



GRAEME SMITH CONSULTING

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Project Management Proposal for ‘ Greenhouse Production Facility’

Graeme Smith Consulting is pleased to offer your company the following services to deliver a commercial hydroponic production facility.

Our expertise in Project Supervision & Management will assist to deliver your project on time, on budget and to agreed technical specifications.

Project supervision

During the building process we will have a project manager on site that will be in charge of day to day business, and will coordinate the smooth operation of the project.

The services identified below includes responsibility for the management and facilitation of services relating to planning, design, liaison and commissioning of the project, and such service levels shall be agreed upon prior to contract signing.

Services offered include but are not limited to the following: (hereafter known as ‘Scope of Works’)

1. Oversee site OH&S requirements including:
 - site safety
 - site induction
 - assess sub-contractors ‘safe working method statements’
 - assess sub-contractors accreditations (construction induction, elevated platform, forklift, welding, confined space, etc)
 - necessary WorkSafe signage
 - first aid protocols
 - oversee WorkSafe PPE requirements (helmets, harness, boots, visibility vests, etc)To assist in development of an ‘Emergency Management Plan’ for enterprise
2. Create project construction timeline (Gantt chart)
3. Liaise with client on provision and timing of essential utility services: electric, water, energy, fuel, etc.
4. Liaise with client on provision and timing of essential municipal permits
5. Negotiation of installation equipment hire and availability.
6. Facilitate and manage labour hire and engage works foreman for the following typical tasks:
 - a. connection of hydronic heat hoses
 - b. painting of hydronic heat pipe
 - c. placement of hydronic heat pipe stands
 - d. suspension of hydronic grow pipe
 - e. installation of irrigation drippers
 - f. installation of crop support wires

- g. installation of crop wire hangers
- h. assembly of trolleys
- i. excavation and trenching for CO2 lines
- j. excavation and trenching for irrigation lines
- k. excavation and trenching for heating lines
- l. excavation and trenching for storm-water lines
- m. sand and backfilling for all above excavation works

7. Oversee civil engineering for site preparation.
8. Oversee necessary technical site drawings (civils, electrical, water, heating, climate, etc)
9. Locate and oversee preparation of demurrage site for delivery of building components.
10. Oversee misc concrete pad preparations (paths, walkways, buffer, services area, etc)
11. To conduct daily/weekly site meetings and generate written progress reports.
12. To ascertain the temporary power requirements for the construction stage and engage the appropriate equipment to meet those needs.
13. To source and maintain on site staff lunch rooms, toilets and site offices.
14. To ensure any control panels supplied to the site are wired to the appropriate Australian Standard. (e.g. Dutch switch & pump panels)
15. To consult with client the storm water storage or removal from the site (OSD, EMA, Dam, etc).
16. To check all contracts and Gantt charts to identify any discrepancies or omissions.
17. Consult on the installation of any facility fire service requirements.
18. Commissioning those aspects of the system that are within “The Scope Of Works”.
19. Liaise with client and responsible government authorities for exemption or reduction of any standard federal import duties

n.b. Fees includes travel + accommodation to cover agreed project timeline.

n.b. all costs incurred for facilitation and management of the above scope of works (e.g. labour hire, equipment hire, general services and consumables, etc) for the life of the project are to the clients account.

Upon agreement, Graeme Smith Consulting will draw up an Australian Standard Contract (AS4122-2000) advising of agreed scope of works and associated fees.

Verification of expertise can be provided on request.