

# VICSES Heidelberg

## Update from the Emergency Services Infrastructure Authority

### Project Update | May 2022

- The principal works contract was awarded in April 2021, with construction commencing in May 2021.
- Recent works include car park completion and landscaping.
- Construction of the facility is now complete, and the occupancy certificate has been received. Handover of the building is pending rectification works and closure of identified defects.
- The ESIA team would like to say thank you for your collaboration and patience in delivering your new fit-for-purpose facility. We hope you enjoy settling into your new home.



### Next Steps

- Achieve practical completion by the end of this month and address identified defects.

*This update is current at time of distribution, however due to unforeseen circumstances, changes may occur.*

### Project Timeline

#### Site identification

Complete

#### Site due diligence

Complete

#### Land acquisition

Complete

#### Concept, schematic and design development

Complete

#### Town planning and zoning approvals

Complete

#### Procure and appoint construction firm

Complete

#### Construction underway

Complete

#### Construction concludes

May 2022

#### Handover of facility

June 2022

---

## Commissioning of your facility

---

Building Contractor commissioning of your new facility is an important process that takes place prior to Practical Completion and the issue of a Certificate of Occupancy. The new facility cannot be formally handed over to your unit until the Building Contractor has completed their commissioning.

The Building Contractor's commissioning is separate to the operational readiness commissioning that VICSES will complete to ensure your own equipment is 100% ready for you to move in and commence operations from your new local HQ.

---

### What is commissioning?

Building Contractor commissioning is a crucial process that verifies that your new building and its systems operate as intended and deliver optimal performance. This process will also involve OH&S orientation, facility induction and training session(s) with your nominated personnel, so that your unit is ready to go when the first request for assistance comes in.

---

### The main objectives of commissioning a facility are to...

- ensure new facilities and equipment are ready for occupancy and use, i.e. fit-for-purpose
- ensure that any new equipment meets all legislative requirements such as the Essential Services Management Act and prescribed energy levels under the Victorian Greenhouse Strategy
- induct and train nominated personnel in the operation of new equipment and safety procedures
- identify any minor defects which require rectification by the Building Contractor
- receive all warranties and operation and maintenance manuals from the Building Contractor as a condition of Practical Completion.

### Defects Liability Period

There will be a Defects Liability Period of 12 months from the date of Practical Completion of your new facility.

During this period the Superintendent's Representative (ESIA) is responsible for managing the Building Contractor to rectify defects that may appear in the works.

If there are any issues with your new facility, please contact your Relocation Project Manager in the first instance.

### Defects Liability Process

**PHASE 1:** 4 weeks post site being operational

- Unit Controller contacts Relocation Project Manager

**PHASE 2:** Remaining 11 months

- Unit Controller contacts:
  - SES IS Service Desk
  - SES Ops Comms Service Desk

BAU Process

- SES Facilities Service Desk

Complete Defect Notification Form



---

### Contact

[esia@justice.vic.gov.au](mailto:esia@justice.vic.gov.au)

### Website

[www.esia.vic.gov.au](http://www.esia.vic.gov.au)

---