



ETHERIDGE SHIRE COUNCIL

## **PART B**

### **SPECIFICATION**

**Design & Construct  
Upgrade to the Visitor Information Centre  
(Terrestrial Centre)  
Low Street, Georgetown**

<b>Request for Tender (RFT)</b>	<b>Design &amp; Construct Upgrade to the Visitor Information Centre (Terrestrial Centre) Low Street, Georgetown</b>
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<b>Closing Time:</b>	<b>4.00pm (AEST), Friday 18<sup>th</sup> October 2019</b>
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<b>RFT Number:</b>	<b>ESC2019-006</b>
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**Specification for Tender for Design & Construct the Upgrade to the Visitor Information Centre**

## **1 INTRODUCTION**

The Etheridge Shire covers an area of 39,323.8 square kilometres, and is located in the Gulf-Savannah area of far-north Queensland, approximately 400 kilometres south-west of Cairns.

The Etheridge Shire has a very diverse economy, with agricultural, beef cattle, mining (gold, copper, zinc & lead) and tourism, with new industries being developed within the renewable energy sector within the Shire.

Towns in the Shire are Georgetown, Mt Surprise, and Einasleigh & Forsayth which have a combined urban area of 31.51km<sup>2</sup>.

Council is seeking responses from building industry specialists for the upgrade of Councils "Visitor Information Centre" known as Terrestrial under a Design & Construct Tender which is located in Low Street Georgetown.

Etheridge Shire Council expects that responses to this Request for Tender should provide sufficient detailed information necessary to demonstrate capacity for the efficient and effective delivery of the upgrade to the Centre

Council is not bound to accept the lowest or any tender.

## **2 BACKGROUND INFORMATION**

The Terrestrial Centre is an operational tourism facility in Georgetown, Qld which presents exciting challenges with operational interfaces, location, accessibility and climate. The Terrestrial Centre is an existing steel structural that is metal clad.

The work to be undertaken is located at 20 Low Street, Georgetown. Prices and rates shall include provision for all costs associated with attendance to site in undertaking the works including environmental, WH&S and Industrial compliance.

At all times adequate access for pedestrian and vehicular traffic shall be maintained during construction of the works. The works are located on Council owned land which shall have controlled access at all times unless otherwise approved by the Superintendent.

The tenderer shall be responsible for the supply, delivery and storage of all materials required for the construction of the upgrade to the Visitor Information Centre (VIC).

The tenderer shall be responsible to supply all plant, labour and materials necessary to construct the works.

The contractor shall be responsible to locate, relocate if required and maintain all services at all times during construction of the works. Any damage to existing services shall be rectified at no cost to the principal.

Etheridge Shire Council expects that responses to this Request for Tender should provide sufficient detailed information necessary to demonstrate capacity for the efficient and effective delivery of the upgrade to the Centre



### 3 SPECIFIC REQUIREMENTS OF THE CONTRACT

The Etheridge Shire Council is committed to upgrading the existing Visitor Information Centre known as the Terrestrial Centre.

#### Considerations

- Project delivered as a design and construct with required certifications
- Spatial layout requirements
  - Library (relocated), café (ground floor), amenities, theatre, open gallery
- Structural
- Mechanical
- Electrical
- Access/egress
- Amenities
- Code compliance
- External works

#### Items to be included and considered within the Design

1. Coffee Shop (specifications to include fit out)
2. Theatre Room (to accommodate up to 25 patrons, specifications to include fit out and all IT & Digital requirements)
3. The façade of the building to be **similar** to concept drawing No.2 (as attached)
4. Open space to allow for free standing history boards, interactive boards and for static displays
5. Fully air-conditioned
6. Additional toilets to be included
7. The building is to be compliant to incorporate two levels
8. Accessible access to second floor
9. Professional Lighting
10. Solar Power
11. Be creative and innovative to fully utilise the space available

Council does not specify any specific design or construction material and will assess the tenders on the effective and efficient use of space, energy efficient, & whole of life cost to maintain. The existing building is expected to be geared towards maximizing the existing space. It is expected that the interior design will create an environment that supports the energy and activity inherent in the facility, e.g.

- Provide as much [natural light](#) and ventilation as possible while considering glare for patrons;
  - Vary the interior volumes to avoid a "big box" feeling; and
  - Interior design and color selection should be modern while preserving the outback style of design but should not be overwhelming on the eye.
- 3.1 Safety should be a critical element of the Centre design and should include imparting a sense of security as well as injury prevention:
- Provide visual access to all potentially dangerous, unstaffed spaces;
  - Appropriately separate gender-specific areas to ensure a sense of privacy; and
  - Ensure good [indoor air quality](#) and [natural light](#).
- 3.2 The Centre will have high-traffic, use of durable building materials to reduce long-term costs of maintaining the facility.
- Provide durable interior finishes
  - Use of LED lighting is encouraged where practicable
  - Solar will be highly regarded to ensure ongoing power consumption costs are reduced for Council
- 3.3 Facilities to be provided within design & construct costs
- Accessible toilets should be provided in accordance with the applicable building codes; and
  - Café (to be fully outfitted excluding coffee barrister)
  - 25-30 seat theatre room to be included and fully outfitted with appropriate seating and to include all audio visual equipment (speakers, screens, and projectors) and to be sound proof.



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- Air conditioning to the area

3.4 Wet Areas

- Floor surface material must be non-slip but should not trap dirt or water;
- Effective floor drainage should be provided to maintain a dry floor surface;
- Floor drain covers should be fixed flat on the floor surface, without any projections to prevent people from tripping;

3.5 Energy efficient design

- Energy efficient design is to be incorporated to assist in temperature control

3.6 Site

The site for the Centre is described as Lot 5 on SP146611 and located at 20 Low Street, Georgetown Queensland, 4871.

3.7 Building Certification

The Tenderer will be required to obtain building certification for the upgrade of the Centre

3.8 Inspection

Council invites any prospective tender to visit the site to understand the layout and size of the upgrade to the facility. This is imperative as Council will not provide actual dimensions of the area to be enclosed and this will be a requirement of the tenderer to visit the site to gauge for themselves what is actually required.

Inspections can be arranged through the Chief Executive Officer (David Munro) and can be contacted on 4079 9005, or via email ([david.munro@etheridge.qld.gov.au](mailto:david.munro@etheridge.qld.gov.au))

## **4. SAFETY REGULATIONS – WORKPLACE HEALTH & SAFETY**

Council is dedicated to providing safe workplaces. The contractor will be required to comply with all aspects of the Workplace Health and Safety Regulation 2011 and Codes of Practice. The Contractor is also required to comply with Council's Workplace Health and Safety Policy.

Listed below are details of some matters and/or requirements which particularly relate to the Contractor or their Employees:

- a) The Contractor and/or Employee on site must have completed an approved Etheridge Shire Council Safety Induction Course and wear the required PPE, on job sites and other designated high risk areas, including but not limited to:
  - Safety Boots (Steel Cap) to Australian standards must be worn at all times on designated job sites.
  - A highly visibility vest/jacket and/or shirt shall be worn by the operator at all times on designated job sites.
  - Wide brimmed hat approx. 10-12cm;
  - Safety glasses;
  - Other safety equipment as required and or instructed.
- b) A record of safety induction must be registered with Council prior to commencement of work.
- c) The Contractor and/or Employee must hold relevant qualifications and licences which is endorsed to allow use of the plant item and the appropriate licence or operator's ticket for the item of plant that is used on site. (This licence and/or ticket shall be carried at all times and shown to the site supervisor and/or Workplace Health and Safety Advisor on request. Photocopies of all employees' inductions, licences and/or plant operator's certificates must be supplied to Council prior to the commencement of work).



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- d) The Contractor and/or Employee must comply with Council's Code of Conduct for Employees & Contractors. You are required under the Division of Workplace Health and Safety to keep records of all maintenance and repairs, including brakes and how often the plant is serviced. These records should be based on the Australian Standard 1418. (Inspectors from the Division of Workplace can at any time demand these records and if they are not available, they can stand a machine down. You will be required to produce the above mentioned records if the item of plant is involved in an incident or accident. Hence, it is essential that these records be kept and retained ready for inspection at any time.)
- e) Proof of safety features mentioned above **must** be furnished in writing to the Contract Authority prior to the commencement of work.