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Programmed Maintenance

**Proguard complete quarterly pest control**

Proguard have completed the quarterly pest control. Most bait stations were reported empty.

Status: Completed

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Agenda Items

**New lids for garbage bins on Powell St – Motion 5**

An invoice has been obtained by the BM for the new garbage bins to be installed on Powell St. As requested a 25% has been provided to Street Furniture. Street furniture have advised the bins will be dispatched on approx. 5<sup>th</sup> of June.

Documents: 1. [View Attachment](#) 2. [View Attachment](#)

Please note parapet quotes are in BM report. Please see repairs & maintenance for details.

Status: In progress



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**Motion 7**

MRC Plumbing has unblocked drain in building 2 courtyard. Please see repairs and maintenance for details.

## **Motion 9**

BM waiting for confirmation of resident residing in Apt. 354.

## **Motion 11**

The BM has identified 2 x uncovered AC units. Please see list below:

### **Apt. 327 & Apt. 349**

## **Motion 14**

### **Monthly report from BM**

The BM notes providing a report in the first week of each month. Please note apology from BM for supplying report late this month as internet access was disabled and MYBOS could not be accessed from BM office.

### **Car Park & Visitor Parking**

The BM has been monitoring the visitor parking daily. The following cars have been issued notices.

Holden – rego – BT89JA

Subaru – rego – 00337

The owner of Apt 111 has reported a car has been parked in their car spot for 7 days. The BM has issued a notice. The BM has checked the CCTV for entry with no evidence of the car entering in the time frames suggested. An information notice will be posted on Mondrian notice boards to residents with any information.

The BM has posted a notice requesting any information relating to tyre punctures. The BM has had two responses from residents who have had tyre punctures. The BM has written to Biltbeta requesting that the car park is swept and cleared of any nails or screws at the end of each day.

BM can confirm the entry height signs are correct into the Mondrian car park. Replacement signage is being obtained for 2.1 m entry sign as this sign is damaged.

### **BM notes request for assessment of any quotes provided.**

### **Car park height at entry.**

The BM has measured the car park entry height and can confirm that the signage is correctly labelled. The sign into the Mondrian has minor damage to it but is still legible.

## **Motion 16**

### **Energy Action Plan –**

BM has noted assessment of revised quotes from CO monitoring quotes. BM will provide revised quotes and assessment for next EC meeting on 5<sup>th</sup> June.

## **Motion 27**

The BM has posted notices relating to tyre punctures in the Mondrian car park, please see car park report above.

The BM has notified the builders to see that the car park is swept/inspected of any screws and nails at the end of each day.

Status: In progress

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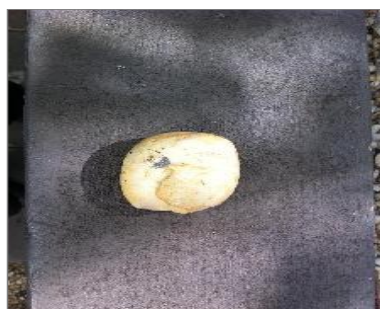
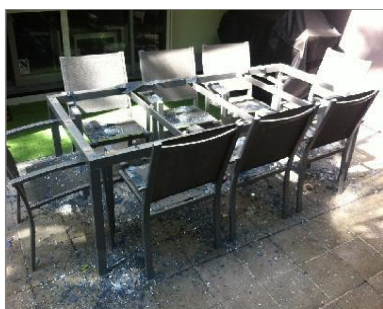
#### Incident

#### **Safety issue - falling white pebbles**

Integrated Consultancy Group have completed the inspection of 6 x apartment balconies and are due to produce a report.

Documents: 1. [View Attachment](#) 2. [View Attachment](#)

Status: In progress



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#### **Noise compliant from Apt. 338**

The owner of Apt. 338 has complained about the neighbours above stomping at all hours of the night and day. The building manager is working with Strata Plus to resolve issue.

Status: New

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### **Electronic Access Control Failure**

The BM received complaints on the Fri. 16<sup>th</sup> of May that the electronic access control system had failed throughout the Mondrian. The BM contacted NTS (contractor) to attend site and repair. NTS & BM attended site and temporarily got system operating again. However the problem persisted on the Sat 17<sup>th</sup>. All lobby doors, car park shutters & security doors were propped open for resident access. A security guard attended site on the night of Sat. 17<sup>th</sup>. To monitor Mondrian. Monday 18<sup>th</sup> May - NTS are currently onsite installing a new controller.

### **Complaints of mail missing**

The BM has received complaints from two separate Mondrian residents of mail missing from their letter boxes. A resident also seeing a man hanging around the letterboxes who left after he realized he was being watched. Building management has requested a quote from Metro locksmiths to replace all the locks on the letterboxes. The alternative to this solution is to replace the Mondrian letter boxes with more secure letter boxes.

Status: New

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## Risk Assessment

### **Mondrian roof - safety upgrade**

Some safety issues have been raised in relation to the Mondrian rooves. i.e. Please see items listed below:

Building 1 –

- Manhole in building 1 being within the required 2 m zone from edge.
- Ladder needs to be fixed to wall from lower level to upper level – building 1.
- Additional anchor points installed

The BM is currently sourcing quotes for to have these issues rectified. The BM will also be assessing buildings 2, 3 & 4 rooves with a qualified certifier for compliance measures. The BM will report accordingly.

Status: New

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## Compliance

### **Mondrian Fire Order**

**4.11 Hot water encasement in fire stairs** – Biltbeta has been given approval to proceed with encasement of hot water pipe encasement in all Mondrian Fire stairs.

**M2.05 Hose reel cupboards** - Megger electrical have provided report on electrical safety in fire hose reel cupboards. Report has been sent to AE&D as requested.

**M2.02 Thermal Detectors** - The BM has been instructed to arrange for AFT & AE&D attend site and perform a test on one thermal detector in an apartment in each building 1,2 3, & 4. The test is scheduled for Tuesday 20<sup>th</sup> May.

**M2.01 Separation of rising and descending stair flights** – Megger electrical has been issued a work order to proceed with the installation of exit signs in the fire stairs to meet compliance as per fire order. AFT have quoted on 3 x smoke seals to fire doors. The BM is waiting for a quote from Southside Fire for the smoke seals.

**M2.03 Signage installed in lift lobbies** – Signarama are providing quote for lift lobby signage

Documents: 1. [View Attachment](#)

Status: In progress

### **Fire roller shutter reinstalled in basement car park**

Thompson's roller shutters have reinstalled the fire roller shutter door. The car park entry was closed for 4 hours. All Mondrian residents were notified with 14 days in advance of works taking place. AFT fire services need to attend site to connect fire roller shutter to Fire Control Panel.



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### **Biltbeta - Safety Work Method Statement**

Please see attached Biltbeta Safety Work Method Statement.

Documents: 1. [View Attachment](#)

Status: New

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### **5 Yearly Hydrant Test**

AFT have been given authority to proceed with the 5 yearly Hydrant test.

Status: New

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### **Uncovered air conditioning units on balconies**

The building manager has identified 2 x uncovered air conditioning units on the balconies. The strata manager has been provided photos of AC units with covers & AC units without.

Status: In progress

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## Repair and Maintenance

### **Apartment 352**

Biltbeta has been provided approval to proceed with gyprock repairs in Apt. 352.

Status: In progress

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### **Pool light upgrade**

Megger electrical will be providing quote for pool light upgrade.

Status: In progress

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### **Parapet/Barge capping - rooftop**

The BM recommends consulting Paul Evans to form a scope of works for repairs to barge capping & parapet capping on Mondrian rooftop.

Documents: 1. [View Attachment](#) 2. [View Attachment](#) 3. [View Attachment](#)

Status: In progress



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### **Apron flashing required at box window heads**

As per previous BM report dated 24th Oct. 2013 apron flashing needs to be installed at window head in all pop-out windows. The building manager will be seeking advice from BiltBeta in regards to the installation of the Apron flashing while onsite.

Status: New

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### **Additional works register**

As requested the building manager has been to compiling a register of defects that was not recorded on the Biltbeta scope of works. Please note the register will be amended accordingly as new defects arise. The BM is working with Paul Evans (building consultant) to assess and scope any extensive defect work that needs to be rectified by the OC.

Status: New

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### **Water pooling under timber decks**

MRC plumbing has cleared the roots from under the decks on building 2 south side. Roots from the trees in the raised garden beds had blocked the water flow into the



drains. MRC has also installed some large aggregate above the drains so water flow more freely. The BM will monitor the water pooling issue under other deck areas and advise if they wish to proceed with the same procedure.

Status: In progress



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### **Leak in Apt. 426**

The EC has given approval for Biltbeta to proceed with works in Apt. 426.

Status: In progress



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### **Apt. 330 Leaking shower to ceiling downstairs**

MRC plumbing has repaired floor waste and silicon seal around shower base. Building manager will monitor the repair to see if leak persists. The building manager & MRC plumbing have inspected the report of water coming from the main bathroom. No evidence was apparent upon inspection. The BM has advise owner that if water returns the issue will be addressed. The BM will arrange for Biltbeta to inspect 1 x crack on balcony parapet & 1 x crack on internal ceiling join.



Status: In progress

### **Faulty exit button - Building 3**

The exit button on building 3 lobby door has failed. The exit button has been replaced. The exit button is now operating.

Status: Completed

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### **Replacement hinge on Apt. 316**

A hinge on Apt. 316 has failed. St Peters engineering has replaced the hinge. The gate is now operating.

Status: New

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### **Apt. 312 water ingress**

MRC are currently onsite repairing issue.

Status: New

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## Upgrades

### **CO Monitoring for basement car park**

The building manager has requested the CO monitoring contractor's quote only on how many CO detectors they recommend are necessary to meet compliance for the Mondrian car. The BM has been advised by the CO Monitoring contractors that a 25m distance is sufficient between detectors.

**Diverse** has recommended 9 x sensors for the car park. Diverse have provided the specifications on the controllers and detectors. The details have been posted on the Mondrian forum. Diverse has advised there is a 12 month warranty on the controller and detectors.

**ECO Service** has provided their recommendation of 6 x sensors in the car park. The BM has requested ECO Service provide specifications on controller & detectors Once received the details will post on the forum for EC to view.

**SEDA Services have been requested to quote** only on 7 x sensors and 1 x controller for the Mondrian car park. The BM has also requested SEDA Services provide specifications on controller & detectors, once received the BM will post on the forum.

The building manager will provide an assessment once all information is received.

Documents: 1. [View Attachment](#) 2. [View Attachment](#) 3. [View Attachment](#)

Status: New

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### **Mondrian security fob/fire stair key audit**

The BM is continuing to amend Titan database updating details and correcting access. There are currently approx. **5000** entries in the Titan database.

NTS provide a service updating Titan databases. The BM has requested a quote from NTS for updating the Mondrian database .This is an option for the EC to consider speeding up the process of updating the Mondrian Titan access control database.

A back up for Mondrian Titan database has been created through drop box.

Status: New

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### **Replacement oyster lights in Building 1 fire stairs**

LED direct have organized for two replacement faulty oyster lights in building 1 fire stairs.

Status: In progress

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### **Fresh crushed granite for Powell St lawn edge.**

Fresh crushed granite installed on edge of the front lawn - Powell St.



Status: Completed

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### **CCTV & DVR Upgrade**

NTS has installed the new DVR and cameras. The installation of two cameras has been delayed due to scaffold installation on building 2. The cameras will be installed when the scaffold is removed.

Status: In progress

[New DVR in BMs office](#)



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### **Landscape upgrade around pool & western garden beds**

The BM has obtained 3 x quotes for the landscape upgrade along the pool and western garden beds in Mondrian. Quotes from Helen Young & Australian Heritage Landscapes are posted on the Mondrian forum.

The BM has requested more detail on the AMICO quote i.e. break down on plant costs, materials, labour etc. The BM is waiting for response from AMICO.

The AMICO quote was a considerable amount less than the other two quotes. The BM has met AMICO onsite to confirm all areas have been covered. AMICO advised The BM a large amount of white stones would need to be moved to prepare the poolside garden bed. AMICO have amended their quote to allow for two men for two days to move and replace the white stones. The BM has also requested a quote from Biltbeta to move the white stones.

Below is a brief plan of how the landscape/pool works works should proceed:

1. Remove trees/stump grind trees in both pool & western wall. **(landscapers)**
2. Remove/ Relocate white stones to eastern bed. **(landscapers or BB)**
3. Drain pool – tiles removed / tiles installed. **(Biltbeta)**
4. Paint bottom of pool while empty. **(optional but recommended - pool painting contractor required - BM to source quote if instructed)**
5. Install trees & shrubs. **(landscapers)**
6. Reinstall white stones. **(Landscapers or BB)**
7. Fill pool up with water. **(BM)**

The BM will provide an assessment of quote once received.

Status: New

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### **Garbage room signage**

The BM is sourcing new signage for the garbage room. The new signage will clearly state recycling garbage & general garbage. The BM will also purchase a CCTV sign & illegal dumping of rubbish sign. This is aimed at deterring residents dumping household

items in the garbage room.

Status: New

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#### Defects - HOW

Following is an list of item complete and items in progress to date:

Items complete:

**4,5,7,8,10,12,17,21,22,27,76,  
60,73,39,40,38,6,85,53,42,52**

**Building 2 scaffold installation**



**Screed being laid Apt. 317**



Items in progress:

**2, 47, 28, 36**

Please refer to Sergon scope of works for details on works complete.

BM & EC have a meeting scheduled for 23<sup>rd</sup> of May.

The new Biltbeta project manager continues to provide good correspondence with the BM and Mondrian residents.

### **New stainless steel catch tray leaking**

The BM has notified Biltbeta of two leaks from the stainless steel catch tray in the car park. Biltbeta have advised the leaks will be repaired the week beginning 19th of May.

Status: New

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