

## WHAT TYPE OF SCHEDULE?

### Interim Schedule – during the term of the lease

**Schedule:** Prepared at anytime during the lease to primarily identify Tenant maintenance issues including general disrepair, security works, painting, decoration, cleaning of property / rainwater goods / drains, servicing of plant, motors and systems. Fees and other costs may be attributable.

**Outcome:** Repairs undertaken by Tenant or potentially by the Landlord through the outgoings.

**Value:** Maintenance of Asset.

### Terminal Schedule – prior to lease expiry

**Schedule:** Prepared prior to lease expiry, detailed schedule considering repair and yield up works required. Schedule will generally include removal of partitions, fit out, fixings and property. Repairs will generally extend to make good of floor coverings, carpets, ceilings, painting, general maintenance and cleaning. Fees and other costs may be attributable.

**Outcome:** Cash settlement for the Landlord or Tenant makes-good the property.

**Value:** Property repaired / Settlement contribution towards refurbishment / repair / upgrade works.

### Final Schedule – prepared after lease expiry

**Schedule:** Prepared after lease expiry, detailed schedule considering repair and yield up works required. Schedule will generally include removal of partitions, fit out, fixings and property. Repairs will generally extend to make good of floor coverings, carpets, ceilings, painting, general maintenance and cleaning. Fees and other costs such as loss of rent may be attributable.

**Outcome:** Cash settlement for the Landlord.

**Value:** Settlement contribution towards refurbishment / repair / upgrade works.

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## WHY A SCHEDULE OF CONDITION?

### At lease commencement

**When:** Ideally before the lease is signed, otherwise around commencement / occupation date. Can include photographs, text and Environmental Assessment (particularly important to Industrial Properties).

**Value:** Records condition of the premises – limits any future dispute on repair extent.

### During the lease

**When:** Prior to adjoining building works being undertaken.

**Value:** Records condition of the premises – any damage caused by adjoining Owners / Developers can be clearly identified and attributed for responsibility to repair.

# JULY 2009

## THE COST OF REPAIR – AN OUTLINE

<b>Demolition</b>	Office floor demolition incl. tenant services	\$110 m <sup>2</sup>
	Full height plasterboard partitions	\$20 m <sup>2</sup>
	Suspended ceiling and grid	\$9 m <sup>2</sup>
<b>Floors</b>	Wool blend carpet on underlay	\$50 m <sup>2</sup>
	Terrazzo tiling	\$240 m <sup>2</sup>
	Vinyl	\$60 m <sup>2</sup>
	Ceramic tiling	\$110 m <sup>2</sup>
	Epoxy coating to slabs	\$30 m <sup>2</sup>
	Epoxy repairs to slab edges	\$150 lin.m
	Clear sealing of slabs	\$10 m <sup>2</sup>
<b>Ceilings</b>	Flush plasterboard ceiling	\$80 m <sup>2</sup>
	Suspended ceiling (acoustic tile & exposed grid)	\$65 m <sup>2</sup>
	Paint finish	\$15 m <sup>2</sup>
<b>Walls</b>	Solid plasterboard partitions	\$130 m <sup>2</sup>
	Glazed partitions	\$430 m <sup>2</sup>
	Paint finish	\$12 m <sup>2</sup>
	Cement render	\$35 m <sup>2</sup>
<b>Carpentry</b>	Solid core door (incl. frame & hardware)	\$1,000 each
	1hr fire door (incl. frame & hardware)	\$1,500 each
	Paint door & frame	\$250 each
<b>Externally</b>	Asphaltic Concrete surfacing	\$40 m <sup>2</sup>
	Concrete pavement	\$100 m <sup>2</sup>
	Painted line markings (100 lin.m)	\$2 lin.m
<b>Essential Services</b>	1 Emergency Luminaire and Sprinkler Head per 6-8 m <sup>2</sup>	
	1 Emergency Luminaire incl. 2 hr NiCad battery	\$170 each
	1 Sprinkler head incl. 1m of pipe	\$260 each

### Disclaimer

The above figures are approximate only and are intended as a general costing outline for users of SGA's services. The prices quoted exclude GST and Professional Fees and other project specific costs. Some works may require preparation such as substrate rectification prior to implementation of the necessary repair, and such costs are not included in the prices above. For specific repair, maintenance or refurbishment cost information, please contact SGA Property Consultancy.



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