

# OWNERS CORPORATION COMMITTEE BRIEFINGS

## THE HALLMARK



MAY 2021

### HALLMARK REFURBISHMENT – PROGRESS REPORT

#### Carpet installation

The installation of new carpet in all hallways is nearing completion with some minor adjustments still to be made. Installation on Levels 1-4 revealed problems caused by the unevenness of the slab. Work was halted and after consultation with the supplier the decision was made to install an additional underlay from levels from 5-19. Installation of new light fittings on Levels 1-13 has reduced the visual impact of the unevenness of the slab.

The committee is aware of defects to some joins and wall finishes. This will form part of the final rectification review and remediation by the carpet installer who will undertake a detailed inspection of all work.

The carpet chosen was specified in the SJB concept for the original refurbishment. The committee preferred to use the expertise of the designers who are experienced in commercial fit outs of this kind. It is designed for heavy duty commercial grade use and is a loop pile broadloom solution dyed nylon. The carpet was originally specified to be installed as direct stick to the base build slab.

The heavy traffic on Level 1 will require the placement of heavy-duty mats at the entrance to the car park to reduce the risk of dirt being brought on to the floor. The committee believes that the added cost of taking up the new carpet on Level 1 and replacing it with a double bond underlay is not warranted at this time. A trial over the next 12 months will give a better indication of the durability and longevity of the carpet on Levels 1-4, after which another assessment can take place.

There are temporary inlays of the darker colour carpet currently on a number of floors due to a shortage in supply. Wider carpet inlays are expected to be delivered in the next week and the permanent inlays installed.

#### Carpet cleaning

Concerns have been expressed about the light colour of the carpet and its susceptibility to stains. The carpet being laid is designed to be very durable and easy to clean as it is colour fast. The manufacturer has supplied detailed cleaning protocols, including an appropriate cleaning treatment schedule and recommended cleaning products.

#### Foyer and Building Manager's office

Work will begin soon on installing a new window in the Building Manager's office. This will enhance security while allowing easier interaction with building staff. The existing carpet in the office will be replaced by carpet tiles which are hard wearing and easy to replace.

New carpet inlays will be installed in ground floor lift foyers and the tiles in the foyer and the lifts will be replaced. The schedule for this work will be provided once confirmed with suppliers.

#### Cost

The installation of an extra underlay on Levels 5-19 will be an additional cost but this will be at least partially offset by savings in other areas.

#### Defect Rectification

Defect notices will be issued to all contractors (paint, carpet & electrical) following completion of installation. Contractors will be required to rectify defects prior to final payments being issued.

#### Further progress report

The committee will continue to keep residents informed about developments. In the meantime it would like to express its appreciation of the patience and understanding shown by residents during this refurbishment.

HALLMARK OC MANAGEMENT COMMITTEE

27<sup>th</sup> May 2021