Pending Amendments to Clauses in the Griffith University Design Guidelines & Procedures Version 18

Edition 18.3

Note: Further amendments to Version 18 not included in the previous Pending Amendments Edition 18.2, are shown in 'green' text

---

Section 1.00 Interpretation and Definitions legislation..................

1.04 Mandatory requirement

Amend the second paragraph as follows;

.... for consideration and analysis by CLF and the appropriate technical divisions within the University.

1.06 Departures from the requirements of this document

Amend second line as follows;

..... , must be confirmed in writing by the Superintendent (Associate Director, Capital Works Campus Life), or the Superintendent's Representative.............

1.09 Abbreviations

Delete existing list of abbreviations and replace with the following;

GU	Griffith University
CLF	Campus Life (the element of University Administration responsible for campus development)
PD&C	Planning, Design & Construction Division, Campus Life
INS	Information Services
ITI	Information Technology Infrastructure (Division of INS)
ITS	Information Technology Services (
	University Fire Officer, Campus Life
D&C	Design & Construct
NCC	National Construction Code Series (incorporating the BCA and PCA)
BCA	Building Code of Australia (a component of the NCC)
PCA	Plumbing Code of Australia (a component of the NCC)
AS	Australian Standard
WHS	Work, Health & Safety
SDF	Space Description Form

- Good light transmission with subtle reflectivity
- Low UV transmittance
- Neutral light transmittance which maintains toned glass colour and clarity

For spaces where the SDF nominates a significant number of fittings or equipment items mounted on or supported by the partition, consideration should be given to substituting individual

11.15 Acoustic Seals

Delete existing first and second paragraphs and replace with the following;

Where acoustic seals are required to doors to achieve the acoustic performance of the wall in which they are installed, these seals shall be fitted as follows;

- Seals to the bottom edge of the door shall be surface mounted and not rebated into the face of the door
- Where heavy duty acoustic seals are required to the door perimeter, the door frames shall have plain jamb and head sections and the seals shall be planted on the frame to form the door stops

Add new clause as follows;

11.16 Special Door Operating Systems

Refer to **Section 2.00 Clause 2.05** for details of the special electric operating system required to the PWD toilet on the main entry level of each building.

Section 12.00 Wall Finishes

12.05 Paint Colours

Remove LES *from the second and third paragraphs and substitute* ITI

12.06 Ceramic Wall Tiles

Amend first paragraph as follows;

The use of ceramic wall tiles shall generally be limited to applications.................

12.08 Decorative Wall Finishes

Add new paragraphs;

Where timber finishes are used, there must be colour consistency in the timber panel veneers or battens used, particularly where different species are specified or detailed to create patterns or features.

If ceramic tiles are used as a decorative finish, then the requirements of **Clause 12.06** shall apply.

Section 13.00 Floor Finishes

13.01 Colours

Amend fourth paragraph to read;

Pinboards shall be 'Allboards Visual' or approved equal 6mm Bulletin Board bonded onto MDF board backing, and shall have a full clear 'Fineline' anodised aluminium perimeter trim with mitred corners. The colour of the Bulletin Board shall be agreed with CLF, however all pinboards in corridors and foyers shall be consistent in colour.

Amend fifth paragraph to read;

All boards shall be mounted on concealed fixing brackets. Brackets shall be securely fixed using 'Ramset Hollow Wall' or 'Hilti Cavity' anchors, or screw fixed direct to studs. 'Wall Mate' fixings or plastic plugs in wall linings

Add the following text to the end of the 10th paragraph;
... including but not limited to AS 1851*.*

18.01.02 Specific Requirements

*Delete the word '*mush' *from the last line of the first paragraph and replace with '*must'

Add the following to the end of the third paragraph;

In refurbishment projects, if a data room is already on a chilled water system, then consideration shall be given to maintaining that system and adding a DX system as a back-up.

*Delete the word '*mush' *from the third line of the fifth paragraph and replace with '*must'

Insert the following sentence in the last paragraph before the last sentence which commences on the eighth line;

The exhaust and air conditioning systems shall be linked via the BMS so that should the negative pressure within the laboratory spaces fail, then the air conditioning will shut down and an alarm will be generated.

18.01.06 Piping, Valves & Fittings

Amend the text of the first line of the first paragraph as follows;

All pipework internally within a building shall be......................

Add the following to the end of the first paragraph;

Where fixing brackets or clips to copper pipework are of a dissimilar metal, they shall be effectively isolated from the pipework with plastic tape or similar material to prevent corrosion. Paint finishes are not acceptable as an isolating medium.

Amend the text of first line of the second paragraph as follows;

Internal pipework shall be installed in service ducts, risers...................

Insert new third and fourth paragraphs as follows;

All the return chilled water pipes at the Chiller Plant shall be installed in such a way that allows for f th0(e)-11( )3(a)-12E3(ow)-3(s)-8(;)]TJ n1(e of)-1 TD [(In)1((s;)Tj 0a)-12 ate(A)2(me)-12(nd)]TJ 3.446 0

Flexible ductwork shall be supported by packaging straps, buckles and mesh saddles not less than 300mm long, to suit the duct diameter.

Insert new third paragraph as follows;

Supply air ductwork immediately prior to the inlet of a VAV box shall be in a straight length of not less than ten (10) times the width of the duct.

18.01.18 Insulation to Pipework

Delete existing first three paragraphs and replace with the following;

Insulation to chilled water pipework shall be 'Koolfoam Ultra' or approved equal sectional, preformed grey EPS insulation complying with AS1366 Part 3. Insulation shall be factory faced with 'Sisalation 450' (extra heavy duty grade) aluminium foil insulation. Insulation sections shall be adhered to the pipes and sealed at ends with 'Denso Vapourseal Primer' or approved equal non setting gel sealant applied strictly in accordance with the manufacturer's printed instructions in sufficient thickness to eliminate all air voids. All joints in the length and at the ends of sections shall be further sealed using 50mm reinforced aluminium foil self adhesive tape. Cut, trim and seal insulation around all bends, junctions and the like in a workmanlike manner.

The thickness of the insulation shall generally be as follows;

- 25mm thick for pipe up to 25mm dia.
- 40mm thick for pipe 32mm and 40mm dia.
- 50mm thick for pipe 50mm dia. or larger

If the ceiling space in existing buildings is restricted, it may not be possible to comply with the foregoing specification for insulation material thicknesses. In situations where this occurs, any change to thicknesses must be approved by the GU Mechanical Engineer and the Superintendent.

All spacer blocks at hangers and supports shall be inorganic closed cell high density polyurethane insulating blocks. Wood blocks are prohibited.

Delete existing sixth paragraph (content relocated to Clause 18.01.06).

18.01.09 Plant & Equipment

Insert the following new paragraph after the paragraph commencing with **Motors;**

Hot Water Heating Coils – Heating of air shall be by means of hot water coils fitted to Air Handling Units (AHU) or air Pre Conditioners located generally in plant rooms. Hot water shall be generated by heat pumps and circulated by an in-line pump with a controlled variable speed drive that varies the rate of circulation of the water through the coils depending on the amount of heat required.

Heat pumps for air heating shall be Quantum Titan or approved equal commercial range units located centrally in a separate plant room with cold air discharge to the outside of the building. If three or more units are required they shall be manifolded together to achieve an equal flow output.

Amend paragraph commencing **Heater Banks** *as follows;*

Electric Heater Banks - The use of electric heater banks shall only be considered if there is no alternative and is to be approved by CLF. Heater banks shall be located generally in plant rooms and shall be clearly identified using 'Safetyman' labels. Heater banks shall be of a physical size that gives maximum coverage to allow for effective heat transfer and to ensure that no air bypasses the heater bank. The HPT for duct heaters shall be generally positioned 250mm downstream from the heater bank. Heaters on fan coil units shall be of the low surface temperature type and sized to fit the full extent of the air outlet. Heater banks shall be fully balanced over all three phases. HPTs shall be 'Penn A25' type only, and shall be mounted in an easily accessible place no closer to the heaters than 200mm in horizontal ducts and 300mm in vertical ducts. ‘Klixon’ brand thermostats are **not** acceptable. There shall be a switch capable of acting as a ‘lock-out’ device located immediately adjacent to the heater bank to isolate all power feeding

FCU-A (Staff Offices) – Provide a wall mounted controller with three (3) fan speed settings plus an Auto speed function. Initial activation of the FCU is via a button on the controller and activation shall be maintained by a 360^0 ceiling mounted motion detector with a 20 minute (adjustable) minimum running period. The controller shall also have a local temperature adjustment which will allow the occupant to adjust their temperature setting by a maximum of 1.5^0 C either side of the set point. Temperature will be maintained by either chilled water cooling or electrical heating by modulating the chilled water valve to cycle with the heater.

FCU-B (e.g. Areas operating continuously) – Provide a daily time schedule to limit the operating hours of the unit. A sensor shall monitor the room temperature and the set point shall be maintained by modulating the chilled water valve to cycle with the heater.

heater bank/coil. Modulate the VSD to the supply fan to maintain supply air pressure at the set point.

AHU-C (Multi zone face and bypass unit) - Provide a daily time schedule to limit the operating hours of the unit. Activatio

If a chiller is in fault or fails to start then a command to start shall be passed to the next chiller in available sequence.

The sequence in which the chillers are operating shall be highlighted on each chiller graphics page.

Chilled Water Reticulation Graphics Page – The sequence in which the chillers are operating shall be highlighted on the page.

The following points shall be able to be forced with an indicator;
- Change (s)-8assyChanð À `The f

..........................until all fans are running at 50% speed,..

18.01.26 Graphics Pages

Insert the following new paragraph between the existing first and second paragraphs;

An Alarm page shall be created and be located on the main Campus Directory page index. The alarms, whether in a new building or a refurbishment project, shall include but not be limited the following;

- Loss of compressed air pressure (Building No.)
- Loss of vacuum (Building No.)
- Demineralised water, fault/extra low level (Building No.)
- Sewer pump (Building No. or location)
- Oxygen level (Building No.)
- Power loss/fault -

18.01.29 Design Requirements for VAV Air Conditioning Systems

Delete the abbreviation AGU *from the fourth line of the sixth dot point and replace with* AHU

Delete the last sentence of the sixth dot point and replace with the following;

If electric heaters are fitted to the AHU, then the unit fan shall be time delay switched so that it will continue to run on at low speed for a period of five (5) minutes after the shutdown of all VAV boxes in order to dissipate the residual heat from the heater bank.

Replace the word Fir *at the beginning of the second sentence of the eleventh paragraph with* For.

18.02.04 Fume Cupboard Services

Insert the words appropriately labelled *after* GPOs *in the first line of the third paragraph.*

18.02.07 Control Systems

Insert the following new paragraph after the existing second paragraph;

The fume cupboard control system shall incorporate terminals to enable connection of the BMS. These terminals shall provide 2 Volt free contacts for the BMS to monitor the fume cupboard status, and faults. The BMS is required to monitor the fume cupboard status so that the AHU serving the laboratory can be started and continue to run while the fume cupboard is in use even though the laboratory is unattended due to a prolonged experiment or reaction procedure.

18.03.02 Exhaust Unit

Replace the word tow *in the second line of the seventh paragraph with* two.

18.03.06 Electrical & Controls

Add the following text to the end of the third paragraph;

All GPOs must be labelled as per the requirements of **Section 20 Subclause 20.07.01**.

18.03.07 *Change clause title to* **Dangerous Goods & Safety Storage Cabinets**

Delete all existing text and diagram and replace with the following;

The venting of dangerous goods and safety cabinets, unless mandatory under Australian Standards, shall be subject to a risk and safety assessment to be undertaken in conjunction with CLF and the GU Health & Safety Advisor (Chemical & Radiation Safety).

Reference shall be made to the following Australian Standards with respect to the design of ventilation systems, duct materials and fan types;

- AS 1940 – The Storage & Handling of Flammable & Combustible Liquids
- AS/NZS 5026 – The Storage & Handling of Class 4 Dangerous Goods
- AS 4326 – The Storage & Handling of Oxidizing Agents
- AS 2414 – The Storage & Handling of Organic Peroxides
- AS/NZS 4452 – The Storing & Handling of Toxic Substances

18.04.02 Laboratory Gases

Delete existing text to the first paragraph and replace with the following;

It is preferable that gases be supplied from bottles located within a secure ventilated storage compound located external to the building and which is easily accessible from a service road. Where this is not possible or practical e.g. refurbishment projects, the bottles shall be stored

Delete the word unit *between* undertaken *and* the Superintendent *in the last sentence of the second paragraph and replace with* until.

Appendix A – GRIFFITH UNIVERSITY STANDARD POINTS LIST

Add the following to the current Table;

Point Description	Type	DI	DO	AI	AO	Field Device	Comments
CEILING FAN COIL UNITS							
Motion Detector			1			Motion detector	
HEAT PUMP FOR HOT WATER HEATING							
Stop/Start			1				
Supply & return water temp			2			MSSB terminal strip	
Pump VSD, control & fault		1	1		1	VSD	
DECOUPLING							
Mixed Bypass/Supply temp				1		Pipe temp sensors	

All external luminaires shall possess a suitable International Protection (IP) rating, to AS 1939, for the location of the luminaire. As a minimum the IP rating shall be such that the luminaire prevents the ingress of insects. Carpark and street lighting luminaires shall be 'GEC Optispan' or WE-EF VFL 4000^{o}K mounted on 9 metre high poles, or an approved equal to match existing.

Hinged poles must be used where the pole high is greater than 2 metres and there is no access for EWP or 'cherry picker', or there is no flat surface to utilise a work platform.

		b) Movement detector	When the lights are '*On*' and the PE cell has detected no movement for a period of 20 minutes, all fittings will dim to '*Off*'. Detection of movement will return the fittings to '*On*'.
B	Open Offices, general areas of Learning Centres	As above	As for **A** above
C	Foyers, Corridors, Toilets & internal Stairwells	As above	As for **A** above but with 180 lux illumination level and 20 minutes delay time
D	Large Storage	As above	As for **A** above but with 180 lux illumination level
E	Small Storage	As above	As for **A** above but with 180 lux illumination level
F	Video Conference Room	**a)** Two (2) button 'Dynalite' panel **b)** Movement detector	Button 1 = 'On/Off' function to provide 360 lux for general lighting Button 2 = 'Off/Off' function to provide 600 lux vertical illuminance at 1500mm above f.f.l. When the lights are '*On*' and no movement has been detected by the PE cell for a period of 60 minutes, all fittings will be dimmed to approximately 30%. After a further period of 5 minutes, all fittings will dim to '*Off*'. Activation of the PE or buttons within this 65 minute period will return the fittings to their previous state. Illumination levels required in the room will be determined by ITS.

G	Lecture Theatres & Auditoriums fitted with AMX systems	Dimtek - AMX control panel	Scene Selection as per AMX program.	
		Two (2) push button 'Dynalite' panel at each Entry/Exit *(refer to diagram in Appendix A to this Section)*	Top button (Entry) Bottom button (Exit)	Preset 5 Preset 6
		Eight (8) push button/switch 'Dynalite' panel on teaching wall or		

I	External lighting (above G.L. on building walls, balconies, walkways etc.)	Detector/s	Light level and Motion detection. On after dark in conjunction with movement, time-delay off nominally of 20 minutes.
J	External lighting (at G.L. or away from building)	CCMS: Auto/On/Off AOM switch mounted on DB	Auto = CCMS time schedule control, typically Dusk till Dawn
K	External illuminated Signage and feature lighting	CCMS: Auto/On/Off AOM switch mounted on DB	Auto = CCMS time schedule control, typically Dusk till nominated hour typically 11pm.
L	Plantrooms & service risers	Local switch	On/Off

Notes:

1. *Lux levels quoted above are for typical areas and will need to be changed to suit specific task lighting. Additional control scenarios will need to be developed to suit specific project requirements e.g. competition and training level lighting on sports facilities or specialist laboratories.*
2. *Use a dedicated lighting control cabling system to avoid poor termination usually found in terminal boxes and to reduce installation time*
3. *Wiring with single insulation without additional mechanical protection is not acceptable.*

20.04 Particular Lighting Requirements for Lecture Theatres

General Lighting - *Amend this subsection as follows;*

Add the words or approved equal *to the end of the first paragraph*

Delete the fifth paragraph commencing

20.07.12 Telecommunications Equipment Room (TER)

Amend existing Clause as follows;

20.07.13 External GPOs

Insert new paragraph between existing paragraphs;

Higher rated outlets may be required to service special events such as Open, Career and Market Days. The requirement for such outlets shall be discussed with the Campus Facilities Manager and the CLF Electrical Engineer.

Insert the following new subclause;

20.07.16 Hand Dryers

Electric hand driers must be provided with an isolator. This isolator shall be recessed into the wall at high level below the ceiling line and shall be lockable.

20.08 Switchboards & Sub-boards

20.08.01 Main Switchboard

Delete OFM *from the fourth paragraph and replace with* CLF

Amend the text of the fifth paragraph as follows;

Non-fading laminated A3 size prints of the 'As Constructed' line diagram schematic drawings of the main switchboard and the external electrical power reticulation to the building shall be provided in the Main Switch Room. These drawings shall be ring bound into a plastic folder and placed in a suitable wall mounted rack holder. The main Switchboard line diagram must include the size, rating, and the length of all incoming and outgoing cables. The rating, model and manufacturer of all switchgear shall also be included.

Delete existing sixth paragraph and replace with the following;

Electricity meters shall be located in a separate compartment within the board and additional space shall be provided within that compartment for future metering (refer to Subclause 20.08.05).

Add the following new paragraphs;

The MSB must be supplied with a label plate containing information as to the switchboard rating, manufacturer and date of manufacture.

The building main switchboard (MSB) should be located within the building in accordance with the requirements of AS 3000, protected from weather and other conditions

20.08.03 Board Design, Access & Colour

Add the following sentence to the end of the first paragraph;

easy reading of the ratios printed on the face plate. A 'trafollyte' label indicating the CT ratio shall be provided adjacent to the CT shorting block.

If a split chassis distribution board is provided to comply with BCA requirements, another set of CTs must be installed on the power section of the chassis.

Meters – Two types of meters shall be used as follows;

- Type 1 – Schneider Electric ION 7650 or approved equal
- Type 2 – Schneider Electric PM 5350, Electrex X3M or approved equal

The Type 1 meter shall be used where there are critical/sensitive electrical load requirements such as for Science and Research buildings, Data Centres and chiller plants, or where the building/facility takes the first load from the supply authority HV feeder.

Type 1 meters must be installed and commissioned with a fully functional power quality monitoring capability, and shall interface with the campus 'Schneider SPM7' EMMS via a standard OEM supplied and supported communications driver. The meters shall have an inbuilt clock configured to be time synchronised by the EMMS. Data, event and waveform loggers shall be automatically detected and uploaded to the EMMS. A qualified specialist Electricity Metering Contractor must be engaged to fully commission the Type 1 metering installation with the 'SPM7' EMMS.

Type 2 metering shall be installed in all other buildings and situations where critical load is not required. Type 2 meters must have at least one (1) Modbus RTU RS485 serial port. Meters must be installed, commissioned and interfaced with the campus 'OSIsoft PI' EMMS.

All meters shall be installed in accordance with the Griffith University Electrical Metering Specification contained later in these Design Guidelines & Procedures.

A Metering Installation Register as per the requirements of the GU Metering Specification shall be completed and included in the Operations & Maintenance manual for the project

Power Quality – Each MSB shall be designed to incorporate a power factor correction (PFC) device to achieve a 0.99 power factor when the building is fully operational. The PFC specified must be an active unit complete with a series blocking reactor which provides a resonant frequency of 189 Hz +/- 5%, and a harmonic rejection capability to prevent premature failure of the capacitors.

Buildings with critical/sensitive loads such as Data Centre, specialised communication rooms, and science labs must be fitted with additional power quality equipment such as a Voltage Optimiser, SAG fighter, UPS or Emergency Generator.

Buildings which have significant DC electricity generation units (e.g. Photo Voltaic Cells, wind turbines, fuel cells, battery storage tanks, etc) must be fitted with necessary Power Quality

Circuit breakers to final circuits shall be ‘NHP, Terasaki, ABB, Schneider or Merlin Gerin DIN Range’ min. dia. and their location shall be properly surveyed and clearly shown on the ‘as constructed’ drawings.

All electrical accessories such as junction boxes, battery packs, control gear and lighting power sockets must also be supported clear of the ceiling grid or framing.

The laying of cable on top of the ceiling tiles or lining, or tying cables to ceiling grid, cable tray or duct support hangers is not permitted.

Where the number of cables running parallel in the ceiling space exceeds six (6), a cable tray must be used for support.

Care must be taken to provide enough slack in the cable runs to eliminate stretching of the cables and strain on supports.

20.10.07 Installation of Mains & Submains

Add the following new paragraph after existing first paragraph;

Cables must be installed vertically on cable ladders and horizontally on cable trays. Provide cover sections to ladders for a height of 1metre above f.f.l. in all risers, and to ladders and trays where cables are installed in uncovered outdoor locations as per Subclause 20.10.03.

20.10.08 Cable Penetrations in Slabs & Walls

Amend Subclause title as above.

Amend text as follows;

All penetrations for cabling through slabs and walls shall be sealed after cable installation where necessary to meet fire, acoustic or moisture barrier requirements.

Where cables are installed through existing sealed penetrations, the barrier material shall be reinstated to meet the original rating or requirement.

Fire rated sealing of penetrations shall be carried in accordance with **Clause 5.08** of **Section 5.00 Building Structure.**

20.12 Emergency Evacuation Lighting

20.12.01 Emergency Lighting System

Amend second paragraph to read;

The master controller and communications network shall be either a ‘Clevertronics Ƶoneworks L10’ or a ‘Stanilite Nexus RF (NCS)’ system supplied and installed as a complete system.

20.12.02 Emergency Lighting Luminaires

Delete all existing text after shall be symbol Ƶ, *in the last sentence of the sixth paragraph and replace with the following;*

Floor Level/Fitting No., or Staircase No./Fitting No. e.g. Ƶ/2/01 or Ƶ/ST2/01.

20.13 Lightning P(0)31(g)1()7TJ 0()-1(8( )-1 Tw 7Z Td [(2)0)60.002 me.314 sc2/01 or

21.05.09 Identification Requirements

Amend the first paragraph as follows;

Outlet Identification - Faceplates of the Clipsal C2000 type with an ID window shall be fitted with type printed labels. Where faceplates without an ID window are used, each faceplate shall be engraved with the outlet identification in accordance with AS 3084.

21.06 Riser Subsystem

Add the following to the end of the dot point to the third paragraph;

(refer to GU Standard Detail Drawing No. GSD-705 Cable Identification Tag)

21.07.02 Materials

Amend the second paragraph as follows;

Fibre optic patch leads shall be at least 3 metres in length with LC Duplex connectors at both ends. ST or SC connectors may be used where installed equipment exists.

21.08.01 Materials

Equipment Cabinets – *Amend first two dot points as follows;*

- A MFB type A 650/19" reduced Rack cabinets 45RU and 855mm deep (Part No. MFBP4397), and provided with cage nuts and bolts
- Supplied with the following unless otherwise specified by an ITI representative –
    - For 32A socket installations: 1 x horizontal APC branded(AP7724) Rack ATS, 2U 230V, 32A, IEC309 32 2P+E, (16) C13, (2) C19 Out
    - For 20A socket installations: 2 x horizontal, 1U, 230V PDUs with 10 x 10A (IEC C13) and 2 x 16A (IEC C19) with matching and locking 20A IEC plug

Wall Mounted Cabinets – *Amend dot points as follows;*

- A MFB 650/19"..................
- Fitted with steel sides, roof, and.................

21.08.03 Installation Procedure

Delete third paragraph

21.09.03 Installation Procedure

Underground Cables – *Amend sixth paragraph of this subsection as follows;*
A pit shall be installed at each cable entry point to the building.

Identification Practices – *Amend the first paragraph of this subsection as follows;*
All inter-building cables shall be identified with a permanent and indelible label in every pit clearly indicating destination from/to (refer to GU Standard Detail Drawing No. GSD-705, Cable Identification Tag).

21.10.02 Telecommunication Equipment Rooms (TER)

Add the following sentence to the end of the fourth paragraph between the two tables;

..... in that room. Written approval must be obtained from ITI prior to the final acceptance of the TER size.

Amend second table as follows;

No. of Outlets Served	Size of Equipment Room (mm)	No. of Cabinets Required
<190	2600 x 2,00	2

>190 and <380	2600 x 3250	3
>380 and <840	2600 x 4000	4
>840		

Amend first paragraph as follows;

An Ethernet Clock system shall be installed in new buildings in spaces nominated on the SDFs and generally as required by **Clause 20.14.01** of **Section 20.00 Electrical Services**.

Delete existing second paragraph

Amend dot points to existing third paragraph as follows;

- Analogue clocks – Simplex Part No. ONTA12-BK of 343mm dia. with raised surround Part No. W643-481 (ensure that clock is ordered with MAC address label details on external packaging).
- Digital clocks – Simplex Part No. ONT4BK-S with a 102mm digit height (ensure that clock is ordered with MAC address label details on external packaging)

Delete existing fourth paragraph

Amend existing sixth paragraph as follows;

Particular attention shall be given to mounting the Ethernet clocks to ensure that when the provided fly lead is attached to both the clock and the Ethernet outlet, that12(TT0 1 R.904 0601 TM-6(t)-1(N

Discipline	Content of Drawing
Signage	Sign location plan including type Structural engineers drawings for construction of major signs including footings etc. Electrical power supply drawings and installed electrical lighting equipment for illuminated signs

27.06 Post Construction Site Survey

Add the following text to the end of the first paragraph;

The new post construction survey undertaken must relate to the original site survey provided to the Consultant/Contractor by the Principal, and shall be merged, aligned and presented in layers which correspond with the overall existing campus CAD file survey record.

- **Overview and Purpose** – to provide a structured outline of the strategic and academic intent of the proposed building
- **Design Intent** – to provide guideline as to how the strategic and academic intent of the proposed building might be reflected in its design to realise the User's specific requirements and expectations

Delete the illustration after the first paragraph

28.03.01 Overview & Purpose

Amend the text and structure of the Subclause as follows;

This section contains four specific topics to be considered in context by the Users to demonstrate how the proposed building will achieve the strategic goals and functional requirements of the University. These topics are as follows;

- University context
- Community context
- Campus context
- Academic context

In considering each topic, the Users are presented with an opportunity to explore and elaborate on the role that the new or refurbished building will play in the context of meeting the strategic development goals of the University and its campuses, the enhancement of engagement with both the University and the wider communities, and the expansion [illegible]

Academic Context - This topic elaborates on the aspects of the building that are critical to the academic, research and community objectives of the specific elements (Group, School, Centre, Department) that are to be housed in the proposed building. It provides a description of the academic and working environment to be created in the new building by considering each of the following aspects or requirements to be catered for in the proposed building;

- Teaching
- Flexible Learning
- Research
- Day to day functionality
- Number, type, size and mix of the elements e.g. Academic Research, General Staff Administration, special teaching or research spaces
- Organisational structure
- Explanation of the likely future direction, expansion or change anticipated within the elements over the short to medium term after occupation.

28.03.02 Design Intent

Amend the text of the Subclause as follows;

This section contains three topics to guide Consultants and Users in developing their concept of the new building. In 'Design Intent', users have an opportunity to elaborate on the role of the proposed new building in realising the issues covered in the 'Overview and Purpose' section of the Brief. The three topics to be used as guidelines to cover design issues are;

Building Concept - This topic is intended to focus on the building itself and provide an opportunity for User groups to imagine the building on the preferred site already identified. Any essential aspects or ideas should be covered, and these could include:-

- Building size or scale (No. of storeys)
- Building orientation
- Vehicle and pedestrian access
- Outside area requirements with reasons e.g. work areas, patios etc
- Aesthetics

Design Parameters - This topic deals with the functionality of the proposed building itself. Here the Brief should explain any critical relationships, restrictions or movement that will dictate the overall internal layout of the building. A schematic sketch ('bubble diagram') of the preferred relationships between and within elements occupying the building, may be provided to clarify those relationships.

Once the broad parameters that impact on the overall layout of the internal spaces have been described, the main functional areas will be listed in a provisional Schedule of Useable Spaces. The likely total Useable Floor Area (UFA) available within the building will have been calculated

The University Council approves a Capital Management Plan (CMP) for the development and upgrade of its campuses. Funds for the CMP are approved by the University Council as part of the University Budget, and this funding generally covers a period of three (3) years.

The CMP will identify the projects required to address ongoing space and infrastructure needs generated by new courses/programs, increases in student places and research initiatives, which may include the following;

- New buildings
- Refurbishment of existing spaces (indoor and outdoor)
- Replace and/or refurbish plant and equipment
- Site services infrastructure expansion or upgrade
- Disability Access and other legislative requirements.

CLF plays an important role in identifying emerging space needs and advising the University Executive on likely building projects to satisfy those needs.

Projects nominated in the CMP will be activated when appropriate to match those needs with respect to time and annual funding allocations.

GU uses three project procurement methodologies for all its capital, alteration and refurbishment works. Projects are procured under either a 'Traditional' Lump Sum Fixed Price Contract, or 'Non Traditional' Construction Management (CM) or Design

As for ‘Traditional’ Contracts, consultants will generally be selected from the GU Approved Supplier Register for Consultants & Contractors.

Delete existing second paragraph and replace with the following;

GU will select an architectural firm through a CLF managed EOI, design concept submission and interview process. The selected firm will have demonstrated to a Selection Panel that it has provided the best response to the EOI criteria and has the necessary design skills to satisfy the Project Brief requirements. The full selection process will be outlined in detail to participating firms when invited to submit an EOI, and may vary slightly from project to project. The selected architect will be nominated to the Contractor for engagement as the project architect.

Amend third paragraph as follows;

Following the appointment of a preferred Contractor for Stage 1 Services as defined by the project Conditions of Contract, the Contractor will compile in consultation with CLF, a shortlist of design consultants for all disciplines other than architecture, from which fee proposals will be sought.

oj(t(onw)96j)-0 -1289 0 Td   -30Tj   EM

approved by Council, CMP projects may be implemented by CLF under the oversight of the FR&R Committee subject to adherence to the financial

Amend the text of the first paragraph as follows;

Function & Duties –

Principal, latent conditions or unforseen works, or changes to legislation or Standards which occur after the works are tendered. If a consultant becomes aware of the need for a Variation to be issued to the Contractor for whatever reason, it shall immediately notify the Superintendent who will determine if a Variation is appropriate.

If the Superintendent is required to issue a Variation to the Contractor for a design error or omission on the part of a consultant, then GU will expect to recover any additional costs it incurs from the relevant consultant in accordance with Clause 3.11 of the Conditions of Appointment for Consultants.

29.11 D&C Contracts, Particular Requirements & Procedures

Amend first paragraph as follows;

The following paragraphs define the key documents, procedures and responsibilities which impact on the performance of the Design Management of GU D&C Contracts by the appointed Design & Construct Manager.

Amend the second paragraph as follows;

Budget – The Budget for the design and construction of the project (excluding design consultants fees) is nominated in the Technical Brief. The Budget and its component parts will be adjusted for the actual lum[illegible] 0.554 0 Td 266conshe Td [(w 0.)3(n)-12(g d)-12(ed)-1M8(i)3(gn)1(M)-12

General Conditions of Tendering for Building Works
(Version 2, July 2013)

1.00 In these conditions, unless the context otherwise indicates and requires, the following terms shall have the meanings respectively assigned to them;

'**Principal**' – Griffith University, Queensland 4111, a Body Corporate and Statutory Body within the meaning of the Financial Administration and Audit Act;

'Invitation' – The letter given to prospective Contractors indicating that Tenders will be received for the execution of work;

'**Tender**' – A response by a prospective Contractor to an Invitation;

'**Conditions**' – The General Conditions of Tendering for Building Works as outlined in this document.

'Contract' – The agreement between the Contractor and the Principal for the execution of work constituted by the;

- Invitation to Tender
- General Conditions of Tendering for Building Works
- Any Special Conditions of Tendering
- GU Amending Conditions of Contract Modifying the Australian Standard General Conditions of Contract (AS 2124-1992)
- Specifications, Plans or Drawings (where applicable)
-

- be sealed
- be endorsed on the front of the envelope with the Tender Name and Closing Date and Time
- not be submitted by facsimile or electronic means

7.00 Unless otherwise stated in the Invitation, **Tenders shall be lodged in the Tender Box at the Office of Planning & Financial Services**

The Principal shall not be bound to accept the lowest nor any tender.

No Tender shall be deemed to be accepted until advice in writing of acceptance thereof has been given to the Tenderer by the Principal.

20.00 Unsuccessful Tenderers are entitled to full counselling and debriefing by the Principal.

21.00 No advertisement relating to the acceptance of any Tender shall be published in any advertising medium without the prior approval of the Principal.

(Insert Project Number & Name)
.... **campus**

SUPPLEMENTARY TENDER FORM

The Principal requires the Tender Sum (excluding GST) as stated on the Form of Tender to be broken down by Building/Stage* for Trade Works, plus the amount for On-site Overheads (Preliminaries), for the purposes of funding allocations and for Progress Payment purposes. The Principal intends to award a single Contract to undertake the work in all of the nominated Buildings/Stages* and will not award separate Contracts for individual Buildings/Stages* based on the individual amounts contained in this breakdown.

If the Principal considers that any individual amount provided for a Building/Stage* does not accurately reflect the value of the work to be undertaken in that building, then it reserves the right to negotiate an adjustment to that amount, providing that the Tender Sum remains unchanged after any adjustment.

Each amount provided, including that for On-site Overheads (Preliminaries), shall be inclusive of margins for off-site overheads and profit.

Building/Stage*:	**Amount (excluding GST)**
....	**$** ....
....	**$** ....
....	**$** ....
....	**$** ....
On-site Overheads (Preliminaries)	**$** ....
Tender Sum (excl. GST) - to Form of Tender	

INVITATION TO SUBMIT A TENDER

You are invited to submit a Tender for the execution and completion of the works described below in accordance with the Drawings and Specification (if any) supplied herewith, the Griffith University Conditions of Tender & Conditions of Contract for 'Minor Works' herein, and any other information issued by the Principal for the purposes of tendering.

- Tenders shall close at:

  The Tender Box
  Office of Finance & Business Services
  Level 0, Sewell Building (N12)
  Griffith University, Nathan Qld 4111

- Closing date and time for the receipt of the tender is:

  Date: xxxxxx
  Time: 2.00 pm

- The sealed envelope enclosing the tender shall be marked:

  Tender for:

- The Contract is a Lump Sum Fixed Price not subject to adjustment for rise and fall in costs.

- Tenders shall remain valid for 30 calendar days.

- The tenders will not be opened publicly.

-

FORM OF TENDER

I/We the undersigned, do hereby tender to Griffith University to provide all materials and labour and perform all works as Principal Contractor required in and about and in connection with the full and proper construction of -

Project No.:

Description of Works:

Campus:

This tender is strictly in accordance with the Tender Documents, and subject to the Griffith University Conditions of Tender & Conditions of Contract for Minor Works issued by the Principal for the Fixed Lump Sum of ;

- Tender Sum (excluding GST) $ ....
- GST applicable $ ....
- **Total Tender Sum** $ ....

I/We acknowledge receipt of the following Addenda to the Tender Documents and my/our tender includes allowance for their provisions:

- Addendum Nos. ……………………………………….................................... *(List all, if none received state NIL).*

I/We elect to provide retention by way of **Cash*** / **Unconditional Bank Guarantee*** *(*delete whichever not applicable)*. If no deletion is made then the Contractor shall be deemed to have elected to provide Cash retention.

I/We tender ……..% as the margin for off-site overheads, attendance and profit to be applied to variations under the Contract. If no figure given, then 10% will apply.

I/We nominate the following Subcontractors (where applicable) to undertake the following trade works;

- Electronic Fire Detection ....
- Emergency Lighting ....
- Data & Communication Cabling ....
- Security & Access Control (Cardax) ....

Details of Individual / Company / Business submitting Tender:

Name: .... **ABN:** ....

Address: ....

State: .... **Postcode:** .... **Phone:** .... **Fax:** ....

QBCC License No.: .... **PQC Registration No.:** ....

Public Liability Policy No.: .... **Issuer:** .... **Expiry Date:** .../.../....

Workers Compensation Policy No.: .... **Expiry Date:** ..../.../...

Signature: ....

'Superintendent' – The Associate Director Capital Works, Campus Life shall exercise the functions of the

C05. Protection of Persons and Property

The Contractor shall take all measures necessary to protect people and property, avoid unnecessary interference with the passage of people and vehicles, prevent nuisance, unreasonable noise and disturbance. If the Contractor damages any property on or adjacent to the site, the Contractor shall provide temporary protection for and shall repair and reinstate the damaged property at its cost.

C06. Care of Works and reinstatement of damage

The Contractor shall be responsible for the care of the whole of the Work under the Contract. If loss or damage occurs to the Work under the Contract, the Contractor shall at the Contractor's cost rectify such loss or damage except loss or damage caused by the negligent act or omission of the Principal, or employees or agents of the principal, or caused by defects in the design of the Work under the Contract.

C07. Indemnity by Contractor

The Contractor indemnifies the Principal against:-

(a) loss of or damage to the Principal's property; and

(b) claims by any person in respect of personal injury or death or loss of or damage to any property;

resulting from or in any way connected with the Contractor carrying out the Work under the Contract, but the Contractor's liability to indemnify the Principal shall be reduced proportionally to the extent that the act or omission of the Principal or employees or agents of the Principal may have contributed to the loss, damage, death or injury.

C08. Insurance of the Works and Public Liability Insurance

Before commencing work under the Contract, the Contractor shall take out insurance sufficient to indemnify the Principal against loss or damage to the Works or to property of the Principal including existing property in or on which the Work under the Contract is being carried out.

The Contractor

C12. Time for Completion

The Contractor shall execute the Works to Practical Completion by the Date for Practical Completion or within any extended time agreed by the Principal. The Contractor shall not be entitled to an extension of time for delays caused by it whether occurring insufficient to discharge the liability of the Contractor, the Principal may have recourse to retention moneys or unconditional undertakings provided in lieu of retention.

Payment of moneys to the Contractor shall not be evidence of the value of work or an admission of liability or evidence that work has been executed satisfactorily but shall be a payment on account only. The Superintendent may, in a later payment certificate correct an error in a previous payment certificate. Nothing in this Contract shall oblige the Principal to pay for work that is not in accordance with the Contract, or for plant or materials not incorporated in the works on site.

For the purposes of the *Building and Construction Industry Payments Act 2004*, the Superintendent is authorised to receive payment claims and issue payment schedules on behalf of the principal.

C19. Default of Contractor

a) Subject to Clause C19(c), if the Contractor fails to commence the work under the Contract within the time stated in the tender, or fails to proceed with the work at a reasonable rate of progress or commits

GRIFFITH UNIVERSITY

Amending Conditions of Contract

Modifying the Australian Standard

General Conditions of Contract

AS 2124 - 1992

for use on Griffith University projects.

July 2012

- each chiller set

- each standby generator set

(h) The operation of the Building Management System in all of the modes listed above and the interfacing with all other systems nominated in the documents. This shall include all required formats for screen and printouts.

- The above operational modes shall be demonstrated in the order nominated.

- Notwithstanding the normal warranty/performance guarantees the whole of the engineering services systems shall operate in unison and in a normal automatic mode for seven consecutive days to demonstrate that satisfactory operation can be maintained before the installation can be considered to have attained practical completion. (Note: This shall be performed after the above operational modes have been satisfactorily demonstrated.)

- Failure to satisfy the above shall be deemed to be a defect to be rectified after Practical Completion.

- The Principal will not be liable for any fuel, energy or other costs incurred to demonstrate performance achievement of engineering services.

"working day" means a calendar day excluding Saturdays, Sundays, Statutory or Public Holidays and other non working days as provided under the relevant industrial award.

CLAUSE 3 NATURE OF CONTRACT

ADD new subclause 3.4 as follows:

3.4 Goods and Services Tax (GST)

The Principal shall pay GST on all goods and services provided by the Contractor. All invoices/progress claims shall be in the form of a Tax Invoice and shall include the GST component shown as a separate item.

CLAUSE 4 BILL OF QUANTITIES

No amendments in respect of Clause 4.

CLAUSE 5 SECURITY RETENTION MONEYS AND PERFORMANCE UNDERTAKINGS

Clause 5.2 Provision of Security

ADD the following:

The Contractor shall provide security to the Principal in the amount determined in accordance with the following scale.

Contract Sum	Amount of Security
Above $100,000	2% of the Accepted Tender

Clause 5.3 Form of Security

ADD the following:

Only a bank trading in Australia that has lender of last resort facilities is approved by the Principal for the purpose of providing an unconditional undertaking for security and retention.

The form of unconditional undertaking included (if any) in the Contract is approved.

Clause 5.4

CLAUSE 8 CONTRACT DOCUMENTS

ADD

12.3 Contractor to Inform Itself

The Contractor warrants that it has and shall be deemed to have among other things:

(a) examined carefully and to have acquired actual knowledge of the contents of the Drawings, Specifications, Conditions of Tendering, the General Conditions of Contract and the Amending Conditions (if any), and any other information made available in writing by the Principal or any other person on the Principal's behalf to the Contractor for the purpose of submitting its offer for the Works;

(b) examined all information relevant to the risks, contingencies and other circumstances which could affect its offer for the Works and which the Contractor could have obtained by making detailed enquires;

(c) visited and examined the site and its surroundings and informed itself fully as to the physical conditions or obstructions upon and below the surface of the site, and the local conditions, including but not limited to, climatic and hydrologic at near or relevant to the site, or any other condition or characteristic of the site affecting or which may affect its performance of the Contract and obtained all necessary information as to risks, contingencies and other circumstances which could have an effect on the performance and cost of executing the Works;

(d) informed itself completely of the nature of the work and materials necessary for the execution of the Works and the means of access to and facilities at the site and transport facilities for deliveries to or from the site;

(e) informed itself as to the availability and cost of labour including, without limitation, the costs of complying with obligations imposed by any agreement between the relevant building industry unions and employers relating to the execution of construction and building work nationally and in the State or Territory in which the Works are situated and the materials required;

(f) satisfied itself as to the correctness and sufficiency of its tender for the Works and that the tender covers the cost of complying with all its obligations under the Contract and of all matters and things necessary for the due and proper performance and completion of the Contract;

(g) informed itself of the requirements of any Governmental Body or Authority in relation to the Works generally and, without limiting the generality of the foregoing in relation to measures necessary to protect the environment from any adverse effect or damage arising from execution of the Works; and

(h) obtained all appropriate professional and technical advice on all matters and circumstances in respect of matters referred to in sub-paragraphs (a) - (g) hereof prior to submitting its offer for the Works.

12.4 Notification of Differing Conditions

If during the execution of the work under the Contract, the Contractor becomes aware of a physical condition on or adjacent to the Site that differs from any physical conditions expressly stated in the contract documents, the Contractor shall before the physical conditions are disturbed and in any event within three (3) days of becoming aware of the differing condition, give written notice thereof to the Superintendent.

Within seven (7) days of giving such written notice, the Contractor shall provide the Superintendent with a statement in writing specifying:

(a) the physical conditions encountered and in what respect they differ materially;

(b) any change in the method of working, work or resources which the Contractor estimates to be necessary to deal with the physical conditions;

(c) the time the Contractor anticipates will be required to deal with the physical conditions and the expected delay in achieving practical completion; and

(d) the Contractor's estimate of the cost of the measures necessary to deal with the physical conditions.

Thereafter the Superintendent may request the Contractor to provide such other details as the superintendent may reasonably require and the Contractor shall provide such details within a reasonable time.

12.5 Extensions of Time and Cost

If encountering differing physical conditions as described in the clause causes the Contractor to:

(a) carry out more or less work;

(b) use more or less materials or constructional plant; or

(c) incur more or less cost (including but not limited to the cost of delay or disruption);

which differs from that necessary to deal with the physical conditions expressly stated in the contract documents, an adjustment shall be made to the Contract Sum valued in accordance with Clause 40.2.

Differing physical conditions as described by this clause may entitle the Contractor to an extension of time.

12.6 Time Bar

Notwithstanding anything to the contrary in the Contract, if the Contractor fails to provide the notices required by Clause 12.4 within the times specified, the Contractor shall not be entitled to any variation, compensation or extension of time that it might otherwise be entitled to in respect of conditions that differ as described in Clause 12.4.

CLAUSE 13 PATENTS COPYRIGHT AND OTHER INTELLECTUAL PROPERTY

No amendments.

CLAUSE 14 STATUTORY REQUIREMENTS

No amendments to Clause 14.1.

Clause 14.2 Payment where there is No Variation

DELETE Clause 14.2 of the General Conditions of Contract.

Clause 14.3 Notices and Fees

DELETE the third paragraph of Clause 14.3 of the General Conditions of Contract.

ADD New Clause 14.5 as follows:

Clause 14.5 Work Health and Safety Act 2011

For the purpose of this clause the words "Principal Contractor", "serious bodily injury", "work caused illness" and "work injury" have the meanings assigned to them by the Work Health and Safety Act 2011 ("the Act").

Upon acceptance by the Principal of the Contractor's offer:

U"eusfhette thal7 ptoafet5Tj EMer:

CLAUSE 17 **<u>DAMAGE TO PERSONS AND PROPERTY OTHER THAN THE WORKS</u>**

CLAUSE 18 **<u>INSURANCE OF THE WORKS</u>**

CLAUSE 19 **<u>PUBLIC LIABILITY INSURANCE</u>**

CLAUSE 20 **<u>INSURANCE OF EMPLOYEES</u>**

CLAUSE 21 **<u>INSPECTION AND PROVISION OF INSURANCE POLICIES</u>**

CLAUSE 22 **CLERK OF WORKS AND INSPN AND F WO**

No amendments in respect Clauses 15 t 22.

CLAUSE 23 **SUPRIN NDEN**

Clause 23 is amended as follows:

Permission given by tuperintdent or Superintdent's Representatives does notconsttuta directon under tontact.

respect of t Works or any part teof shall amount to or be deemed t a

Contactor which is twise ctve nd ny such recton shall not

The Contractor shall procure for himself at his own cost the occupation or use of or relevant rights over any land in addition to the site which he may deem requisite or necessary for the execution of the work under the contract or for the purposes of the contract and shall, as a condition precedent to the issue of the Final Certificate, if so required by the Superintendent, provide a properly executed release from all claims or demands (whether for damages or otherwise howsoever) from the owner or occupier of and from other persons having an interest in such land. Any such release shall be in a form approved by the Principal.

CLAUSE 32 WORKING HOURS

ADD to Clause 32:

The working hours shall be between 7:00 am and 6:00 pm and the working days shall be as defined in Clause 2.

DELETE the last paragraph of Clause 32 of the General Conditions of Contract and add:

If the Contractor works or intends to work outside the working hours or working days provided by this Clause, the Contractor accepts the responsibility and risk for all extra costs, damages and losses, (including the Principal's increased costs of supervision of the Contractor's work) which may arise out of such work.

CLAUSE 33 PROGRESS AND PROGRAMMING OF THE WORKS

ADD to Clause 33.2 the following:

Within fourteen (14) days of the date of acceptance of Tender, the Contractor shall submit to the Superintendent the Contractor's construction programme as described in this clause for the whole of the Works.

will be On the last day of every month or whenever the duration of critical activities change by more than two (2) weeks (whichever is the less) the Contractor shall submit revised construction programmes to the Superintendent. The revised construction programmes shall be in the same form as the original programme and shall incorporate in a similar format the activities already completed as they were constructed by the Contractor to a date not earlier than five (5) working days prior to the date of submission together with details of the planned future work.

The format of the construction programme shall be a detailed graphic programme consisting of an activity oriented critical path network drawn to a daily time scale for contracts to be completed within eight (8) weeks and a weekly time scale for contracts to be completed within a time greater than eight (8) weeks. The construction programme shall be in an [illegible] and [illegible] format satisfactory to the Superintendent [illegible] showing at least the following:

(a) the [illegible]thods, [illegible] sequence of, and the dependencies between the planned activities which comprise [illegible]W([illegible]h

sed wimW

The provisions of this clause shall in no way relieve the Contractor's entire responsibility for completion of the work within the contract period.

CLAUSE 34 <u>SUSPENSION OF THE WORKS</u>

No amendment.

CLAUSE 35 <u>TIMES FOR COMMENCEMENT AND PRACTICAL COMPLETION</u>

INSERT

(d) in determining the deduction to be made for work which is taken out of the Contract, the deduction shall include an amount for profit and off-site overheads of 5% of the price of the variation otherwise;

(e) if the valuation is of an increase or decrease in a fee or charge or is a new fee or charge under Clause 14.3, the value shall be the actual increase or decrease or the actual amount of the new fee or charge without regard to off-site overheads or profit;

(f) if the valuation relates to extra costs incurred by the Contractor for delay or disruption, the valuation shall include the actual cost incurred for on site overheads and an amount calculated at the rate in Annexure A for off-site overheads substantiated by written evidence but shall not include profit or loss of profit;

DELETE all the words after "cost" in the second line of the last paragraph of Clause 40.5 and INSERT in lieu the following:

"the cost of doing so shall be deemed to be included in the Contract Sum and the Contractor shall not be entitled to any additional cost or loss so incurred."

CLAUSE 41 DAYWORK

CLAUSE 46 TIME FOR NOTIFICATION OF CLAIMS

No amendments in respect of Clauses 45 and 46.

CLAUSE 47 DISPUTE RESOLUTION

DELETE Clause 47.2 and insert in lieu the following:

47.2 Further Steps Required Before Proceeding:

Within fourteen (14) days after service of a notice of dispute, the parties shall confer at least once, and at the option of either party and provided the Superintendent so agrees, in the presence of the Superintendent, to attempt to resolve the dispute and failing resolution of the dispute to explore and if possible agree on methods of resolving the dispute by other means. At any such conference each party shall be represented by a person having authority to agree to a resolution of the dispute.

In the event that the dispute has not been so resolved within twenty-eight (28) days after the first conference of the parties, or if at any time either party considers that the other party is not making reasonable efforts to resolve the dispute, either party may by notice in writing delivered by hand or sent by certified mail to the other party 7 TD 32 and s-22.8m40.813

photographic records, quality system documents and records, manning and equipment records, results of the examination and testing of any work or materials, quality assurance records and reports, cost to date records, costs to complete calculations, time records, all cost records relating in any way to delays, variations and day works, all consultants' reports and opinions obtained by the Contractor in relation to the matters referred to in this clause and all necessary supporting documents, invoices, records and related

PART A

ANNEXURE to the Australian Standard
General Conditions of Contract AS 2124 – 1992

This Annexure shall be issued as part of the tender documents and is to be attached to the General Conditions of Contract and shall be read as part of the Contract.

Interest on retention moneys and security - the alternative applying: (Clause 5.9)	**Alternative 2**
The number of copies to be supplied by the Principal: (Clause 8.3)	**Three (3) copies**
The number of copies to be supplied by the Contractor: (Clause 8.4)	**Three (3) copies**
The time within which the Superintendent must give a direction as to the suitability and return the Contractor's copies: (Clause 8.4)	**Ten (10) working days for each individual document (including but not limited to drawing, specification manual or part thereof) submitted. Where more than ten (10) documents are submitted on any one day than an additional day shall apply for each additional document and the period for giving a decision shall not commence to run for documents submitted at a later date until the expiration of the time for giving a bp -0.001 ..7u6(at)4I6.001 ..7u6(a12(d [(w)-a)]TJ 2d)1(o)1**

(Clause 47.2)

The person to nominate an arbitrator: (Clause 47.3)	**Director, Campus Life, Griffith University, NATHAN QLD 4111**
Location of arbitration: (Clause 47.3)	**Brisbane Queensland Australia**
Contract to be subject to Adjustment for Rise and Fall in Costs: (Clause 49 and Annexure 2)	**No**

NOTE: This table is intended for easy reference to clauses that may have been deleted, amended or added to Australian Standard 2124 - 1992.

1. The following Clauses have been DELETED from the General Conditions in AS 2124 - 1992:

   Clauses DELETED include:

Clause 10.5	- Direct Payment of Nominated Subcontractor
Clause 14.2	- Payments where there is no Variation
Sub-clause 35.5(b)(ii)&(vi)	-
Clause 35.8	- Bonus for Early Practical Completion
Clause 47.2	- Further Steps required before Proceedings

2. The following Clauses have been amended and differ from the corresponding Clauses in AS 2124 - 1992: