From:
 Sandie Dunsford

 Cc:
 Sandie Dunsford

Subject: VUW Student Accom. - 73 & 75 Fairlie Terrace

Date: Thursday, 17 September 2020 10:00:40 AM

Attachments: <u>image005,png</u>

bc513630-8d31-47ff-a8ac-27af99358ba5.png

2874 75 Fairlie Tce investigative works 20200915,pdf 2874 73 Fairlie Tce investigative works 20200915,pdf,pdf

Morning Sandie,

Further to the site visit on 10 September, Workspace Architects have advised the locations on the attached plans would provide some early warning on the framing condition and assist in developing the full scope of works for the properties.

Are you able to approve Maycroft to open the areas,

Let me know if you have any queries.



Best for Project

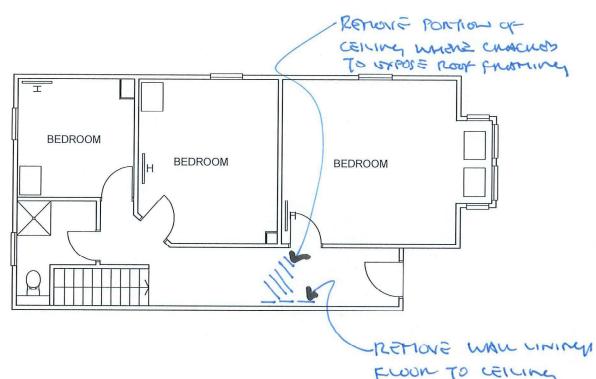
Level 7, 107 Customhouse Quay, Wellington 6011

tsamgt.com

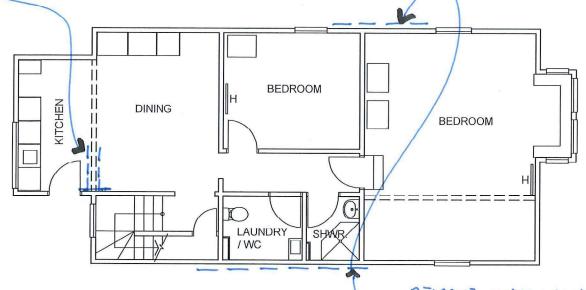


PRACTITIONER

75 FAIRLIE TERRACE



RETIONE CIMINGS OFF PECHET BEAM AND WALL TO EXPOSE STRUCTURENT TIMBER FRATURY / WATER DAMAGE FLOOR TO CEILING
WHERE WATER DAMAGE /
PEELING PAPER.



FROM GROUND UP TO APPROX IM ABOYE FLOOR



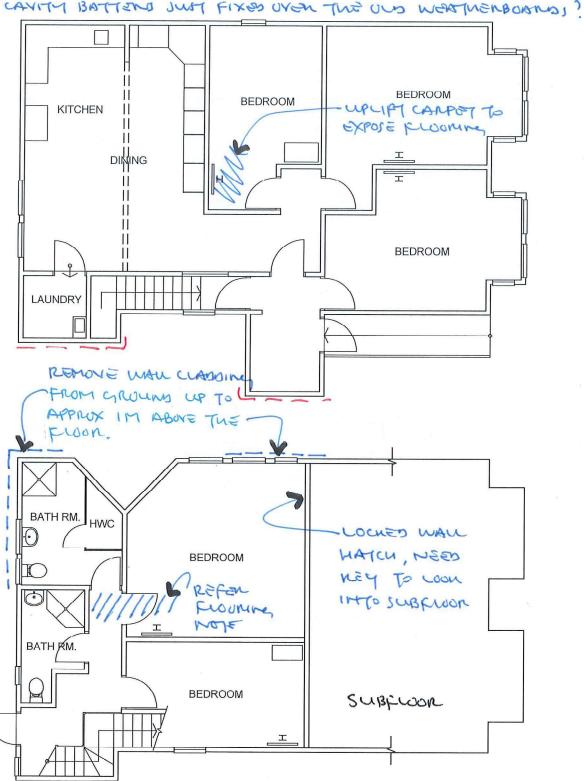


T/ 04 473 2810 www.workspacearchitects.co.nz 2874 75 FAIRLIE INVESIGATIVE WORLD 15/9/20 70

73 FAIRLIE TERRACE

//// OPEN UP KLOOP SO THAT WE CAN SEE THE SUBGIOON FRAMING AND PILET.

PURSE ASCENTAIN MODERN WAR CONSTRUCTION, II IT ON CAVITY BATTERS JUST FIXED OVER THE OUR WERTHERBORRIS!







T/ O4 473 2810 www.workspacearchitects.co.nz 2874 73 FAIRLE INVESTIGATIVE WORKS 15/9/20 TC

From: To: ndie Dunsford Cc: William Barber, RE: VUW Student Accom. - Te Puni Village 2020-2021 Works Business Case Subject: Date: Friday, 11 September 2020 11:42:29 AM Attachments: 50774932-848c-4470-893f-3228c8f40a19,png image001.png 200911 Business Case University Hall.docx Hi Sandie, Following our walk through of 73 and 75 Fairlie Terrace yesterday, find attached revised business. There are opportunities to review and reduce scope and also note estimates are inclusive of construction costs, professional fees, contingency sums, and exclusive of GST. Fairlie Terrace estimates have been calculated by known costs on similar sized properties during our 2019-2020 works, Rawlinsons estimate, and costing received from Maycroft. Section 5 to be completed by VUW/Uni Hall. Should you have any queries on the attached, please let me know. Level 7, 107 Customhouse Quay, Wellington 6011 tsamgt.com From: Sent: Friday, 4 September 2020 4:41 PM

To: Sandie Dunsford (sandie.dunsford@vuw.ac.nz) <sandie.dunsford@vuw.ac.nz>

Cc: ; William Barber

<william.barber@vuw.ac.nz>;

Subject: RE: VUW Student Accom. - Te Puni Village 2020-2021 Works Business Case

Afternoon Sandie,

Please find attached the business case document for University Hall.

I began filling in section 5 for 73 and 75 Fairlie as they are Pacifica housing properties, but thought Uni Hall would be better suited to input here (tried to get hold of earlier in the week on this). The scope section is likely to be too detailed, and I can trim this back if needed.

I have excluded the costs as I am wanting to go through these again with to ensure we are comfortable with what is put forward. Costs are likely to be on the higher side for 73 and 75 Fairlie due to the condition (scrap corrugate sheets) of the exterior, and known asbestos - it may be beneficial to walk through both with yourself, Rainsforth and Mark? is going to send through the pricing of other HLH refurbishment and mountain bike houses completed by Studholmes for price comparison to Maycroft.
Please let me know if you have any queries.
Enjoy the weekend
Level 7, 107 Customhouse Quay, Wellington 6011
tsamgt.com
Sent: Thursday, 3 September 2020 4:36 PM To: Sandie Dunsford (sandie.dunsford@vuw.ac.nz) <sandie.dunsford@vuw.ac.nz> Cc: ; William Barber <william.barber@vuw.ac.nz> Subject: RE: VUW Student Accom Te Puni Village 2020-2021 Works Business Case</william.barber@vuw.ac.nz></sandie.dunsford@vuw.ac.nz>
Hi Sandie,
University Hall, for 73 & 75 Fairlie Terrace is in draft and I will go through with tomorrow.
If you have any queries or comments on the attached, please let me know.
Cheers,
Level 7, 107 Customhouse Quay, Wellington 6011 tsamgt.com

From:

Sent: Wednesday, 2 September 2020 3:17 PM

To: Sandie Dunsford (sandie.dunsford@vuw.ac.nz) <sandie.dunsford@vuw.ac.nz>

Cc: William Barber

<<u>william.barber@vuw.ac.nz</u>>

Subject: VUW Student Accom. - Te Puni Village 2020-2021 Works Business Case

Afternoon Sandie,

As discussed earlier, find attached first cut at the business case document for Te Puni Village. Are you able to have a quick read over to ensure that I have completed the relevant sections, or have any tweaks before diving into the other Halls.



Let me know if you have any queries or tweak to the attached.

Cheers,



Level 7, 107 Customhouse Quay, Wellington 6011

tsamgt.com



PRACTITIONER



BUSINESS CASE SUBMISSION

		University Hall Deferred Maintenanc	e:
Project Name		Refurbishment Works: 73 & 75 Fairlie Terrace;	
Sponsoring Department		Student Accommodation	
Project Sponsor		Rainsforth Dix	
	Name:	Sandie Dunsford	
Project Manager Tel: Email:		027 563 5230	
		sandie.dunsford@vuw.ac.nz	
Proposed Start/End Date		Start: Nov. 2020	End: Feb. 2021
Estimated Project Costs Range			
Allowed for in Annual Management Plan budget?		Yes,	

1 PROJECT DEFINITION

The University Hall portfolio has not had major refurbishment, or maintenance works, completed for several years leading to areas of building failure that require remediation

Refurbishment works are to achieve Wellington City Council rental warrant of fitness standards.

2 STRATEGIC RATIONALE

Refurbishment works are proposed to 73 & 75 Fairlie Terrace, to improve the student accommodation experience.

3 TARGET OUTCOME AND BENEFITS

The outcomes proposed as a result of the Project: improve the University Hall dwelling occupancies and reach Wellington City Council rental warrant of fitness standards.

Works to be completed over the November - February closure period, prior to arrival of 2021 residents.

4 OPPORTUNITY AND BACKGROUND

i. Background

Opportunity to improve student accommodation experience

- The University Hall portfolio is comprised of housing stock of varying ages and condition. As a result of minimal refurbishment and maintenance works, some houses require substantial remediation works, and in some instances demolition (due to estimate costs to remediate).
- Student experience will be improved by the upgraded internal refurbishment works, including: heating and ventilation enhancements; insulation; bathroom upgrades; kitchen amenities (incl. extraction).
- Financial improvements will be achieved during the works by improving the dwellings Rateable Values.

5 RELEVANCE TO MĀORI

Pacifika Housing...

6 OTHER OPTIONS CONSIDERED

N/A

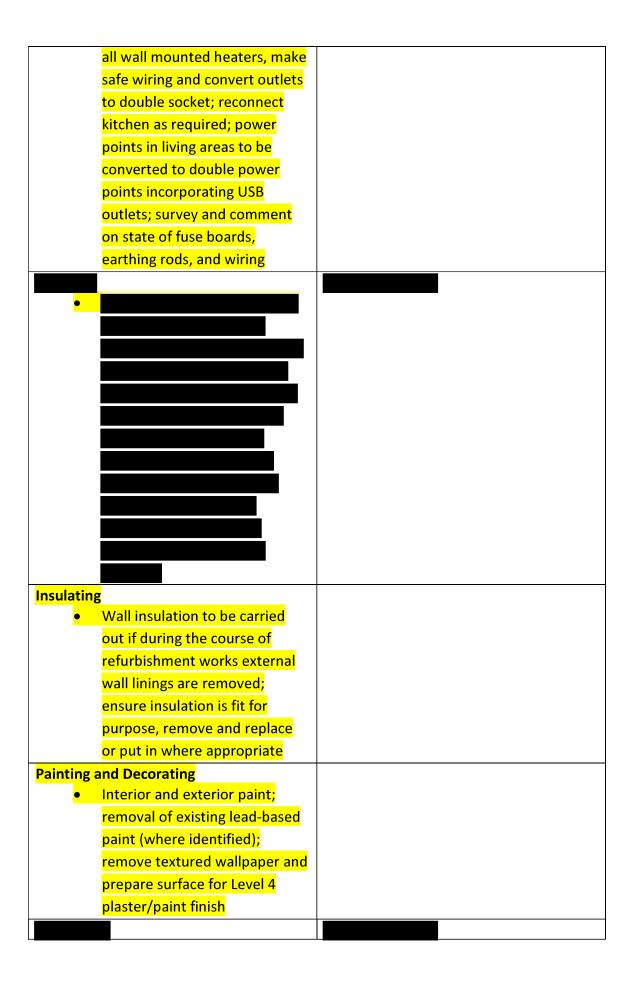
7 SCOPE & QUALITY

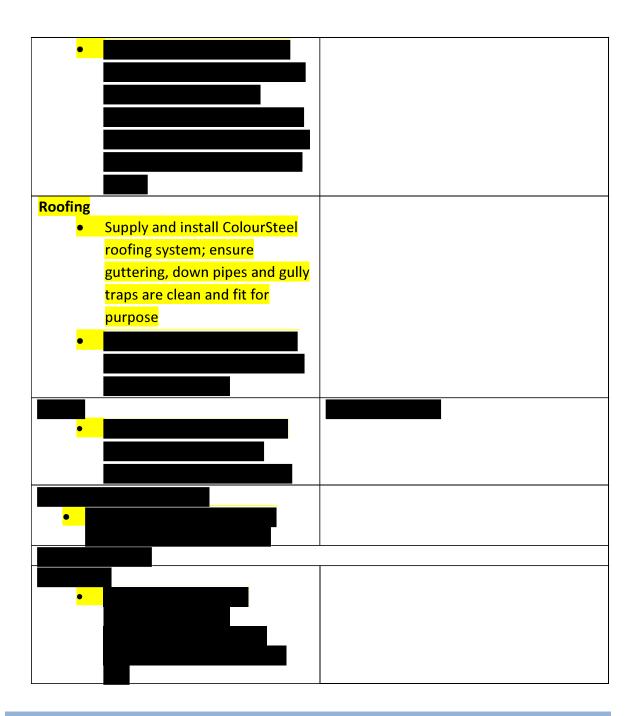
i. Project Description

Each refurbishment property to reach the Wellington City Council Rental Warrant of Fitness standards and guidelines.

ii. Project Scope

IN SCOPE	OUT OF SCOPE
Refurbishment Works:	
General Builders Work	Required works to structural members
 Demolition where required 	(retaining walls, piles) have are not
including removal of chimneys;	included within scope as have not been
doors to be trimmed and	investigated by the consultant team.
adjusted; all doors to have	
floor/skirting mounted door	
stop; repair any external fabric	
damage to maintain buildings	
weathertightness; exterior -	
replace any missing	
weatherboard or hording;	
fittings - built in furniture	
ensure wardrobes, shelving are	
in good fit for purpose	
condition condition	
Electrical	
 Retain all LED fittings and 	
replace any non-LED	
bulbs/fittings with LED; remove	

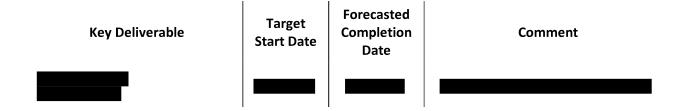




8 PROJECT DELIVERABLES & TIMELINE

The following table highlights the key monthly project deliverables and timeline that are **in scope** for this project.

Key Deliverable	Target Start Date	Forecasted Completion Date	Comment
Refurbishment Works: 73 & 75 Fairlie Terrace	09 Nov 2020	05 Feb 2021	Refurbishment (internal and external) of Fairlie Terrace sites



9 PROJECT COMPLETION CRITERIA

Project Completed ("Done"):

This project will be regarded as "completed" when all scoped works have been completed and signed of be relevant parties, i.e. architect and project manager, and Practical Completion achieved.

Project Successful ("Won")

The project is successful if all works are completed within the targeted timeframe (November 2020 - February 2021), and project budget of

10 FINANCIAL ANALYSIS

Refer below table detailing estimate costs for each of the properties. These figures are inclusive of: construction costs, professional fees, contingency sums, and exclusive of GST.

Phase	Cost Estimate	FY Target
73 Fairlie Terrace		2020/21
75 Fairlie Terrace		2020/21
Total (ex GST)		

There are opportunities to reduce scope, or defer to future years.

11 RISKS

The following table identifies key risks to the success of the proposal and how these risks are intended to be mitigated. The residual risk is considered to be Medium by the project team.

Description of Risk	Inherent Risk Level	Mitigation Strategy	Residual Risk
	Likelihood x Impact		Likelihood x Impact
Asbestos Containing Material (ACM) identified during works	Medium likelihood and high impact	Complete refurbishment and demolition surveys prior to undertaking project works	Medium likelihood and low impact
Disruption/complaints from neighboring properties	High likelihood and medium impact	Inform neighboring properties of proposed works. Works to be completed within WCC guidelines for hours for noisy construction work	Medium likelihood and low impact

Approvals delay long lead item procurement.	Moderate likelihood and high impact	Procure long lead items ahead of contract works approval	Low likelihood and moderate impact
Cost run over.	Moderate likelihood and high impact	Correct budget management and risk reporting	Low likelihood and high impact
Scope changes adding cost and programme delays.	Moderate likelihood and high impact	Ongoing stakeholder engagement via monthly reporting and meeting with approval gates as designs progress.	Low likelihood and high impact

12 BUSINESS CASE SUBMISSION SIGN-OFFS

Date Finance Review completed: _____

Signed:

Project Manager

Finance Report Attached? Yes / No [delete as appropriate]. *Note – only business cases which have been through Finance Review can be approved by the DFA holder.*

Please note: it is he approver's responsibility in conjunction with SLT to determine the priority/affordability of any initiative relative to the funds available at any point in time.

14 APPROVALS

Confirm that the Business Case (including the one page Finance review) have been considered and approved by the applicable approvers as detailed below:

	Applicable	Date Approved
Individual Authorised by the Delegations Statute:	Y/N	
Name:		
SLT	Y/N	
Finance Committee	Y/N	
Council	Y/N	

From:
To: Sandie Dunsford
Cc: Marie Gough;

Subject: RE: VUW Student Accom. - Uni Hall 2020 Works

Date: Wednesday, 29 July 2020 5:04:29 PM

Attachments: <u>image001.png</u>

200713 VUW Uni Hall Cost Summary,pdf

Hi Sandie,

Thanks for that - attached is the report with the watermark removed.

Let me know if you need anything further.

Level 7, 107 Customhouse Quay, Wellington 6011

tsamgt.com

From: Sandie Dunsford <sandie.dunsford@vuw.ac.nz>

Sent: Wednesday, 29 July 2020 3:28 PM

To:

Cc: Marie Gough <marie.gough@vuw.ac.nz>;

Subject: RE: VUW Student Accom. - Uni Hall 2020 Works

Thank you looking forward to seeing the numbers..

On another note I have spoken to Rainsforth with regards to the draft memo for the 2019/20 works close out memo which she is happy with me to send onto Mark.

Could you please re-send without the draft watermark and I will onforward and set up a meeting with Mark, Rainsforth, and myself to go through.

Thank you

Sandie

From:

Sent: Wednesday, 29 July 2020 1:22 PM

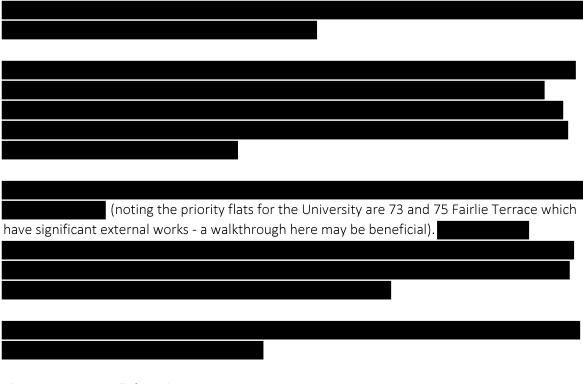
To: Sandie Dunsford <<u>sandie.dunsford@vuw.ac.nz</u>>

Cc: Marie Gough < marie.gough@vuw.ac.nz >;

Subject: VUW Student Accom. - Uni Hall 2020 Works

Afternoon Sandie,

Just following on from last weeks meeting regarding the 2020 Uni Hall works being captured



Please give me a call if you have any queries.



Level 7, 107 Customhouse Quay, Wellington 6011



tsamgt.com

PRACTITIONER



MEMORANDUM

Project Name:

Student Accommodation University Hall

To:

Rainsforth Dix, Director Student and Campus Living

From:

TSA Management

Date

Monday, 13 July 2020

Subject

University Hall

Introduction

This memo serves to capture the initial project brief and scope, and identify the additional pieces of works, scoping/documentation, and investigations, that were not captured in the early stages of project and budget development.

Description	Project Budget	Forecast Total	Variance
Main Contractor Hard Fit-Out			
Sub-Divisional Hard Fit-Out	<		
Soft Fit-Out	31- 107-		
Consultancy			
Т	OTAL		

Initial Project Brief

The initial brief for the University Hall properties was from each to reach the Wellington City Council Residential Warrant of Fitness as the minimum standard by 2021-2022. This scope was used to establish the initial project budget of per property.

In summary, the main areas of focus for the remediation were weathertightness, plumbing repairs and upgrades, heating, and insulation upgrades. This scope was derived from the CheckHomes investigations and reporting. It was from this report that the budget per property was established.

Upgrade/Refurbishment Works

During initial site visit(s) with the Accommodation team it was advised by the University notified that refurbishment works were to take place as the University were wanting to improve the student experience and satisfaction.

General refurbishment scope included: internal and external painting; carpet refresh; bathroom upgrades; kitchen joinery upgrade/repairs; improving heating facilities.

Following these site visits with the Accommodation team, it was understood from the University that refurbishment works were to be carried throughout the portfolio,

Unanticipated Consultant Scope

The following scope were not foreseen at the initial project setup as being required, or included, within the proposed 2019-2020 Deferred Maintenance budget:

CheckHome; building inspectors

Inspection reports were completed by CheckHomes for the majority of the University Hall portfolio, providing itemised scope of works required to make each dwelling compliant. Engeo; geotechnical and hazardous material Hazardous material inspections were undertaken during the 2019-2020 works where lead based paint, and asbestos materials were identified on-site. Novare Design; structural engineers Structural advice was known from the CheckHome reports, however, additional sites were identified during the works and at request of the University. Workspace Architects; architecture o Level of design documentation required for Building Consent applications exceeded original views. Ongoing details required due to issues found on sites. External pathway upgrades and make safe works. Development of update and correct floor plans for each University Hall dwelling (incl. 2020-2021 proposed properties). **Unforeseen Site Works** During the progress of the works, several scope items were not known due to both restricted access and only visual inspections completed. The below notes summarises the items uncovered which have caused additional project expenditure and a rough estimate of incurred costs: Non-compliant subfloor framing, and pile damage: Exterior weatherboard damage: Floor plan change(s) to accommodate open plan living and additional bedrooms: Asbestos material removal: Condition of exterior paint, including lead-based paint removal: average **Overall Project Spend** The forecast final spend, including consultancy fees, for the 2019-2020 project works is with works being undertaken across 8 properties and landscaping works.

Split across the 2019-2020 properties, the final spend equates to an average of

of the flats, including total room numbers and corresponding vital areas (kitchens and bathrooms) this creates a somewhat skewed figure. The below identifies the average spend across single and multi-unit properties (inclusive of

Due to the differing sizes

exterior works).

Single unit cost per bed:
Multi-unit cost per bed:

To capture the spend on external items, see below:

Average external costs:

- o roof replacement:
- o single storey exterior painting:
- two-storey exterior painting:
- three-storey exterior painting:
- single storey scaffold:
- o multi-storey scaffold:

Forecast Remaining Portfolio

Based on these inspections, and known construction costs, we have estimated construction value for the remaining portfolio works. This in turn shows the forecast spend per bed to decrease over the course of project works, refer below. This accounts for some properties having reduced scope for areas of works, i.e. exterior painting due to existing condition. Reduction in scope to high-value refurbishment spaces (kitchens, bathrooms) will also be considered moving forward to reduce overall spend.



Author:

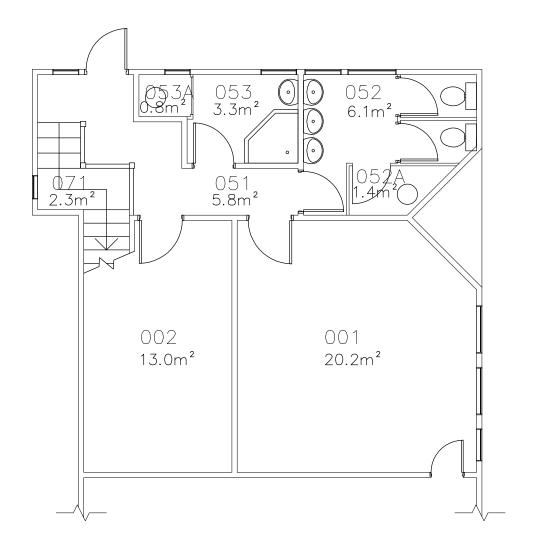
cc: Sandie Dunsford - Victoria Accommodation - Victoria University of Wellington

Marie Gough - Victoria Accommodation - Victoria University of Wellington

Attachments:

Nil

From: Cc: Subject: Attachments:	Sandie Dunsford; Marie Gough VUW Student Accom House Scoping FT73,zip FT75,zip
Good morning both,	
Invite to walk through I Attached existing floor	Fairlie Terrace (73 & 75) and to complete updated floor plans scoping drawings. plans.
	this exercise, but if further access is needed prior to Maycroft pricing we can arrange following issue of updated docs. 73 rill have access throughout.
If this time doesn't suit,	let me know and we can alter.
Cheers,	



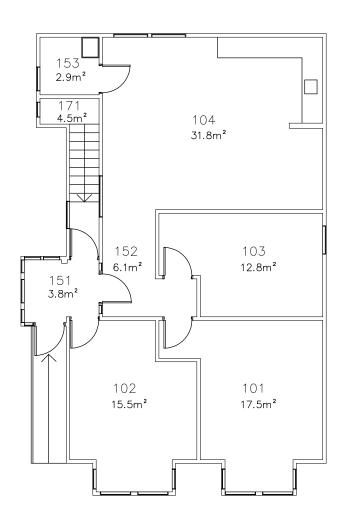


73 FAIRLIE TERRACE - LEVEL 0



	SHEET
Level 0	
73 Fairlie Tce	
Student Accom	

D				KEV
		DATE		SCALE
0	1.11.13		NTS	

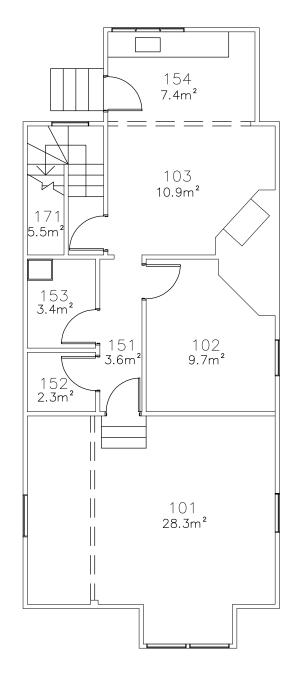




73 FAIRLIE TERRACE - LEVEL 1

SHEET Level 1 73 Fairlie Tce Student Accom.

С			NE.
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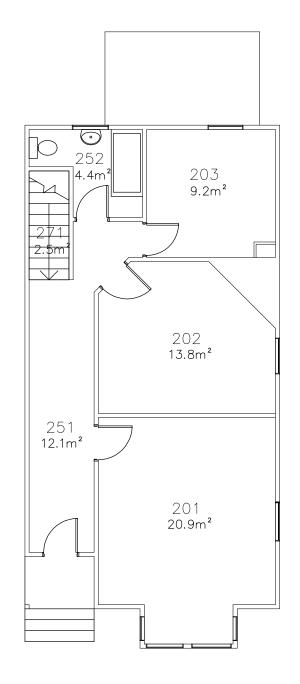


Level 1
75 Fairlie Tce
Student Accom.

В			REV
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75 FAIRLIE TCE - LEVEL 1





Level 2 75 Fairlie Tce Student Accom.

В			REV
06.09.13	DATE	NTS	SCALE

1 0 5m

75 FAIRLIE TCE - LEVEL 2

From: Belinda Marshall
To: Sandie Dunsford

Subject: Exterior Colour Scheme for 73 and 75 Fairlie Tce

Date: Tuesday, 10 September 2019 2:36:02 PM

Attachments: 73 & 75 Fairlie Tce Kelburn ext.doc

Hi Sandie

Attached are the colour schemes for 73 &75 FT that will fit in the new VUW pallet that runs along that street.

Just a reminder the blue building signs for those houses do not comply with the VUW branded green signage. I have all the specifications and guidelines should you need them.

Warm regards

Belinda

Noho ora mai.

Belinda Marshall, Campus Development Design Coordinator

Phone: +64-4-463 6606, 027 563 6606

Room 311A, Central Services Building

Victoria University of Wellington, Gate 7, Kelburn Parade PO Box 600, Wellington 6140.

73 & 75 Fairlie Tce Kelburn Wellington

Exterior

Exterior

Placement	Colour	Sample
COLOUR OPTION 75 Fairlie Tce		
Weatherboards	Resene Quarter Tapa N73-006-106	
Barge & Fascia boards Soffits Window frames & Sashes Corner Boards	Resene Black White N93-005-100	
Front Door	Resene Dark Tan R37-059-029	
Roof	Resene Grey Friars N35-004-253	

75 Fairlie Tce, Kelburn

Exterior

Placement	Colour	Sample
COLOUR OPTION 73 Fairlie Tce		
Weatherboards	Resene Half Copyrite G82-011-091	
Barge & Fascia boards Soffits Window frames & Sashes Corner Boards	Resene Black White N93-005-100	
Front Door	Resene Dark Tan G49-012-146	
Roof	Resene Grey Friars N35-004-253	

73 Fairlie Tce, Kelburn