Elder Street Car Park identified as benchmark (from a construction side) – visit to Car Park and meeting with Head of Parking, City of Perth.
- Management Model. 3 options identified for the management of the facility either i) Pay & Display ii) Pay on Foot iii) License Plate Recognition (LPR). Review completed with the Parking Team and the ii) Pay on Foot option identified as the most likely and favoured option. This option is used to help support the business case. However, the LPR option will not be ruled out entirely, and should be revisited as part of the implementation phase. Although LPR is early technology, City of Perth is now installing this in several of their MSCPs.
- Project management framework – agreed with SOD that the MSCP project will review and update the business case template used by the City. Additionally, a suggested matrix for evaluating / scoring projects will be prepared, being a combination of the matrix already prepared by SFA together with benchmark from Darwin.
- Business Case prepared and released to DCS for review and to forward to ELT.

Outlook for next period / key tasks <i>as outlined in Project Plan</i>	
<ul style="list-style-type: none"> Contract documents for calling of Tenders to be reviewed by DCS, and calling of Tenders for construction. Finalisation of Contract of Sale and Easement for purchase of Lot 537 Boas Avenue site and lodgement with Landgate. Lodgement of documents application to DFES (previously FESA) for approval. Certificate of Design Compliance requirements to be addressed in preparation for lodgement for building permit Prepare documentation of City's Direct Contracts for calling tenders. 	

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
<ul style="list-style-type: none"> Advertise for RFT for construction of MSCP. 	High	DCS
<ul style="list-style-type: none"> Update financial evaluation of project based on pre-tender QS costing. 	Med	Senior Financial Analyst
<ul style="list-style-type: none"> Finalise legal documents for purchase of Lot 537 Boas Avenue from Western Power. 	Med	External Legal Support
<ul style="list-style-type: none"> Consider alternative parking arrangements whilst car park is under construction. 	High	Parking Team

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
<ul style="list-style-type: none"> Formalise transfer of Western Power Lot 537 to City. 	High	Low	Draft of Transfer documents submitted to Western Power.

Capital Works Committee Bi-Monthly Project Status Report

Project Name	Entry Statements – Joondalup Drive		
Project Description	Installation of the third Priority 1 Entry Statement to be installed on Joondalup Drive median approximately 40 metres west of the local Government boundary. The Entry Statement project underpins the concept of ‘a memorable gateway into the City of Joondalup, with visitors and residents “moving through” the design’. The scope of the project includes the fabrication and installation of exit and entry signage, interpretive poles, lighting, safety barriers and associated landscaping.		
Project Manager	Manager Operation Services		
Project Sponsor	Director Infrastructure Services		
Report Period	February 2014	Report Date	14 Mar 2014
TRIM No	102496	Project Status*	

*Status	Proceeding according to plan	
	Manageable issues exist	
	Serious issues – may require help	
	Completed	
	Carry forward	

Revised Budget	Year to Date Budget	Year to Date Actual
\$216,500	\$108,461	\$48,508

Tasks/Milestones <i>for the report period, as outlined in Project Plan and Task List</i>	*Status	Planned Date (from Project Plan / Task Log)	Expected completion date	Date actually completed
• Orders placed and Western Power application in progress		Dec 2013	Dec 2013	Dec 2013
• Finalise site specific detailed documentation		Dec 2013	Jan 2014	Jan 2014
• Construction commences		Mar 2014	Mar 2014	
• Construction completed		Apr 2014	Apr 2014	
• Western Power connection		May 2014		

Overall summary and actions completed within month

February 2014

- Planning of construction phasing.

January 2014

- Priority 1 Entry Statement 3 works scheduled for March 2014 (North-East Entry Statement).
- Approval gained from Council for the installation of the third Priority 1 Entry Statement on Joondalup Drive median funded from SSE2020 Suburban Entry Statements at 2013 December Council meeting.
- Orders placed for the fabrication and installation of the exit and entry signs and interpretive poles.
- Orders placed for the safety barriers and electrical works.
- Application made to Western Power.

Monthly Status Report

Outlook for next period / key tasks *as outlined in Project Plan*

- Earthworks, tree and kerb removal.
- Safety Barrier and Kerb installation,
- Pole footing installation,
- Pole and COJ entry statement signage install.

Key Issues for next period	Priority <i>(Low, Medium, High)</i>	Progress / Support Required
<ul style="list-style-type: none">• Commencement of and completion of construction phasing.	High	Coordinator Civil Projects Landscape Design officer

Key Risks to project / task completion	Potential Extent of Impact <i>(Low, Moderate, High, Extreme)</i>	Likelihood of Occurrence <i>(Low, Moderate, High, Extreme)</i>	Progress / Support Required
<ul style="list-style-type: none">• Western Power connection delays.	Medium	Medium	Monitor and continual liaison with Western Power.