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# Project Management

Capability Statement

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4th Edition

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“ We challenge mediocrity & strive towards client relationships & project team associations where a collective approach is championed in recognition of enhanced outcomes. ”

**John Tuxworth**

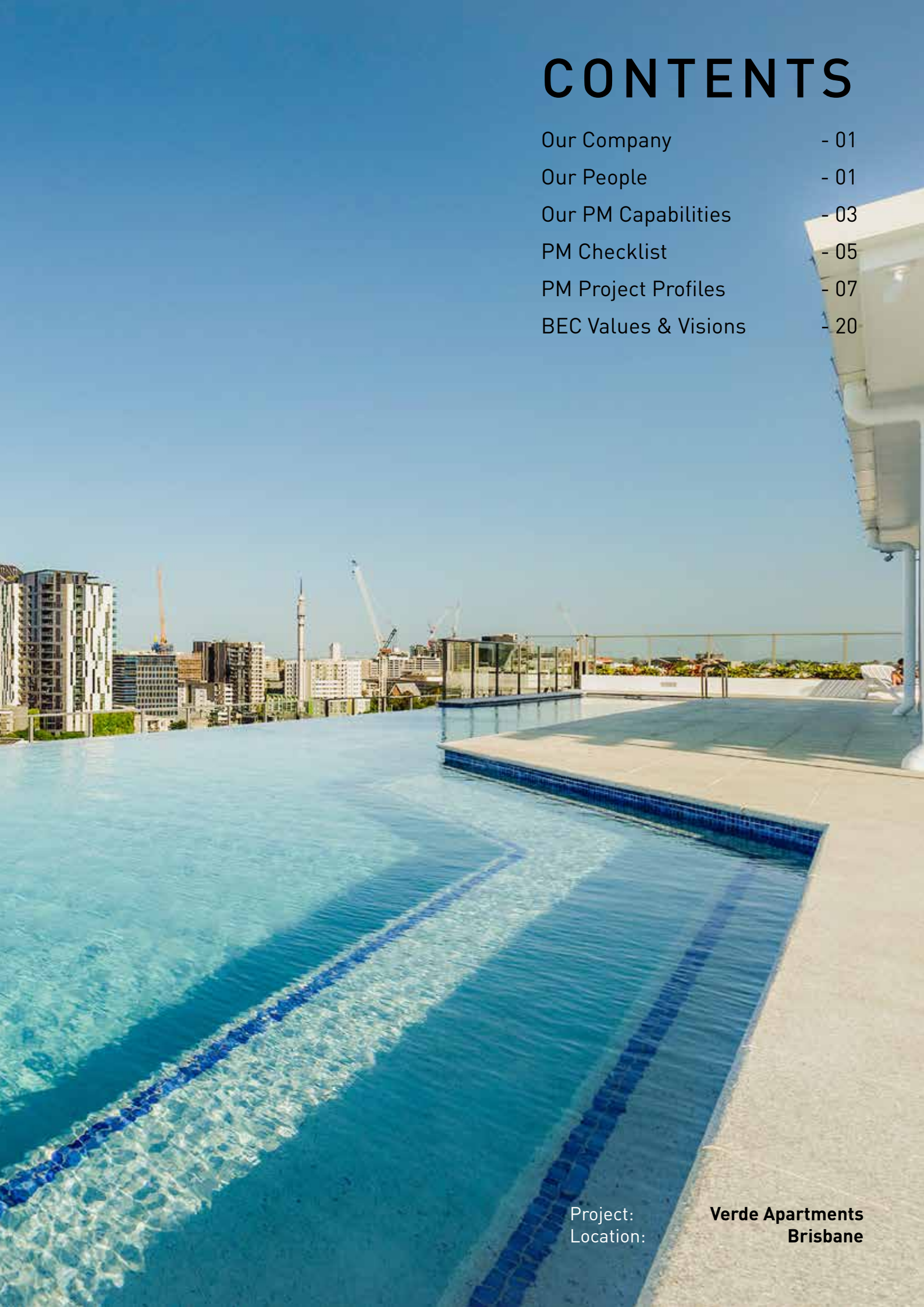
Managing Director  
BEC





# CONTENTS

Our Company	- 01
Our People	- 01
Our PM Capabilities	- 03
PM Checklist	- 05
PM Project Profiles	- 07
BEC Values & Visions	- 20



Project:  
Location:

**Verde Apartments  
Brisbane**

# Our Company

Built Environment Collective is an award winning Australian-based project management, design & contracting business, offering enhanced Client outcomes via integrated solutions & a holistic approach to design & construction.

Founded on the 20-year international experience of Managing Director, John Tuxworth, the company provides a unique value-adding contribution across a range of market sectors and project types.

# Our People

BEC is comprised of diligent, passionate professionals, who utilise their expertise to facilitate optimal Client outcomes.

We maintain a rigorous approach to Continuing Professional Development (CPD). In addition of the commitment required by the relevant institutes and councils, CPD targets are mandated as part of each staff member's employment contract.

The Managing Director, John Tuxworth, contributes across all service offerings. John's tertiary education started at QUT's school of Civil Engineering. Following this John spent several years abroad working for Maunsell (Aecom) in Indonesia, Waterman Partnership in London, and Michael Punch and Partners in Dublin.

John's interest in becoming a multi-discipline building professional saw him undertake architectural studies at the University of Westminster in London, and he has also undertaken MBA studies through Latrobe University.



John's achievement in Project Management was recognised in 2014, when he received the Queensland Reconstruction Authority's (QRA's) Award for Excellence in Customer Focus. The award was given to John following his work assisting regional QLD Council's and the QRA to deliver funding in support of much needed disaster recovery & civil infrastructure works.



Project:  
Location:

**NorthBank Tower**  
**Ann St, Brisbane**





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# Our Project Management Capabilities

Built Environment Collective is certified by the QBCC to provide Project Management services and has local and international Project Management experience including Contract Administration and construction works in Queensland and New South Wales.

As well as the full suite of collaborative design capability, BEC offers Project Management and Construction Services. This offering can be tailored to suit a Client's existing management capacity and chosen contract delivery method, or alternatively we can provide full service to control the entire project process.

The full BEC Project Management service offering provides control across the six phases of the management process as follows:

## Project Briefing

Providing genuine and informed advice about realistic project potentials, and an appreciation of project risks and challenges to be managed. BEC can undertake or assist with feasibility studies, design brief preparation, indicative budgeting, and high-level programming.

## Concept Design Development

Development of the parameters for project expectations and deliverables. This involves the engagement of the consultant team to produce concept documentation, not only to enable agreement on design brief and scope, but also to refine the design/construction budgets - and balance. Concept design documents are also the starting point for the submission of council approvals and extrapolating value-engineering decisions from the team. BEC can undertake the tendering and engagement of concept design, and also budget reviews. We can facilitate all documentation and reports necessary for authority approvals, including the Development Approval (DA). During this PM delivery stage we will manage a series of full design reviews with the emphasis on value engineering and collaborative consultation, prior to Client sign-off to progressions into the next phase.

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## Detailed Design Development

This stage brings to conclusion all design and documentation for review, prior to issuing for Construction. BEC manage the process by further engaging all consultants to progress the agreed design, with the development of briefs, regular reviews and further value engineering. We can facilitate and manage the lodgement of remaining authority approvals including the operational works permits, plumbing & drainage, QFES approvals and the Building Approvals (BA) decision notice.

## Pre-construction Tendering

This stage brings the finalised collective effort to the market with the preparation and publishing of construction tenders. Following our tender review this phase culminates with the recommendation, negotiation and eventual selection of the agreed Contractor. BEC can produce tender packages, invite a selection of select contractors to tender, coordinate response to all tender RFI's, manage any amendments required, coordinate and control site inspections, tender interviews and reviews, provide tender recommendations and finally engage the selected Contractor on behalf of the Client.

## Post Tender Construction Management

A vital contribution. When site possession is granted, this stage relies on open communication, issues management, problem resolution and regular Project Control Group (PCG) meetings to ensure conformance to documentation, specification and program. BEC offers a full superintendent service, controlling all site meetings, all correspondence, design RFIs, Contract Administration, program updates and regular Client reporting. Our QBCC licensing allows BEC to undertake the superintendent service in accordance with Australian Standard Contractual Arrangements.

## Post Construction / Completion

Achieving completion of a project can often be perceived as a difficult and arduous process. BEC can ensure the management and smooth transition to the final delivery. Critical to this completion are our services for the coordination of commissioning and testing, defect management, overseeing the supply of meaningful Operation and Maintenance Manuals (O&MMs), administration of contract close-out items (such as PC Certificate), certificate of classification, final claim audit and reporting, and the management of any issues arising throughout the Defects Liability Period (DLP).

# PM Checklist

When engaging a Project Manager, a stakeholder must ensure the following elements are all considered as part of that scope of engagement:

## Project Briefing

- ☒ Feasibility Studies
- ☒ Brief Preparation
- ☒ Indicative Budget setting
- ☒ Programing

## Concept Design Development

- ☒ Engagement of sub-consultants & management of concept designs
- ☒ Management & reviews of indicative budgets
- ☒ Documentation and reports for Authority approval submissions, including DA
- ☒ Management of a series of full design reviews with an emphasis on Value Engineering
- ☒ Collaborative consultation prior to Client sign-off and progression to the next phase

## Detailed Design Development

- ☒ Management of all consultants
- ☒ Return design briefs & regular design reviews with an emphasis on Value Engineering
- ☒ Management of remaining Authority approvals including Operational Works, Plumbing & Drainage, QFES, and BA decision notice
- ☒ Progression to 'For Tender' documentation
- ☒ Preconstruction Tendering
- ☒ Production of tender packages for the invitation of a selection of key builders
- ☒ Manage all tender RFI's and any amendments to documentation,
- ☒ Coordination and control of site inspections, tender interviews and reviews, tender recommendations and
- ☒ Engage selected Contractor on behalf of the Client under the agreed delivery method.



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## Post Tender Construction Management / Superintendent services

- ✓ Compliance to licensing requirements,
- ✓ Controlling all site meetings,
- ✓ Management of all correspondence,
- ✓ Distribution and control of design RFIs,
- ✓ All contract administration including program updates, progress claims, Variants and EOTs,
- ✓ Regular Client reporting.

## Post Construction / Completion

- ✓ Management of commissioning and testing
- ✓ Defect management,
- ✓ Negotiating the supply of meaningful O&MMs,
- ✓ Administration of contract close-out items such as PC Certificate,
- ✓ Certificate of Classification, final claim audit and reporting
- ✓ Management of any issues arising throughout the DLP



Project:  
Location:

**Skate Park Revitalisation & Addition  
Mount Isa**

# 01

**PROJECT:** Verde Apartments, West End  
**DEVELOPER:** VCP Developments  
**SIGNIFICANCE:** High Rise Residential | Superintendent

Verde Apartments is a 12 storey, 82 apartment development in West End, South Brisbane, and was designed with the the largest green wall in Brisbane. The total project value was approx. \$26 million, delivered over a 72 week program.

BEC provided superintendency for the construction phase of this development, providing services including:

- All contract administration, progress claim certification, variation and E.O.T. review and approval;
- Program management and review;
- Chair and documentation of fortnightly Project Control Group meetings;
- Client reporting on a monthly basis;
- Management and control of all project correspondence;
- Distribution and control of design RFIs;
- Post construction defect management;
- Management and documentation of commissioning & testing;
- Administration of project close out including PC Certification, C of C issue, final claim auditing and reporting, and;
- Management of all ongoing DLP issues.

Construction was completed in February 2018, after being successfully delivered with BEC's assistance, under an AS 4902 D&C contract.







# 02

**PROJECT:** Mornington Shire Infrastructure and Technical Services Project Management  
**CLIENT:** Mornington Shire Council  
**SIGNIFICANCE:** Local Government | Regional & Remote | Project Management

BEC provided specialist Project Management Services to undertake the Council staff role of Infrastructure & Technical Services Manager. The scope of responsibility of this role included:

- Principal Contractor status to enable it to undertake all construction work on the Island;
- Design, tendering, award, and construction of \$5mil worth of new construction projects;
- Management and administration of all new construction works, and all Building & Asset Services and maintenance works (approx. \$4mill);
- Management of numerous Capital Works programs funded through state and federal sources;
- Management of the housing, concrete batching, plant & light vehicle workshop, civil and Parks & gardens divisions of Council works, comprising approx. 60 staff including supervisors, dedicated admin and finance staff;
- All recruitment of new and local staff;
- Programing and scheduling of all works, including carpentry, plumbing, electrical, concreting, painting, fencing, mechanical, and concrete batching;
- procurement of all materials for all programs across numerous logistic chains (emourmous challanges involved, considering it is the most remote location in QLD);
- Monthly Council reporting direct to CEO;
- Apprenticeship training and reporting, and;
- Coordination of all Non-Council construction / contractors with Council programs and access to Council provided services and materials.



# 03

**PROJECT:** NDRRA Project Management  
**CLIENT:** Mornington Shire Council  
**SIGNIFICANCE:** Local Government | Regional & Remote |  
Project Management | Civil Infrastructure

In February 2017, Mornington Island was affected by a tropical low, resulting in significant damage to the road network and other important infrastructure. Regional and remote Councils in Queensland have historically not achieved their preferred outcomes with respect to the dollar value of the Natural Disaster Relief & Recovery Arrangements (NDRRA) funding approvals. Councils are under immense pressure to repair the affected road and bridge networks quickly.

To maximise the funding outcomes and initiation of repairs in a timely manner, BEC have been engaged on behalf of Mornington Shire to Project Manage the entire process. BEC provided support through data capture, liason with QRA, submission preparation, tendering, contract administration, project management, site works management, and funding acquittal.

BEC staff have significant long term success in assisting Councils to achieve optimal funding outcomes through the NDRRA. BEC's Managing Director John Tuxworth has additionally provided high level consultancy support to the Queensland Reconstruction Authority (QRA) directly for a period of 3.5 years. This experience and exposure to the workings of the QRA has provided significant and enhanced knowledge of the NDRRA determination, guidelines, value-for-money paradigm, eligibility, submissions, treatments, delivery & program management, claims, and acquittals, as well as the Commonwealth auditing process.







## 04

**PROJECT:** Sir Ivan Damage Recovery Project Management  
**CLIENT:** Warrumbungle Shire Council, NSW  
**SIGNIFICANCE:** Local Government | Regional & Remote | Project Management | Civil infrastructure

In March 2017, Warrumbungle Shire Council in Central North NSW required rapid assistance with their NDRRA Submission in response to the Sir Ivan fire; an event declared a natural disaster by the NSW Government in February 2017.

BEC staff have significant long-term success in assisting Councils to achieve optimal funding outcomes through NDRRA. BEC was engaged by the adjacent Gilgandra Shire Council for NDRRA funding submissions at this time and were able to respond quickly and deploy to Warrumbungle Shire.

Our staff undertook the following scope in support to Council:

- Data capture;
- Liaison with RMS;
- Submission preparations;
- Tendering of demolition works;
- Contract Admin & Project Management;
- Works Management, and;
- Acquittal.



# 05

**PROJECT:** Mount Isa Skate Park - Design & Construction  
**CLIENT:** Mount Isa Shire Council, QLD  
**SIGNIFICANCE:** Local Government | D & C Delivery | Project Management | Community Infrastructure

Mount Isa City Council identified a need to refurbish the existing Isa Street skate park precinct in order to provide a unique, iconic, multi-purpose and multi-generational facility. The facility is intended to be a key recreational and social hub for the youth and broader community of North West QLD.

The skate park renewal and upgrade project achieved funding through the 2016-17 Queensland Government's Works for Queensland program, in which over \$600,000 was allocated for the revitalisation.

BEC were engaged to deliver the project as follows:

- Detailed Design – in accordance with nominated standards & codes of practice, providing design certification commensurate with required building approvals. Documentation was provided to Council for endorsement in alignment with a strict compressed programme.
- Construction - delivered to best practice, including for all elements as specified by Council, undertaking all testing to ensure that materials & equipment are of satisfactory standard and provision of certification by an RPEQ. Provision of adequate Project Management to achieve targets relative to programme and reporting requirements.
- Defects Liability Period - to extend to 12 months beyond Practical Completion achieved.



# 06

**PROJECT:** NDRRA Project Management  
**CLIENT:** Gilgandra & Bogan Shire Councils  
**SIGNIFICANCE:** Local Government | Regional & Remote | Project Management | Civil infrastructure

NSW was devastated by flooding in 2016, in what was considered the most damaging storm season the region has experienced in decades.

Regional and Remote Councils in NSW have historically not achieved their preferred outcomes with respect to the dollar value of the Natural Disaster Relief & Recovery Arrangements (NDRRA) funding approvals. The imminent grain harvest put Gilgandra and Bogan Councils under immense pressure to repair the affected road and bridge networks as soon as possible.

To maximise the funding outcomes and initiation of repairs in a timely manner, BEC were engaged to Project Manage NDRRA efforts. BEC staff have significant long term success in assisting Councils to achieve optimal funding outcomes through the NDRRA. Our supported included Data Capture, Liaison with RMS, Submission preparation, Tendering, Contract Administration, Project Management, Site Works Management and funding acquittal.

Managing Director John Tuxworth has additionally provided high level consultancy support to the Queensland Reconstruction Authority (QRA) directly for a period of 3.5 years. This experience and exposure to the workings of the QRA has provided significant and enhanced knowledge of the NDRRA determination, guidelines, value-for-Money Paradigm, eligibility, complementary and betterment opportunities, submissions, treatments, delivery & program management, claims, acquittals, as well as the Commonwealth auditing process. This experience is as valid in the NSW context as it is within the QLD jurisdiction.



# 07

**PROJECT:** Julia Creek Runway - Design and Project Management  
**CLIENT:** McKinlay Shire Council, QLD  
**SIGNIFICANCE:** Local Government | Regional & Remote | Project Management | Civil infrastructure

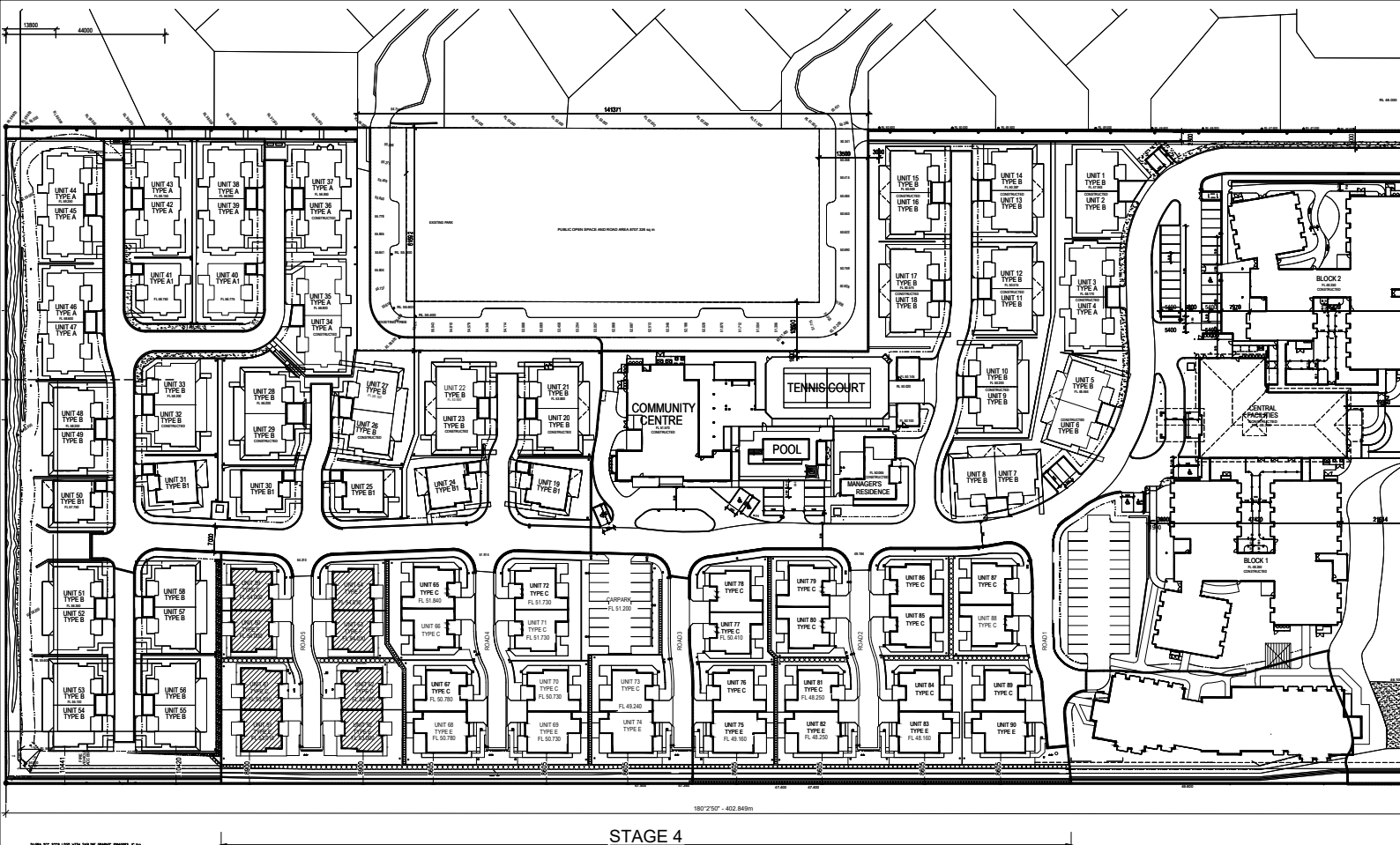
McKinlay Shire Council undertook an aerodrome technical inspection and audit in July 2017, resulting in BEC being initially engaged to design and document the new runway; taxiway, apron pavement, civil drainage, and also the required lighting in accordance with CASA regulations.

Subsequent to the successful delivery of the design phase, BEC were engaged to Project Manage construction works, including the following scope:

- Preparation of documents and hold discussions with contractors;
- Logistic and scheduling preparations for the airport shut down;
- General administrative duties prior to works commencing;
- Project management for construction works, and;
- Project close out – QA approval and claim processing.







# 08

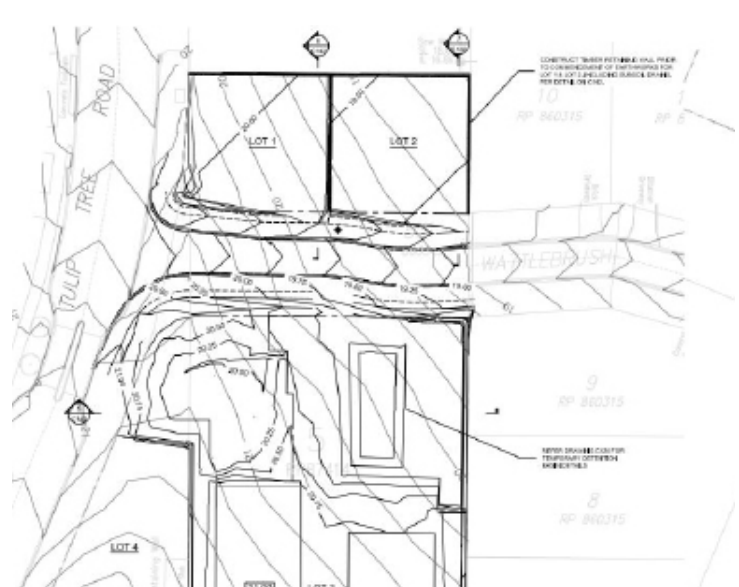
**PROJECT:** Stretton Gardens Retirement Village Project  
**CLIENT:** Southern Cross Care Inc. QLD  
**SIGNIFICANCE:** Project Management | Aged Care

BEC were engaged by Southern Cross Care (QLD) in August 2017 to Project Manage the issue to market and assessment of tender documentation for their Stretton Gardens Retirement Village project.

The scope of this engagement includes;

- Preparation and publishing of construction tenders;
- Development of agreed list of tenderers and distribution of documentation;
- Management of all tender correspondence, including RFI's and design addenda;
- Tender review; and
- Tender recommendations.

The Project has an estimated budget of \$9million over a 40 week construction programme. It consists of 32 independent living units, 4 internal roads and 16 space carpark. The project is currently being redesigned to increase yield through increased density, with the intent for tender submissions to be revised.



09

**PROJECT:** Goodfellows Road, Murrumba Downs  
**CLIENT:** Buckley Road Rescue Pty Ltd  
**SIGNIFICANCE:** Residential Sector | Superintendent | Contract Administration

BEC staff provided a range of specialist design & superintendent / contract administration services for the Goodfellows Rd Murrumba Downs development. This project includes significant road and civil works, with the formation of new Council asset roadway, kerb & channel, as well as five residential lots with thirty-five townhouses.

Superintendent/Contract Administration responsibilities include the attendance of site meetings and inspections, reviews of quality of both materials used and workmanship, issuance of contract notices and documentation, review and recommendation of progress claims, variations, EOTs and program progression.

The project has made use of an awkwardly shaped large remainder block of residential zoned land locked between other housing developments. With the clever reconfiguration of the block and introduction of a through road, the space has been opened up for development, adding thirty-five additional townhouses to an area where demand for high density affordable housing is high.

The project is currently underway with the Stage 1 Civil and Roadworks nearing completion.





# 10

**PROJECT:** IPI Airvos Residential Apartments - Port Moresby New Guinea  
**ARCHITECT:** Department of Foreign Affairs  
**SIGNIFICANCE:** Residential Sector | Project Management | Construction Review

BEC staff provided a range of specialist design and Clients' representative services to the Department of Foreign Affairs & Trade (DFAT) for the IPI Airvos POM project. This project is the leading multi-storey residential development in PNG currently and has been developed by a private PNG Developer for the housing of DFAT personnel in country.

BEC have been engaged to fully inspect and review all aspects of the design and construction of the project. Responsibilities include a desktop design review, attendance on site, review and analysis of quality of materials and workmanship, building practises, WH&S compliance across all facets of legislation, reporting of findings, and issuing instructions for noncompliance and improvements.

The structure has been designed using Australian Building Codes and Standards, with an Australian builder being engaged for construction. As the Clients' representative, the BEC report will be used as a mechanism for the Client to enforce compliance of the builder to design to NCC, and relevant Australian standards in an environment that typically is non-compliant.



# 11

**PROJECT:** Brisbane Boys College – College Hall  
**CLIENT:** BBC - Presbyterian Methodist Schools Association  
**SIGNIFICANCE:** Project Management & Contract Administration | Education

BEC staff provided project Management and Contract Administration services for the construction of the new Brisbane Boys College hall.

The structure is a unique, high-quality performing arts and learning complex designed specifically to enhance the school's reputation as a leader in music and arts education. The new hall features a two-storey, 700-seat multi-purpose performance and speech hall on the upper levels, and a two-storey music department on the mid-levels. Also included is an art gallery, servery, performers' dressing rooms, and a high-end boardroom.

The site was significantly constrained both in space and access. The Hall is located on the only road into the school and adjacent to the main entry and administration centre, necessitating careful traffic management, delivery materials storage and management of tower crane time. Site noise, dust and sediment control were also carefully managed due to the proximity of classrooms and swimming pool.







# 12

**PROJECT:** Park Avenue Hotel Redevelopment - Rockhampton  
**CLIENT:** The Godwin Group  
**SIGNIFICANCE:** Project Management & Contract Administration | Hospitality

BEC staff provided Project Management and Contract Administration services for the redevelopment of the Park Avenue Hotel Rockhampton.

This project comprised the external refurbishment, interior design and fit-out of the entire hotel including the public bar, family dining, kids room, fine dining, wine bar, function room, boardroom, gaming room, bars, toilets, kitchen and bottle shop. Works were undertaken in 4-stages and the Hotel continued to operate at full capacity throughout construction.

Clever use of the existing structure and retention of bathroom locations minimised the requirement of structural & services changes. Careful staging of the works enabled minimal disruption to trade. The high end finishes, reclaimed hardwood timbers, joinery, furniture and fixtures were all sourced out of town, but BEC primarily engaged local content, in line with the project brief.

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# 13

**PROJECT:**

**CLIENT:**

**SIGNIFICANCE:**

APLNG Water Gathering Stations

Australia Pacific LNG

Project Management & Contract Admin |  
Civil Infrastructure

BEC staff provided Project Management and Contract Administration services for the successful delivery of significant CSG Civil Infrastructure. The Australia Pacific Liquid Natural Gas (APLNG) Water Gathering Stations project involved the construction of remote gas-field networked water infrastructure facilities to store, treat and pump water used in the gas extraction process.

Site works included major excavations for incoming and outgoing 650mm water lines, various concrete pads for pumps, water lines, degassing towers and control stations, earthen hard stands for helicopter landing pad and car parks, and the D&C construction of 20-megalitre water storage tanks.

Seven WGS facilities were constructed across the Surat Basin, in and around the Condabri and Combabula APLNG Gas Gathering networks.





# Our Values

We challenge mediocrity & strive towards client relationships & project team associations where a collective approach is championed in recognition of enhanced outcomes.

We are acutely aware of the adverse impact that current development paradigms have on the Triple Bottom Line sustainability.

We believe in professionals adopting a multi-disciplinary perspective in delivering projects.

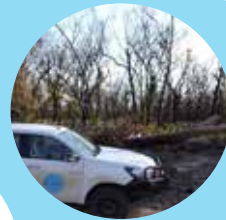
# Our Vision

To be the first choice of clients who value quality, & to be recognised as adding-value [as opposed to being just another commodity service] - by providing creative solutions based on diversified skill and experience.

To lead positive triple-bottom-line change in the construction industry.

To found our business success on a passionate approach towards Continual Professional Development targets in excess of the commitment required by the relevant institutes and councils.

# <BEC>



Melbourne | Sydney | Brisbane | Cairns | Perth | Port Moresby

