

4. Specification

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1. Project Objectives

The objectives of this project are twofold:

1. Completion of the ongoing capital works conservation program for monuments and memorials; and
2. Development and implementation of the maintenance program for monuments and memorials and public art.

2. Project History

The City of Port Phillip is home to more than sixty historic monuments and memorials which commemorate people, place and events. These monuments vary in age, material and condition, and a number of them are prone to ongoing damage from the elements, wildlife and vandalism. In acknowledgement of the significance to the City of these monuments and memorials, Council has shifted from ad hoc conservation and maintenance to a staged major capital works conservation program and has committed to ongoing maintenance. These monuments and memorials form part of the City of Port Phillip Heritage Collection.

In addition the City of Port Phillip has an public art collection which comprises approximately thirty artworks of diverse material installed across the municipality. The maintenance of these art works requires specific skills in line with those required for maintenance of monuments and memorials.

Conservation work of the City's memorials and monuments aligns with the Council Plan, particularly the strategic directions: 'Enhancing Liveability' and Strategy 4.1.7: 'Preserving our heritage, valuing the past and planning for the future'. In August 2008, Council adopted the City of Port Phillip Memorials and Monuments Policy.

Also in 2008, a conservation study was undertaken to identify the monuments and memorials that were in urgent need of conservation work. Twenty eight memorials were identified and the schedule was divided into a three year period, commencing in 2009.

Priorities were established in consultation with the heritage conservator who completed the study, local war veterans and RSL groups, the Urban History Consultative Committee and members of the two local historical societies.

3. Scope of requirements

Council wishes to establish a specialised Panel of Contractors to undertake conservation, restoration and maintenance work on monuments, memorials and public art in the municipality.

This work will take place over a three year period commencing in the financial year 2011-12 and concluding in 2013-14, with an option at Council's discretion to extend for a further two (2) years. The term commences with the appointment of a panel of conservators and restorers.

It is intended to establish a Panel of preferred contractors which Council can invite quotations to undertake various projects. It is anticipated that the Panel may include Contractors that can provide all, some or only one of the required areas of expertise. The Contractor will be supervised by relevant Council officers depending on the type of project to be delivered.

Council does not guarantee any minimum quantity of work or exclusive engagement of a successful contractor.

A Panel is the preferred option as it will provide ongoing access to a limited and specialised pool of conservation practitioners, and ensure continuity of care for these works in the Collection.

The requirements for this work have been separated into capital works and maintenance:

Conservation works:

- Conservation cleaning of monuments/memorials including removal of staining
- Masonry restoration
- Lettering repaint and gilding
- Metal work cleaning and repair including replacement of lost or damaged tapware
- Re-patination
- Engagement and management of sub-contracted specialists as required

Maintenance:

Maintenance to monuments, memorials and public art includes general cleaning, conservation and repair work, and other work as needed:

- Annual review of condition of all monuments and memorials
- Staged conservation clean of all monuments and memorials according to established schedule
- General maintenance / repair as required (including removal of dirt, plant material and excrement)
- Managing graffiti removal as required
- Stabilisation of materials and supports

4. Proposed Performance Measurement

The Panel contractor's performance shall be measured by:

- quality of work
- preventative conservation used where possible
- meeting national heritage and museum standards
- work completed in a timely manner
- meeting of OHS standards
- proactive approach
- reports completed in a timely manner

5. Reporting and response times

Reports for each memorial and monument, including images, are to be submitted within two weeks of completion of the work. Subcontractor reports are to be included

as well, if the work involved treatment or other alteration to the fabric of the monument or memorial.

Response times for scheduled work are to be as per agreed dependant on weather conditions.

Response times for urgent maintenance are to be within 24 hours of first call.

6. Project Structure

- Establish Panel of Contractors – minimum two conservators and/or one stonemason; contractors experienced in the conservation and cleaning of public artworks
- Schedule conservation works
- Develop maintenance schedule
- Engage conservators on the Panel based on specific monument / memorial requirements
- Commence conservation works
- Implement maintenance schedule
- Review project and ensure compliance with risk management strategies

7. Stakeholders

Key stakeholders:

- Heritage Victoria
- Veterans groups and local RSLs
- local historical societies
- Cultural Heritage Reference Committee
- Department of Veterans Affairs (grant provision)
- Community members

8. List of memorials and monuments and project timetable

Indicative project timetable – three year panel period with option for two more years.

These memorials and monuments form the capital works and initial maintenance component of this scoping document. In addition, there will be ongoing maintenance to further monuments, memorials, plaques and public artworks within the City.

Port Phillip City Collection is available for viewing online at http://www.portphillip.vic.gov.au/port_phillip_collection.htm. Registration numbers are provided below in the list of works.

	Project	Capital Works	Maintenance
2011 - 2012			
26 Aug 2011	<ul style="list-style-type: none"> Closing of tender 		
September	<ul style="list-style-type: none"> Interviews Awarding of tender 		<ul style="list-style-type: none"> Planning of maintenance Admiral Creswell Memorial (Outside Royal Melbourne Yacht Squadron, Catani Gardens, St Kilda sk0013)
October	<ul style="list-style-type: none"> Cleaning of cenotaphs and war memorials prior to Remembrance Day 		<ul style="list-style-type: none"> Victoria Cross (Schipperheyn) Memorial (Albert Square, St Kilda sk0012) Jubilee Memorial Fountain (Bank Street, South Melbourne, sm0159) Charles Moore Memorial Fountain (St Vincent Gardens, South Melbourne sm0168)
November		<ul style="list-style-type: none"> Catani Clocktower (Upper Esplanade, St Kilda) Edwin Knox (Cnr Fitzroy Street and Upper Esplanade, St Kilda) Fairchild Fountain (Upper Esplanade, St Kilda) 	<ul style="list-style-type: none"> Maskell & McNab Railway Memorial (Beach Road, Port Melbourne pm0639) Liardet Memorial (Beach Road, Port Melbourne pm1439)
December		<ul style="list-style-type: none"> Albert Rd Drinking Fountain (Albert Road, South Melbourne sm0153) Sali Cleeve Drinking Fountain (Catani Gardens, St Kilda sk0007) 	<ul style="list-style-type: none"> H H Skinner Memorial (Cnr Clarendon Street and Albert Road, South Melbourne sm0150) Captain Cook Memorial (Catani Gardens, St Kilda sk0005)
January 2012			

February		<ul style="list-style-type: none"> Bowling Club Fountain relocation - TBC (South Melbourne) 	<ul style="list-style-type: none"> George Walter (Walter Reserve, cnr Crockford and Bay Streets Port Melbourne, pm0638) Eastern Road Drinking Fountain (Cnr Eastern Rd and Park Street sm0158)
March	Cleaning of cenotaphs and war memorials prior to ANZAC Day	<ul style="list-style-type: none"> Isaac Jacobs Fountain (Albert Park, cnr Fitzroy St and St Kilda Rd, sk0017) 	
April			<ul style="list-style-type: none"> Centenary Bridge Memorial (Beach Road, Port Melbourne)
May			<ul style="list-style-type: none"> Obelisks (St Kilda Beach, sk0009) Site of first building plaque (Alfred Square, St Kilda)
June	Maintenance and review for 2012 – 2013		<ul style="list-style-type: none"> Point Ormond Memorial Cairn (Point Ormond, Elwood sk0019)
2012 – 2013			
July 2012			Review of maintenance schedule
August 2012 – June 2013	Implementation of maintenance schedule with special attention to Remembrance Day and ANZAC Day		
2013 – 2014			
July 2013	Review of maintenance schedule		
August 2013 – June 2014	Implementation of maintenance schedule with special attention to Remembrance Day and ANZAC Day		
2014 – 2015; 2015 – 2016			
	Review of maintenance schedule		
	Implementation of maintenance schedule with special attention to Remembrance Day and ANZAC Day		