

VICSES Knox

Update from the Emergency Services Infrastructure Authority

Project Update | August 2021

- Construction has been in progress since October 2020, with practical completion on schedule for late August 2021.
- Power, sewer and NBN connections have been established.
- The team at ESIA would like to say thank you for your collaboration and patience in delivering your new fit-for-purpose facility. The Unit and VICSES Headquarters have been engaged and provided with onsite operational training of the facility. We hope you enjoy your new home.



Next Steps

- Practical completion and commissioning achieved.
- Progression of traffic control system and continued consultation with VicRoads.

Project Timeline

Site identification
Complete

Site due diligence
Complete

Land tenure
Complete

Schematic design
Complete

Town planning and zoning approvals
Complete

Detailed design
Complete

For tender documents
Complete

Procure and appoint construction firm
Complete

Construction underway
Complete

Construction concludes
August 2021

Commissioning of facility
August 2021

Handover of facility
September 2021

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



Construction process



Once a builder has been appointed to construct a new VICSES facility, ESIA's project team plays an important role in managing the contract so that the construction phase runs as smoothly as possible.

ESIA's role

During the construction of a new VICSES facility, ESIA's project team is responsible for a range of contract administration and management tasks, including:

- Reviewing the Contractor's Program and Plans (site management, traffic management, OH&S, Environmental Management Plan and commissioning/handover)
- Regular site visits and attending site meetings
- Responding to Contractor's requests for information, resolving technical queries with consultants and issuing of instructions to Contractor as required
- Managing the review and approval of Contractor submissions including samples, shop drawings, as-built drawings and operation and maintenance manuals
- Managing and administering contract variations
- Providing monthly reporting on progress on site



- In conjunction with the Quantity Surveyor, assessing contractor claims and processing contractor payments
- Tracking contract risks, issues and mitigations
- Managing contract extension of time claims and revised end dates
- Managing the required witness and commissioning activities
- Managing the inspection of the works at Practical Completion with consultants, the Contractor and VICSES, and prepare a list of incomplete and defective items
- Managing the Contractor's rectification of defects during the Defects Liability Period
- Managing the project close out activities including Final Certificate and Final Account.



How long will it take to build our new facility?

ESIA estimates that your new facility will take approximately ten months to construct. As with any construction project of this size, there may be some schedule impacts, however ESIA and your VICSES Regional Manager will keep you informed throughout the process. Extensions or refurbishments will take less time to complete.

Can we visit the site while it is under construction? Construction sites are busy places. Many contractors work side-by-side and heavy vehicles come and go so there are a number of OH&S risks that must be considered. ESIA will endeavour to organise an opportunity for you to inspect the construction site at some stage.

What happens if the weather impacts the progress of the build? Factors such as inclement weather are considered when the estimated project timeline is determined. However, there may be issues out of ESIA's control that mean the construction will take longer than anticipated.

Can we move into our facility as soon as construction has been completed? Following practical completion and the certificate of occupancy commissioning of the facility must be undertaken before the unit is operational. This process ensures that new facilities and equipment are ready for occupancy and use, this process can take up to two months.

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