

WAIMANGŌ PAKAKĀINGA TRUST

SEEKING EXPRESSIONS OF INTEREST

PROJECT MANAGER TO OVERSEE PAPAKĀINGA BUILDING MINOR IMPROVEMENTS

25 January 2021

The Waimangō Papakāinga Trust seeks expressions of interest from a suitably experienced and committed member of Te Whānau-a-Haunui to act as Project Manager to oversee the completion of minor improvements to buildings on the Waimangō Papakāinga.

The Trust is in a position to pay the successful applicant a fee to act as Project Manager. Among other things, the responsibility of the Project Manager is to design and implement a plan to complete these minor improvements, engage a small team to assist and prepare quotes for the cost of materials.

A summary of the engagement reads as follows:

Brief Description	Engaging a Project Manager to oversee the completion of minor improvements to Waimangō Papakāinga buildings recommending by a building inspection in 2020
Period of Engagement	6 weeks
Desired Commencement Date	15 February 2021 (negotiable)
Desired Completion Date	26 March 2021 (negotiable)
Fee (this does not include material costs)	\$1500 (+GST) if applicable

Background

In 2020, the Waimangō Papakāinga Trust engaged an independent building inspector to conduct an inspection of Papakāinga buildings and prepare an assessment. Trustees are aware that there are problems with the main building and we sought a detailed and expert assessment of the condition of all buildings. The building inspection report is now complete and copies are available.

The Building Inspector's report recommends a number of minor and major improvements. This engagement concerns addressing and completing ***the minor improvements only***

recommended by the Building Inspector. The minor improvements have been extracted and appear in the table attached to this note.

Responsibilities of the Project Leader

The responsibilities and tasks of the Project Leader are as follows:

- To develop a plan to complete the proposed minor improvements. This plan to include:
 - List of minor improvements to be completed
 - Proposed team (if required) to complete the work and apportioning of tasks
 - Timeframes and milestones
 - Resources required including materials, costs and fees (should that be required)
- To successfully implement the plan including:
 - Engaging additional people to assist (if required), and leading this team
 - Securing appropriate resources and materials

Capabilities of the Project Leader

Capabilities of the project leader are as follows:

- Familiarity, capability and experience with building and maintenance work
- Ability to create and implement a plan in a timely manner and within an agreed budget
- Ability to engage and manage others as a successful team (if required)

Fee

The Project Leader will be paid a fee of \$1500 (+GST if required) for these services and the successful completion of the minor improvements as requested.

Reporting and Inspections

The Project Leader will be required to report to the Papakāinga Trust with respect to progress and completion of all tasks. Inspections concerning progress and work quality will be negotiated.

Other Matters

The Waimangō Papakāinga Trust requests that receipts for all relevant costs are retained and passed to the Trust. For the following reasons:

- So that trustees have an increased understanding of the actual costs of improving physical facilities
- So that the Trust is able to quantify the cost of this project with some accuracy and that quantification may be utilised in subsequent funding applications

Closing Date and Contact Details

The closing date for Expressions of Interest is 9 February 2021.

If you are interested in this role, please contact Trustee Charles Royal:

Mobile: 021-664907

Email: ahukaramu@gmail.com

Vicki Meri Royal
Chairperson, Waimangō Papakāinga Trust

Attachment:

List of Recommended Minor Improvements to the Waimangō Papakāinga Buildings - drawn from the 2020 Building Inspection Report

Area	Description
Exterior Cladding	<p>p.10: rust issues on the exterior cladding on the 'right side' of the building</p> <ul style="list-style-type: none"> exterior cladding of whareuku, <i>'There is a section to rear right corner that has fallen out. This section needs to be patched up to ensure the reinforcing steel has the required protection.'</i>
Subfloor of main building	<p>pp.10/11: Subfloor of main building is open, allows great ventilation but also allows possums etc to get in there. <i>'It is recommended the basement be enclosed with base boards that have a 25mm gap between the board. Two access doors will be advisable for ease of maintenance one being close to most of the underfloor plumbing.'</i></p>
Underfloor insulation	<p>p.11: underfloor insulation is disintegrating, <i>'It is highly recommended the insulation is upgraded with Polyester fibre. This will improve the warmth of the building in winter and cool in summer. Due to the site being in a very high wind zone this insulation will need to be well secured in place and base boards will add to the protection of the insulation.'</i></p>
Ductings and penetrations	<p>p. 15, Ducting's and penetrations, <i>'The kitchen extraction unit is not doing anything as there is no ducting to the outside or venting to the top of the unit. The duct needs to be installed along the back wall to the right outside wall. This could be concealed inside, or above wall fitted cupboards.'</i></p>
External Stairs	<p>pp.16/17: External stairs, <i>'There are several short stairs to the main deck and a stair and landing for the back door to the mezzanine. The stairs to the front deck are sagging due to over span of the tread timbers. It is recommended these stairs have additional runners fitted under them. The other stairs are in acceptable condition. To ensure these stairs stay safe it is recommended the timbers are washed with "Deck Cleaner" then two coats of</i></p>

	<i>“Deck Seal” applied. The ramp decking is in poor condition and needs replacing then a Deck Seal applied.’</i>
Decks	p.19: Decks , <i>‘The decking is on three sides of the building. The deck has good foundations and has been constructed to a good standard. The deck is fully covered with a well-constructed roof providing weather protection to most of the decking. There is however a couple of sections of the deck that have been exposed to the weather and the decking timber to these areas is in poor condition. These are to the side by the ramp and the small section by the utilities shed. Some of the decking timber to these areas will need to be replaced. The side of the decking on the right has stone against it. This stone needs to be moved away from the decking to allow cross flow ventilation to the underside of this area of decking and to allow the timber to dry out. The screening hung under the deck roof will need to be removed from nominated escape routes for prevention of fire spread of flame. The open fire unit at the end of the deck is too close to the pergola roofing. It is recommended the pergola roof is cut back to provide a safe gap from the fire.’</i>
Roof	p.23: Roof , <i>‘The roof is in reasonable condition but there are some areas where the roofing is lifting. The loose section of roofing needs to be fixed securely down with stainless steel roofing screws. There is also moss growth to the left side of the roof. Recommend this section is sprayed with a moss removing roof spray. The tank water pipes will need to be disconnected for a week or two after spraying. The roof to the rammed earth building is in acceptable condition but also needs to be sprayed with roof cleaner.’</i>
Gutters	p.25: roof gutters , <i>‘The roof gutters are in acceptable condition. There are two areas where there are no gutters and the roof water runs over the exposed framing, walls and onto the decking. This is causing moss build-up and decay to these areas. A flashing needs to be installed under the roofing and feed into guttering that needs to be installed at these gaps to ensure the areas can dry out. The mould will need to be removed and the expose</i>

	<i>framing treated prior to fitting the guttering. The section of roofing above the outside fire needs to be cut back to avoid fire damage. The bear metal roofing to the fire can be extended to provide shelter over the fire.'</i>
Whareuku guttering	p. 26: Whareuku guttering , <i>'The gutters to the rammed earth building are damaged in several places and have leaks at some joints. Recommend some sections of this guttering are replaced.'</i>
Whareuku fascia	p. 27: Whareuku fascia boards , <i>'The flying rafter to the front of the rammed earth building is damaged. The damage section needs to be repaired to avoid decay and failure. A part of the roof overhang shows signs of moisture damage. The cause of this needs to be identified and repaired. Recommend further investigation by a registered builder.'</i>