

Islamic Society of Holland Park Building Committee

Calling for Expressions of Interest

EOI: Windows & Doors

Introduction

We are writing to call for a non-binding expression of interest (the 'Proposal') from the Islamic Society of Holland Park Building Committee ('ISHP BC') regarding the trade works outlined within this document. We appreciate the time and energy you and your team have afforded in reading through this calling document.

ISHP BC seeks Expressions of Interest (EOI) from qualified and experienced contractors for the trade works outlined below within this document. The building is located on 309 Nursery Road, HOLLAND PARK QLD 4121. The site area is 860m² with a proposed building GFA of 901m². The building structure consists of core-filled blockwork, concrete & steel construction. Further details regarding the project background can be found below.

The EOI is the first phase of a two-stage process. The first stage with open expressions being invited and a second stage where ISHP BC will invite selected contractors for tender.

Project Background

The Holland Park Mosque is one of the oldest mosques of Australia and has consistently been operating for over 100 years. Established in 1908 by Afghan cameleers, this 120-year-old site is a pioneer for all Islamic societies, and a major spiritual hub of Brisbane and its surrounding cities. Boasting a rich history, the Holland Park Mosque is a proud testament to how Muslims have been a part of the Australian fabric for over a century. The mosque committee serves the growing needs of the Muslim community, while providing a safe, peaceful, and inclusive space to all members of the community.

The time has come to renovate, and lift the image, of the longest running mosque ever built in Queensland. We are adding much needed facilities, capacity, and general improvements to meet the needs of the growing community. We are adding a new level, providing the opportunity to rethink and redesign the entire experience greater comfort. Additions also include a new elevator to enable our aging community to participate and multipurpose rooms for community meetings, educational purposes and more.

Project Opportunity

To complete the above-mentioned improvements, we will require various trades to assist in the completion of the renovation. An opportunity has arisen for expressions of interest for various trade fields such as renderers, tilers, carpet layers, painters, electricians, plumbers, landscapers and much more. As one of the highest traffic mosques in Australia, participating in this project would be a unique experience for any company.

Confidentiality

Given the public nature of this calling process, all submissions will be made available between ISHP BC, ISHP Trustees, ISHP Committee, the applicant, and any other interested party. ISHP BC reserves full rights not to disclose any EOI's or future tenders based off all applicant submissions. ISHP BC also reserves full rights to discuss submissions with its consultants, related parties, and referees.

Key Objectives – Windows & Doors

Aims

Key outcomes required from the scope of works include:

- Windows & Doors
 - Supply & Install

Objectives

- To supply and install approx. 46 windows and 47 Doors throughout the entire mosque. Tender documents to be provided as per below provisional timescales.
- Shop drawings to be provided for review if tender is successful.

Provisional Timescales

Opening date for expressions of interest	10 th March 2021
Closing date for expressions of interest	17 th March 2021

Requirements

You must have the following to express your interest for this trade works:

- Must have a registered company (registered for more than 5 years)
- Registered under QBCC or another acceptable agency (licence number to be provided in submission)
- Provide capability statement to show:
 - The company's past works (to be provided in submission)
 - The company's equity statement (to be provided in submission)
- Company director or associates must not have any history of bankruptcy (statutory declaration to be provided in submission)

Expressions of interest applications received will be subject to approval by the ISHP Building Committee with full discretion to accept or reject at an executive level.

We would welcome expressions of interest from company's outlining their suitability for the project in **no more than 3000 words by 11am on 17/03/2021.**

Your expression of interest should be **emailed as an attachment in PDF format to ishpbc@gmail.com with the subject line of the email stating 'ISHP BC EOI – Your Company Name'.**

Please address any queries to the ISHP Building Committee via email on ishpbc@gmail.com.

GENERAL SITE REQUIREMENTS & MANAGEMENT

Site Layout

The subject site is located at 309 Nursery Road, HOLLAND PARK QLD 4121. The site, including the building and its previous uses, will be closed unless authorised by the site supervisor. This includes prayer areas, office spaces, book shops and amenities.

Site Description

The subject site details are as follows:

- Address: 309 Nursery Road HOLLAND PARK QLD 4121
- Lot Number: 130 & 131
- Real Property Description: RP13270
- Site Area: 860m²
- Shire/City: Brisbane City Council (BCC)
- Electricity Details: Overhead
- Sewer: Yes
- Stormwater: To Street
- Telecommunication: Yes
- Water: Yes
- Gas: Yes

The site is surrounded by Mt Thompson Crematorium on its north-east and south-eastern boundaries, residential housing as well as other commercial community use buildings.

Hoardings & Protection

Site Boundaries

Prior to the commencement of any construction works a temporary site fence will be erected around the construction area. This will be edge protected in accordance with AS4687 & AS4994.1-4.

Access has been granted by Mt Thompson Crematorium to use part of their property for scaffolding and storage where required. This access agreement is revokable at any time by the Mt Thompson Team. Approval Email Response attached at the end of this document.

Scaffolding

During the construction phase of the project it will be required to erect scaffolding in particular areas. All scaffolding works will be in accordance with relevant standards and regulations. Monitoring of safety processes will be done via the use of Safe Work Method Statements (SWMS or JSA's) as well as periodical assessments by the Site Supervisor.

Communication

During the construction phase of the project it will be necessary to use a variety of communication forms both externally and internally. The site supervisor will be equipped with a mobile telephone and computer connected to the internet via a high-speed wireless 4G connection. A combination of these will be used for the formal communication throughout the project.

Materials Handling

Excavation

During the excavation works, trucks will be loaded within the site boundaries and on roads and exit via one way on Nursery Road or up Crest Street. Adequate signage and safety precautions will be met in

accordance with legislation. The Sediment Control Section of this report provides detail on the site sediment management system.

All excavation sub-contractors are responsible for providing records in the form of soil test results and DA requirements for fill taken to another site or EPA licensed facility tip docket as per the EPA's requirements.

Please also refer to the traffic management section of this report which provides details relating to access and egress routes for all excavation & construction traffic.

Cranage

All cranage for the project will be conducted with the use of mobile cranes. Cranes will be used for materials handling, installing precast panels and steel members. The location of cranes on-site will vary during each stage of the project.

Standing Trucks

Unloading of all materials and equipment will be carried out on site whenever possible. If any on-street standing is required, (including from the carriage way, footpath or verge), all activities will be supervised at all times by qualified traffic controllers.

Machinery

Various types and sizes of machinery will also be on site throughout different phases of the project. These include, but are not limited to, excavators, backhoes, rollers, boom lifts, scissor lifts, cranes, forklifts, and concrete pumps.

Site Storage

Construction materials and waste containers for construction refuse will be stored within the site in an area not accessible to the public. The location for storage of the items will vary throughout construction due to changing site constraints. Dedicated storage areas will be established by way of the placement of lockable storage containers and installation of temporary fencing. No materials will be stored outside of the site boundary.

All stored material locations are to be co-ordinated by the site foreman.

Temporary Excavation Support

Nil temporary excavation supports have been identified as being required for the project. Temporary batter slopes will be accommodated within site boundaries. If during the course of excavation support is found to be required, the consulting structural and geotechnical engineer will be engaged to provide a suitable design and direction.

Tree Protection

All trees on site that are nominated as being retained are to be protected at all stages throughout construction. Any works to be carried close to the trees nominated to be retained will be supervised by the site supervisor.

Trees within the Mt Thompson Crematorium property are to be retained and left in the same condition prior to the commencement of construction works. All damages to grass and other items discussed in the Approval Email Agreement must be adhered to at all times.

Waste Management

Construction Waste

Rubbish skips/bins will be used for the collection of general construction waste and material packaging. Rubbish skips will be located at various positions around each stage depending on the phase of construction and accessibility.

All rubbish placed in skips will be removed from site by a waste collection company and taken to an approved and licensed waste disposal and recycling facility. At no time will rubbish skips/bins be stored on the footpath or roadway during the course of construction.

Dedicated building waste enclosures will be set up around the site if required to enclose building waste that cannot be immediately placed in rubbish skips. No waste enclosures will be set up outside of the site boundary.

All construction waste will be dealt with in accordance with Brisbane City Council's requirements and conditions and all subcontractors working on the project will be encouraged to minimise construction waste and remove all appropriate materials from site for reuse/recycling.

Demolition Waste

All demolition waste will be required to be in accordance with Brisbane City Council's requirements and conditions.

Excavated Materials

Some excavated materials may be stored on site for backfilling. Topsoil may also be stockpiled on site for reuse during landscaping. All stored soils will be stockpiled in appropriate locations for each stage of the construction and managed so that the impact on the environment is minimised.

If stockpiling is required, stockpiles shall be stored at least 1 metres clear of drainage lines and easements, natural watercourse, footpath, kerb, road surface, and established trees. Stockpiles will have temporary silt fences in place around the stockpiles to create an enclosure and if necessary they will be covered with shade cloth or tarpaulin to retain the materials on the stock pile. The location of stock piles will be determined closer to the relevant construction stage.

Green Waste

The generated green waste from the site will be recycled, wherever possible, as woodchips and mulch for reuse both on and off site.

Perishable Waste

Perishable wastes will be stored on site in appropriate receptacles with lids to minimise vermin attraction. All perishable waste will be disposed of in accordance with Brisbane City Council's requirements.

TRAFFIC MANAGEMENT

Documents

A Traffic Management and Control system will be implemented for all phases of excavation and construction.

Pedestrian and Traffic Control

Heavy Vehicle Access Routes

It is the responsibility of the site supervisor and the relevant sub-contractor of the heavy vehicle to adhere to an agreed construction traffic access route. Vehicles entering and leaving the surroundings of the site will strictly adhere to this predetermined traffic route for the duration of the project. The route and guidelines may change along the course of construction where necessary.

Primary Access Route for all Vehicles

The primary access road for each stage will be via Crest Street Entry from Nursery Road and one way through the rest of the street.

Vehicle Parking

Should construction workers vehicles not be able to be parked on site for the majority of the project then construction workers vehicles are to be parked on adjacent streets, in accordance with Brisbane City Council's regulations and signage. The main site parking area will be on the top half of Crest Street. At no time will vehicles be parked on the nature strip or in a manner that obstructs traffic flow or driveway access of surrounding residents.

Parking in the adjacent ISHP Community Hall building carpark will be used if needed and at the discretion of the Site Supervisor.

Pedestrian Management

As a safety provision for pedestrians, movement past site entries may be restricted during construction activities. Safety and directional signs will be provided during these periods.

The footpaths around the site will remain unobstructed where possible.

Access

Pedestrians and personnel to enter the sites will do so via the designated access gate for each stage, as defined by the Site Supervisor. Unauthorised entry to work site is prohibited and signage will be in place to inform pedestrians of access restrictions and requirements. Directional signage will also be in place to direct all personnel and visitors to the site office or to contact the relevant authorised personnel prior to entry.

Protection

The construction boundaries will be secured by a temporary site boundary fence as required.

During all phases of construction, when vehicles are entering or exiting the site, both traffic and pedestrian controls will be implemented to ensure safety. This will mainly be by way of signage and site personnel stopping and directing both traffic and pedestrians.

Training

All site personnel will be inducted into the construction traffic management plan in place and accredited accordingly. All visitors must be in the company of the site supervisor or authorised site personnel at all times whilst on site.

Monitoring

The project manager will report and amend strategies of the implementation of traffic management as required. Items considered will be as follows:

- ☐ Access Points
- ☐ Location of parking areas
- ☐ Identifications of any safety or operational incidents and actions taken to address the conditions that caused the incidents.
- ☐ Monitoring complaints and corrective actions
- ☐ Details of signage on Internal & external roadways

ENVIRONMENTAL CONTROLS

This section identifies sediment control systems to be implemented on all stages of the project. The sediment control systems are designed to minimise erosion on-site and retain sediment eroded by water and wind.

Given the soil conditions and characteristics of the site, the environmental controls may be subject to change upon the review of the site supervisor and other relevant authorities where required.

Environmental Emergency Procedures & Reporting

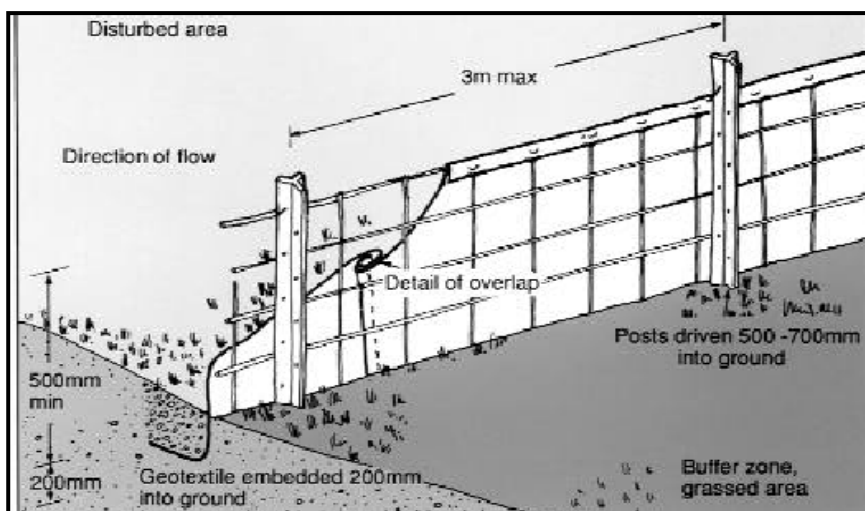
Contact the site supervisor for information on Environmental Incident Emergency Procedures, Protocols & Phone Numbers.

Erosion and Sediment Control Devices

Unnecessary disturbance of the site shall not occur and all cuts are to be stabilised as soon as possible after the completion of site earthworks. Extra care will be taken to prevent sediment run off into all neighbouring lots and onto surrounding streets. The erosion and sediment control devices described below will be in place throughout all construction phases, especially excavation. Any collected silt will be disposed of in accordance with Brisbane City Council's Erosion and Sediment Control Policies and any other relevant codes or standards.

Silt Fences

Silt fences are to be installed down hill from excavation areas and adjacent to roads where bordering the site. Geotextile fabric will be fixed to the temporary construction fencing to the 'downhill' boundaries of the site, if deemed necessary. The fabric will be turned down under the existing ground line and secured at regular intervals not exceeding 3m in accordance with the following diagram.

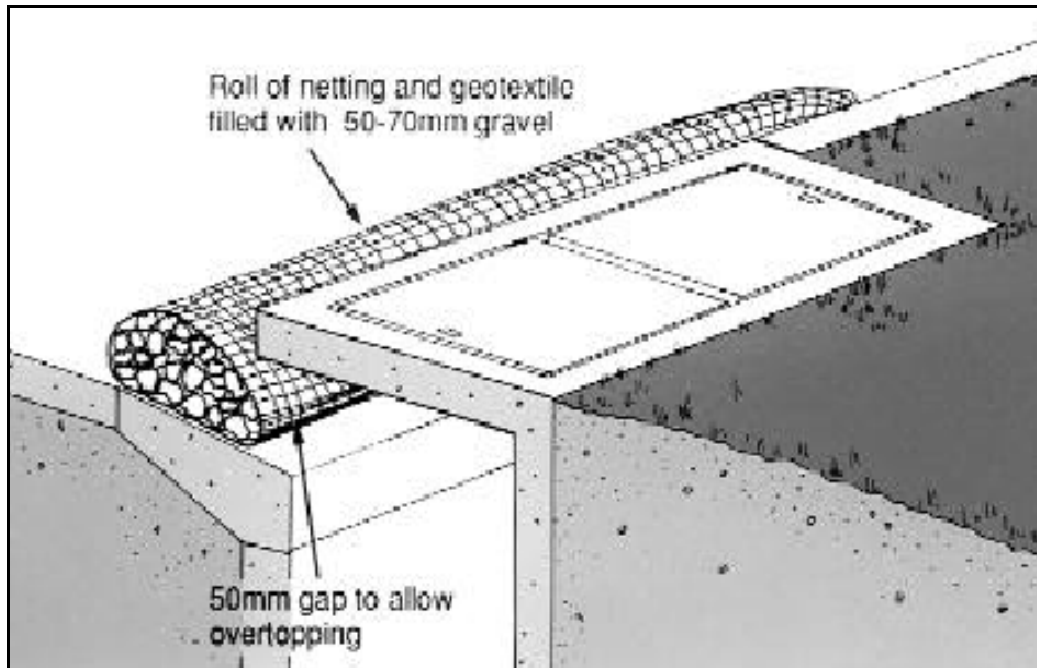


Vehicle Access

Vehicular access will be controlled to prevent sediment being tracked onto the adjoining roads. This will be done by maintaining a periodically timed clean of surrounding areas to the site at each stage of construction where required. Also, there shall be no vehicle entering the site boundary unless authorised by the site supervisor on an as needed basis. Any sediment that is tracked onto the surrounding roads will be cleaned off in a timely manner.

Stormwater Inlets

All storm water inlets within the distances specified by Brisbane City Council will have, at the discretion of the site supervisor, protection installed to prevent soil and other materials from entering. As shown in the following diagram, this will consist of 50 – 70mm gravel inside geo-textile and netting placed at the storm water inlets. These will be referred to as filter bags. The filter bags will not only be placed directly at the inlets as shown below, they will also be placed at regular intervals in the gutters 'upstream' from the inlets creating multiple barriers.



Stockpiles

If appropriate topsoil is to be stockpiled on site then the following measures will be put in place. If stockpiling is required, stockpiles shall be stored at least 1 meters clear of drainage lines and easements, natural watercourse, footpath, kerb, road surface, and established trees. Stockpiles will have temporary silt fences in place around the stockpiles to create an enclosure and if necessary they will be covered with shade cloth or tarpaulin to retain the materials on the stock pile. The location of stock piles will be determined on site.

Waste Enclosures

Dedicated building waste enclosures may be set up around the site to enclose building waste where required. The enclosures will be a minimum of 1800mm square by 1200mm high. No waste enclosures will be set up outside of the site boundary.

Monitoring

In order to maintain the various erosion and sediment control devices, regular inspections, repairs and cleaning will be carried out on the silt fences to the boundaries, stockpiles, waste enclosures, to the stormwater inlet filter bags and to the stockpile covers. Inspections of the site erosion and sediment control devices will generally be done on a weekly basis, however if the need arises inspections will be done at closer intervals.



- THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK -