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TENDER QUERY

Issue No: CMD.TQ.07

Project: NATIONAL LIBRARY OF AUSTRALIA
Reading Room Integration Project
Contract: INTERIOR FITOUT

Date: 24 January 2014

The following sets out responses to questions asked by Tenderers.

ID	Date	Query	Response
1.1	12.12.13	The request for tender on the Australian Government Tender System for the above project does not indicate whether the new fit-out has been designed. Is this a "construction only" tender or is there a "design and construct" component? Could you please clarify?	Paragraph 1 of Schedule 1 in the Statement of Requirement notes "construct only"there is no "design and construct" component.
1.2	12.12.13	Can you please provide the drawing M-000-001 Legend & General Notes as scheduled in the specification.	Drawing M-000-001 is attached.
1.3	12.12.13	Can you please provide the Fixture and Fittings schedules. The architectural specification refers to the Hydraulics specification however the hydraulic specification states the fixtures and fittings are by architect?	The Fixtures and Fittings Schedule for the toilets is on Drawing A4.11 and the Equipment Schedule for the kitchens is on Drawing A4.10. The hot water units are per Hydraulic Services Drawing H-L01-001 (Note 2). The 2 no. Sink Taps for the kitchens are REECE Posh Bristol Sink Mixer (4*).
2.1	17.12.13	Can you please provide the Alternative Solution Report.	This report will be made available, if required, to the successful tenderer. Tender submissions should be based on the design documentation provided.
2.2	17.12.13	Can you please provide the Hazardous Substances Report.	This report will be made available to the successful tenderer. Tender submissions should be based on the design documentation provided.
2.3	17.12.13	Can you please provide the drawing E-LOG-001 (Rev T01) as scheduled in the NDY specification.	Drawing E-LOG-001 is attached.
3.1	18.12.13	Is there a way to clearly quantify the amount of furniture, staff and items being temporarily relocated in each instance?	The quantities, staging and timing will depend on the program of work adopted by the tenderer. Total quantities to be moved can be taken from the existing floor plans and from the site inspection on 14 Jan 2014.
3.2	18.12.13	Are we to allowed to relocate all of the specialty items within each Reading Room (i.e. newspapers, manuscripts, pictures etc.) and is there any special handling procedures required to move these items? If we are to relocate the specialty items, can this be quantified?	The relocation of the Library's collection material (newspapers, manuscripts, pictures etc.) will be the responsibility of the Library staff. The contractor is not permitted to touch collection material.
3.3	18.12.13	Please confirm the existing Building Control Management System?	The BMS is predominantly TREND with a small number of ALC units. The current contracted maintenance service provider is Dalkia.
3.4	18.12.13	Is the briefing on 14/01/2014 for the tenderers (i.e. builders) only or is it for the tenderers and their trade contractors as well? Will there be any separate site inspections for the trade contractors?	The site inspection and briefing on 14/01/2014 is for buildings and trade contractors. There is only one briefing so no separate inspections for trade contractors.
3.4	18.12.13	Is the loose furniture part of the contract?	The Loose Furniture Schedule on Drawing A0.03 includes a column headed 'Purchaser' that identifies which items are to be supplied by the contractor as part of the construction contract and which items are to be supplied by the NLA (Library).
4.1	08.01.14	Can you please advise where the two drawings (E-LOG-001 and M-000-001) referenced in Tender Query 03 can be downloaded from.	The drawings are only issued with the respective Tender Query responses. Refer to the specific Tender Query response for the attached drawings. M-000-001 was issued with TQ.01 E-LOG-001 was issued with TQ.02
4.2	08.01.14	Please confirm the quantity of LCN/1 (Lockable cupboard) in room L1.20, as there is discrepancy between the Furniture Schedule A0.03 (1 no. listed) and the Furniture Plan A1.16 (3 no. shown).	The Furniture Plan A1.16 is correct. There are 3 x LCN/1 units in room L1.20
4.3	08.01.14	Please confirm the quantity of SH1/N (Open shelving) in room L1.13, as there is discrepancy between the Furniture Schedule A0.03 (5 no. listed) and the Furniture Plan A1.16	The Furniture Plan A1.16 is correct. There are no SH1/N unit in room L1.13

		(none shown).	
4.4	08.01.14	Please confirm the quantity of PF1/N (Plan cabinet) in room L2.50, as there is discrepancy between the Furniture Schedule A0.03 (1 no. listed) and the Furniture Plan A1.26 (none can be found).	The Furniture Schedule A0.03 is correct. The PF1/N unit in room L2.50 is shown dashed under tables HT04/N and not labelled.
4.5	08.01.14	Does the library have enough space on or off site to house relocated furniture during the contract works? If there is offsite storage available, can you please identify the location for pricing purposes? Is there any extra space available within the Library with which to house extra Library staff during the construction works, so that the total number of construction phases can be reduced?	The requirement is that the contractor will organise the staging of the works in such a way that the relocations of furniture and staff would be accommodated within the areas being refurbished. There are no spare spaces outside of the scope of works areas shown on the site management plans.
5.1	20.01.14	Drawing A1.11 (Level 1 Demolition Plan) – There is a note to "remove all existing finishes" and another note "existing carpet to remain in areas where workstations are retained" Are we right to assume that this latter note refers to those areas not being refurbished?	Yes. The carpet is to remain in the areas not being refurbished.
5.2	20.01.14	Drawing A1.16 (Level 1 Furniture Plan) – Existing dashed maps workstations / workstation noted as being moved, to where? We assume those workstations not hatched are to remain?	The dashed workstations are the existing workstations in that area which are moved slightly to the west to accommodate the layout for the new Division 1 workstation area. The workstations that are not dashed and without a furniture code are existing and unmoved.
5.3	20.01.14	Drawing A1.16 (Level 1 Furniture Plan) – Two shaded workstations to become Maps workstations. What are detailed requirements if any?	The hatched workstations are existing maps workstations relocated from the existing Division 1 office layout. These are moved into this position to replace two regular workstations which will be used in the new Division 1 workstation area.
5.4	20.01.14	Existing blockwork walls – can you nominate which of or if these walls are core filled and possibly reinforced?	We are unable to nominate which blockwork walls are core filled or reinforced. Contractor will need to determine.
5.5	20.01.14	Existing floor areas – could you nominate which floor areas have been topped and will require removal and make good to match new levels.	Level 2 is the only floor that has been identified as having topping on the slab (for the compactus units) which will need to be removed to bring the level down to match the surrounding floor level. Contractor should note that minor transitions where walls and other elements are removed may need to be patched and made good.
5.6	20.01.14	Is the existing compactus to be removed from site or to NLA storage?	The existing compactus is to be removed from site and scrapped.
5.7	20.01.14	Who is to determine which of the salvaged ceiling tiles are to be reused?	All ceiling tiles are in good condition and are expected to remain in good condition upon removal. The contractor is to make the judgment and determine which of the tiles to reuse. If there is doubt, advice can be sought from the Architect or Library.
5.8	20.01.14	Could you provide copies of the existing services drawings for those areas to be affected?	Drawings will be made available to the successful tenderer. Tender submissions should be based on the design documentation provided.
5.9	20.01.14	Drawing A1.01 – Modification of existing carpet for new pattern. Could you provide details?	The existing carpet in this area will be continued as the base carpet (CPT1) in the new Main Reading Room extension. Refer to Drawing A1.02 for details of feature carpet pattern.
5.10	20.01.14	Drawing A1.31 – Existing services area. What does this area contain?	The existing services area to be demolished contains Male and Female toilets, lobby for the toilets (with ATM, telephone and water fountain) and a store room.
5.11	20.01.14	Are there existing services drawings available for site establishment purposes, particularly sewer, power and water?	There are no existing services drawings available. Previous site establishments indicate that there are power and water connections available for use. Any sewer requirements would be expected to be stand alone and not connected to the Library's sewer services.
5.12	20.01.14	How much time will the NLA require to pack and relocate from each stage area?	This can only be determined once contractor's staging plans have been advised. The Library will then work with the contractor to devise timing plan for packing and relocation.
5.13	20.01.14	In the description on the top right hand corner of Drawing E-L01-002 it refers to architectural Drawings 4.22 & 4.25. These drawings cannot be found in the architectural set or listed on the Drawing Schedule A0.01. Could you please provide these drawings or clarify the requirements.	The drawings referred to are numbered differently in the architectural set. For Drawing 4.22 refer to Drawing A5.11 and for Drawing 4.25 refer to Drawings A5.13 - A5.15
5.14	20.01.14	It is a little difficult to determine the exact build-up / extents of the various types of partitions from the drawings. It is understood that the contractors will need to read the floor plans in conjunction to the details provided in the A3.00 series architectural drawings, however does the architect have a drawing showing wall codes?	The A3.00 series drawings cover all the wall and partition construction details.
5.15	20.01.14	Drawing A1.10 – Please confirm the works required, if any, to the Male Toilet L1.67 and Female Toilet L1.68	The work required is the provision of an ambulant cubicle in each toilet and is described in Drawing A4.11
5.16	20.01.14	Drawing A5.41 – The 2 no. Brownbuilt Plan File Cabinets in the joinery JU5-01 are not listed in the Furniture Schedule. Are they to be included in the tender or not?	These two cabinets will be supplied by the Library.

5.17	20.01.14	Drawing A1.46 – Shows HT07/N with dimensions of 1500x800 however the Furniture Schedule lists this item as 3000x800. Please confirm.	Drawing A4.16 is correct. HT07/N is 1500x800
5.18	20.01.14	The Furniture Schedule lists item HT08/N in room LG1.93 however it is not shown on the Furniture Plan (Drawing A1.46). Please confirm.	This item is to be removed from the scope of work.
5.19	20.01.14	What are the access and restrictions on Level LG2 for carrying out plumbing connections to the LG1 toilets, kitchenette and FHR?	Level LG2 is Library collection stacks and stacks staff work areas. Access restrictions and work restrictions are the same as for the other stack areas.
5.20	20.01.14	Can existing Floor Plan and Reflected Ceiling Plan for Level LG2 be provided?	Drawings NLA-AP-LG2-MBP and NLA-RCP-LG2-MBP are attached.
5.21	20.01.14	Please advise the amount of staff that are required to be relocated in each phase. In particular; a. How many staff are in the Phase 1 Division 1 Offices that are required to be relocated into the temporary staging space in the new Petherick Reading Room? b. How many staff are in the Phase 3 Division 2 Offices that are required to be relocated into the temporary staging space in the old Petherick Reading Room?	The number of staff to be relocated for each stage will depend on the contractor's staging plan. The contractor can determine the workstation count from the existing floor plans supplied with the tender documentation.
5.22	20.01.14	Can you please confirm whether you would like the electronic version of the tender submission in Word format or PDF format?	We require the electronic tender submission to be in PDF format.
6.1	23.01.14	Does the existing Avigilon CCTV system have its own network or is it part of the existing NLA Communications Network? If the CCTV has its own network where is the camera cabling run from and to? If the CCTV is part of the NLA network do we need to allow for the communications cabling from this rack to our cameras or will this be provided by the communications contractor? Do we need to allow the active equipment / patch panels for the CCTV cameras if it is part of the existing communications network?	The CCTV system has its own network. CCTV racks are located at the LG2 Security Centre, on the Ground Level, and in the Level 2 Computer Room. For location on plan refer to NLA-AP-GND-MBP, NLA-AP-L2-MBP and NLA-AP-LG2-MBP attached.
6.2	23.01.14	Can the local communications racks be shown on the tender drawings?	Refer to SK-E-RFI-001, SK-E-RFI-002, SK-E-RFI-003 and SK-E-RFI-004 attached.
6.3	23.01.14	On the Electrical Legend (E-000-001) the floor gnome pictured shows Cat 6A cabling, while all other outlets are Cat 6 only. Please confirm if the cabling is to be Cat 6A to the floor gnome, and if so, do the floor boxes also require Cat 6A?	The floor gnome cabling is to be Cat 6. Floor boxes also only require Cat 6 as currently detailed.
6.4	23.01.14	Please provide specification for the curtain at the book lift on Level 1 Special Collections Reading Room (Drawing A2.10 / Detail 03)	The curtain is part of the loose furniture and is to be supplied by the Library.
6.5	23.01.14	Can the RFT tender document (PDF file "Reading Room Integration Construction RFT with draft contract") be provided in Microsoft Word format?	This document can only be issued as a PDF file.
6.6	23.01.14	Please clarify how many copies of the tender submission are required.	Hard copies required are to include 1 original and 3 copies.
6.7	23.01.14	The documents indicate that the majority of the existing furniture and workstations will be replaced with new ones. Does the client require that the existing furniture and workstations be retained? If so, is the contractor responsible for moving these furniture and workstations to storage?	In general, items of furniture and workstations that are not reused will be scrapped. The contractor is responsible for moving all furniture that is reused, relocated or scrapped.
6.8	23.01.14	Is D1.01 a smoke door or a fire door?	D1.01 is part of an engineered alternative solution. Please refer to Query 2.1
6.9	23.01.14	The Door and Hardware Schedule suggests that there are no fire doors at all but the Signage Schedule suggests that there is. Please confirm.	The Signage Schedule includes signage for existing fire doors.
6.10	23.01.14	What thickness is required for the door kickplates?	The thickness of the aluminium door kickplates is 1.6mm
6.11	23.01.14	Please provide further details on the acrylic ceiling panels required for the Special Collections Reading Room.	Further detail on these ceiling panels can be found on Drawings A3.16 and A3.18
6.12	23.01.14	Are there any drawings which reflect the "existing floor distributor" for each floor? They are not located on the electrical / comms drawings or architectural floor plans.	Refer to NLA-AP-GND-MBP, NLA-AP-L1-MBP, NLA-AP-L2-MBP and NLA-AP-LG1-MBP attached.
6.13	23.01.14	The demolition specification makes reference to a salvage schedule to be provided with the tender documentation. Can you provide this schedule?	With regard to the requirement for salvage in the specification, the contractor should generate and provide their own salvage schedule.

7.1	24.01.14	Can you please confirm that the light fitting type F1 that is to be retrofitted with new ballasts, tombstones and lamps is required to have a DALI ballast? Are allowances to be made to rewire this area and if so will the ceiling be retained or removed and replaced?	The retrofitted light will not require DALI ballasts. Standard HF electronic ballasts will be acceptable. The heritage ceiling will not be removed or rewired.
7.2	24.01.14	Drawing A1.12 (Utility / Printer Area L1.19) – Is the floor finish carpet with a strip of linoleum LN2 or Linoleum LN1 with a strip of Linoleum LN2?	The floor finish is carpet CPT5 with a strip of linoleum LN2.
7.3	24.01.14	Drawing A1.02 (Copy/Print GR.28 & Staff GR.06 – what is the floor finish?	The floor finish is carpet CPT1.
7.4	24.01.14	Drawing A1.42 – Are the carpet tiles CPT8 to Furniture Stack Area LG1.31 reinstated from salvaged carpet tiles from Newspapers Reading Room LG1?	Yes. Refer to drawing A0.02 Finishes Schedule.
7.5	24.01.14	Drawing A3.18 – Details 05-09 show perforated MDF ceiling panel as 12mm thick but drawing A3.16 / detail 12 shows 18mm thick ceiling panel? Which is correct?	Drawing A3.18 is correct. The perforated MDF ceiling panel is 12mm thick.
7.6	24.01.14	Is there a new ceiling to the Furniture Stack Area LG1.31?	There is no ceiling in the corridor and the Furniture Stack Area.

Attachments: Nil

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