

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 25 February 2014 11:12 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Telstra House Carparking

[REDACTED]

As discussed the Territory is about to lease all of level 1 Telstra House for occupancy by Capital Metro, Telstra vacate level 1 on 16 March 2014. Capital Metro will require 10 car parking spaces (to be confirmed). I am aware that EDD lease 12 car parking spaces that are currently in excess of SES requirements, [REDACTED]

[REDACTED]

Regards

[REDACTED] and [REDACTED] for info, we now have the most cost effective solution for Capital Metro with mid March being the agreed relocation timeframe.

[REDACTED]

Phone + [REDACTED]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
 Sent: Tuesday, 25 February 2014 11:34 AM
 To: [REDACTED]
 Subject: RE: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014 [SEC=UNCLASSIFIED]
 Attachments: 201402251136.pdf

Hi [REDACTED]

All signed. See attached.

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

From: [REDACTED]
 Sent: Tuesday, 25 February 2014 10:44 AM
 To: [REDACTED]
 Cc: [REDACTED]
 Subject: FW: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

As discussed Telstra has accepted our suggested changes as detailed below, the offer is now ready for execution by the Territory. I have checked all the terms and conditions and recommend accepted by Capital Metro.

My only problem is that my delegate is on sick leave and possibly may not return for some days. As time is critical, particularly for ICT arrangements it is entirely appropriate that you Director General execute the offer based on the recommendation from EDD.

With regard to car parking spaces the offer nominates the numbers to be specified at a later date, the licence cost per bay is \$1,500 which is considered reasonable in the current market. EDD currently lease 13 spaces which are excess to their SES requirements, in the first instance I have asked if EDD wish to surrender some spaces and if needed we could lease the required additional spaces from Telstra, the EDD spaces are marginally cheaper plus there is a whole of government saving.

Regards

[REDACTED]
 Phone [REDACTED] Government Accommodation
 Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT
 Government Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158
 Canberra ACT 2601

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

From: [REDACTED]
 Sent: Friday, 21 February 2014 11:35 AM
 To: [REDACTED]
 Cc: [REDACTED]
 Subject: FW: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

As discussed I have made some minor amendments, those requiring explanation are;



Telstra Corporation Limited
Sub-Lease Proposal
25 February 2014

This document details the proposed terms for the Sub Lease. It must not be construed as binding on the Sub Lessee as it simply reflects the status of negotiations between the parties. A binding contractual agreement will not be formed until such time as Telstra's Board approval has been granted and satisfactory Sub Lease documentation has been executed.


1	Sub Lessor:	Telstra Corporation Ltd, Level 41, 242 Exhibition Street, Melbourne VIC 3000. ACN: 051 775 556
2	Sub Lessee:	Economic Development Directorate ACT Government
3	Premises:	Level 1 490 Northbourne Avenue, Dickson, ACT
4	Net Lettable Area:	797sqm
5	Car Parks:	TBA
6	Permitted Use:	Any Use Permitted by Law
7	Access Date for Fit-out Works:	Can commence no earlier than 19 March 2014 (except for the installation of IT infrastructure). Relocation of furniture and equipment can commence on 22 March 2014. Actual physical occupancy cannot occur until commencement date.
8	Lease Commencement Date:	24 March 2014
9	Rent Free	Two (2) Months
10	Expiry of Sub Lease	30 September 2018
11	Options to Renew Sub Lease:	Nil
12	Rent – Gross:	\$390/sqm.
13.	Rent – Car Bays:	\$1,500 per bay per annum
14	Rent Reviews: (Fixed)	4% annually
15	Rent Reviews: (Market)	N/A

By signing below the parties acknowledge that they are in agreement with the terms noted above:

For the Sub Lessee:

For the Sub Lessor:

Signed:

 25 02 14

Signed:

Name:

E. Thomas

Name:

Position:

Dir. Capital Metro

Position:

Clause 7) subject to you submitting the leasing documentation next week we will use our best endeavours to execute within days, provided the document is the same as previously executed for level 2, I see no problems, linking the formal offer to the lease and indicating occupancy cannot occur till execution could cause delays to the Territories occupation particularly as we have no control over when this document is received. We seek your agreement that if execution is delayed by either party then occupation will not be delayed,

Clause 10) the expiry date of 30 September 2018 aligns with the expiry date for level 2.

Subject to your agreement to these changes the Territory can execute the offer today.

Regards

[Redacted]
Phone + [Redacted] Government Accommodation
Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT
Government Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158
Canberra ACT 2601

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

From: [Redacted]
Sent: Friday, 21 February 2014 10:59 AM
To: [Redacted]
Subject: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

Your message is ready to be sent with the following file or link attachments:

490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

General Terms and Conditions:

Rent:	Rent and outgoings and any other charges are to be paid monthly in advance.
Utilities:	The Sub Lessee must pay all charges for electricity, water, out of hours air-conditioning, and telephones used on the Premises.
Cleaning:	Telstra will undertake tenancy cleaning with the Base Building cleaners at a charge to the Sub Lessee. This pass through cost may be varied from time to time.
GST:	All figures expressed in this offer are exclusive of GST unless specified otherwise. The recipient of any taxable supply made under the Sub Lease will be required to pay to the supplier GST on the taxable supply, subject to being provided with a GST compliant tax invoice.
Hours:	<u>Business Hours:</u> Mon to Fri (ex. Public Holidays) - 8:00am to 6:00pm <u>After Hours Air Conditioning:</u> available at an additional cost upon request to Telstra; Lessor to advise rate/hour cost. Cost to be no greater than \$50/hour at Sub Lease commencement and capped at maximum CPI National Index increases. <u>After Hours Access:</u> Unrestricted.
Insurance:	Sub Lessee to provide current insurance certificates up to \$20Million or provide self insurance certificates
Fitout:	Any fit out works are to be undertaken in accordance with the Head Lease and the building's fitout guide. No major alterations to be made without the Head and Sub Lessor's prior written consent.
Access For Fitout:	The Sub Lessor will grant the Sub Lessee uninterrupted access for fitout purposes from the Access Date and the Sub Lessee will have the right to access and occupy the Premises subject only to the existing tenant having vacated the Premises.
Lease and Legal Costs:	Each party shall meet their own costs of preparing lease documents. The Sub Lessee is responsible for stamp duty and any costs for engrossing or registering the Sub Lease and any Licences. The Telstra standard sub lease will be used.
Make Good:	The Premises is to be returned to the current floor plan as it is at Lease Commencement. (Copy of plan to be attached to Sub Lease). Premises to be returned in a clean and tidy state, free from any rubbish and additional sub tenant's fixtures and fittings. Premises to be handed back in same condition as it is at Sub Lease Commencement, excepting fair wear & tear.
Access Cards	The Sub Lessee will be responsible for the cost of acquiring any access cards required.
Conditions of Acceptance	The offer is subject to: 1. Head Lessors Approval (which cannot be unreasonable withheld) 2. Telstra's Authorised Delegate approval; and 3. Documentation to be based on the Head Sublease; 4. Is open for acceptance to 27 February 2014, being expiry of this offer.

[REDACTED]
From: [REDACTED]
Sent: Friday, 21 February 2014 4:25 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

Hi [REDACTED]

That all looks fine.

Regards
[REDACTED]

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

From: [REDACTED]
Sent: Friday, 21 February 2014 11:35 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

[REDACTED]
As discussed I have made some minor amendments, those requiring explanation are;

Clause 7) subject to you submitting the leasing documentation next week we will use our best endeavours to execute within days, provided the document is the same as previously executed for level 2, I see no problems, linking the formal offer to the lease and indicating occupancy cannot occur till execution could cause delays to the Territories occupation particularly as we have no control over when this document is received. We seek your agreement that if execution is delayed by either party then occupation will not be delayed,

Clause 10) the expiry date of 30 September 2018 aligns with the expiry date for level 2.

Subject to your agreement to these changes the Territory can execute the offer today.

Regards

[REDACTED]
Phone +61 [REDACTED] Government Accommodation
Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT
Government Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158
Canberra ACT 2601

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

From: [REDACTED]
Sent: Friday, 21 February 2014 10:59 AM
To: [REDACTED]
Subject: Emailing: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

Your message is ready to be sent with the following file or link attachments:

490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

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[Redacted]

From: [Redacted]
Sent: Friday, 21 February 2014 10:45 AM
To: [Redacted]
Subject: FW: 490 Northbourne - space available
Attachments: 490 Northbourne Avenue.pdf

[Redacted] floor plans. [Redacted]

[Redacted]
Phone: [Redacted]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [Redacted]
Sent: Thursday, 6 February 2014 1:40 PM
To: [Redacted]
Cc: [Redacted]
Subject: FW: 490 Northbourne - space available

[Redacted]

Level 3 floor plan as promised... [Redacted]

[Redacted]
Phone +61 [Redacted]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [Redacted]
Sent: Tuesday, 12 November 2013 11:43 AM
To: [Redacted]
Cc: [Redacted]
Subject: 490 Northbourne - space available

Hi [Redacted]

Attached plans for 490. If it is only part of a floor, then there may be potential we can accommodate you on either level 3 as discussed in mid Dec, or level 1 which is still 797sqm compared to level 3 which is 1050sqm.

If you want to take a look [Redacted] (copied in) will be able to take you for a wonder. His contact number is [Redacted]

Will come back to you again shortly once level 3 headcount numbers (no of people moving) is made available.

Regards





Do you need to log a repair or maintenance job?

Raise a work order online using our [My Facility](#) service. For new users, please click here to [register](#) or to find out more.

For all other requests e.g. furniture, staff moves and car parking, please see our [Property Intranet site](#)

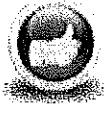


Have a question for us?

Visit our [Property Intranet site](#) for "how to" information,

Ask us in our Yammer Group – [Property Matters](#),

Email us at [/Property](#)



How was my customer service?

Please provide your feedback [here](#)

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[REDACTED]

From: [REDACTED]
Sent: Friday, 21 February 2014 8:30 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Telstra House Level 1
Attachments: 490 Northbourne - Sub Lease Terms & Conditions 21 Feb 2014.pdf

[REDACTED]
Refer attached.

Hope this meets your expectations.

Cheers
[REDACTED]

From: [REDACTED]
Sent: Wednesday, 19 February 2014 9:40 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Telstra House Level 1

[REDACTED]
Can I have a progress report pls, you were expecting to send me the draft HofA by last Monday, as advised the Territory is anxious to finalise the leasing arrangements as a matter of priority.

Regards

[REDACTED]
Phone: [REDACTED]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

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[Redacted]

From: [Redacted]
Sent: Thursday, 20 February 2014 4:41 PM
To: [Redacted]
Subject: RE: Telstra House Level 1 [SEC=UNCLASSIFIED]

Thanks [Redacted]

From: [Redacted]
Sent: Thursday, 20 February 2014 4:41 PM
To: [Redacted]
Subject: RE: Telstra House Level 1 [SEC=UNCLASSIFIED]

[Redacted]

He is full of apologies and now promised delivery early tomorrow morning, I will let you know... [Redacted]

[Redacted]

Phone [Redacted]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate |
ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [Redacted]
Sent: Thursday, 20 February 2014 2:56 PM
To: [Redacted]
Subject: RE: Telstra House Level 1 [SEC=UNCLASSIFIED]
Importance: High

Hi [Redacted]

Has [Redacted] sent this through?

From: [Redacted]
Sent: Wednesday, 19 February 2014 2:57 PM
To: [Redacted]
Subject: FW: Telstra House Level 1

[Redacted]

[Redacted] ang me and has promised the draft HofA later today or early tomorrow. [Redacted]

[Redacted]

Phone +61 [Redacted]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate |
ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [Redacted]
Sent: Wednesday, 19 February 2014 9:40 AM
To: [Redacted]
Cc: [Redacted]
Subject: Telstra House Level 1

[REDACTED]

Can I have a progress report pls, you were expecting to send me the draft HofA by last Monday, as advised the Territory is anxious to finalise the leasing arrangements as a matter of priority.

Regards

[REDACTED]

Phone [REDACTED]

Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government

Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 19 February 2014 2:59 PM
To: [REDACTED]
Subject: RE: Telstra House Level 1 [SEC=UNCLASSIFIED]

Thanks [REDACTED]

I don't want to keep hassling but I need the doco ASAP. [REDACTED] was expecting to have is signed already.

From: [REDACTED]
Sent: Wednesday, 19 February 2014 2:57 PM
To: [REDACTED]
Subject: FW: Telstra House Level 1

[REDACTED]
[REDACTED] rang me and has promised the draft HofA later today or early tomorrow... [REDACTED]

[REDACTED]
Phone +61 [REDACTED]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
Sent: Wednesday, 19 February 2014 9:40 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Telstra House Level 1

[REDACTED]
Can I have a progress report pls, you were expecting to send me the draft HofA by last Monday, as advised the Territory is anxious to finalise the leasing arrangements as a matter of priority.

Regards

[REDACTED]
Phone +61 [REDACTED]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
Sent: Tuesday, 18 February 2014 9:13 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: peckvonhartel FEBRUARY 2014 Invoice for Capital Metro Fitout, Telstra House, Level 3, 490 Northbourne Avenue.
Attachments: pvhInvoice9288.pdf; Feb 2013 Certifield Building Solution Pty Ltd.pdf.pdf

Dear [REDACTED]

Please find attached the peckvonhartel FEBRUARY 2014 invoice for Capital Metro Fitout, Telstra House, Level 3, 490 Northbourne Avenue.

Please also find attached the Certified Building Solutions Pty Ltd Invoice # 14642.

Please kindly reply to this email to confirm receipt of this invoice.

No hard copy will be sent unless requested.

Thank you.

Regards

peckvonhartel yvd



[REDACTED]
 peckvonhartel

p
 m
 e
 w

[REDACTED]
www.pvh.com.au



The release of the Melbourne Arts Precinct Blueprint; the vision for an activated and integrated arts precinct, brings together over two years of work led by peckvonhartel founding principal Yvonne von Hartel AM. Through the Blueprints Architectural and Urban Design Frameworks the Blueprint describes how, by implementing a multitude of small projects, coupled with a number of Public and Strategic projects the area can be transformed into a vibrant art precinct serving and benefiting all Victorians.

Follow us on   , [subscribe](#) to our newsletter, or [click here to leave feedback](#) on anything to do with peckvonhartel.


SYDNEY
 Lvl 20, 25 Bligh Street
 Sydney NSW 2000
 t + 61 2 9232 6969
 f + 61 2 9232 6979
 e sydney@pvh.com.au

BRISBANE
 Lvl 14, 120 Edward Street
 Brisbane, QLD 4000
 t + 61 403 244 653
 e brisbane@pvh.com.au

CANBERRA
 Lvl6, 8-10 Hobart Place
 Canberra ACT 2601
 t + 61 2 6247 4211
 f + 61 2 6247 4210
 e canberra@pvh.com.au

MELBOURNE
 Lvl 10, 267 Collins Street
 Melbourne VIC 3000
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 f + 61 3 9934 7300
 e melbourne@pvh.com.au

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 Please consider the environment before printing this email. Creating a ream of A4 paper consumes 6% of a tree, requires 1/3 litre of water and releases 5.4kg CO2 into the atmosphere.

peckvonhartel.qxd

TAX INVOICE

INVOICE NO: **9288**
DATE OF ISSUE: **13/02/2014**

Capital Metro Agency
ABN: 24 871 010 429
GPO Box 158
Canberra ACT 2601

PROJECT: Capital Metro Group Fitout, Telstra House, Level 3, 490 Northbourne Avenue

REF. NO: 4093

For Professional Services Rendered to the 11TH FEBRUARY 2014

DESCRIPTION	FEE (EXCL. GST)	% COMPLETE	CLAIMED TO DATE	LESS PREVIOUSLY CLAIMED	THIS INVOICE
Agreed Fee	\$1,727.25	100.00	\$1,727.25		\$1,727.25

THIS INVOICE \$1,727.25

DISBURSEMENTS (EXCL GST)

SUBTOTAL	\$1,727.25
GST ON THIS CLAIM (10%)	\$172.75
TOTAL AMOUNT(INCLUDING GST)	\$1,900.00

PLEASE DIRECT ALL PAYMENTS VIA ELECTRONIC FUNDS TRANSFER WITHIN 14 DAYS TO:

Account Name:	IPMS Pty Ltd
Fin. Institution:	National Australia Bank
BSB:	083-004
Account No.:	65 299 6755

NON-PAYMENT OF FEE INVOICES WITHIN THE REQUIRED PERIOD WILL BE TAKEN AS AN INSTRUCTION TO CEASE WORK.

In the State of NSW this is a payment claim made under the Building and Construction Industry Security of Payment Act 1999 NSW.
In the State of Victoria this is a payment claim made under the Building and Construction Industry Security of Payment Act 2002 VIC

4093\Fee\Client\INV\FIX\pvh\Invoice9288.doc

I.P.M.S. Pty Ltd ATFT IPMS Service Trust Trading As peckvonhartel group ACN: 005 625 034 ABN: 59 453 647 626
Level 10, 267 Collins Street, GPO Box 2111 Melbourne VIC 3000 P: +61 3 9934 7333 F: +61 3 9934 7300
Level 6, 8-10 Hobart Place, GPO Box 992 Canberra 2601 P: +61 2 6247 4211 F: +61 2 6247 4210
Level 20, 25 Bligh Street, Sydney NSW 2000 P: +61 2 9232 6989 F: +61 2 9232 6979

Certified Building Solutions Pty Ltd

Unit 1, 25-35 Buckland Street
MITCHELL ACT 2911

Phone: 02 6253 9911
Fax: 02 6253 9922

Tax Invoice

ABN: 27 110 342 482
Invoice #: 00014642
Date: 17/02/2014
Terms: Net 28 after EOM
Order #:

Invoice to:

Capital Metro Agency
GPO Box 158
CANBERRA ACT 2601

Description	Amount	Code
Building Certification Service - Inspection and Verbal Advice on Telstra House Works	\$220.00	GST

GST:	\$20.00
Total Inc GST:	\$220.00
Amount Applied:	\$0.00
Balance Due:	\$220.00

PLEASE DETACH THIS SECTION AND MAIL WITH YOUR PAYMENT TO:
Certified Building Solutions Pty Ltd
PO Box 76, Mitchell ACT 2911

Invoice No: *00014642*
Balance Due: \$220.00

EFT PAYMENTS CAN BE MADE TO:
Certified Building Solutions Pty Ltd
BSB: 032-730 (Westpac Dickson)
Account No: 16-7386
Please quote your Invoice # as reference

Capital Metro Agency
GPO Box 158
CANBERRA ACT 2601

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 18 February 2014 9:03 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Telstra Building Fibre Installation

Good morning [REDACTED]

I have been assigned over to Education to stand in for the next 4 weeks. [REDACTED] has been assigned as the project manager for this move. If you would keep him in the loop please.

Regards

[REDACTED]

From: [REDACTED]
Sent: Friday, 14 February 2014 4:34 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Telstra Building Fibre Installation

Telstra are occupying the floor until 16 March. I will check with [REDACTED] but am uncomfortable doing prior to a Heads of Agreement being signed.

[REDACTED]

For your advice and can you let me know how the HoA is looking.

Thanks

[REDACTED]

From: [REDACTED]
Sent: Friday, 14 February 2014 11:54 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Telstra Building Fibre Installation

[REDACTED]

Just following up as to when we could have access to the floors to have our cabling vendor come in and link up between level 2 and level 1 for ACTGOV connectivity. They are actually available next week.

Regards

[REDACTED]

[REDACTED]

Phone [REDACTED]
Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [REDACTED]
Sent: Friday, 14 February 2014 11:09 AM

To: [REDACTED]
Cc: [REDACTED]
Subject: Telstra Building Fibre Installation

[REDACTED]

As discussed please see my below contact details in relation to the fibre installation in the Telstra building.

Regards

[REDACTED]
RCR Infrastructure | O'Donnell Griffin | HADEN

A: 118 Lysaght Street, Mitchell, ACT, 2911, Australia

P: [REDACTED]

M: [REDACTED]
E: [REDACTED] W: www.rcrtom.com.au

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[Redacted]

From: [Redacted]
Sent: Monday, 17 February 2014 9:56 AM
To: [Redacted]
Subject: RE: Telstra Building Fibre Installation

[Redacted]
Agreed, I am hopeful of the draft HofA today, keep you both posted.. [Redacted]

[Redacted]
Phone +61 [Redacted]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [Redacted]
Sent: Friday, 14 February 2014 4:34 PM
To: [Redacted]
Cc: [Redacted]
Subject: RE: Telstra Building Fibre Installation

Telstra are occupying the floor until 16 March. I will check with [Redacted] but am uncomfortable doing prior to a Heads of Agreement being signed.

[Redacted]
For your advice and can you let me know how the HoA is looking.

Thanks

[Redacted]

From: [Redacted]
Sent: Friday, 14 February 2014 11:54 AM
To: [Redacted]
Cc: [Redacted]
Subject: FW: Telstra Building Fibre Installation

[Redacted]
Just following up as to when we could have access to the floors to have our cabling vendor come in and link up between level 2 and level 1 for ACTGOV connectivity. They are actually available next week.

Regards

[Redacted]

Phone 02 [Redacted]
Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [Redacted]
Sent: Friday, 14 February 2014 11:09 AM

To: [REDACTED]
Cc: [REDACTED]
Subject: Telstra Building Fibre Installation

Hi [REDACTED]

As discussed please see my below contact details in relation to the fibre installation in the Telstra building.

Regards

[REDACTED]
RCR Infrastructure | O'Donnell Griffin | HADEN

A: 118 Lysaght Street, Mitchell, ACT, 2911, Australia

P: 02 [REDACTED]

M: [REDACTED]

| W: www.rcrtom.com.au

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From: [REDACTED]
 Sent: Monday, 17 February 2014 9:45 AM
 To: [REDACTED]
 Cc: [REDACTED]
 Subject: RE: Level 1 - 490 Northborne

We don't want to delay another week, our preference would be to move in just after Telstra move out, we would be happy for your IT people to decommission the Comms Rooms whilst we move/unpack unless you consider this a significant problem, can you pls send me the draft HofA today so I can review. [REDACTED]

Phone +61 [REDACTED] Fax +61 [REDACTED] Mobile [REDACTED]
 Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
 Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
 Sent: Sunday, 16 February 2014 11:41 AM
 To: [REDACTED]
 Subject: Level 1 - 490 Northborne

Hi [REDACTED]

Still work in progress in regards to confirming the exact date we can handover the floor.

If we move over the weekend of the 14th Mar, we ideally need a couple of days the following week to tidy up loose ends, do a secure sweep of the floor because there are always items left behind from the weekend move. We also require our IT guys to disconnect the floor which occurs after the weekend. Ideally we would like till 21 Mar, but look for your thoughts, appreciating it isn't ideal.

Finally, we are seeking direction from our corporate security on sharing our comms room which has security concerns with installation access, and any access post installation. The total relocation of the comms room off level 1 for Telstra will take a few weeks post 14 Mar.

We are hopeful of a solution to all of the above, but it is just going to take a few more days.

Lets chat next week after we both have time to consider.

Cheers



Telstra Property in partnership with Jones Lang LaSalle | Business Support & Improvement
 P [REDACTED] W www.telstra.com.au



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Raise a work order online using our [My Facility](#) service. For new users, please click here to [register](#) or to find out more.

For all other requests e.g. furniture, staff moves and car parking, please see our [Property Intranet site](#)

**Have a question for us?**

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Email us at [I Property](#)

**How was my customer service?**

Please provide your feedback [here](#)

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[REDACTED]

From: [REDACTED]
Sent: Friday, 15 November 2013 4:02 PM
To: [REDACTED]
Subject: Level 1 telstra

[REDACTED]

[REDACTED] is in Dickson on Monday until 12.30. DO you think it would be ok if I meet her there to show her level 1 telstra at 12.35?

[REDACTED]

[REDACTED]

Phone [REDACTED]

Capital Metro Agency | ACT Government
Level 2, Building 3, 9 Sanford Street Mitchell ACT 2911 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

[REDACTED]

From: [REDACTED]
Sent: Friday, 14 February 2014 3:13 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: 67584 CMS Telstra Building Fitout Category 3_Project_Proposal 2.0.docx
Attachments: 67584 CMS Telstra Building Fitout Category 3_Project_Proposal 2.0.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Hello [REDACTED]

I've taken over the ACTGov connection of Level 1 Telstra House from [REDACTED]

Attached is the Project Proposal for the SS ICT work. Can you please review, and if you're happy to proceed send a scanned copy of the signed proposal back to me please?

Thanks,

[REDACTED]

Phone [REDACTED]

Shared Services ICT | Commerce and Works | ACT Government

Level 1 Annex Macarthur House, 12 Wattle Street Lyneham | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

Shared Services ICT

Category 3 PROJECT (Work Request)

Project deliverable details

Directorate:	Capital Metro Agency
Business Contact:	[REDACTED]
Contact Phone:	[REDACTED]
Senior Supplier:	[REDACTED]
ICT Manager:	[REDACTED]
Project number:	R67584
Project title:	Capital Metro Agency, Telstra building L1 ACTGOV connectivity
Project Manager:	[REDACTED]
Project Manager Phone:	[REDACTED]
Document version:	2.0
Date of Document:	14 February 2014
Estimated Completion Date:	Not known at this time. Dependent upon when CMA advises they wish to move down to level 1 in Telstra House.

Business Problem / Customer Requirement:**Customer Requirement**

Establish ACTGOV connectivity to Level 1 in the Telstra Building on Northborne Avenue. Level 2 is already on the ACTGOV network. The service from Level 2 will be cabled to Level 1.

Level 1 will be used for the life of the CMA project.

Require a minimum of 20 workstation sites to have phone and data connectivity (all will be supplied by CMA).

All physical moving of Staff and their equipment will be performed by the CMA.

Shared Services ICT will be responsible to ensure all staff have full phone and access to ACTGOV systems.

Proposed solution

A cable will be taken from the existing live floor (level 2) to level 1 and terminated into FOBOTS. Level 1 is the permanent accommodation floor.

A 48 port switch (supports 48 workstations includes Multi functional devices MFD) and supporting Uninterrupted Power Service (UPS) will be installed.

All existing horizontal cabling (Telstra Infrastructure) will be used. No changes to the floor plans will occur – the current desk arrangements will not change.

SSICT will ensure all workstations and phones are working prior to handing over the floor to CMA.

Shared Services ICT Solution

Including Solution Technology components, Security considerations, Application Architecture, Limitations, Solution building Blocks, Solution principles

In Scope

SSICT will: Provide ACTGOV connectivity to level 1 Telstra House.

Out of Scope

All staff equipment will be moved by CMA, (with assistance from [REDACTED])

Communications

A fortnightly report will be provided by the SSICT project manager, and any urgent correspondence will be by phone with confirming emails.

Constraints

Risk Assessment

Please see the full Risk Register at Attachment A.

Schedule:

SSICT timeframes:

The project is estimated to take **2 weeks** following the signoff of the proposal, for the establishment of level 1. At this point we believe 16 March is the date for CMA to move to Telstra House.

The Schedule will be confirmed, once the Proposal is signed.

Assumptions:

The following assumptions have been made that if aren't correct, could affect this Proposal. These include:

- The infrastructure on the floor supports ACTGOV connectivity.
- The cabinets currently on level 1 will remain
- SSICT will be provided with keys to the communication rooms on level 1.
- Access will be provided to SSICT staff to level 1 during the life of the project - specifically the Project Manager [REDACTED] to ensure the timely delivery of the ICT services

Estimated Cost to complete the Build/Test/Deploy phase

The following costs are estimates only based on currently identified labour and infrastructure resources, quoted in Australian dollars including GST.


Note this is not a quote, only the actual hours spent will be invoiced.


Labour and Materials				
PLU/PN	Description	Unit Price	#	Total
T1	Project Manager		12	
T2	Network Communication Services		14	
T2	Facilities		10	
T3	Service Delivery Support		8	
Vendor	Connectivity from Level 2 to level 1 and 3		0	
Hardware	UPS		1	
T2	PS Windows		1	
Hardware	48 Port Switch		1	
	TOTAL (ex GST)			\$21040.50
	TOTAL (inc GST)			\$23,144.55

Estimated total Work Request cost (inc GST)		\$23,144.55
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Shared Services ICT recommends the Directorate allocate a 10% contingency budget (in addition to the total project cost) to allow for any risks that may require access to contingency.

Category 3 Project - Work Request Proposal approvals

Directorate Project Executive		
Authorised to commit to and champion the project, particularly in the process of seeking funding and resources.		
Mandatory		
	Contact No.:	
Signature: _____ / _____ / _____		

Directorate Financial Delegate		
Authorised to approve the commitment of public monies in accordance with current guidelines & procedures, the Chief Executive Financial Instructions.		
Mandatory		
	Contact No.:	
Signature: _____ / _____ / _____		

From: [redacted]
Sent: Thursday, 13 February 2014 7:16 PM
To: [redacted]
Cc: [redacted]
Subject: Re: 67584 Capital Metro Agency -- relocation

Thanks [redacted]

I will need at least two weeks prior to the move to get our work done and tested.

Sent from my iPad

On 13 Feb 2014, at 3:25 pm, [redacted] > wrote:

We are seeking a 16 March date for the Heads of Agreement but [redacted] is currently negotiating that so no firm date yet

From: [redacted]
Sent: Thursday, 13 February 2014 3:18 PM
To: [redacted]
Cc: [redacted]
Subject: RE: 67584 Capital Metro Agency -- relocation

[redacted]
Do you have any idea as to when we will access to the Level 1 to commence putting in our kit

Regards

[redacted]
[redacted]
Phone 02 [redacted]
Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [redacted]
Sent: Wednesday, 12 February 2014 2:05 PM
To: [redacted]
Subject: RE: 67584 Capital Metro Agency -- relocation

H [redacted]

I have just been able to confirm that the move to level 3 telstra house for CMA is no longer an option due to the costs involved in dividing the floor.

The move to level 1 however is still on and scheduled for 16 March. I will keep you updated

[redacted]

From: [REDACTED]
Sent: Wednesday, 12 February 2014 10:32 AM
To: [REDACTED]
Subject: RE: 67584 Capital Metro Agency -- relocation

[REDACTED]

No problem at all!

Regards

[REDACTED]

Phone: [REDACTED]
Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [REDACTED]
Sent: Wednesday, 12 February 2014 9:51 AM
To: [REDACTED]
Subject: RE: 67584 Capital Metro Agency -- relocation

[REDACTED]

Can you just sit tight one more day [REDACTED]

From: [REDACTED]
Sent: Wednesday, 12 February 2014 9:25 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: 67584 Capital Metro Agency -- relocation

Good morning [REDACTED]

I assume that as you did not contact me that I stand by on doing anything still on the move.

Regards

[REDACTED]

Phone: [REDACTED]
Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [redacted]
Sent: Wednesday, 12 February 2014 2:09 PM
To: [redacted]
Cc: [redacted]
Subject: Telstra House Works: Invoicing

Hi [redacted]

Confirming that as per our discussion, the Telstra House: Level 3 works will not be proceeding due to the significant estimated construction costs. In order for us to close out the project internally, are you happy for us to invoice our agreed fee at this point? The building certifier's site inspection fee of \$200 would be invoiced concurrently. There is no fee for Kynetic Construction's involvement.

Kind regards,

peckvonhartel ywd

[redacted]
peckvonhartel


p [redacted]
m [redacted]
e [redacted]
w www.pvh.com.au

peckvonhartel's latest workplace interior project is now complete; the new KPMG Canberra office design can be seen at www.pvh.com.au/kpmg-2011

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From: [REDACTED]
Sent: Wednesday, 12 February 2014 1:45 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Project Brief: Relocation of CMAD staff to Telstra House

Dear [REDACTED]

The project Brief '*Relocation of CMA staff to Telstra House* was presented too and accepted by the Shared Services ICT Project Initiation Panel.

[REDACTED] has been appointed as ICT coordinator and will be in contact with you shortly.

Regards

[REDACTED]
[REDACTED]
Program Office, Business Development, ICT, Shared Services, Commerce & Works
Ph: ([REDACTED])
Level 7 / 1 Bowes Place, Woden ACT 2606 GPO Box 158 Canberra ACT 2601

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 12 February 2014 10:09 AM
To: [REDACTED]
Subject: Telstra Level 3

[REDACTED]

You requested advice on the temporary works for level 3 and would Telstra accept the separation of tenancies being managed by a Territory funded Security Guard, verbal advice is no, the strong preference is for physical separation as being seen as the least risk option. I am expecting advice on the revised Heads of Agreement for level 1 later today, Telstra are currently developing a clause that provides comfort to the Territory regarding the commencement date and subsequent actions if 16 March is not achieved, verbal advice yesterday is that 16 March is most definitely on schedule. I will discuss with you as soon as I receive the revised document.. [REDACTED]

[REDACTED]

Phone + [REDACTED]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

[REDACTED]
From: [REDACTED]
Sent: Wednesday, 12 February 2014 9:31 AM
To: [REDACTED]
Subject: RE: Telstra House: Level 3 Works - Overall Costs

Let's check and see. Could be a good solution.

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

From: [REDACTED]
Sent: Wednesday, 12 February 2014 8:59 AM
To: [REDACTED]
Subject: RE: Telstra House: Level 3 Works - Overall Costs

Hi [REDACTED]

We have never done this before as we always have our own tenancy. I'm not sure this would meet Telstra's requirements as they wanted divided walls to separate us from them.

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

From: [REDACTED]
Sent: Tuesday, 11 February 2014 5:39 PM
To: [REDACTED]
Subject: Re: Telstra House: Level 3 Works - Overall Costs

The hiring a guard option could be interesting! Might get us in sooner. Have we done this anywhere else?

> On 11 Feb 2014, at 4:35 pm, [REDACTED] wrote:

>
> FYI. I have spoken to [REDACTED] and ask him to tighten the Heads of Agreement for Level 1.

>
> [REDACTED]
> From: [REDACTED]
> Sent: Tuesday, 11 February 2014 4:11 PM
> To: [REDACTED]
> Cc: [REDACTED]
> Subject: Telstra House: Level 3 Works - Overall Costs

> Hi [REDACTED]

> The total construction costs are approximately \$46,000 + GST, broken down as follows:

- > Peckvonhartel
- > Site inspections, design work, engagement & coordination with builder

- > [REDACTED]
- > CBS Certified Solutions
- > Site inspection, general advice & final certification

- > [REDACTED]
- > Kynetic Construction

> New general partitions (incl. installation & removal upon completion)

>
> [Redacted]

> Six new doors and associated simple hardware (incl. installation & removal upon completion) (teapoint excluded)

> [Redacted]

> Two new teapoint doors and associated simple hardware (incl. installation & removal upon completion)

> [Redacted]

> Management of drywall/door subcontractor

> [Redacted]

> Full time supervision of drywall/door subcontractor (if required for security reasons)

> [Redacted]

> Management of DKS

> Not included

> Power/data modifications

> not included

> DKS Security

> Supply & installation of card readers, break glasses, electric strikes & associated cabling for six doors (teapoint excluded)

> [Redacted]

> Supply & installation of card readers, break glasses, electric strikes & associated cabling for the two teapoint doors

> [Redacted]

> Please note that the above costs are a general estimate. Obtaining exact costs is a timely process, however if the general figures above are approved in principle detailed costs can be procured and submitted. The construction fees are based on work undertaken

during office hours, out of hours work would incur additional fees. I have separated out the teapoint works as [redacted] may not justify use of the space and it may be preferable to exclude this from the tenancy.

>
> As noted previously it may be worth investigating the costs associated with relocating the Telstra staff on the Level 3 instead, or hiring a guard for after-hours/weekends security of CMA's tenancy.

>
> Please keep us informed as to whether you wish to proceed with the construction scope.

>
> Kind regards,

> [pvh logo]<www.pvh.com.au>

> [redacted]

> [redacted]

> peckvonhartel

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> [redacted]

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> www.pvh.com.au<http://www.pvh.com.au>

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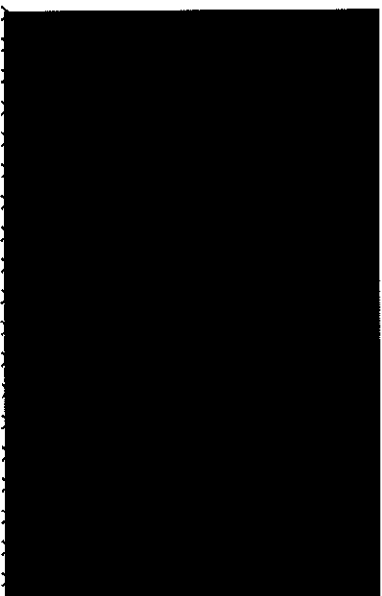
> [redacted]

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- > Brisbane, QLD 4000
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- > Canberra ACT 2601
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[Redacted]

From: [Redacted]
Sent: Wednesday, 12 February 2014 7:54 PM
To: [Redacted]
Cc: [Redacted]
Subject: Re: 67584 Capital Metro Agency -- relocation

Thanks [Redacted]

We will need to get new quotes for the move as the quotes were for two floors. The proposal will need to be modified too, so don't worry about getting it signed.

Thanks

[Redacted]

Sent from my iPad

On 12 Feb 2014, at 2:05 pm, [Redacted] wrote:

Hi [Redacted]

I have just been able to confirm that the move to level 3 telstra house for CMA is no longer an option due to the costs involved in dividing the floor.

The move to level 1 however is still on and scheduled for 16 March. I will keep you updated

[Redacted]

From: [Redacted]
Sent: Wednesday, 12 February 2014 10:32 AM
To: [Redacted]
Subject: RE: 67584 Capital Metro Agency -- relocation

Hi [Redacted]

No problem at all!

Regards

[Redacted]

[Redacted]

Phone [Redacted]
Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [Redacted]
Sent: Wednesday, 12 February 2014 9:51 AM

To: [REDACTED]
Subject: RE: 67584 Capital Metro Agency -- relocation

Sorry [REDACTED]

Can you just sit tight one more day. This whole move is driving me crazy ☺

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 12 February 2014 9:25 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: 67584 Capital Metro Agency -- relocation

Good morning [REDACTED]

I assume that as you did not contact me that I stand by on doing anything still on the move.

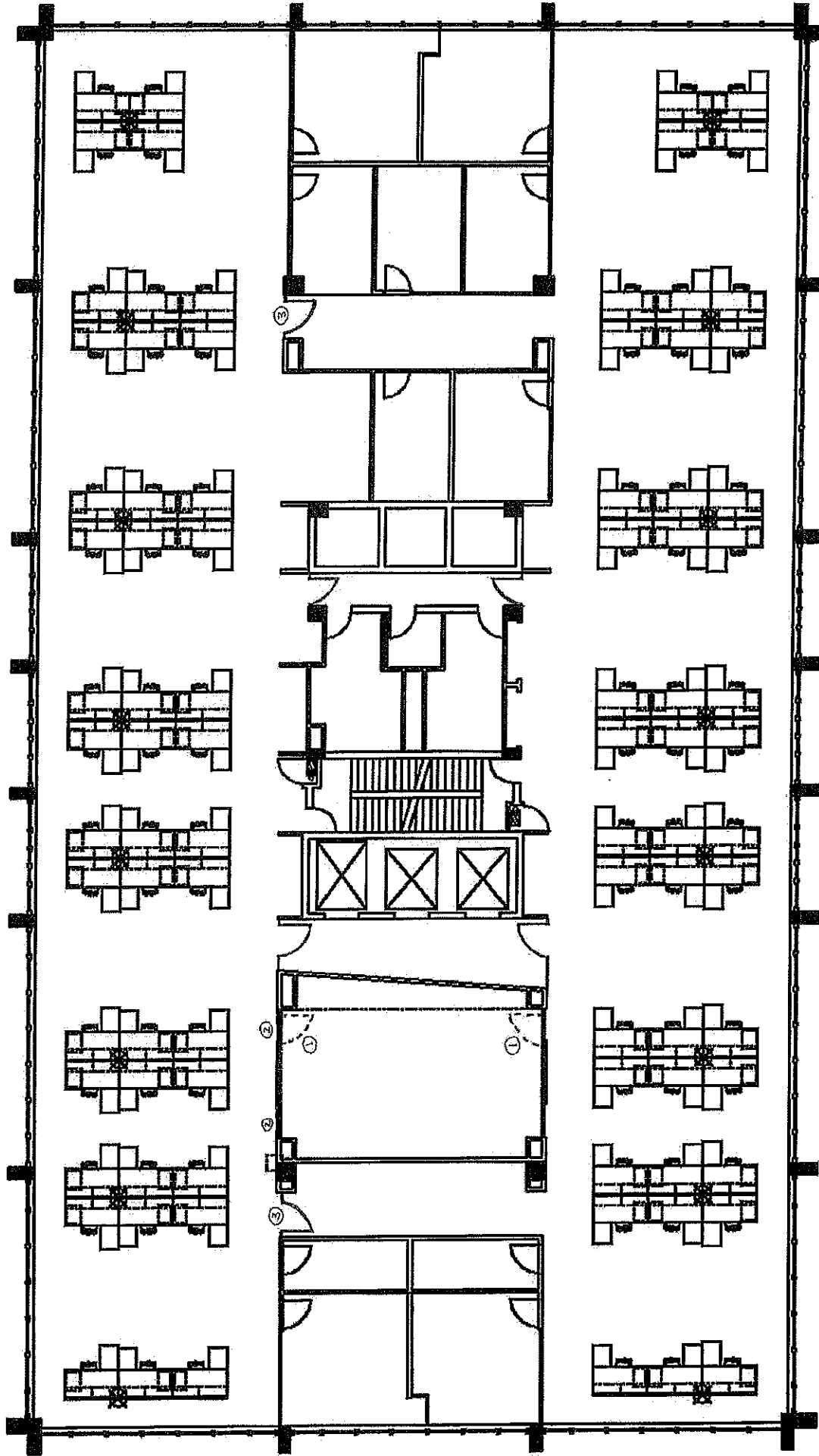
Regards

[REDACTED]

[REDACTED]

Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

490 Northbourne Ave, Level 3



- ① OPTION 1: BUILD TEMPORARY DOORS WITHIN SLIDING DOORS - ACCESS CONTROLLED.
- ② OPTION 2: BLOCK OFF ACCESS TO BREAKOUT ROOM FROM CNA SIDE
- ③ EMERGENCY USE ONLY DOORS - LOCKED ALL OTHER TIMES. FIRE REVERSE.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 February 2014 12:23 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Proposal
Attachments: Telstra House - L3 Proposed New Works.pdf

Hi [REDACTED]

Today's site visit clarified a number of things. The good news is that existing ceiling services will be unaffected and existing fire exit signage will not require modification. The bad news is that additional doors (as marked green on the previously issued sketch plan) will be required to satisfy minimum distances to exits, and that all new doors require electronic access control hooked up to the fire/emergency system.

A representative from DKS (who manage Telstra House's security systems) was able to provide a ballpark figure of [REDACTED] per door to supply and install the electronic hardware, at an approximate total of [REDACTED] for electronic security alone for the eight new doors. If we were to remove the existing breakout from CMA's tenancy, that figure would be reduced by 2 doors. DKS would be able to carry out these works by the end of next week at the earliest.

Kynetic will provide an approximate construction costs this afternoon. I have attached the updated scope of works sketch plan based on today's discussions. Due to what is becoming a rather significant construction cost, alternative solutions were raised. Would it be viable to either engage a security guard for after-hours/weekends for the duration of CMA's tenancy, or alternatively coordinate with Telstra to fund the temporary relocation of the small number of staff currently occupying the other half of the floor instead?

If you have any queries regarding the above, please don't hesitate to contact me.

Kind regards,

[REDACTED]

[REDACTED]

w www.pvh.com.au

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

From: [REDACTED]
Sent: Monday, 10 February 2014 3:09 PM
To: [REDACTED]
Subject: RE: Proposal

Thanks [REDACTED]

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

From: [REDACTED]
Sent: Monday, 10 February 2014 3:09 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Proposal

Hi [redacted]

I've arranged to attend site with the builder & certifier at 10.30am tomorrow morning. [redacted] will escort us. Following this we will be able to provide comprehensive costings for your review.

Kind regards,

[redacted]
peckvonhartel

p [redacted]
e [redacted]
w www.pvh.com.au

peckvonhartel's latest workplace interior project is now complete; the new KPMG Canberra office design can be seen at www.pvh.com.au/kpmg-2011

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t + 61 3 9934 7333 f + 61 3 9934 7300 e melbourne@pvh.com.au

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Level 20, 25 Bligh Street SYDNEY NSW 2000
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Level 6, 8-10 Hobart Place CANBERRA ACT 2601
t + 61 2 6247 4211 f + 61 2 6247 4210 e canberra@pvh.com.au

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t + 61 437 244 619 e brisbane@pvh.com.au

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

From: [redacted]
Sent: Monday, 10 February 2014 1:17 PM
To: [redacted]
Cc: [redacted]
Subject: RE: Proposal

Hi [redacted]

We've reviewed the construction intent with [redacted] (Kynetic Construction), and we've established a number of issues that need to be resolved; namely fire egress routes, access control and fire services - as detailed below. The quickest way to achieve resolution on these and obtain accurate costings asap is to get the certifier ([redacted] from Certified Building Solutions), [redacted] and his access control subcontractor on site as soon as possible. [redacted] is happy to conduct this inspection free of charge, should the

works be aborted due to costs. The certifier's site inspection fee is [redacted] + GST, with a TOTAL fee of [redacted] should the project proceed which includes the site inspection, compliance advice and certification post-completion. If you're satisfied with these costs, we just need to know when an escort can be available (assuming that one is necessary) and I can organise the various parties to attend site.

The primary issue is that the BCA/NCC requires that we provide free egress OUT from any area in the event of an emergency, which means that standard key-locking won't be suitable into the shared areas (lift lobby, bathrooms & breakout) because while unlikely, it would be possible to lock staff inside from both entries. The only way to provide free egress out in an emergency, while maintaining access control at all other times is to use electronic locking which releases in emergency mode.

The overall floorplate was designed as a sole-occupancy unit, with the existing 'thoroughfare' corridors enabling compliance with the fire egress routes required by the NCC so that both entries into the central fire stair are accessible within a certain distance. As we're intending on blocking two of these corridors, we also block necessary egress routes. It's possible that if access control (on an emergency release) were to be provided to the lift lobby and bathroom corridors, we may be able to get away with blocking off the other corridors. [redacted] will be able to confirm this on site.

The egress issue also applies to the breakout. The cost of applying electronic access control to this space may not be worth the convenience of a local teapoint. [redacted] raised the alternative solution of building a temporary wall across the middle of the breakout room in lieu of locking it from both sides. I'm assuming this wouldn't be viable due to the location of various amenities within the joinery (dishwasher/fridge's etc) and the inconvenience to the other tenant, however it would eliminate the locking requirement. I have asked him to provide costs for both of these options, as well as simply blocking the door on Capital Metro's side to remove it from your proposed tenancy.

In addition to the above, fire services could be affected. Fire exit signage will definitely need to be modified to accommodate the new doors and egress routes, and the coverage of the smoke detectors and fire sprinklers (if they exist) may be affected by the new walls.

I'm not sure if this is viable, but [redacted] also raised the alternative possibility of simply engaging a security guard for after hours, which may be a significantly cheaper option than the possibly sizeable construction scope.

If you have any queries regarding the above, please give me a call.

Kind regards,

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

From: [redacted]
Sent: Monday, 10 February 2014 9:17 AM
To: [redacted]
Cc: [redacted]
Subject: RE: Proposal

Hi [redacted]

Thanks very much for the email. With regards to the construction costs - we completely understand the need to have immediate visibility. [redacted] is in shortly and as soon as we have any insight (even verbal) [redacted] will let you know.

Regards, [redacted]

[redacted]

[Redacted]

peckvonhartel

p [Redacted]
e [Redacted]

w www.pvh.com.au

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

From: [Redacted]

Sent: Monday, 10 February 2014 9:15 AM

To: [Redacted]

Subject: Proposal

Hi [Redacted]

I have signed the proposal. The Director-General at CMA is really keen to know the estimated construction costs, just in case it is too much to justify.

Thanks

[Redacted]

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

From: MITBSB03L02P01@act.gov.au [mailto:MITBSB03L02P01@act.gov.au]

Sent: Monday, 10 February 2014 10:16 AM

To: [Redacted]

Subject: Message from "MITBSB03L02P01"

This E-mail was sent from "MITBSB03L02P01" (Aficio MP C5502A).

Scan Date: 10.02.2014 09:15:30 (+1000)

Queries to: MITBSB03L02P01@act.gov.au

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1000)

Queries to: MITBSB03L02P01@act.gov.au

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Kuffner, Jane

From: [Redacted]
Sent: Monday, 10 February 2014 9:22 AM
To: [Redacted]
Subject: RE: Capital Metro Fitout: Fee Proposal

Done

Thanks [Redacted]

From: [Redacted]
Sent: Monday, 10 February 2014 9:19 AM
To: [Redacted]
Subject: FW: Capital Metro Fitout: Fee Proposal

The fee proposal is considered value for money and I recommend your acceptance... [Redacted]

Phone +61 [Redacted]
Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [Redacted]
Sent: Friday, 7 February 2014 3:51 PM
To: [Redacted]
Cc: [Redacted]
Subject: Capital Metro Fitout: Fee Proposal




Hi [Redacted]

Please find attached our fee proposal for the Capital Metro Fitout project for your review. If you have any queries please don't hesitate to contact myself or [Redacted]

Kind regards,


peckvonhartel
p
m
e
w www.pvh.com.au

peckvonhartel's latest workplace interior project is now complete; the new KPMG Canberra office design can be seen at www.pvh.com.au/kpmg-2011

Follow us on    [subscribe to our newsletter](#), or [click here to leave feedback](#) on anything to do with peckvonhartel.

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Sydney NSW 2000	Brisbane, QLD 4000	Canberra ACT 2601	Melbourne VIC 3000
t + 61 2 9232 6969	t + 61 403 244 653	t + 61 2 6247 4211	t + 61 3 9934 7333
f + 61 2 9232 6979		f + 61 2 6247 4210	f + 61 3 9934 7300
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From: [REDACTED]
Sent: Thursday, 6 February 2014 2:37 PM
To: [REDACTED]
Subject: RE: 67584 CMA move

Hi [REDACTED]

It is hopeful to be in two weeks if not earlier. We are just finalising the details.

[REDACTED] Governance and Operations

[REDACTED]
2601 www.capitalmetro.act.gov.au

Please consider the environment before printing this e-mail.

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

From: [REDACTED]
Sent: Thursday, 6 February 2014 11:38 AM
To: [REDACTED]
Subject: 67584 CMA move

[REDACTED]

Do you have any update on the dates for the move. I would need around 2 weeks notice. Currently we have the switch ready to go, and I will have a short form proposal for you potentially in the next couple of days. I am waiting on confirmation of the Uninterrupted Power Supply (UPS) that supports the switch.

Regards

[REDACTED]

Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

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

From: [REDACTED]
Sent: Wednesday, 29 January 2014 3:39 PM
To: [REDACTED]
Subject: CMA move

Hi [REDACTED]

Take two :-)

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

From: MITBSB03L02P01@act.gov.au [<mailto:MITBSB03L02P01@act.gov.au>]
Sent: Wednesday, 29 January 2014 4:41 PM
To: [REDACTED]
Subject: Message from "MITBSB03L02P01"

From: [REDACTED]
 Sent: Thursday, 30 January 2014 10:22 AM
 To: [REDACTED]
 Subject: Re: CMA Move

Thanks for the update john. I will forward to [REDACTED]

On 30 Jan 2014, at 10:19 am, [REDACTED] wrote:

[REDACTED]

[REDACTED] I have been ringing [REDACTED] at least twice each day but with little progress, the current advice is the temporary relocation to level 3 requires Telstra to relocate 15 staff from that floor to elsewhere in the building, level 1 is the obvious answer but evidently our same problem arises that the existing Telstra staff on level 1 must be totally isolated from other staff, they are now trying to arrange other relocations within the building so as to accommodate relocating staff from level 3. What now makes it worse is the senior Telstra decision person is evidently sick and not expected back at work till Monday 2 Feb. Until these decisions are made [REDACTED] will not give me a date for our relocation or the updated Heads of Agreement. I know [REDACTED] is trying his best but it's obvious Telstra do not share our same degree of urgency. I recommend that if we don't get any positive advice by late Monday we suggest that [REDACTED] speak to her Telstra senior contact.

Regards

Phone +61 [REDACTED]
 Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development
 Directorate | ACT Government
 Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
 Sent: Wednesday, 29 January 2014 5:39 PM
 To: [REDACTED]
 Subject: CMA Move

H [REDACTED]

Can you please email me an update of where we are at with [REDACTED]

I am under enormous pressure to provide a date. Does [REDACTED] need to contact Telstra again?

[REDACTED]

[REDACTED] Governance and Operations
 <image001.png>
 T 02 [REDACTED]
 GPO Box 158, Canberra ACT 2601
www.capitalmetro.act.gov.au

<image002.png> Please consider the environment before printing this e-mail.

This E-mail was sent from "MITBSB03L02P01" (Aficio MP C5502A).

Scan Date: 29.01.2014 15:40:47 (+1000)

Queries to: MITBSB03L02P01@act.gov.au

[Redacted]

From: [Redacted]
Sent: Wednesday, 29 January 2014 10:39 AM
To: [Redacted]
Subject: FW: Message from "MITBSB03L02P01"
Attachments: 201401291041.pdf

Hi [Redacted]

Hope this is ok

Cheers

[Redacted]

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

From: MITBSB03L02P01@act.gov.au [mailto:MITBSB03L02P01@act.gov.au]
Sent: Wednesday, 29 January 2014 11:41 AM
To: [Redacted]
Subject: Message from "MITBSB03L02P01"

This E-mail was sent from "MITBSB03L02P01" (Aficio MP C5502A).

Scan Date: 29.01.2014 10:41:15 (+1000)
Queries to: MITBSB03L02P01@act.gov.au

[REDACTED]

From: [REDACTED]
Sent: Friday, 24 January 2014 1:43 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Cost of work to setup Level 3

Hi [REDACTED]

Your assistance would be greatly appreciated. We do want to proceed though are waiting for a date that we can take up level 3.

[REDACTED]

From: [REDACTED]
Sent: Friday, 24 January 2014 12:32 PM
To: [REDACTED]
Subject: RE: Cost of work to setup Level 3

[REDACTED]

If you do wish to proceed I will need a project brief to authorise us to engage resources and purchase equipment. I can assist you in the preparation of that if you wish.

Regards

[REDACTED]

[REDACTED]

Shared Services | Commerce and Works Directorate | ACT Government
7/1 Bowes Place, Woden | GPO Box 158, Canberra ACT 2601 | www.act.gov.au

From: [REDACTED]
Sent: Friday, 24 January 2014 10:14 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Cost of work to setup Level 3

[REDACTED]

The level 3 cost is only \$5k and does not include costs for the switch as it would then be relocated to level 1. If you decided to proceed ICT would prepare a detailed cost plan... [REDACTED]

[REDACTED]

Government Accommodation Strategy | Infrastructure and Capital Works | Economic Development Directorate | ACT Government
Level 6 TransACT House 470 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
Sent: Friday, 24 January 2014 8:05 AM