

From: [Byrne, Evan](#)
To: [Ebner, Joanne](#); [Hunter, Stuart](#)
Subject: Yarralumla Primary & Preschool [SEC=UNCLASSIFIED]
Date: Monday, 9 September 2019 11:40:44 AM
Attachments: [Location.png](#)

Stuart & Joanne,

As discussed, all clean up work at Yarralumla Primary & Preschool is now complete. Robson Environmental have taken further soil samples and will provide a clearance certificate once they have the results.

[REDACTED]

[REDACTED]

Evan Byrne

A/g Assistant Director

ACT Property Group / Property Upgrades

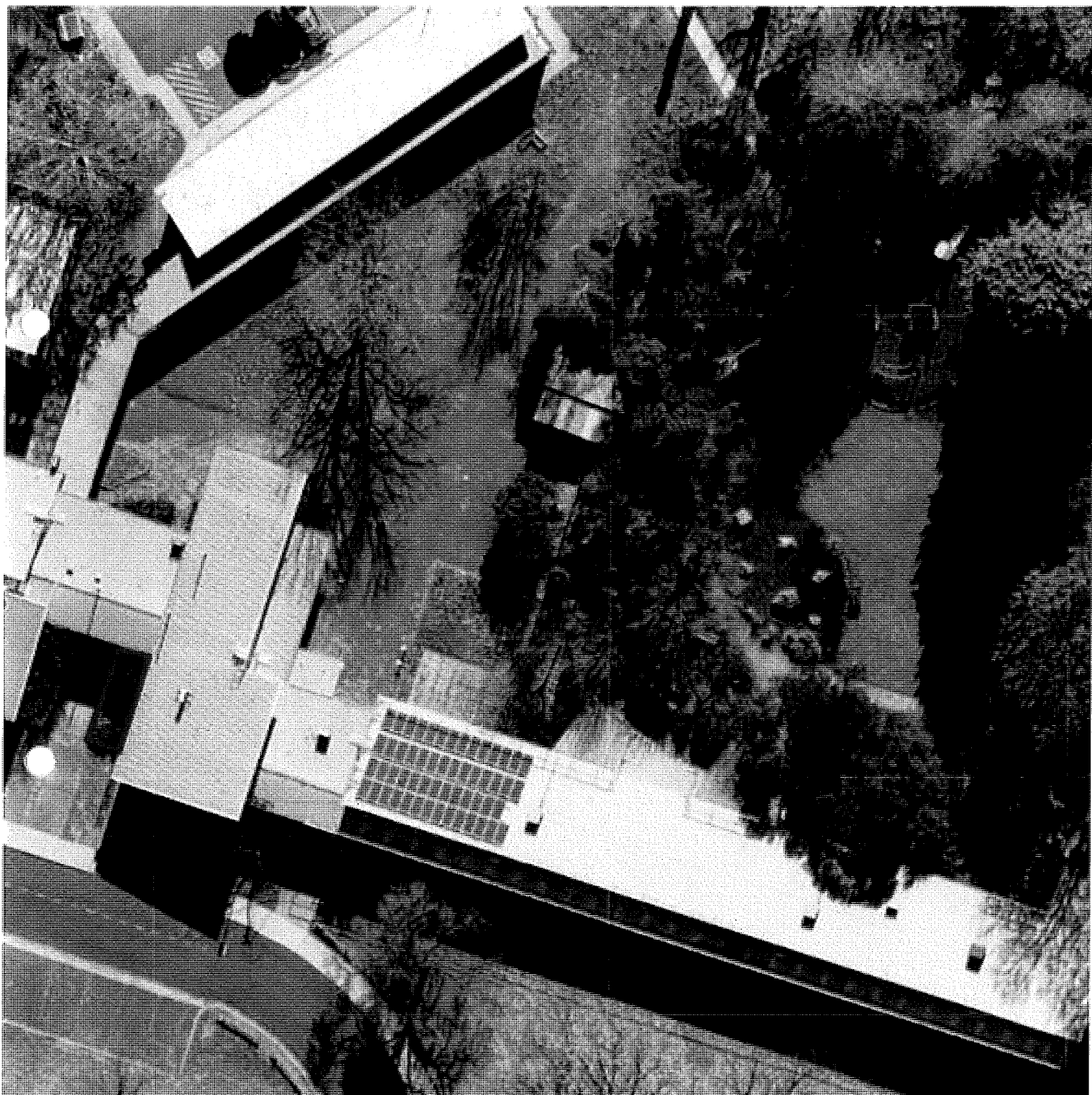
Chief Minister, Treasury and Economic Development Directorate | ACT Government

M: 0411 183 771

E: evan.byrne@act.gov.au

255 Canberra Avenue, Fyshwick, ACT 2609

"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"



From: [Wickham, Ilona](#)
To: [Hunter, Stuart](#)
Cc: [Ebner, Joanne](#)
Subject: FW: Yarralumla Primary and Preschool - Lead Paint Management Plan - T01035_LPMP_Yarralumla_20191125
Date: Thursday, 28 November 2019 10:47:30 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[T01035_LPMP_Yarralumla_20191125.pdf](#)

UNCLASSIFIED

Hi Stu

This is the long awaited Lead Paint Management plan. It unfortunately leaves the management decisions up to us. It states the risk rating attached to each area of lead and refers the action to the annexures. Most areas are referred to annexure 5 which is really just saying it needs to be removed. Either by removal of the paint itself, or the item it is on i.e. the window frames.

I was hoping it might prescribe actions that would mitigate any risk .i.e. screw windows shut to stop abrasion of the surface, but it doesn't even allow this.

Have a read and see what you think. I admit I need a more intensive reading of the report, to see if there is any chance of reading between the lines and developing our own strategy, as short of replacing 90% of the schools windows, we need to come up with a documented reason for our actions, where they do not include removal.

Perhaps we need to get together next week to discuss, after we have digested the report properly.

Thanks

Ilona

From: Byrne, Evan <Evan.Byrne@act.gov.au>
Sent: Thursday, 28 November 2019 6:53 AM
To: Ebner, Joanne <Joanne.Ebner@act.gov.au>
Cc: Wickham, Ilona <Ilona.Wickham@act.gov.au>
Subject: FW: Yarralumla Primary and Preschool - Lead Paint Management Plan - T01035_LPMP_Yarralumla_20191125

UNCLASSIFIED

Jo,

See attached lead paint management plan for Yarralumla Primary Site.

Evan Byrne

A/g Assistant Director

ACT Property Group / Property Upgrades

Chief Minister, Treasury and Economic Development Directorate | ACT Government

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E: evan.byrne@act.gov.au

255 Canberra Avenue, Fyshwick, ACT 2609

"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"

From: [REDACTED]

Sent: Wednesday, 27 November 2019 9:58 PM

To: Byrne, Evan <Evan.Byrne@act.gov.au>

Cc: [REDACTED]
[REDACTED]

Subject: Yarralumla Primary and Preschool - Lead Paint Management Plan - T01035_LPMP_Yarralumla_20191125

Good evening Evan,

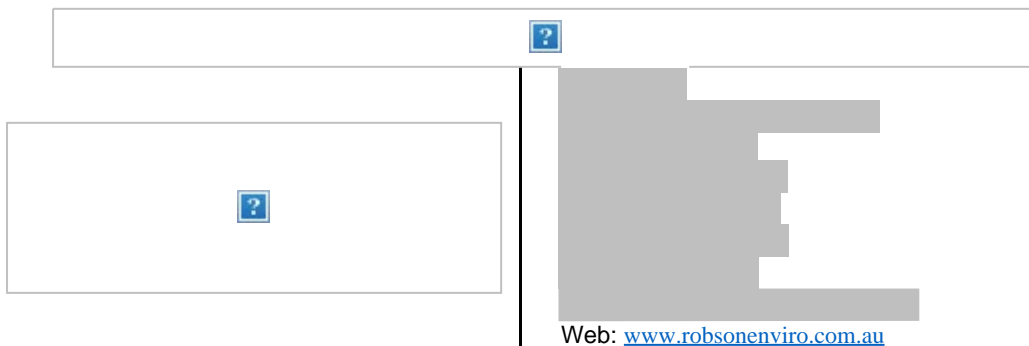
Please find attached the Lead Paint Management Plan developed for Yarralumla Primary and Preschool.

If you have any questions please feel free to contact us.

Thanks.

Kind regards,

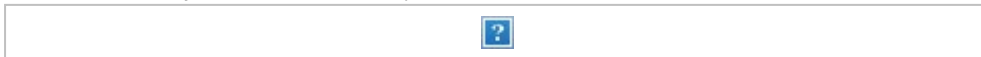
[REDACTED]



Web: www.robsonenviro.com.au

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4801:2001 - Environment

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From: [Wickham, Ilona](#)
To: [Ebner, Joanne](#)
Subject: FW: Thumbs Up for Canteen remedial works
Date: Thursday, 28 November 2019 12:17:18 PM

UNOFFICIAL

Sorry Jo
You should have been in this as well

From: Wickham, Ilona
Sent: Wednesday, 27 November 2019 4:48 PM
To: Feehan, Andrew <Andrew.Feehan@act.gov.au>; Byrne, Evan <Evan.Byrne@act.gov.au>
Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Nakkan, John <John.Nakkan@act.gov.au>; Sayers, Debra (ACTEDU) <Debra.Sayers@ed.act.edu.au>; Watson, Geoffrey <Geoffrey.Watson@act.gov.au>
Subject: FW: Thumbs Up for Canteen remedial works

UNOFFICIAL

Good afternoon Evan and Andrew,

As below, the school and AEON are on board with the change to scope. Please have a look at their concerns, which I know we have already discussed.

Please go ahead with the works beginning this weekend and don't hesitate to call should you have any issues along the way.

Thanks again for your assistance with the scope alteration and contractor management to this point.

Kind Regards

Ilona Wickham | Assistant Director | Repairs and Maintenance
Phone: 620 70071 | Fax: 620 59162 | Email: ilona.wickham@act.gov.au
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Level One 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | [Facebook](#) | [Twitter](#) | [Pinterest](#) | [LinkedIn](#) | [Google+](#)

From: Sayers, Debra <Debra.Sayers@ed.act.edu.au>
Sent: Wednesday, 27 November 2019 4:32 PM
To: Wickham, Ilona <Ilona.Wickham@act.gov.au>
Cc: Evans, Rohan (ACTEDU) <Rohan.Evans@ed.act.edu.au>
Subject: FW: Thumbs Up for Canteen remedial works

Good afternoon Ilona,
Here we go. I have had a conversation with [REDACTED] and [REDACTED] immediately called [REDACTED] to discuss the proposed works.
They have given the go ahead – please see below
Warm regards,
Deb

From: Hello Aeonacademy <hello@aeonacademy.com.au>
Sent: Wednesday, 27 November 2019 4:16 PM
To: Sayers, Debra <Debra.Sayers@ed.act.edu.au>
Subject: Thumbs Up for Canteen remedial works

Hi Deb,

thank you for the opportunity to discuss the Directorate's remedial works proposal. Aeon Academy are very happy to work with this arrangement with the assurance that the area will be left completely free of contamination and fit for food preparation.

We're also keen to, once again, raise the request for the installation of adequate ventilation and storage capacity with the refurbishment of the Canteen Pantry to allow for food safe temperature management.

Kindest Regards,

[REDACTED]
[REDACTED]

02 6142 3268

aeonacademy.com.au

www.facebook.com/Aeonacademy

From: [Ebner, Joanne](#)
To: [Evans, Rohan \(ACTEDU\)](#)
Cc: [Wickham, Ilona](#)
Subject: FW: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]
Date: Monday, 9 December 2019 8:57:00 AM
Attachments: [T01035_LeadMonitoring_YarralumlaPrimary_20191130.pdf](#)
[T01035_YarralumlaPSCanteenPantry_LeadClearance_20191130.pdf](#)

UNCLASSIFIED

Hi Rohan

Please find attached a clearance certificate and lead monitoring results associated with works to the Yarralumla Primary School canteen.

Please retain a colour copy of the attached for your records.

Regards

Joanne Ebner

J Ebner | Project Officer

Phone: +61 2 6207 1050 | Fax: +61 2 6205 9333

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From: Feehan, Andrew <Andrew.Feehan@act.gov.au>
Sent: Monday, 9 December 2019 6:47 AM
To: Ebner, Joanne <Joanne.Ebner@act.gov.au>
Cc: Wickham, Ilona <Ilona.Wickham@act.gov.au>
Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Jo,

Please see attached clearance certificate and air monitoring for the demo works at Yarralumla Primary School.

Regards,

Andrew Feehan

Project Officer

ACT Property Group / Project Team

Chief Minister, Treasury and Economic Development Directorate | ACT Government

M: 0419 606 339 | T: 02 6213 0730 | F: 02 6213 0735

E: Andrew.feehan@act.gov.au

255 Canberra Avenue, Fyshwick, ACT 2609,

PO Box 777 Fyshwick ACT 2609 | www.cmd.act.gov.au

From: Wickham, Ilona <Ilona.Wickham@act.gov.au>

Sent: Monday, 4 November 2019 9:50 AM

To: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Feehan, Andrew <Andrew.Feehan@act.gov.au>;
Ebner, Joanne <Joanne.Ebner@act.gov.au>

Cc: Byrne, Evan <Evan.Byrne@act.gov.au>

Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Andrew

This quote appears to be about [REDACTED] less than the last one? [REDACTED] different but this one includes the removal as well? Just making sure I'm reading and comparing it properly

Thanks

Ilona

From: Hunter, Stuart <Stuart.Hunter@act.gov.au>

Sent: Monday, 4 November 2019 9:30 AM

To: Feehan, Andrew <Andrew.Feehan@act.gov.au>; Ebner, Joanne <Joanne.Ebner@act.gov.au>

Cc: Byrne, Evan <Evan.Byrne@act.gov.au>; Wickham, Ilona <Ilona.Wickham@act.gov.au>

Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

UNCLASSIFIED

Thanks Andrew,

Can you please confirm to Jo that ACT PG have reviewed the price and it appears reasonable.

Thanks,

Stuart Hunter | Director, Repairs and Maintenance

Phone: +61 2 6207 8831 | Mobile: 0478 488 885 | Email: stuart.hunter@act.gov.au

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[Google+](#)

From: Feehan, Andrew <Andrew.Feehan@act.gov.au>

Sent: Monday, 4 November 2019 8:48 AM
To: Ebner, Joanne <Joanne.Ebner@act.gov.au>
Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Byrne, Evan <Evan.Byrne@act.gov.au>
Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Jo,

I have received another quote for the canteen pantry.



If this proceeds would you like air monitoring?

Please advise if you would like to proceed

Andrew Feehan
Project Officer
ACT Property Group / Project Team
Chief Minister, Treasury and Economic Development Directorate | ACT Government
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E: Andrew.feehan@act.gov.au
255 Canberra Avenue, Fyshwick, ACT 2609,
PO Box 777 Fyshwick ACT 2609 | www.cmd.act.gov.au

From: Byrne, Evan <Evan.Byrne@act.gov.au>
Sent: Monday, 16 September 2019 2:08 PM
To: Ebner, Joanne <Joanne.Ebner@act.gov.au>
Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Feehan, Andrew <Andrew.Feehan@act.gov.au>
Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

Hi Jo,

I asked the contractor to check the quote for any potential savings, see revised prices below;



The contractor has advised if approval is given soon, they can do this work during the school holidays as joinery will need to be organised. Also advise if you would like additional quotes and this can be arranged.

Andrew Feehan will continue running this project, send through any correspondence directly to him.

Evan Byrne

A/g Assistant Director

ACT Property Group / [Property Upgrades](#)

Chief Minister, Treasury and Economic Development Directorate | ACT Government

M: 0411 183 771

E: evan.byrne@act.gov.au

255 Canberra Avenue, Fyshwick, ACT 2609

"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"

From: Byrne, Evan

Sent: Friday, 13 September 2019 7:10 AM

To: Ebner, Joanne <Joanne.Ebner@act.gov.au>

Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>

Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

Jo,



Let me know if you need any further information.

Evan Byrne

A/g Assistant Director

ACT Property Group / Property Upgrades

Chief Minister, Treasury and Economic Development Directorate | ACT Government

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E: evan.byrne@act.gov.au

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"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"

From: Ebner, Joanne

Sent: Wednesday, 11 September 2019 8:35 AM

To: Byrne, Evan <Evan.Byrne@act.gov.au>

Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>

Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Evan

Would there be a way to see a breakdown of the costs identified below? In particular the new shelving.

Regards

Jo

From: Byrne, Evan <Evan.Byrne@act.gov.au>

Sent: Tuesday, 10 September 2019 7:15 AM

To: Ebner, Joanne <Joanne.Ebner@act.gov.au>

Subject: RE: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls [SEC=UNCLASSIFIED]

Jo,

I have received a quote to upgrade the pantry at Yarralumla Primary School, this quote includes the following;



Please advise if you would like to proceed or if you would like to discuss.

Evan Byrne

A/g Assistant Director

ACT Property Group / [Property Upgrades](#)

Chief Minister, Treasury and Economic Development Directorate | ACT Government

M: 0411 183 771

E: evan.byrne@act.gov.au

255 Canberra Avenue, Fyshwick, ACT 2609

"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"

From: Ebner, Joanne

Sent: Monday, 26 August 2019 9:37 AM

To: Byrne, Evan <Evan.Byrne@act.gov.au>

Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Hall, Jackie (ACTEDU) <Jackie.Hall@ed.act.edu.au>

Subject: HAZ20-039 - Yarralumla PS - Canteen Pantry Resheet Walls

UNCLASSIFIED

Hi Evan

As discussed, please proceed to seek costs etc for the following works to the Yarralumla Primary School canteen pantry following the identification of lead paint to shelving and walls within the pantry:

- Remove lead painted shelving;
- Remove lead painted wall sheeting;
- Supply, install and paint new wall sheeting
- Arrange replacement shelving (style to be decided)

Please liaise with Stuart Hunter prior to arranging new shelves.

The job request number will be: HAZ20-039.

Regards

J Ebner

J Ebner | Project Officer

Phone: +61 2 6207 1050 | Fax: +61 2 6205 9333

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From: [Feehan, Andrew](#)
To: [Ebner, Joanne](#)
Subject: FW: HAZ20-115 - Yarralumla PS - Test for ACM
Date: Wednesday, 18 December 2019 2:34:56 PM
Attachments: [Re HAZ20-115 - Yarralumla PS - Test for ACM.msg](#)

UNCLASSIFIED

Hi Jo,

 attend site and no acm was detected, see attached.

Regards,

Andrew Feehan
Project Officer
ACT Property Group / Project Team
Chief Minister, Treasury and Economic Development Directorate | ACT Government
M: 0419 606 339 | T: 02 6213 0730 | F: 02 6213 0735
E: Andrew.feehan@act.gov.au
255 Canberra Avenue, Fyshwick, ACT 2609,
PO Box 777 Fyshwick ACT 2609 | www.cmd.act.gov.au

From: Dezman, Adam <Adam.Dezman@act.gov.au>
Sent: Wednesday, 18 December 2019 9:35 AM
To: Feehan, Andrew <Andrew.Feehan@act.gov.au>
Subject: Fwd: HAZ20-115 - Yarralumla PS - Test for ACM

Hi Andrew

Can you please organise the works request

Adam

Get [Outlook for iOS](#)

From: Ebner, Joanne <Joanne.Ebner@act.gov.au>
Sent: Wednesday, December 18, 2019 9:17:34 AM
To: Dezman, Adam <Adam.Dezman@act.gov.au>
Cc: Moss, Samantha (ACTEDU) <Samantha.moss@ed.act.edu.au>
Subject: HAZ20-115 - Yarralumla PS - Test for ACM

UNCLASSIFIED

PRIORITY WORK REQUEST

Hi Adam

Please arrange the following works for Yarralumla Primary School:

- Please confirm if acm is present to the water damaged ceiling and if acm may be disturbed during a proposed school managed upgrade to the kitchen area in the YWCA After School Care building.
- If confirmed please arrange for the removal of the acm material.

The site contact will be: Samantha Moss, Business Manager who can be contacted on telephone number: 6142 3250.

The EDU Reference number for the works will be: HAZ20-107.

Regards

J Ebner

J Ebner | Project Officer

Phone: +61 2 6207 1050 | Fax: +61 2 6205 9333

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-----Original Message-----

From: Moss, Samantha <Samantha.moss@ed.act.edu.au>

Sent: Tuesday, 17 December 2019 4:16 PM

To: Watson, Geoffrey <Geoffrey.Watson@act.gov.au>; Ebner, Joanne <Joanne.Ebner@act.gov.au>

Subject: Ceiling

Good Afternoon,

Please find attached a photo from the kitchen ceiling in the YWCA After School Care building, at Yarralumla Primary School.

Is it was possible to have a piece of the ceiling tested prior to any works carried out?

Regards,
Samantha

Samantha Moss | Acting Business Manager Yarralumla Primary School | La Scuola Elementare
Bilingue Italo-Inglese di Yarralumla
24 Loftus St, Yarralumla ACT 2600
Ph: 6142 3250 | Fax: 6142 3265 samantha.moss@ed.act.edu.au

From: [REDACTED]
To: [Feehan, Andrew](#)
Subject: Re: HAZ20-115 - Yarralumla PS - Test for ACM
Date: Wednesday, 18 December 2019 2:19:06 PM
Attachments: [image001.png](#)

Hi Andrew,

As discussed on site at Yarralumla Primary School, the area inspected did not contain any material suspected to be asbestos. The damaged ceiling was made of canite panels repaired with a plaster material and taped up and the walls were Masonite.

Regards

[REDACTED]
 [REDACTED]
 [REDACTED]
 Licensed Asbestos Assessor [REDACTED]
 [REDACTED]
 [REDACTED]

id:image001.png@01D2EE76 54CD7BB0



From: "Feehan, Andrew" <Andrew.Feehan@act.gov.au>
Date: Wednesday, 18 December 2019 at 11:40 am
To: [REDACTED]
Subject: FW: HAZ20-115 - Yarralumla PS - Test for ACM

UNCLASSIFIED

Andrew Feehan
Project Officer
ACT Property Group / Project Team
Chief Minister, Treasury and Economic Development Directorate | ACT Government
M: 0419 606 339 | T: 02 6213 0730 | F: 02 6213 0735
E: Andrew.feehan@act.gov.au
 255 Canberra Avenue Fyshwick ACT 2609
 PO Box 777 Fyshwick ACT 2609 | www.cmd.act.gov.au

UNCLASSIFIED

PRIORITY WORK REQUEST

Please arrange the following works for Yarralumla Primary School:

- Please confirm if acm is present to the water damaged ceiling and if acm may be disturbed during a proposed school managed upgrade to the kitchen area in the YWCA After School Care building
- If confirmed please arrange for the removal of the acm material

The site contact will be: Samantha Moss, Business Manager who can be contacted on telephone number: 6142 3250

The EDU Reference number for the works will be: HAZ20-107

Regards

J Ebner

J Ebner | Project Officer
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-----Original Message-----

From: Moss, Samantha <Samantha.moss@ed.act.edu.au>
 Sent: Tuesday, 17 December 2019 4:16 PM
 To: Watson, Geoffrey <Geoffrey.Watson@act.gov.au>; Ebner, Joanne <Joanne.Ebner@act.gov.au>
 Subject: Ceiling

Good Afternoon,

Please find attached a photo from the kitchen ceiling in the YWCA After School Care building, at Yarralumla Primary School

Is it was possible to have a piece of the ceiling tested prior to any works carried out?

Regards,
Samantha

Samantha Moss | Acting Business Manager Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla
24 Loftus St, Yarralumla ACT 2600
Ph: 6142 3250 | Fax: 6142 3265 samantha.moss@ed.act.edu.au

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From: [Watson, Geoffrey](#)
To: [Dzaman, Adam](#)
Cc: [Flynn, Charlie](#); [Moss, Samantha \(ACTEDU\)](#); [Gumley, Clair](#)
Subject: FW: Gambarri Bathroom
Date: Thursday, 9 April 2020 7:05:34 PM
Attachments: [Image001.jpg](#)
[scan_samantha_moss_2020-04-09-15-14-49.pdf](#)

UNOFFICIAL

Hi Adam/ Charlie

Please see the below Hazmat request, Charlie was onsite for another project, he inspected the site with the BSO, it would make sense to assign Charlie to the project

Yarralumla Primary	HAZ20-160		Charlie Flynn	09/04/2020	Normal	ACM	ACM sheeting	Please remove and dispose of AC sheeting from ceiling and bathroom in Gambarri unit. Charlie Flynn has already visited site and is aware of job details. Please obtain a price to make good post ACM removal.
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Please see attached map of Gambarri unit

CLAIR: FYI

Thanks

Geoff Watson

Geoff Watson | Network Officer: Property Management and Maintenance | Woden/Weston Network
Phone: 02 620 55454 | Fax: +61 2 6205 9333 | M: 0415 087 181 | Email: geoffrey.watson@act.gov.au
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Level 1 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601 |
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From: Moss, Samantha <Samantha.moss@ed.act.edu.au>
Sent: Thursday, 9 April 2020 3:21 PM
To: Watson, Geoffrey <Geoffrey.Watson@act.gov.au>
Subject: Gambarri Bathroom

Good Afternoon Geoff,







Please find attached a map of the bathroom at Gambarri that requires asbestos sheeting to be removed from the ceiling and a bathroom renovation

Regards,
Samantha

Samantha Moss | A/g Business Manager
Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla
24 Loftus St, Yarralumla ACT 2600
Ph: 6142 3250 | Fax: 6142 3265 | samantha.moss@ed.act.edu.au



Asbestos Containing Materials (ACM)

Legend	
	EAVES
	WALL SHEET
	BITUMINOUS PAD
	CEILING SHEET
	EXTERIOR SOFFIT SHEET
	

GAMBARRI CENTRE

- FRIABLE ASBESTOS PIPE LAGGING TO HOT WATER PIPES TO WALL CAVITIES AND SUBFLOOR THROUGHOUT BUILDING.
- PRESUMED NON-FRIABLE CABLE WRAP TO OYSTER LIGHT FITTINGS THROUGHOUT BUILDING.
- PRESUMED NON-FRIABLE ASBESTOS TO ELECTRICAL SWITCHBOARD BACKING THROUGHOUT BUILDING.

AFTER SCHOOL CARE

- PRESUMED NON-FRIABLE ASBESTOS TO ELECTRICAL SWITCHBOARD BACKING THROUGHOUT BUILDING.

NOTE:
This drawing is not to scale. Reference should be made to the text for a full understanding of this plan.
The quantities of ACM are approximate only, therefore it is recommended that asbestos removal contractors conduct further investigation prior to pricing any removal/remediation works.

Site Address		BLOCK 12 SECTION 82 YARRALUMLA PRIMARY SCHOOL ACT 2600	
Survey Date	23/04/2019	Floor	GROUND FLOOR
Client	ACT PROPERTY GROUP		

Refer to Section 2.4 - Table 1B for presumed ACMs and Section 3.2 for exclusions

From: [Flynn, Charlie](#)
To: [Watson, Geoffrey](#)
Subject: RE: Yarralumla Windows
Date: Friday, 1 May 2020 8:17:50 AM

UNOFFICIAL

Hi Geoff
The tender has been released and will close on Tuesday

Kind Regards
Charlie Flynn

From: Watson, Geoffrey <Geoffrey.Watson@act.gov.au>
Sent: Thursday, 30 April 2020 1:12 PM
To: Flynn, Charlie <Charlie.Flynn@act.gov.au>
Cc: Wickham, Ilona <Ilona.Wickham@act.gov.au>
Subject: Yarralumla Windows

UNOFFICIAL

Hi Charlie

How's progress coming on the tender for the Yarralumla Prim windows?

Thanks

Geoff Watson

Geoff Watson | Network Officer: Property Management and Maintenance | Woden/Weston
Network

Phone: 02 620 55454 | Fax: +61 2 6205 9333 | M:0415 087 181 | Email:
geoffrey.watson@act.gov.au

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From: [Flynn, Charlie](#)
To: [Watson, Geoffrey](#)
Cc: [Byrne, Evan](#)
Subject: Yarralumla window replacement
Date: Friday, 8 May 2020 12:01:45 PM
Attachments: [20200508131355181.pdf](#)

UNOFFICIAL

Hi Geoff

Please see attached tender approval form.

I have added the scope that was used for your reference.

I have also asked the tenders to submit the specs on the windows they have quoted for and can forward you these.

Kind Regards

Charlie Flynn

ACTPG Tender/Quote Client Approval

Project No: 31542

Building Name: Yarrlaumla primary school

Project Description: Removal and replacement of lead based painted windows

Client: EDT

Quotes Received	Contractor Name	Amount (exc GST, inc ACTPG Management Fee)
1		Inc Pm Fees EXC GST
2		Inc Pm Fees EXC GST
3		Inc Pm Fees EXC GST
4		\$
5		\$

ACTPG Assessment and Recommendation

Contractor Name:	
Reason for Selection:	Value for money and past performance on other ACTPG jobs. has been highly parised for there works at other education sites.
Works/Services:	As per scope and tender docs attached
Final Amount (exc GST, inc ACTPG Management Fee):	Inc Pm Fees EXC GST

Name: Charlie flynnn

Date: 08/05/2020

Signature:

Client Approval

The above assessment & recommendation is noted and approved by:

Name:

Date:

Signature:

Window glass and lead paint removal.

Yarralumla primary School

Quote ACTPG:

Contractors are invited to submit costs for the replacement of windows, doors and frames or the removal of lead paint from various windows. The works are to be completed on behalf of ACT Property Group.

Tender documents to be returned by 5 / 5 / 2020 to ACTPG and deposited into the tender box at 255 Canberra Avenue, Fyshwick, ACT 2609,

Any correspondence or communication during the tender process can be made via [EMAIL: Charlie.Flynn@act.gov.au](mailto:Charlie.Flynn@act.gov.au) or by phone on [0438283365](tel:0438283365).

General.

Quotes are to include all required works to provide a turnkey result and a professional industry standard tradesman like finish upon completion.

Tenderers are advised to provide a cost break down for each staged area outlined in site map.

Tenderers are to provide a window and door Schedule for approval when submitting their tender including make and energy rating docs.

Tenderers are to allow for completing all works during the April School holidays.

Tenderers are to make allowances for after school care to be onsite during this time also.

Site Inspection.

It is the responsibility of the Contractor to fully appraise the works prior to quoting.

Site visits will be arranged by the property manager, **Charlie Flynn**. Contractors will be notified for the walk-through times and dates. All contractors must attend the site visits.

No Variation will be considered for unforeseen work arising due to the contractor not appraising the site.



ACT
Government

Chief Minister, Treasury and
Economic Development

Yarralumla Primary School

Scope of Works

- Remove entire window and doors as per lead paint removal Specs provided and re fit as per provided Spec from education
- Blank window voids and make safe and weatherproof until replacement windows and doors are available.
- Paint window frames to match. Colour to be advised by school
- Lock and door functions to be advised by Yarralumla Primary School.
- All locks installed must be compatible with the schools restricted bilock key system.

Safe Work Method Statements, Safety Plan and MSDS.

The contractor is to provide a safe work method statements and a site safety plan relevant to these works and prior to commencement, to the nominated ACTPG Project Officer.

Statements are to pertain to work safety systems.

A copy of the SWMS and site safety plans are to be held on site for the duration of works.

An electronic copy of the hazmat report will be emailed to you.

A site induction must be carried out prior to works commencing for each person.

Works Schedule.

The Contractor is to provide a works program to the Project Officer prior to commencement of works.

The program is to be strictly adhered to and variation in timings is to be approved by the ACTPG Project Officer.

The application or installation of all products is to be completed as per manufacturer's specification.

The whole of the work shall be carried out in accordance with:

- Standards Association for Australia-particularly AS 3000, AS3008, AS3439.1-5. AS3947.3-.6 and all other Standards relevant to the equipment used in this installation.
- Building Code of Australia.
- ActewAGL Service and Installation Rules.
- ACTPLA and ACT Building, Electrical and Plumbing Control Requirements.



Site Conditions.

The site is always to be maintained in a tidy condition.

The contractor is responsible for the provision of any storage required for equipment, materials, tools etc.

Standards, Finish and Completion.

All works shall be completed in accordance with Australian Standards and Local Authority Regulations.

All works shall be performed in a tradesman like manner to the satisfaction of the Project Officer. The application or installation for all products is to be completed as per manufacture's specification.

All exposed wiring systems, brackets, exposed conduits etc., shall be painted to match the finish of surrounding surfaces. The surface of all items to be painted shall be thoroughly cleaned of dust, rust, scale, oil and grease and given two (2) coats (one coat before installation) of paint. Paint colour and the quality of the finish shall be approved by the ACTPG Project Officer.

The paint finish on all fittings and equipment supplied and/or installed by the Contractor shall be in perfect condition.

Blemished surfaces shall be repaired and if necessary, the fittings or equipment shall be repainted to the satisfaction of the ACTPG Project Officer.

. The Contractor shall make good all damage to the building or fixtures caused during the course of the work specified. Holes in walls, ceilings etc., shall be made good to the approval of the ACTPG Project Officer.

Works Schedule.

The Contractor is to provide a works program to the Project Officer prior to commencement of works.

The contractor shall bear full responsibility for workplace safety in full accordance with ACT Occupational Health and Safety legislation and all work systems are to comply with ACT Worksafe ACT Standards.

Asbestos and Lead Based Paints

Should Asbestos be discovered during works at any stage then all on site work is to cease immediately and the ACTPG Project Officer notified straight away for directions. Lead base



paint has been identified at this site. Lead paint shall be removed in strict accordance with the methods specified in AS/NZS 4361.1 and AS/NZS 4361.2.

Redundant Materials and Waste.

All redundant materials and waste will become the responsibility of the contractor and are to be disposed of in accordance with ACT No Waste-Laws. Refer to Robson Environmental titled, STANDARD LEAD PAINT REMEDIATION SPECIFICATION. (attached)

NB. Robson Environmental will be engaged by ACTPG to carry out air monitoring. It is the responsibility of the contractor to arrange with Robson Environmental to be present on site whilst any lead paint is being removed both inside and outside of the buildings. Do not allow for this in the quotation.

All waste is to be disposed of in a timely manner with full removal from the site daily.

Defects Liability Period.

The defects liability period shall be borne by the contractor for all works completed under the contract and for the duration of the defects period of 52 weeks. For further information pertaining to these works contact the ACTPG Project Officer, **Charlie Flynn**.

Window Installation Specs as per Education

- Frames are to be thermally broken and less than 3.0 U value. Frames are to be supplied with sub-sills and heads, and must be suitably rated to prevent water ingress from washdown cleaning by the school.
- Double Glazing Unit (DGU). Exact specification will depend on window location and security requirements. In some cases, high performance security glazing for example intruder glass may be preferable where windows are at high risk of vandalism or comfort glass may be preferable on an unprotected western face. Glazing area and thickness size must be in accordance with AS1288.

General DGU components:

- Minimum 6.38mm laminated glass on internal facing
- Minimum 12mm spacer or like performance, argon gas filled. Spacer bars must include moisture absorption.
- Minimum 4mm laminated glass on external facing or like minimum performance

Appropriate solar heat gain coefficient (SHGC) for the orientation of the window, e.g. heat rejecting to the east and west facing windows. **Attached is a performance expectation sheet that outlines the various glazing options for performance outcomes – this helps to understand the glass treatment required to achieve a balance between heat loss (winter) and heat gain (summer).** Typically we look to reduce heat loss from the south face, minimise heat gain from the west face and balance both from the north. For the purposes of this building we would consider the N/W facing buildings as north facing as they are shaded by deciduous vegetation in the summer time.

- Fly screens are to be supplied and attached to all opening windows. They are to be Crimsafe or approved equivalent
- Appropriate seals are to be included in the design and installation of windows and doors to eliminate air leakage. This could include expanding foam or the like to seal openings and envelopes.
- The system must free drain externally.
- The system must be designed to allow for thermal expansion, to 40°C temperature variance.
- Works are to include reveals, footplates and sills, patching and painting and other required rectification works to complete the installation.
- Cleaning of the windows/doors must be included. They are to be cleaned when the project is complete to the satisfaction of the site.
- Thermal imaging post installation will be undertaken to validate thermal performance.

Clear glass

Heat 100%

Light 100%

U.V. 100%

OUTSIDE



INSIDE

80% enters

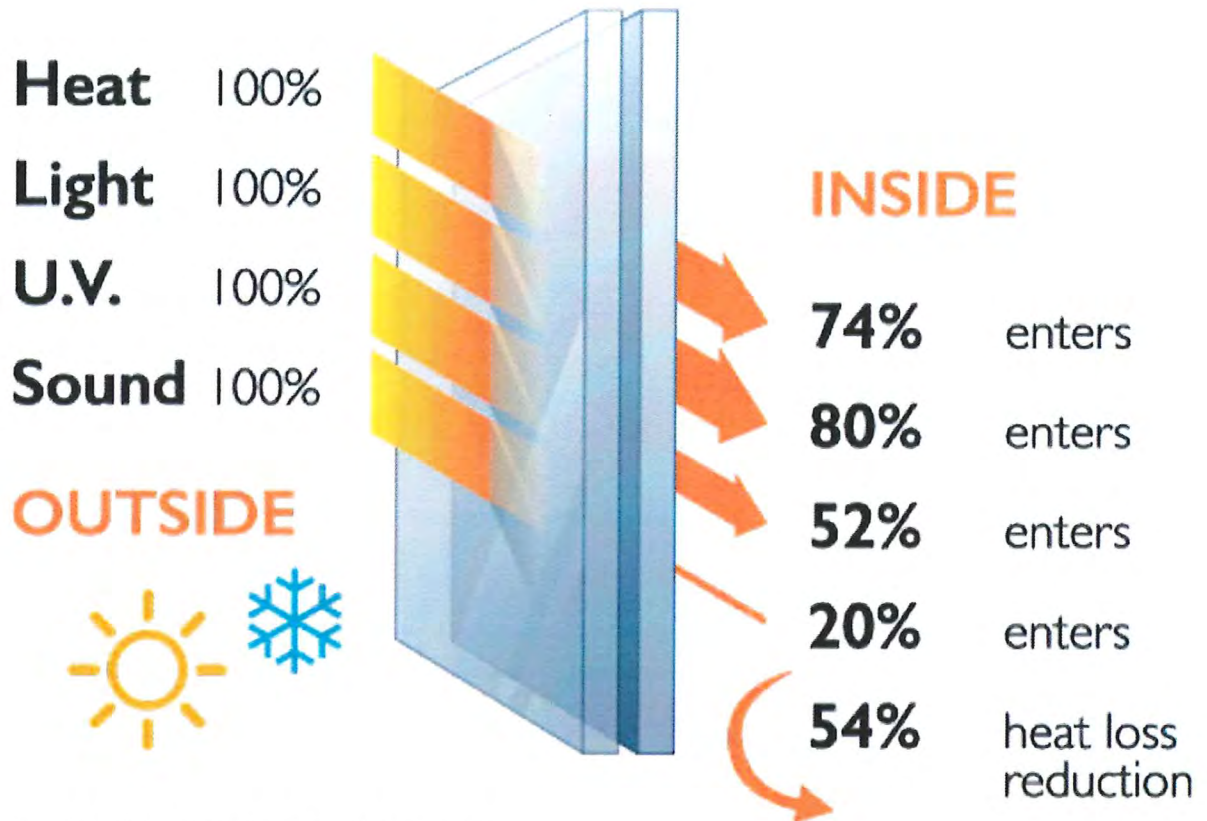
90% enters

70% enters

High heat loss
in winter

Clear float glass is transparent and offers high visible light transmittance. Because of this, most UV light and solar heat passes through it. This means it's economical, but has a high heat loss in winter.

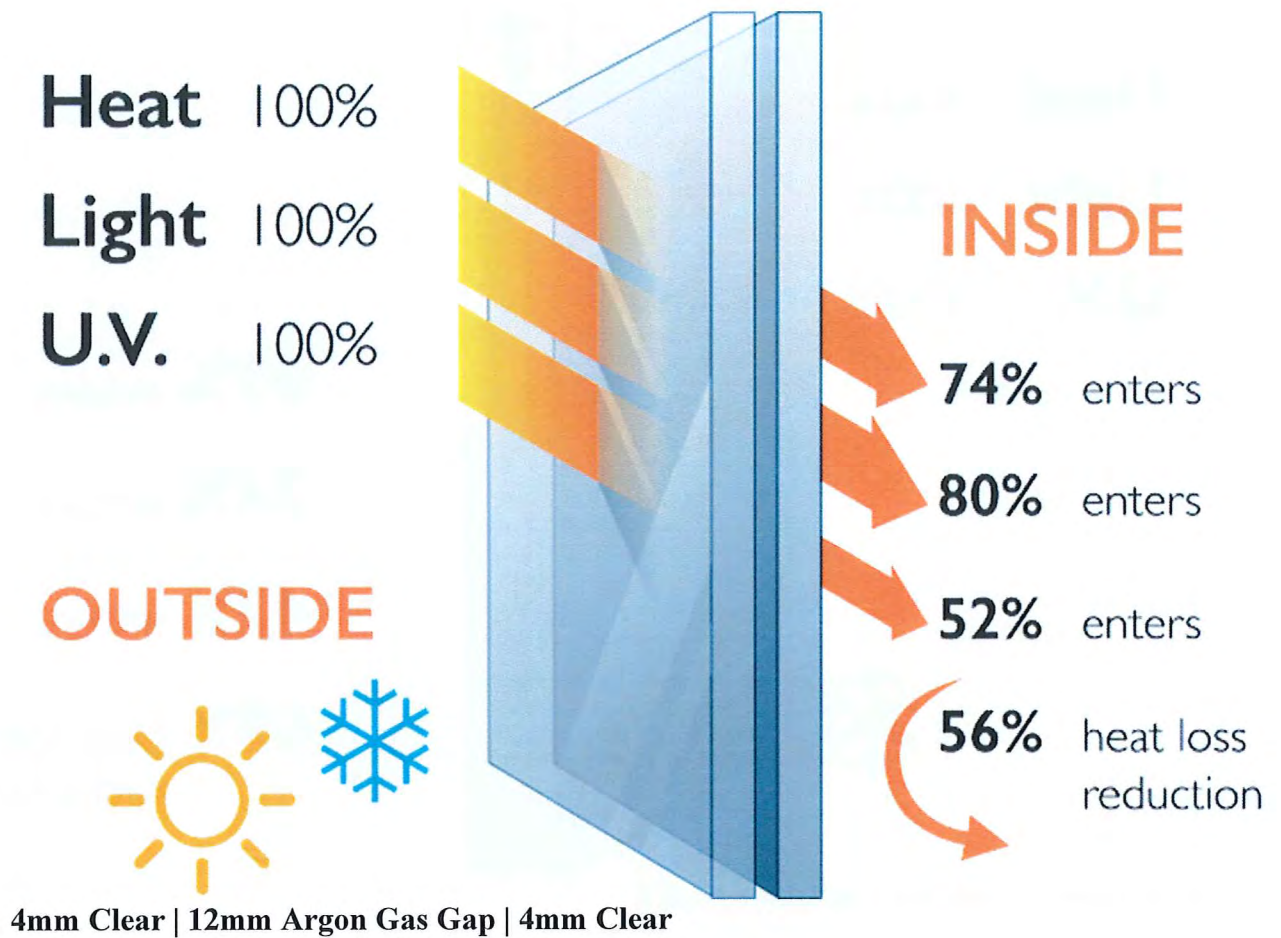
Clear glass double-glazed



4mm clear / 12mm air gap / 4mm clear

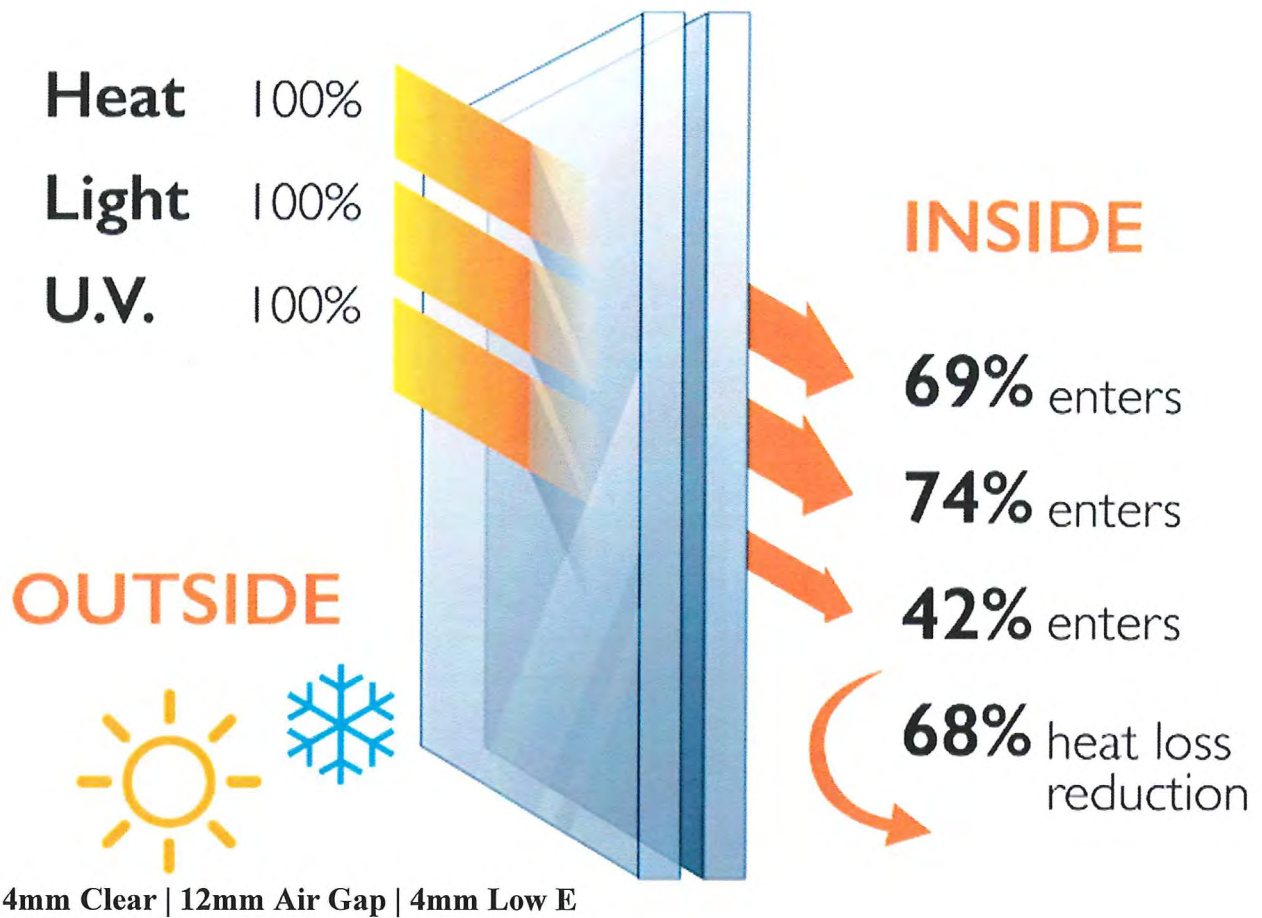
This is a common insulated glass unit (IGU) and contains a thermally effective air gap between the panes. Clear glass which is double-glazed is also acoustically effective and greatly reduces condensation.

Clear glass and argon Gas



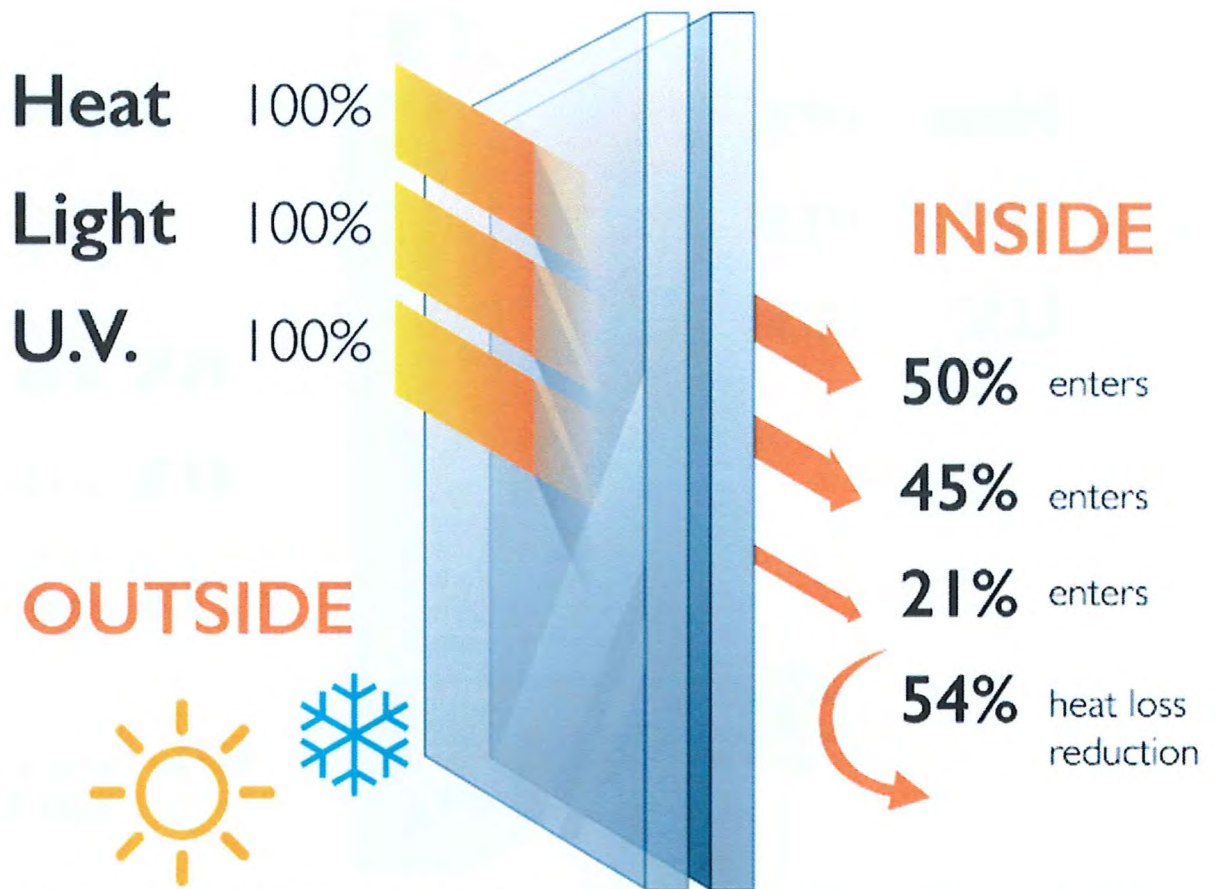
This IGU has argon gas in the internal space which enhances the insulation performance.

Clear glass and low E glass



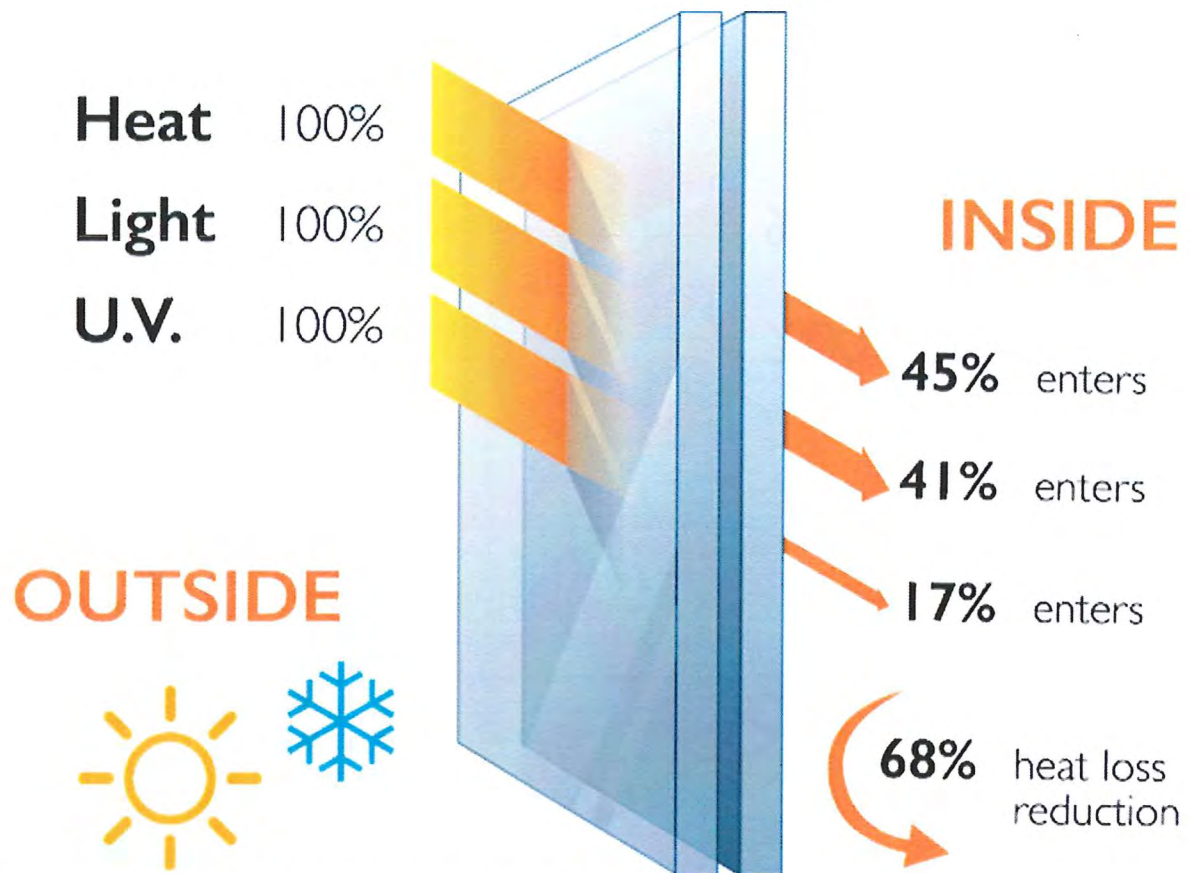
Low E (or low emissivity) glass greatly enhances the insulation performance of the window or door unit.

Tinted grey and clear glass



Tinted glass significantly reduces solar heat and UV transmission and also reduces light entry. It is suitable for those windows with a major exposure to summer sun.

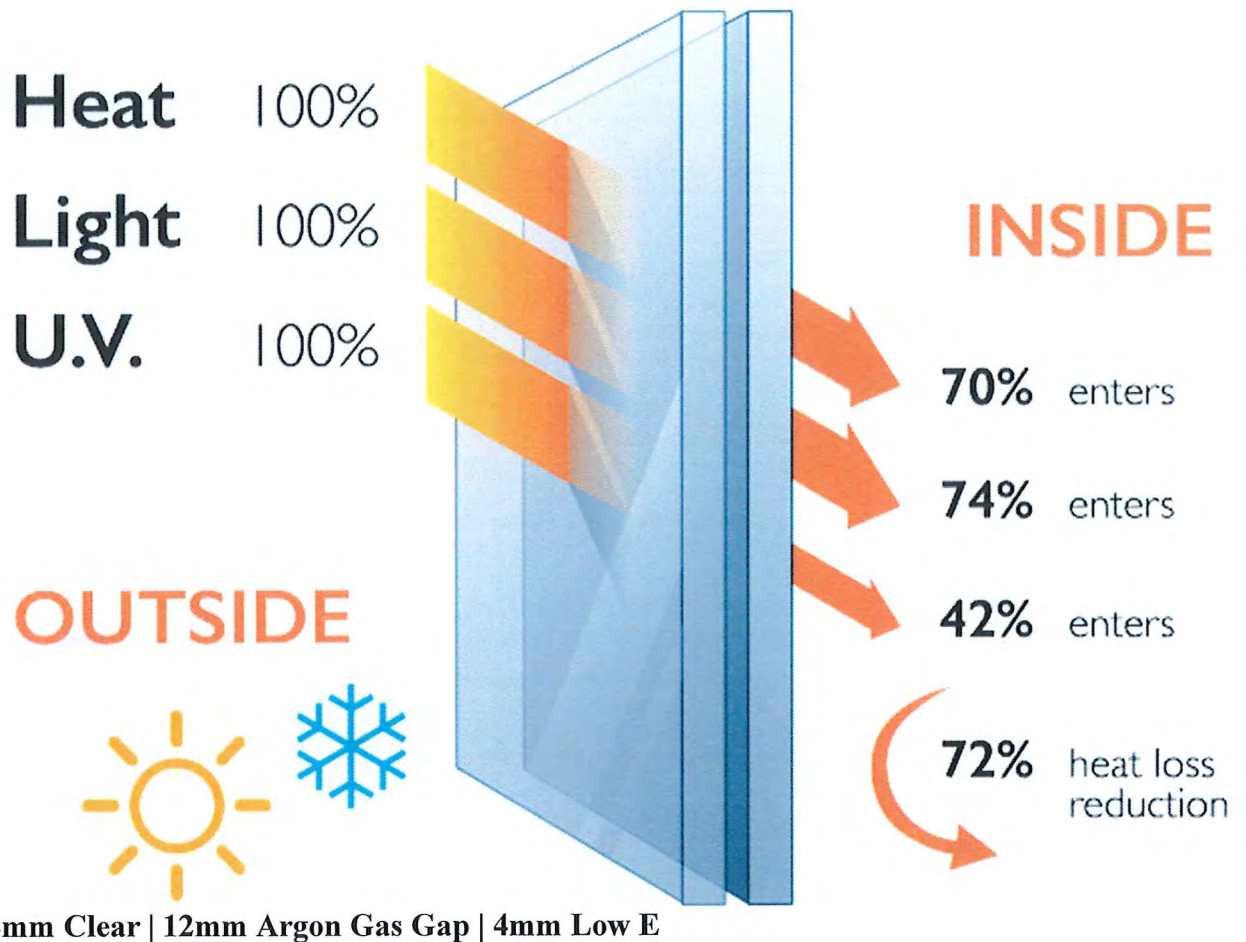
Tinted grey and low E glass



5mm grey / 12mm air gap / 4mm clear low e

A handy combination of solar heat reducing and winter-time insulating properties – a good option for overhead glazing. A reflective outer pane would provide even more solar protection.

Clear glass and argon and low E glass



This unit combines the insulating benefits of both Low E glass and an argon gas internal space.

STANDARD LEAD PAINT REMEDIATION SPECIFICATION

(Develop for ACT Property Group)

Remediating Surfaces Containing Lead Paint

To safely remediate surfaces containing lead paint, the following method is acceptable:

1. If indoors, shut all windows and doors to enclose the work area and place heavy duty plastic sheets on the floor to ease clean up.
2. If outdoors, plan your work for a day that is not windy and when rain is not predicted. Cover the ground below the painted surface with heavy duty plastic sheeting. For example, strips that are two metres wide would be suitable for the external wall of a house.
3. Workers are to:
 - a. Be clean shaven.
 - b. Wear appropriate respiratory protection. A minimum of P1 is essential but P2 respirators (i.e. disposable masks) are preferred.
 - c. Wear gloves.
 - d. Wear a hat to prevent lead paint chips from getting stuck in hair and being accidentally removed from the area.
 - e. Wear disposable coveralls to prevent lead paint chips from getting into pockets, stuck to sweaty skin or getting inside work shirts, etc. and being accidentally removed from the area. Note: Workers need to be aware of and prevent heat-related illness, maintain good hydration, take rest breaks in the shade, have cool drinking water available and avoid working during the hottest parts of the day if wearing disposable coveralls.
 - f. Wash hands and face before eating, drinking and smoking to prevent hand-to-mouth cross contamination.
4. Manually scrape all loose paint off the surface so the flakes fall on the plastic sheets. Note: no grinding, buffing, sanding, abrasive blasting, burning, etc.
5. When complete, fold up the plastic sheets to collect all the paint scrapings and dispose of them appropriately.
6. The surface can be repainted to bind the remaining lead paint to the structure. Several coats may be required to adhere all old paint to the structure again.
7. Next, the paint flakes that are already on the ground can be addressed:
 - a. Regarding sealed surfaces, such as concrete, bitumen, timber or tiles:
 - i. Paint chips can be vacuumed up.
 - ii. The vacuum bag contents should then be carefully transferred to a heavy duty plastic bag to prevent dust from being released. Note: do not overfill the bags as they will become a manual handling risk and could tear open under the weight.
 - iii. Dispose of the waste appropriately.

- b. Regarding unsealed surfaces, such as dirt, rocks or grass:
 - i. Wet the ground around the surface with a fine mist (not a heavy spray) or a diluted PVA glue solution to prevent dust from being generated in the next steps.
 - ii. Use a shovel to manually scrape approximately 10mm to 15mm of loose dirt and rocks from the top surface of the ground and collect it in heavy duty plastic bags. Note: do not overfill the bags as they will become a manual handling risk and could tear open under the weight.
 - iii. Dispose of the waste appropriately.
8. Continue to inspect the condition of the paint every 5 years to assess whether further deterioration has occurred.
9. Repeat this process whenever the paint system deteriorates to a point where remediation is required.
10. In the event that a structure containing a lead paint system is nominated for demolition:
 - a. Refer to the additional recommendations shown in lead assessment report.
 - b. Plastic sheets are unnecessary as they will get easily ripped up and damaged.
 - c. Workers need to be clean shaven and wear respiratory protection, gloves and exercise proper personal hygiene during the period they are handling lead painted materials.
 - d. Personal Protective Equipment (PPE) requirements can be reassessed once all the components containing a lead paint system are gone and only non-lead paint systems remain.
 - e. After the entire structure is gone, the ground will need to be scraped back to collect all residual paint flakes as described above.

Additional Recommendations for the Demolition and Disposal of Building Waste Containing Lead Paint

In the ACT & NSW, building waste painted with lead paint is classified as general building waste and may be disposed of without removing the lead paint. As a result, it is recommended that all materials that tested positive for the presence of lead paint be disposed of as general building waste.

The mechanical demolition of structures and objects painted with lead paint do not fall under the category of a 'lead process' as defined by the ACT Work Health and Safety Regulations 2011 (Section 392) so the requirements of Part 7.2 in the Regulations do not apply. Refer to <https://www.legislation.act.gov.au/View/sl/2011-36/current/PDF/2011-36.PDF>.

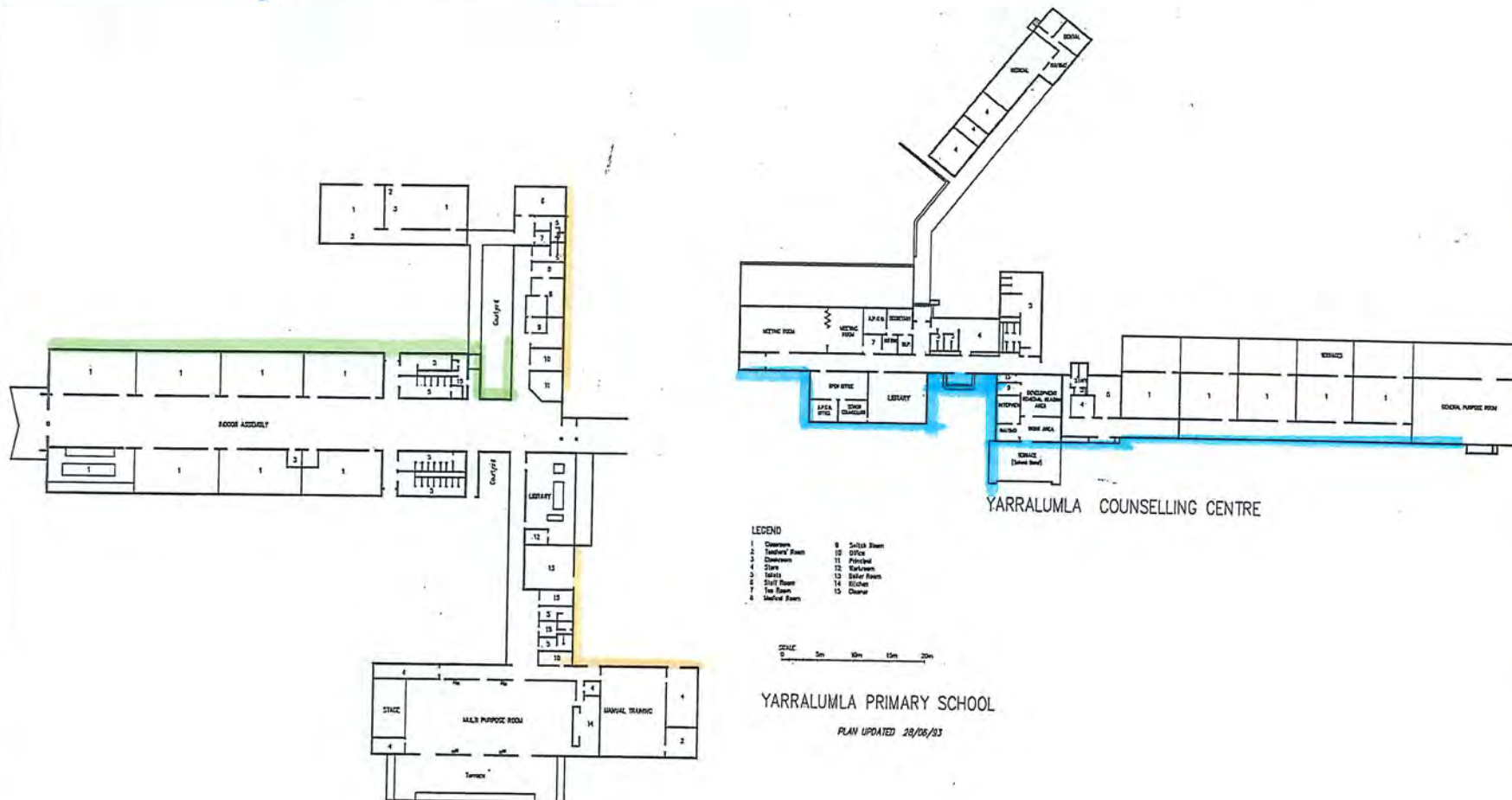
Only if you are intending to remove the paint from the structures/objects so they may be reused, recycled or refurbished, should the lead paint be removed in strict accordance with the methods specified in AS/NZS 4361.1 and AS/NZS 4361.2.

Due to similarities between environmental cleaning methods for lead paint and asbestos containing materials, it is recommended that a Class B licensed Asbestos Removalists be used to remove lead paint from materials being reused, recycled or refurbished.

Please note that it is not recommended to weld, cut or clean lead painted metal structures/objects using flame (i.e. electric arc, oxy gas, oxyacetylene, plasma arc, etc.) or abrasive cutting equipment that creates heat from friction (i.e. grinders, etc.) because it will burn the paint and generate fume containing lead. This falls under the definition of a 'lead process' as defined by the ACT Work Health and Safety Regulations 2011 (Section 392(i)) and the requirements of Part 7.2 of the Regulations apply.

It is recommended that only mechanical cutting methods that do not burn the paint be used (i.e. demolition shears) to avoid the requirements of Section 7.2 of the Regulations. Manually unbolting the pieces can also be done but this would be fairly time-consuming and heat should not be applied to stuck nuts/bolts as it will burn the lead paint.

- Stage 1 - ALL windows + Timber Doors and Frames-
- Stage 2 - All windows- + colour to match Already replaced windows.
- Stage 3 - All windows.



Information displayed on this document is confidential and must not be provided to any third party without approval of the Director of Facilities Management
ACT-DET

ELECTRICAL KEY

ELECTRICAL CABLE
DISTRIBUTION BOARD
MAIN SWITCHBOARD

WATER KEY

WATER PIPE
METER
STOP COCK
VALVE STOP

SEWERAGE KEY

SEWER PIPE
MANHOLE
TRAP

DRAINAGE KEY

DOWNPIPE
MAN HOLE
STORMWATER PIPE
SUMP
SUMP GRATED
DRAINPIPE TO DRAIN
Sub Surface Drainage

IRRIGATION KEY

IRRIGATION LINE

GAS KEY

GAS PIPE

COMPUTER KEY

DATA CABINET (BD1)
ROUTER
PROXY SERVER
STAFF SERVER
STUDENT SERVER
DATA OUTLET STAFF NETWORK
DATA OUTLET STUDENT NETWORK
WIRELESS PC
WIRELESS ACCESS POINT (WAP)
DATA PROJECTOR
SMART BOARD
LAN CABLING STAFF
LAN CABLING STUDENT
FIBRE OPTIC CABLE

NB Any modifications to the Information Technology Infrastructure must be provided to and approved by Information Management Branch ext 55416.
All other modifications must be approved by Facilities Management ext 59116.

PROPERTY DATA: Supplied by ACT Government, 2005
AERIAL PHOTOGRAPHY (Provisional)

Currency statement:-

• All current information data gathered between April 2004-March 2005.
• RCTP updates information and 2005.
• Building footprint - internal and external walls - information provided between April 2004-March 2005.
• Position of service (located in approximate only). Current boundaries should be verified by site inspection. One Below 'True' Dig state & with current reports prior to excavation being undertaken.
• Floor levels and numbering: Last reviewed 1992 (Coloured as per of the SOAIP). All information should be provided by Facilities Management ext 59116.

JOB No: SHEET No: G01
FILE NAME: YARRALUMLA PRIMARY SCHOOL (Building)
DATE: 28-11-2005 SCALE: DRAWN: CHECKED: ACT DET