



# **FITOUT OF THE AUSTRALIAN EMBASSY DOHA, QATAR**

STATEMENT OF EVIDENCE FOR PRESENTATION TO  
THE PARLIAMENTARY STANDING COMMITTEE ON  
PUBLIC WORKS



**Australian Government**

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**Department of Foreign Affairs and Trade**

**Overseas Property Office**

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# 1 IDENTIFICATION OF THE NEED

## 1.1 Project objectives

- 1.1.1 On 12 May 2015 the Australian Government announced that it would open a new Embassy in Doha, Qatar. Doha is a key growth area in the Middle East and the establishment of an Embassy will facilitate Australia's commercial links with Qatar.
- 1.1.2 Since the opening of the Mexican Embassy in Doha in 2014, Australia is the only G20 member country which does not have an embassy in Doha. Qatar opened an embassy in Australia in early 2012.
- 1.1.3 Qatar is the richest country in the world per capita and has a major domestic and international investment program, positioning itself as a regional and global hub for sporting events. Qatar will build new infrastructure (roads, hotels, stadia, residential development) worth an estimated USD95 billion for the World Cup, with total World Cup implementation costs expected to reach an estimated USD200 billion.
- 1.1.4 Australia currently has diplomatic accreditation to Qatar through the Australian Embassy in Abu Dhabi. The presence and activity of an Embassy in Doha will raise the status, profile and appeal of Australian companies working or seeking to establish businesses in Qatar.
- 1.1.5 The project will fitout an area of 895m<sup>2</sup> to accommodate DFAT and Austrade staff and provide representational facilities to enable the Embassy to host conferences and events to build trade and diplomatic relationships with Qatar.
- 1.1.6 The Department of Foreign Affairs and Trade (DFAT) seeks approval from the Parliamentary Standing Committee on Public Works (PWC) to proceed with a project to establish a new Australian Embassy in Doha.
- 1.1.7 The Project will be managed by the Overseas Property Office and Services (OPO) in DFAT.

## 1.2 Background

- 1.2.1 Two-way trade between Australia and Qatar was worth \$1.75 billion in 2014-15 and is growing strongly – exports increased by over 20% from the previous year. Qatar Airways entered the Australian market in 2009 and has expanded its network with daily flights to Sydney and Adelaide commencing in the first half of 2016. The accompanying increase in cargo capacity is expected to further boost trade, including exports of high-quality Australian foodstuffs. Australia is also seeking to increase the number of Qataris studying (in tertiary and vocational education) in Australia.
- 1.2.2 Qatar's sovereign wealth fund is a valued source of foreign direct investment in Australia and Qatar has invested significantly in Australia's wheat, barley and other grain-producing farms, and sheep properties, to support its food security strategy.
- 1.2.3 Over 80 Australian companies are present in Qatar. Qatar's infrastructure development plans have generated renewed opportunities for Australian companies and joint ventures between Australian and Qatari companies are increasing.
- 1.2.4 Consular demands in Qatar are growing, with an estimated 5,000 Australians residing there and visitors increasing at an annual growth rate

of nine per cent per year. With expanding aviation links via Qatar Airways and Qatar's position as an aviation hub, the number of Australians visiting or transiting the country is likely to grow significantly. This will place increasing demands on our consular services.

- 1.2.5 Accordingly, the Australian Government has determined to establish an Embassy that will facilitate direct diplomatic relations with the State of Qatar to advance Australia's interests in the country and surrounding region.
- 1.2.6 Funding for this fitout has been approved through the 2015-16 'Expanding Australia's Diplomatic Footprint' New Policy Proposal (NPP). The Government provided funding over four years to boost the Department's overseas network by opening new diplomatic posts in Buka (Papua New Guinea), Doha (Qatar), Makassar (Indonesia), Phuket (Thailand), and Ulaanbaatar (Mongolia), and providing increased resources for Houston (United States).

### 1.3 Description of proposal

- 1.3.1 The fitout of the Australian Embassy in Doha will comprise the following elements. Detailed descriptions of the works are in section 2 below.
  - a. securing a ten year lease of 895m<sup>2</sup> in the Tornado Tower building;
  - b. demolition of existing office fitout;
  - c. a full office fitout including public areas, multipurpose/function area, staff offices and kitchenette;
  - d. reconfiguration and supplementation of the base building air conditioning mechanical systems;
  - e. installation of IT infrastructure including communications, electrical and public address systems;
  - f. installation of physical and electronic security systems including access control, CCTV and duress alarms to meet DFAT security requirements;
  - g. upgrade of fire services including sprinklers, and exit and emergency lighting;
  - h. reconfiguration of the wet areas in the building core to provide accessible and additional female ablutions; and
  - i. decorative works in the building core lift lobby to align with the new fitout and provide a suitable entrance to the Embassy.

### 1.4 Options considered

- 1.4.1 A due diligence inspection of available high-rise leased accommodation in Doha was undertaken by OPO in August 2015.
- 1.4.2 Following a shortlisting process of suitable buildings, inspections were undertaken of four properties, with three buildings identified as preferred or possible options for a new Australian Embassy in Doha. A summary of the key inspection findings are outlined in Section 3 below. Each of the three buildings provided differing standards of amenity, physical security, WHS (Work Health and Safety), quality and building compliance, as well as presenting varying sizes of available space.

- 1.4.3 Whilst three buildings were identified as suitable, it was noted that all three buildings would require works to address WHS and duty of care compliance with Australian Codes and Standards.
- 1.4.4 The due diligence inspection concluded that the Tornado Tower building provided the highest levels of security and safety for DFAT and Austrade staff and that the building was in a highly suitable location.
- 1.4.5 The alternative options of Burj Doha and The Gate also provided suitable locations and buildings, however involved increased security, compliance and safety works.
- 1.4.6 Construction of a dedicated stand-alone Embassy building was considered but not assessed as a cost effective solution for the current requirements.
- 1.4.7 Co-location with either the Canadian or United Kingdom missions was also explored but neither has sufficient spare space available to meet Australian Government requirements.

## **1.5 Reasons for adopting proposed course of action**

- 1.5.1 Establishment of the Australian Embassy in Doha will achieve the following:
  - a. provision of a permanent diplomatic representation in Qatar will enable the Australian Government and Australian business community to strengthen existing trade relationships and to build new opportunities for growth;
  - b. strengthen ties between the Australian and Qatari Governments; and
  - c. provide consular support for the increasing numbers of Australians living or travelling in Qatar.
- 1.5.2 Establishment of the Australian Embassy in the Tornado Tower building will:
  - a. provide staff and visitors with the requisite high standard of security and safety appropriate to an Australian Embassy;
  - b. provide a suitable high-grade premises to represent the Australian Government to the State of Qatar, VIPs and business community;
  - c. achieve a cost effective medium-term investment for Australia's representational functions.

## **1.6 Environmental impact assessments**

- 1.6.1 There is no known requirement for this proposal to undergo an environmental impact assessment.

## **1.7 Heritage considerations**

- 1.7.1 There are no known heritage considerations associated with the proposed fitout.

**1.8 Details of organisations consulted**

- 1.8.1 Consultations have been held with DFAT's Diplomatic Security Branch, the Australian Embassy in Abu Dhabi, DFAT's Middle East Branch, DFAT's Financial Management Branch and Austrade.

**1.9 Amount of revenue derived from the project**

- 1.9.1 There is no revenue derived from the project.



## **2 TECHNICAL INFORMATION**

### **2.1 Location and climate**

- 2.1.1 Qatar is a small country located on a peninsula in the Persian Gulf and is bordered by Saudi Arabia, with a population of approximately 1.8 million. Other adjacent countries are Bahrain and the United Arab Emirates.
- 2.1.2 Doha is situated on the central east coast of Qatar and is approximately 10m (33 feet) above sea level and has a hot desert climate with precipitation limited at approximately 75mm per annum, concentrated in the cooler season from October to March. In the cooler season temperatures typically range from lows of 12°C overnight to mid 20's with relative humidity of approximately 70%, while in the hotter season the temperatures typically range from lows of 20°C overnight to mid 30's with relative humidity of approximately 50%. However heat waves where temperatures can often exceed 40°C for extended durations are not uncommon.
- 2.1.3 There are a number of land reclamation projects off the coast of Doha, adding approximately 1,000 acres of land via projects such as the Pearl and Palm Tree Island.

### **2.2 Scope of work**

- 2.2.1 The scope of work consists of an office fitout of 895m<sup>2</sup> in the Tornado Tower building, including the provision of new services infrastructure and security requirements, along with minor demolition works of the existing fitout.
- 2.2.2 The fitout will consist of alteration and supplementation of the base building elements, including mechanical, electrical, hydraulic and fire engineering services.
- 2.2.3 The project will also provide new tenancy systems including, installation of a DFAT specific access control system, CCTV and IT network, providing the security and IT infrastructure required to operate an Embassy.
- 2.2.4 The fitout works will, where required, upgrade the fire engineering services to comply with current standards, including reconfiguration and supplementation of fire sprinklers, early warning systems, fire detection and exit and emergency lighting. A fire engineering assessment of the Tornado Tower has been undertaken to meet DFAT duty-of-care and WHS (Work Health & Safety) requirements for fire safety.
- 2.2.5 The fitout of the new tenancy will involve the reconfiguration and supplementation of all in-ceiling building services, including air-conditioning and ventilation. The works will also include some limited refurbishment of the building core, including reconfiguration of the ablution to provide accessible and additional female toilets and minor decorative works such as painting in the lift lobby.
- 2.2.6 The tenancy will be handed over as a complete floor with some existing fitout and will be completed in two stages, firstly demolition and following local authority approvals, fitout works.

## **2.3 Property selection**

- 2.3.1 The proposed site was selected following a due diligence investigation by DFAT and design and engineering consultants of a shortlist of four properties.
- 2.3.2 Tornado Tower was determined to be the preferred property for the Australian Embassy for a number of reasons including:
  - a. the building is in a prime CBD location in close proximity to host government departments and other diplomatic missions;
  - b. a high quality commercial building providing the highest standard of security;
  - c. the proposed tenancy area on the 21<sup>st</sup> floor can be fitted out to provide a functional Embassy and meet DFAT security requirements;
  - d. the capacity and quality of the building engineering services make it a technically very suitable building with only minor compliance and fire safety issues that can be satisfactorily addressed;
  - e. the tower has a high quality building management company providing confidence in long term maintenance; and
  - f. the fitout will require the lowest scope of work of the three options.

## **2.4 Zoning and approvals**

- 2.4.1 The existing building property, Tornado Tower, is zoned to allow Embassy and commercial use. No changes to the building zoning will be required as a result of this project.
- 2.4.2 Approval for the fitout will be required from both the Ministry of Interior, Civil Defence Department (CDD) and the Ministry of Municipality and Environment (Municipality).
- 2.4.3 The CDD approvals encompass a three stage process as follows:
  - a. Stage 1: Initial planning approval.
  - b. Stage 2: Detailed drawing approval.
  - c. Stage 3: Physical inspection and approval for occupancy.
- 2.4.4 The Municipality approval is obtained following the Stage 1 and Stage 2 CDD approvals which are incorporated within the submission.

## **2.5 Land acquisition**

- 2.5.1 DFAT will secure a lease of 895m<sup>2</sup> on level 21 of the Tornado Tower for an initial 10 years. No land will be acquired in connection with this project.

## **2.6 Codes and standards**

- 2.6.1 The appropriate use of Qatari (predominately a combination of British and American) and Australian Codes, Standards and Regulations in respect of the design and material and equipment selection will be undertaken by the Australian design consultant and Qatari Design and Construct (D&C) contractor.
- 2.6.2 It is proposed that electrical design works will be documented to Australian Standards as part of the life safety consideration.
- 2.6.3 Where the standards differ the more stringent shall apply, unless not acceptable to the Qatari authorities in order to achieve building approvals.

- 2.6.4 The project works will be delivered in accordance with Part D3 of the Building Code of Australia (BCA) and the Premises standard with respect to disability access. Focus will be on achieving the highest standard of compliance as is reasonably practicable within the constraints of the building and changes the building owner will accept.

## **2.7 Architecture**

- 2.7.1 The architectural components of the design development consist primarily of internal layouts and interior design aspects including selection of colours, materials, fittings and fixtures and the furniture in order to provide facilities reflective of an Australian Embassy and in accordance with Commonwealth signage protocols, DFAT standards and Austrade corporate branding.
- 2.7.2 Key architectural elements of the design will include the provision of appropriately zoned controlled areas encompassing offices, open plan workstations, meeting rooms and other supporting facilities such as a staff kitchenette and data rooms. The Embassy will also include a multipurpose space to be used for DFAT and Austrade representational activities and will have the flexibility to host conferences and events.

## **2.8 Materials and finishes**

- 2.8.1 Materials and finishes will be selected to present a high quality building that is durable, requires minimum maintenance and reflects the nature of the activities of the Embassy, hosting the business and diplomatic communities of Australia and Qatar.
- 2.8.2 Consideration towards climate and the environment will strongly influence the design decisions in addition to the recognition that many materials and equipment will need to be imported.
- 2.8.3 Imported products will primarily be from Australia and Europe and are likely to include security windows and doors, mechanical plant and equipment, electrical and hydraulic fixtures and fittings, security steelwork, furniture and most floor/wall finishes, materials and ceilings.
- 2.8.4 Hardwearing materials will be used for floors in public areas, entrances and other heavy use areas.
- 2.8.5 Standard internal walls will be steel stud framed partitions with painted plaster-board and glazing suites in some locations.
- 2.8.6 Security walls will be steel stud framed partitions with steel and painted fire rated plaster-board cladding.
- 2.8.7 Wet areas will be finished with slip resistant vinyl or tiles to floors. New sanitary ware will be provided to the accessible ablutions.
- 2.8.8 Ceiling finishes will include painted plasterboard, perforated acoustic ceilings, baffles and other suitable materials.
- 2.8.9 General floor finishes will be a mixture of carpet tiles, vinyl or other materials as appropriate for the functional requirements of the nominated areas.

## **2.9 Structure**

- 2.9.1 No structural modifications will be required to the base-building.
- 2.9.2 A Structural Assessment of the fitout has been undertaken and has confirmed that the works are within the structural design parameters of the building. The assessment has been provided to the building owner for internal verification and agreement.

## **2.10 Mechanical services**

- 2.10.1 The mechanical services will be designed to provide a high quality, safe, and comfortable indoor environment given the high-temperature and high-humidity conditions that Qatar experiences predominately in the dry season.
- 2.10.2 The tenancy has an existing FCU based floor air conditioning system with central plant located in the basement. Modification of the system will be required, including relocation of 15 FCU's, to adapt to the proposed Embassy layout.
- 2.10.3 Supplementary air conditioning will be required to be installed for Embassy data rooms. The air conditioning will be connected to a dedicated 24/7 base-building chilled water system.
- 2.10.4 Modification of the base-building fresh air and exhaust systems will be required to achieve adequate ventilation rates that comply with Australian and Qatari Building regulations.
- 2.10.5 Modifications to duct work are also required in order to meet DFAT security and acoustic requirements.

## **2.11 Hydraulic services**

- 2.11.1 Limited hydraulic services modifications will be required. Connection of the staff and multipurpose room kitchens to the base building supply water and waste water hydraulics will be required.
- 2.11.2 So far as possible the reconfiguration of the ablutions will make use of existing water and sewer connections.

## **2.12 Electrical services**

- 2.12.1 The electrical installation shall primarily be all new, zoned in accordance with DFAT requirements, installed to Australian / Qatari standards.
- 2.12.2 30mA Earth Leakage Circuit Breakers with Overload Protection (RCBO) are included to all lighting and power circuits in accordance with best Australian standards and Australian Workplace safety legislation requirements.
- 2.12.3 Wiring to existing Fan Coil Units (FCUs) will remain unless the FCUs are relocated in which case new wiring will be provided and redundant wiring removed.

## **2.13 Lighting systems**

- 2.13.1 A new lighting installation fitted with motion sensors will be installed to achieve illumination standards in accordance with Australian / Qatari standards.
- 2.13.2 All new luminaires will be installed to achieve low energy consumption in accordance with Australian practice.

- 2.13.1 A new emergency lighting installation inclusive of new exit luminaires will be incorporated to meet Qatari standards along with the intent of Australian standards and designed to achieve minimum lux levels.

## **2.14 Lightning protection system**

- 2.14.1 Tornado Tower has a functioning lightning protection system. No further lightning protection works are required.

## **2.15 Fire protection**

- 2.15.1 A Fire engineering assessment of Tornado Tower and the proposed fitout layout has been undertaken. The report identifies that the building provides a high level of fire protection including:
- a. stairway and lift pressurisation;
  - b. 60 minutes fire doors;
  - c. sprinklers to Qatari standards;
  - d. smoke extraction system; and
  - e. smoke detection.
- 2.15.2 The report recommends additional fire protection works to ensure the safety of Australian Embassy staff including:
- a. modification of the existing smoke detector layout and sprinkler heads to align with the Embassy layout, including provision of additional sprinkler heads and smoke detectors where required to meet Australian and Qatari standards;
  - b. the treatment of any new penetrations in the building structural elements is to achieve a fire resistance level (FRL) of 2 hours.
  - c. additional signage to be installed to the egress stairs;
  - d. installation of an Embassy Mimic Fire Alarm panel which is able to identify the location of a fire alarm anywhere in the building;
  - e. supplementation of emergency lighting; and
  - f. installation of supplementary exit and directional signs.

## **2.16 EWIS/Public address system**

- 2.16.1 A combined Emergency Warning System with public address capability will be provided to allow audio communication to the Australian government occupied areas of the building.

## **2.17 Security**

- 2.17.1 The perimeter of the controlled area of the tenancy will be secured with Forced Entry Bullet Resistant (FEBR) steel lined walls, doors and counter, with additional secure construction applied to the restricted areas of the Embassy including installation of Intruder Resistant (IR) and B-Class doors as applicable.
- 2.17.2 Anti-shatter film will be applied to the internal face of the perimeter windows of the tenancy.
- 2.17.3 Duress alarms will be installed at the reception, guard station and in the interview room.
- 2.17.4 CCTV coverage and access control will be designed and installed in accordance with DFAT security standards.
- 2.17.5 The tenancy will be provided with a number of safes and secure storage receptacles appropriate for securing keys and information in accordance with their classifications.

## **2.18 Communications**

- 2.18.1 Data cabling will be provided to meet the design layouts of the Embassy and will be designed to provide for telephones, computers, CCTV and other security requirements. The works proposed will include all new Cat6 and fibre optic data cabling and distribution infrastructure in data and floor distribution rooms, along with installation of infrastructure to support the new access control and CCTV systems.
- 2.18.2 A Wi-Fi system will be installed in the public and controlled areas of the Embassy for unclassified internet access. Public access will be provided to Wi-Fi and Internet to enable consular visitors to access a limited network for basic activities such as online consular and passport services, email and online banking.
- 2.18.3 Secure IT systems (SATIN) will be installed to support corporate and consular services and meet the requirements for reporting to government. Equipment is to be installed to meet security standards outlined in the PSPF and ISM.

## **2.19 Lift services**

- 2.19.1 No work to the base building lifts is required.

## **2.20 Operations, maintenance and warranties**

- 2.20.1 Upon completion of the testing and commissioning of the installations and at the time of practical completion of construction OPO will be provided with 'as installed' drawings, material and equipment warranties, operational and maintenance manuals along with spare parts to enable the appropriate ongoing operation, maintenance and repairs of all engineering services and the building fabric.
- 2.20.2 Training requirements for the operation and maintenance of the Embassy equipment and systems will be provided by the fitout contractor to Embassy staff.

## **2.21 Acoustics**

- 2.21.1 The fitout shall include wall and door construction with acoustic ratings appropriate to the performance of the required activities and security classification.
- 2.21.2 The office space will be provided with typical office acoustic treatments such as acoustic ceiling tiles and carpet floor tiles for sound absorption.

## **2.22 Ecologically sustainable design (ESD)**

- 2.22.1 The use of LED and high efficiency fluorescent lighting is proposed. The selected luminaires are consistent with Australian office lighting practice in relation to energy efficiency.
- 2.22.2 The use of LED lighting also offers considerable running cost savings through a reduction in energy costs, re-lamping of luminaires and wastage.
- 2.22.3 The lighting will be connected to motion sensors which switch off lighting to conserve electricity when rooms are not in use.

## **2.23 Provisions for people with disabilities**

- 2.23.1 The Tornado Tower building is accessible for people with disabilities via the front entrance and lift access.
- 2.23.2 Disabled compliant ablutions are not available however modification to the ablutions and kitchenettes in the tenancy core is proposed to provide ambulant accessible ablutions.
- 2.23.3 Hearing augmentation will be installed in the public areas.

## **2.24 Heritage issues**

- 2.24.1 There are no heritage issues associated with the proposed fitout.

## **2.25 Child care provisions**

- 2.25.1 It is not DFAT Policy to provide child care facilities at its overseas missions.

## **2.26 Work health and safety**

- 2.26.1 Compliance with WH&S standards is of high importance to DFAT. Considerable attention will be given throughout the design and construction phases of the Project to meet its WH&S obligations.
- 2.26.2 WH&S practices will be implemented and enforced during the fitout works at the site and have been included in the Fitout Contractor's Scope of Work.
- 2.26.3 WHS issues will be particularly important during the construction stage of the project, as the other floors of the building will remain fully occupied and functional throughout. In accordance with the Work Health and Safety Act 2011, attention will be given to this aspect during the detailed planning of the project.
- 2.26.4 WHS risks will apply not only to construction workers, but also to building occupants, and the general public who may be visiting as part of its normal ongoing operations.
- 2.26.5 The fitout contractor will be required to implement a project specific WHS management plan including safety induction training for the contractor's staff and visitors.
- 2.26.6 Restrictions will be applied to fitout contractor activities with potential to impact other tenants and the public. Noisy works and goods deliveries will be undertaken out of business hours to minimise WHS issues associated with the work.

## **2.27 Authorities and local industry consultation**

- 2.27.1 Consultation with authorities in relation to local approvals will be undertaken by the fitout contractor and DFAT's site based Project Manager.
- 2.27.2 Local industry consultation was undertaken for pre-qualifying contractors for tendering.

## **2.28 Local impact**

- 2.28.1 The impact of this project on building tenants is expected to be low as it is in keeping with the local zoning and development requirements.

- 2.28.2 The nature of internal fitout work is such that those primarily disturbed will be the people and businesses within the building. Accordingly, restrictions on noisy activities will be required. To manage this, the contractor will be required to schedule high noise activities out of hours.

## **2.29 Project cost estimates**

- 2.29.1 The out-turn estimated cost of the proposed works is AUD \$7.036 million, and includes importation of goods, demolition, the new fitout, furniture, security and IT systems, contingency, and other related elements such as consultants' design fees, project management, site supervision, site office expenses and legal costs.
- 2.29.2 The estimate does not include artworks.
- 2.29.3 The estimate includes costs associated with preparing and undertaking local authority approval processes.

## **2.30 Project delivery system**

- 2.30.1 Research, investigations and consultation confirmed that the Doha construction market has a number of organisations with strong Design and Construct (D&C) capabilities.
- 2.30.2 The Project Delivery Strategy determined that the most appropriate delivery strategy would be the preparation of 50% design documentation by Australian consultants to enable briefing and specification of Australian standard and DFAT requirements. The works would then be tendered for a Design and Construct Contractor. OPO considers that this approach represents the best value for money for the Australian Government due to the stringent Qatari approvals process and the need to provide localised documentation for submissions, whilst expediting the project delivery schedule.
- 2.30.3 A tender process was undertaken over December 2015 and January 2016 from a list of contractors with proven D&C experience. The tenderers were selected based upon consultation with the local market, including the agreement from the building owner.
- 2.30.4 A D&C contractor was appointed in late January 2016 and has commenced the development of design documentation suitable for the local Civil Defence Stage 1 submission. Lodgement of the submission and commencement of the fitout is subject to PWC approval.

## **2.31 Fitout program**

- 2.31.1 Following the PWC public hearing and subject to Parliamentary approval, the project program allows for the commencement of construction in Q2 2016, with construction completion of the project in late Q3 2016 and the Embassy opening in early Q4 2016. Practical completion will be followed by a 12 months Defects Liability Period.

## **2.32 Associated sketch design drawings**

- 2.32.1 The following tenancy layout drawing has been prepared to illustrate and define the proposal.



Figure 1: Tenancy Layout

