

# SA office relocation



## April

### On-site activities completed

- Completion of concrete footings and pads
- Completion of in ground services for plumbing and electrical
- Installation of Pre-Cast Concrete
- Installation of structural steel

### Off-site activities completed

- Order external roof and wall cladding
- Order Ceilings and Partitions
- Order Floor Finishes and Tiling

### Project activities were completed

- Revised proposal for AV services received
- Request for tender based on AV proposal sent out
- Proposal for Furniture & Fit-out being assessed
- Continuation of Asset Cataloguing for Palmer Plc
- Continuation of Document filing and archiving for Palmer Plc & Ward St
- Proposals from Real Estate agents being assessed
- Stakeholder meetings held and Project documents developed
- Communications Plan and Project Webpage developed

## May

### On-site activities planned

- Installation of the pre-cast flooring system.
- Completion of structural steel including the roof structure.
- Concrete topping slabs to Level 1 and 2.
- Commencement of roofing and external cladding.

### Off-site activities completed

- Manufacturing and delivery of the lift
- Fabrication of aluminium window frames and doors
- Fabrication of mechanical ductwork