

Annexure 4

SERVICES SUBMISSION CHECKLIST

Services Proposal Checklist

In preparation for submitting your Services Proposal to your Vicinity RDM, please refer to the following checklist items to ensure you have everything in your documentation pack ready.

Subsequent drawing submissions shall address the comments from the Services Review feedback.

DRAWINGS – INLINE TENANCY

- ☐ 1:50 Dimensioned floor plan submitted in A3 PDF and CAD format, showing approved layout of the tenancy including all relative information including but not limited to:
 - Joinery, fixtures, and furniture,
 - Building grid lines in line with tenancy lease plans,
 - Nominated EDB & NBN location, dimensioned if location is critical to the design, noting 600mm required for EDB door swing,
 - Nominated air conditioning thermostat location (this may have to be adjusted to suit system),
 - Where applicable, kitchen exhaust canopy location nominated with dimensions & specifications,
 - Nominated connection points for standard and greasy waste, dimensioned off grid lines,
 - Location of all core hole penetrations, (including tundish points, electrical, hydraulic, refrigerant), dimensioned off grid lines. Please note size of penetration required,
 - Location, size, and depth of any proposed chasing to tenancy slab for review,
 - Location of heavy equipment (compactors, HWC, safes) including weight, height, specifications,
 - Location of any recessed door pivots and depth required to be embedded in slab,

- ☐ 1:50 Dimensioned reflected ceiling plan (RCP) submitted in A3 PDF and CAD format, showing approved layout of the tenancy ceiling including all relative information including but not limited to:
 - Ceiling height,
 - Lighting layout, including dimensions,
 - Type of diffusers nominated in preferred locations, (square, round, linear (1,2 or 3 slot, continuous),
 - Preferred colour of registers,
 - Preferred air conditioning return grille location, or proposed perforation ceiling detail to balance air flow,

DRAWINGS – KIOSK

- ☐ 1:20 Dimensioned floor plan submitted in A3 PDF and CAD format, showing approved layout of the tenancy including all relative information including but not limited to:
 - Joinery, fixtures, and furniture,
 - Building grid lines in line with tenancy lease plans,
 - Nominated EDB & NBN location, dimensioned if location is critical to the design, noting 600mm required for EDB door swing,
 - Where applicable, kitchen exhaust canopy location nominated with dimensions & specifications,

- Nominated connection points for standard and greasy waste, dimensioned off grid lines,
- Location of all core hole penetrations, (including tundish points, electrical, hydraulic, refrigerant), dimensioned off grid lines. Please note size of penetration required,
- Location, size, and depth of any proposed chasing to tenancy slab for review,
- Location of heavy equipment (ovens, HWC, safes) including weight, height, specifications,

ADDITIONAL REQUIRED SUPPORTING INFORMATION

- ☐ Lighting specifications & Section J calculations for lighting demonstrating Building Code compliance as well as Design Vision & Fitout Criteria compliance,
- ☐ Confirmation if electrical underslung conduit required for cable reticulation under slab,
- ☐ Doors to rooms inside tenancy to be undercut to balance air conditioning system rather than door grilles,
- ☐ Specifications of all condenser units to be located remotely, noting this needs to be balanced with Vicinity's other operating requirements, thus tenants preferred locations may not be achievable

ENVIRONMENTALLY SUSTAINABLE DESIGN (ESD) CHECKLIST

- ☐ Checklist completed accurately, signed, and dated,

SPECIFIC FOOD EXHAUST REQUIREMENT CHECKS

- ☐ Check Exhaust nominated in Market Hall (Blue & Orange Zones),
- ☐ Specifications of equipment required for display cooking (Blue Zone),
- ☐ Orange Zone – (Light Cooking) Portable engineered recirculating hoods (Limited capacity of 3 X Mobile Kitchen Hoods only out of the 6 Orange zone)
- ☐ Proprietary commercial low velocity engineered kitchen exhaust hoods specified

SPILL AIR REQUIREMENTS

- Inline Tenancy**
- ☐ Permeability (opening) in shopfront zone (0.0035m²) per 1 m²,
- ☐ Permeability must be permanent to shopfront zone including when shop is closed,
- Kiosk Tenancy**
- ☐ Permeability to ceilings above kiosks to be documented if required,
- ☐ Type of open area can be designed via louvers, perforation, or launder slots,
- ☐ Location of open area must be beneath the smoke buffer

ODOUR CONTROL – FISH & BEAUTY OPERATORS, RUBBISH AREAS

- ☐ Dedicated supplementary exhaust & make up air to tenancy (beauty) & enclosed room (fish, rubbish),
- ☐ Dedicated enclosed room for fish cleaning & preparation, documented on drawings, with self-closing mechanism to door, floor waste and drain with bucket trap,
- ☐ Operational waste management plan to be provided