

# 5.3

## SERVICES QUESTIONNAIRE

NOTE: This form must be returned ASAP and must accompany the tenant's preliminary design submission. Any impediment may result in delays on site.

Tenancy Details	
Centre:	Fitout duration:
Tenancy name:	Handover date:
Shop number:	Open for trade date:
Tenant contact:	

This Services Checklist is an important part of providing the correct services to your retail outlet. If the services changes are executed early on site, the cost to you will be minimised. Please ensure this checklist is submitted with the preliminary drawings and that the drawings show the services required. Any electrical alteration undergone thereafter design approval will need to be reviewed by the landlord nominated electrical consultant.

### Electrical

Lighting			
TYPE Eg. FLUORESCENT	POWER PER FITTING (Eg. 2 X 36 WATTS + BALLAST LOSS AT 15% = 83 WATTS)	HOW MANY (Eg. 20)	SUB-TOTAL (83X20) = 1660W
Lighting Load = total watts/area (Eg. 4000/100 = 40 W/m <sup>2</sup> )		Total Watt: (eg 4000W)	
		Shop Area: (eg 100m <sup>2</sup> )	
		Lighting Load (W/m <sup>2</sup> )	



# 5.3

## SERVICES QUESTIONNAIRE

Power Requirements	
Any measures above this amount will incur additional costs to the Tenant or Tenant Representative. Please tick a box below if you require additional power. ANY SUPPLY INCREASE MUST BE SUBSTANTIATED (SUPPLIER REQUIREMENT).	
Allocations are:	
Mini Major	36 pole power 12 pole lighting
General Retail Speciality (Non Food)	24 Pole; Space for 4 pole lighting RCBO on Aux. Rail
Tavern	60 pole power 12 pole lighting
Commercial Tenancy	36 pole power 12 pole lighting
Kiosk – Non Food	18 pole
Kiosk – Food (No Exhaust)	18 pole
Kiosk – Food (Exhaust)	18 pole
Fresh Food Tenancy (No Exhaust)	24 Pole; Space for 4 pole lighting RCBO on Aux. Rail
Fresh Food Tenancy (Exhaust)	24 Pole; Space for 4 pole lighting RCBO on Aux. Rail
Café Court – Hot Food	24 Pole; Space for 4 pole lighting RCBO on Aux. Rail
Restaurant Tenancy	60 pole power 12 pole lighting
Pavilion/Stand Alone	36 pole power 12 pole lighting
CML	1 off 32 amp 3 phase supply, 1 off 15amp Single phase supply
Number of Poles:	

### Hydraulics

Type of fitting	Yes	No	How many?	What type? (Brochure)
Hand Basin?	<input type="checkbox"/>	<input type="checkbox"/>		
Sink	<input type="checkbox"/>	<input type="checkbox"/>		
Will you require Tundishes?	<input type="checkbox"/>	<input type="checkbox"/>		
Bucket Traps	<input type="checkbox"/>	<input type="checkbox"/>		
Floor Wastes	<input type="checkbox"/>	<input type="checkbox"/>		
Extra Drainage Points	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Do you produce a trade waste discharge?</b>			Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, what type of discharge? (e.g. grease waste)				
If Yes, what is your estimated capacity of discharge				
Hydraulics (drainage) design for Food Tenants				
Hydraulics Consultant – External Consultant				
<b>Do you need a Hydraulic Consultant to do a design?</b>			Yes <input type="checkbox"/>	No <input type="checkbox"/>
Note: If 'Yes' Please refer to the landlord nominated Hydraulic Consultant. BCC approval and inspection of your plumbing works must be completed prior to your final inspection and a copy of their approval provided before consent to trade is issued.				

# 5.3

## SERVICES QUESTIONNAIRE

### Gas

Gas Fitting	
LIST OF EQUIPMENT	HOW MANY MEGAJOULES?
Confirm gas appliance installed by the tenant is to incorporate a flame failure device. Provide details.	
Provide details of any gas leakage detection system to be installed	
Proposed Consultant Details	
NAME:	PHONE:
CONTACT:	FAX:
Please complete the details above for approval.	

Notes

- All hydraulics to be designed to AS 3500, including back flow prevention to water supply if required.
- Retailer is responsible for own trade waste applications approval.
- Restricted flow devices to be used on all taps.
- The Tenant is responsible for applying to the relevant Authorities and Gas Supply Authorities when new fittings are introduced to the Centre.
- Generally a gas supply has been installed in the ceiling at the rear of the food tenancies, refer Tenancy Plan.
- Generally a single drainage point has been installed to each tenancy. A capped drainage point is provided to the rear of the tenancy (grease arrestor connection for food tenancies only) with a vent available in the ceiling of the tenancy. Refer to your Tenancy Plan for the location.
- Generally a 20mm cold water supply and a 20mm hot water supply have been installed to the rear of each food tenancy and a 20mm cold water supply for non food tenancies. Refer to your Tenancy Plan for the location.
- Each gas appliance installed by the tenant is to incorporate a flame failure device (this shuts the gas supply off at the appliance).
- Access Panels to Gas and Water incoming valves are to be installed by the tenant, in coordination with their ceiling design and maintained.

### Mechanical

Mechanical ventilation	Yes	No	Hood size	Location	Ventilation Rate Litres/Sec (l/s)
Do you wish to install any fans or hoods?	<input type="checkbox"/>	<input type="checkbox"/>			
If Yes, list the hoods and usages					
Eg. Kitchen Exhaust Hood			1 x 1.5 = 1.5m <sup>2</sup>	Eg island, wall mount	1.5x0.6x1000=900
Total			1.5m <sup>2</sup>		
Provide specification of Kitchen Hood to be installed (Must be fully compensated Ultra Violet Hoods)					

Notes:

- The capture velocity is to be derived from AS1668 or appropriate standard. You may require additional advice from the landlord nominated mechanical consultant.
- If a hood is required, it must be a performance designed, fully compensated, Ultra Violet hood.

# 5.3

## SERVICES QUESTIONNAIRE

Condenser Units		
The lower ground floor food court tenancies will have access to a central hoop condenser line system for connection and maintenance of your own water cooled medium temperature DX refrigeration Plant in your own ceiling space.		
Please refer to your Tenancy Plan and fit out guide.		
The tenancy is required to install packaged thermal meters as CAT 1 works when connecting to the SCW circuit.		
Expected loads of approximately 6kw of cooling have provided for on the system. Additional capacity will require approval by the landlord		
However the first floor food tenancy will not have access to the condenser line system. Please refer to your Tenancy Plan.		
Confirm the maximum cooling load for your tenancy		
Do you need to locate refrigeration condensing units outside the tenancy?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Details/Location:	Size	No #
Do you need to penetrate the slab for condenser lines?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Notes:  
 The location of and size of any penetrations are to be approved by the Landlord-nominated structural engineer.  
 The path of Condenser lines will be determined by the Landlords builder.  
 The location of Condenser Units will be determined by the Landlords builder.

Other Items	Yes	No	Comments
Does your equipment or nature of business produce dust or fumes? If yes, detail additional needs.	<input type="checkbox"/>	<input type="checkbox"/>	
Do you require extended operating hours for air conditioning and ventilation systems? If 'YES', provide hours of operation:	<input type="checkbox"/>	<input type="checkbox"/>	
Powder Coated Air Grills can be provided at extra cost	<input type="checkbox"/>	<input type="checkbox"/>	Request colour schedule from TC.

Notes:  
 The air conditioning and smoke exhaust system relies on free passage of air through the front of your shop even when closed.  
 The minimum amount of free area in the shopfront is 30% of overall opening.  
 Each Café and Food retail tenancy generally has an exhaust connection from a common kitchen exhaust system sized for 2000l/s within the tenancy (Connection to be approved by the Retail Tenancy Coordinator).  
 Higher exhaust rates may need additional services provided to cater for the tenancy's needs at the tenants cost. All tenancies will be designed using 3 slot linear diffusers, unless precinct guidelines stipulate otherwise. Back of house areas will be designed using standard swirl type diffusers – white with black inserts. All works as per CAT 1 rates as provided.  
 Access panels to VAV/VCD are to be installed by the tenant, in coordination with their ceiling design and maintained.

# 5.3

## SERVICES QUESTIONNAIRE

### Fire Services

Questions	Yes	No	Description
Will you store flammable materials?	<input type="checkbox"/>	<input type="checkbox"/>	
Will your tenancy have any high piled storage, either free standing, within a racking system or on shelving? If 'YES', please give details of: Type of storage Type of goods stored Proposed height and width of storage Will your goods be plastic encapsulated (plastic wrapped)	<input type="checkbox"/>	<input type="checkbox"/>	
Will your tenancy have any items below, or in part of the ceiling that will have a baffling effect on the sprinklers?	<input type="checkbox"/>	<input type="checkbox"/>	
Will your tenancy have any rooms or equipment with extreme temperatures eg. Freezers, ovens etc	<input type="checkbox"/>	<input type="checkbox"/>	
Do you understand that significant changes to the open ceiling plan require additional servicing, and you will have to bear the costs associated with House System upgrades?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have any specialist systems that need to be integrated with the fire alarm (E.g. Ansul Fire Suppression)	<input type="checkbox"/>	<input type="checkbox"/>	

Notes:  
 Sprinkler heads must not be painted.  
 If you delete the ceiling, the sprinkler fire protection alteration to meet the requirements of AS 2118.1-1999 will need to be assessed and costed by the landlord consultant at the tenant cost.  
 Sprinklers should not be used to support other items, eg. Christmas decorations, signs etc. Failure to comply with this could result in a false alarm or accidental operation.  
 A sprinkler installed above a gas burner may cause an accidental operation.  
 All tenancies will be designed using concealed flush head sprinklers to front on house areas as per CAT 1 rates provided.

### Structural

Questions	Yes	No	How big? How much does it weigh?
Do you have any equipment or units, which are excessively heavy (eg A safe or compactus unit?)	<input type="checkbox"/>	<input type="checkbox"/>	
Are you intending to drill core holes into the concrete slab? External Consultant will be required at Tenant cost.	<input type="checkbox"/>	<input type="checkbox"/>	
Do you understand that the location of core holes is determined by the limitations of the slab structure? This includes the proximity to structural beams, proximity to walls and sub-slab access etc.	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have any features within your store that may require the certification of a structural engineer? i.e. signs, bulkheads overhead features etc.	<input type="checkbox"/>	<input type="checkbox"/>	
Do you need to chase the slab for running of power/comms to island counters etc.	<input type="checkbox"/>	<input type="checkbox"/>	

Notes:  
 A landlords' appointed Structural Engineer must approve all core holes into the concrete slab. The location of some core holes will be determined by the structural features of the site  
 Chasing of conduits into the concrete slab is not permitted without prior Landlord approval. Alternatives should be discussed with the Tenancy Coordinator  
 Slab is existing with a load rated at 5kpa

# 5.3

## SERVICES QUESTIONNAIRE

### Final Notes

The notes incorporated within this questionnaire are for information purposes and do not override or replace any requirements laid out in the tenancy design requirements. By signing this questionnaire, you confirm that the above is correct to the best of your knowledge and acknowledge that you have received a complete, up to date set of the "Karrinyup Shopping Centre Fitout Manual & Tenancy Design Requirements" and that the design of your tenancy will comply with the requirements of said manual.

### Tenant Declaration (To be completed by the Tenant or Tenant representative)

Date	Signed by:
	<u>Retail Designer</u>
Date	Signed by:
	<u>Tenant or Tenant Representative</u>

### RCP

Date	Signed by:
	<u>Project Manager/Tenancy Coordinator</u>
Date	Signed by:
	<u>Consultant</u>