
NOTICE OF AN EXTRAORDINARY GENERAL MEETING
THE OWNERS - STRATA PLAN 52948

ADDRESS OF THE STRATA SCHEME:

Macquarie Gardens, 1-15 Fontenoy Road, Macquarie Park NSW 2113

DATE, PLACE & TIME OF MEETING: An Extraordinary General Meeting of The Owners - Strata Plan 52948 will be held on 30/11/2023 via Zoom Video/Audio Conference. The meeting will commence at 06:00 PM.

We have arranged for this meeting to be conducted by Zoom video or telephone conference. Following are the connection details to access the meeting by video (for those owners with video and audio on their computer) or by telephone (for those owners that do not have video and audio, or no computer access).

This meeting information will also be sent by email to those owners that have provided an email address, which will allow you to use the hyperlink to directly join the meeting.

We suggest connecting to the meeting 10 minutes before the start time as you may need to download the Zoom software.

Topic: SP 52948 - General Meeting

Time: Nov 30, 2023 06:00 PM Canberra, Melbourne, Sydney

Join Zoom Meeting

<https://us06web.zoom.us/j/87661877354?pwd=NrrMB5QqxABBZt9fN80bavi84MMMIY.1>

Meeting ID: 876 6187 7354

Passcode: 362624

One tap mobile

+61280156011,,87661877354# Australia

Dial by your location

• +61 2 8015 6011 Australia

The Agenda for the meeting is:

1 MINUTES

That the minutes of the previous general meeting of the owners corporation be confirmed as a true record of the proceedings of that meeting.

2 BUILDING & FACILITIES MANAGEMENT AGREEMENT

That in accordance with section 67 of the Strata Schemes Management Act 2015, fee proposals supplied by Uniquenco Pty Ltd and Building Management Australia for building management be tabled and discussed.

3 LOT 7 RENOVATION

That the application submitted by Lot 7 for Major Renovation be tabled and discussed.

[Explanatory Note: The application attached pages 22 to 35 of the agenda.]

4 LOT 39 RENOVATION

That the application submitted by Lot 39 for Major Renovation be tabled and discussed.

[Explanatory Note: The application attached pages 36 to 64 of the agenda.]

Date of this notice: 08 November 2023

NOTES:

Please contact Waratah Strata Management Pty Ltd on 9114 9599 or enquiry@waratahstrata.com.au if you have any questions about this notice.

Attending the Meeting or Voting by Proxy

You should bring this notice with you to the meeting. If you cannot attend the meeting and you wish to cast a vote, please complete the enclosed proxy form and return it to our office at least 24 hours before the commencement of the meeting.

A proxy given to a caretaker, on-site residential manager or strata managing agent is invalid if it would obtain or assist in obtaining a pecuniary interest for, or confer or assist in conferring any other material benefit on, the proxy.

Voting at the Meeting

You can exercise your voting rights at the meeting in person or by proxy. If you are a corporation your voting rights can only be exercised by your company nominee in person or by the company's proxy.

You, your company nominee or any person having authority to vote in respect of you cannot vote on a motion for an ordinary or special resolution unless the following amounts have been paid before the meeting:

- all contribution levied by the owners' corporation that are payable at the date of this notice; and
- any other money that is recoverable by the owners corporation from you at the date of this notice

If you are an owner, your vote does not count if a vote is cast on the same motion by:

- the mortgagee shown on the strata roll for your lot;
- the covenant chargee shown on the strata roll for your lot; or
- in the case of multiple mortgagees or covenant chargees - the priority mortgagee or chargee shown on the strata roll for your lot and if you have received at least two days' notice from the mortgagees or covenant chargees of their intention to exercise their priority vote.

Resolutions

For voting purposes:

- an ordinary resolution is passed if the majority of votes are cast in favour of it;
- a special resolution is passed if not more than 25% of the votes cast (based on unit entitlement of the voter) are cast against it
- a unanimous resolution is passed if no vote is cast against it

Quorum

For a valid meeting 25% of owners who are financial must be present either in person or by proxy.

Note that the minimum number for a valid meeting is two persons who are financial. This applies to those schemes where 25% of owners is fewer than two persons.

UNIQUECO PTY LTD

ABN: 44 169 421 194

304 Brenan Street
SMITHFIELD NSW 2164

Mobile: 0416 160 382
Email: sp52948.uniqueco@gmail.com

19th July 2023

Macquarie Gardens
Strata Plan 52948
Attn: Mr John Gore
Chairman
1-15 Fontenoy Road
MACQUARIE PARK NSW 2113

Dear Mr Gore & Committee Members,

PRICING FOR 2024, 2025 & 2026 CARETAKING SERVICES STRATA PLAN 52948

We thank you for the opportunity of submitting our new contract price for 2024, 2025 and 2026. We believe our services to Macquarie Gardens over the past 8 years has been of value and greatly appreciated by the owners and residents.

In calculating our contract pricing, we have taken into account the level of service that is required to cover the running of such a large complex and the increases to wages, superannuation, insurances, contractors, equipment and material.

Our services continue to be 7 days a week, 24 hours a day. We are on call 24 hours a day for any emergency, general enquiry or any issues that arise at the complex. We have looked at and factored in all these variables and believe we have arrived at a reasonable pricing structure.

This price increase has occurred due to the rising inflation rate that has affected the running and staffing costs for us.

The increase costing price is to cover:

- the increase to superannuation from 9.5%, an increase we have absorbed in our previous contract. Superannuation is currently at 11%, with further increases to 12% during the new contract period,
- the increases to wages, which we have had to absorb for the past 3 to 4 years,
- increases to insurances,
- increases to equipment and material

Due to the increases to superannuation and insurances alone, we have calculated over \$40,000 per annum to cover these costs.

Once we have factored in the running costs and increases, and the fact that our increase since 2020 was only 1%, (with a 2% increase for 2023), we have calculated the costs as follows:

NEW CONTRACT PRICE FOR 2024, 2025 & 2026:

	Annual Price	Monthly Price
1. Night Shift Caretaker	\$ 166,000.00	\$ 13,833.33
2. Caretaker/Assistant	\$ 175,800.00	\$ 14,650.00
3. Cleaner	\$ 38,100.00	\$ 3,175.00
4. Gardener	\$ 41,100.00	\$ 3,425.00
5. Pool Maintenance	\$ 18,000.00	\$ 1,500.00
TOTAL:	<u>\$ 439,000.00</u> +GST	<u>\$ 36,583.33</u> +GST

We are outlining the CURRENT PRICING TO NEW PRICING as follows:

	CURRENT 2023	NEW 2024, 2025 & 2026
1. Night Shift Caretaker	\$ 125,861.88	\$ 166,000.00
2. Caretaker/Assistant	\$ 145,095.00	\$ 175,800.00
3. Cleaner	\$ 30,000.00	\$ 38,100.00
4. Gardener	\$ 32,376.02	\$ 41,100.00
5. Pool Maintenance	\$ 13,202.88	\$ 18,000.00
TOTAL:	<u>\$ 346,535.78</u> +GST	<u>\$ 439,000.00</u> +GST
PER MONTH:	\$ 28,877.98 +GST	\$ 36,583.33 +GST

The new monthly cost from January 2024 will be \$36,583.33+GST per month.

If you require any further information, please do not hesitate to contact me.

Regards,

Steven Carbone
Managing Director

UNIQUECO PTY LTD QUOTE FOR CARETAKING SERVICES 2024-2026

The quote from UNIQUECO is attached. It proposes a cost of \$439,000 for each of the three years 2024-2026. This is an increase of 27% on the 2021-2023 price of \$346 535.

The reasons for the increase are explained in the proposal. However, there is no detail about how these figures were calculated. I have calculated the total costs based on the following researched information and assumptions:

1. The inflation rate for the three years 2021-2023 being 18.33%
2. 2% inflation increase was built into the 2021-2023 agreement (1% for each of years 2022 and 2023)
3. The equivalent starting price at the beginning of 2024 with an increase of 16.33% of \$403,124.
4. Anticipated inflation 2024-2026 is difficult to predict and I suggest that a figure of 3.5% based on the predictions of inflation falling to 4% in 2024 and possibly lower in the proceeding years.
5. To cover this uncertainty, I recommend that the agreement include a phrase that the base figure (2 above) increase cumulatively for each of years 2024-2026 by 3.5% and any variation with the CPI (up or down) be added/subtracted to the following year as an adjustment.

Based on this information and assumptions the payments for the period 2024-2026 would be:

2024	\$417,233
2025	\$431,836
2026	\$446,950

The request for the same total payment in each of years 2024-2026 seems a strange way to calculate payments because it does not allow for variations which could disadvantage of advantage either UNIQUECO or strata. However, UNIQUECO in their response have indicated that they would accept the total figures but, as explained in their response, do not what an inflation adjustment on a yearly basis.

The strata committee can consider each set of total figures and decide which one it wants to recommend to the AGM. Either is acceptable to me.

For your consideration and decision at the next strata meeting.

John Gore

Hi John,

Thank you for taking the time to evaluate our contract pricing and giving us a second option.

We have gone through your recommendation and find this to be of value but would need to exclude the clause of inflation falling or increasing.

The reason for this would be as follows:

1. Once we give our staff their wage increases, we can not decrease this amount and moving forward, wages would be increasing annually. The wages would include the continuing increase to super throughout the next few years.
2. The cost of running our business eg worker's compensation, public liability, equipment expenses, contractors etc increase each financial year.

We have worked out that a set increase of 3.5% for 2025 and again 3.5% for 2026 would be feasible.

To finalise this decision and bring this forward to the Committee, we confirm that we would firstly prefer our initial contract pricing proposal but we would work with either pricing structure.

Thank you

Kind regards,

Steven Carbone
Building Manager
Uniquenco Property Services




SP 52948 | MACQUARIE GARDENS

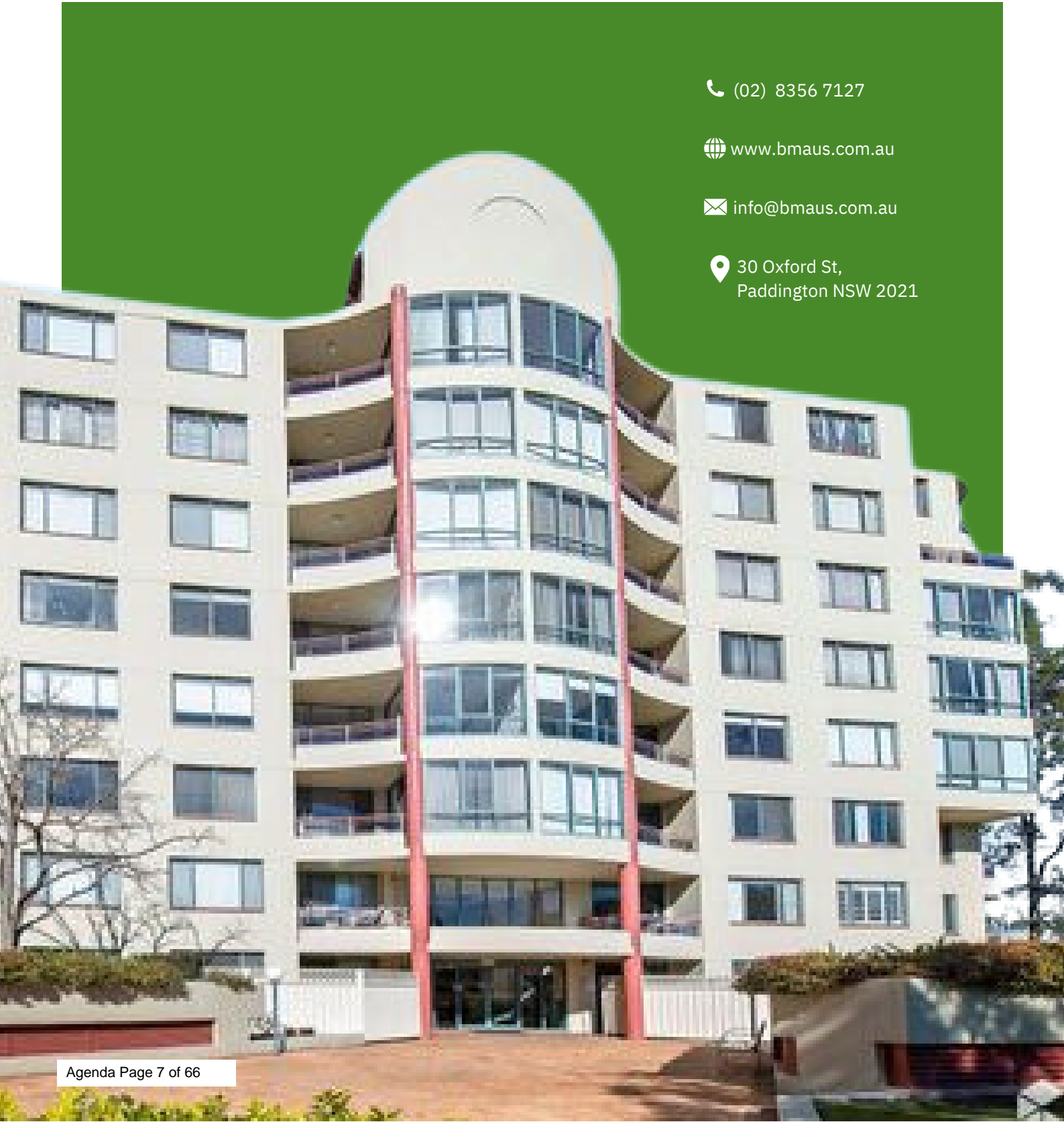
Building Management Tender

 (02) 8356 7127

 www.bmaus.com.au

 info@bmaus.com.au

 30 Oxford St,
Paddington NSW 2021





3rd November 2023

Strata Plan 52945 | Macquarie Gardens
Attention: Mr John Gore, Chairman
Re: MACQUARIE GARDENS | BUILDING MANAGEMENT TENDER

Dear John,

Thank you for the opportunity to present Building Management Australia for consideration of providing building management and cleaning services for Macquarie Gardens.

After reviewing the tender documents provided, we are delighted to submit our proposal.

We welcome the opportunity to further discuss our proposal with you so please do not hesitate to contact me at any time at 0458 430 360.

Kind regards,

Ben Mees

General Manager
Building Management Australia
0458 430 360
ben.mees@bmaus.com.au

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OUR MISSION

At Building Management Australia, our mission is two-fold: to enhance the well-being and quality of life for all residents by upholding the highest standards in their living environment, while also diligently working to maximize the value of each owner's investment, both in the immediate and extended future.

Andrew Veron | PRINCIPAL



OUR STORY



Andrew Veron

40

YEARS OF PROPERTY EXPERIENCE

In 1998, Andrew Veron responded to the growing demand of strata managers, developers, and residents for independent building management services that were tailored to the needs and vision of the residents and owners of strata apartments and offices. Thus, Building Management Australia was created.

Today, over 25 years later, Building Management Australia (BMA) stands as Sydney's hub for modern property, building, and asset management. We seamlessly blend years of expertise with cutting-edge innovation to craft solutions that precisely meet today's demands. Our approach harmoniously unites time-honoured practices with the latest strategies, resulting in a diverse array of services. These services range from day-to-day operations to meticulous quality assessments, as well as asset supervision, project management, legal counsel, and conflict resolution.

What sets us apart is our distinctive identity as BMA, which isn't merely a name but a testament to our strength. This identity grants us the flexibility to engineer solutions tailored to the contemporary property landscape, reflecting our adaptability and forward-thinking ethos.

Our team embodies a fusion of seasoned professionals and creative trailblazers, all unified in our commitment to advancing building management. At our core, we maintain an unwavering focus: prioritizing the unique needs of our clients and safeguarding their valuable assets. With BMA by your side, you'll experience the best of both worlds—timeless service principles seamlessly intertwined with today's innovative approaches.

In the swiftly evolving realm of building management, we eagerly anticipate the opportunity to become your trusted partner.



YOUR INVESTMENT

In preparation for this proposal, we have looked over the tender documents provided to make sure we understand the building management needs for Macquarie Gardens.

Our progressive management system, which is consistently updated for enhancement and adoption of cutting-edge technologies, will govern the provision of building management services. The appointed building manager, backed by our senior managers, will be responsible for the service delivery according to the listed scope of work.

Building Management Quote

1 Day Shift Building Manager

1 Night Shift Building Manager

Relief Manager

24 / 7 Emergency support

Senior Management Support
(As required)

**\$367,795.00 + GST
Per Annum**

Cleaning, Gardening & Pool Quote

2 x Cleaners - Full-time

1 x Monthly Periodic Cleaning
(2 extra cleaners / 1 day per month)

**\$143,000.00 + GST
Per Annum**

WHY

SELECT US

CAPABILITY

With a quarter-century of experience in building management, Building Management Australia delivers a comprehensive suite of bespoke facility services. As a company deeply entrenched in the 'people business,' our dedication to client satisfaction is unwavering, and we are constantly striving to enhance and refine our offerings.

ENSURING EXCELLENCE

Our specially designed quality control systems are crafted to offer top-tier building management services. By leveraging cutting-edge reporting software, we guarantee complete transparency and accountability for all services. Moreover, our senior management team regularly conduct site inspections to uphold the highest level of service delivery.

TAILORING A STRATEGY TO YOUR UNIQUE NEEDS

We actively respond to your needs. This isn't just a statement for us, but a principle integrated into our business model. We recognise that each building is distinct, with its own set of specifications and needs. Therefore, we meticulously analyse the plans for both the building and the client and weave those requirements into our strategic approach.

BUILDING STRONG PARTNERSHIPS

Our expertise and professionalism have fostered robust relationships with developers and strata corporations. We take immense pride in these associations and consider our client relationships to be a reflection of our performance.



OUR OUR METHODOLOGY

Our strength lies in our methodology. For every client, we begin by comprehending their priorities and then devise a strategy to accomplish those goals.

Facts Finding

Fact-finding is a crucial initial step we undertake to collect all pertinent data and information related to your property, as well as any unresolved issues or concerns.

Understanding your Needs

The next step involves understanding your needs. This entails actively listening to your requirements, concerns, and expectations, and thoroughly analysing them to ensure that we have a comprehensive and detailed understanding of what you are looking to achieve

Provide Answers and Solutions

The subsequent step is to provide you with answers and solutions. Based on the comprehensive understanding of your needs and the thorough analysis of the gathered data, we develop tailored strategies and solutions that address your specific concerns and objectives.

Provide Cost Analysis

Our final step is to provide you with a cost analysis. This involves a detailed breakdown of all the expected costs associated with the proposed solutions and strategies.



Taking Building Management to a New Level

In Sydney, we have seen the inexorable rise of multi-unit apartment buildings across our city. Not only have apartment numbers soared, but also the complexity of their workings.

Apartment buildings have evolved from walk-ups to 60-storey high-rises and large complex estates involving administration structures such as community associations, building management committees, and neighbourhood precincts.

The diversity of these complexes can include strata of residential, car-parking, retail, hotels and railway stations. Additional complexities of administration include facilities as diverse as gardens, pools, gymnasiums, tennis courts, and marinas.

Building Management Australia (BMA) has the proven experience and administrative skill set to deliver the lifestyle that residents demand. With more than twenty five years in this sector, it has the trained, experienced, resourced and dedicated managers required to meet every client's expectation.

Professionalism is Key

As an integrated building and facilities management company, we've continually evolved to cater to the ever-changing demands of today's strata buildings and community living. We recognise that, above all, we're entrusted with the responsibility of caring for and enhancing the comfort of your homes.

Our team consists of skilled and dedicated full-time and part-time managers, all equipped with the qualities and skills necessary to address the needs of even the most straightforward or intricate strata plans. Our primary objective is to consistently deliver exceptional standards and services that align perfectly with your strata's requirements. In essence, BMA is the comprehensive solution you've been searching for to ensure the impeccable management of your strata properties.

What we do exceptionally well

- By-law monitoring
- Disaster rectification
- Regular detailed reporting
- Ensuring Building Manager accountability
- Security audits
- Monitoring and managing cleaners, concierges
- Contractor Management and verification
- Overseeing WH&S utilising strict management protocols
- Environmental management
- Quality Assurance delivery
- Pool | Spa | Sauna maintenance
- General building maintenance
- Energy-efficiency advice and coordination
- Building management health checks
- 24-hour emergency backup
- Contract supervision

What we don't do

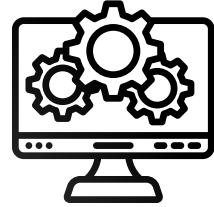
- We do not take commissions
- We never take contractor payments

“Our unique skill set enables us to deliver on client expectations – every time.”

SERVICE DELIVERY

BMA places utmost importance on client satisfaction, achieved through robust compliance and management systems, providing superior work quality assurance. These systems include security audits, contractor registration, work safety management, and AFSS certification. Our managers are not left alone without senior management support; instead, they are thoroughly backed by our Operations Manager, Relationship and General Manager, fostering effective communication with owners' corporations to guarantee excellent service.

BMA strives for continuous improvement, seeking to enhance and simplify our services. Feedback from managers, committee members, strata managers, and occupants at all our locations is actively sought for this initiative. Recognising our clients' high expectations, we ensure bespoke service delivery. To ensure high-level service is delivered consistently, all BMA managers operate under key performance indicators (KPI) defined in their employment agreements and their performance is also assessed based on KPIs periodically.



SOFTWARE & SYSTEMS



OUR AWARDS & ACCREDITATION

Smart Green Apartments Program for Excellence in Building Management.
 Achievement award for work in installing power for smart cars and solar panels.

Accredited Membership

BMA is a major sponsor of the OCN (Owners Corporation Network), as well as a member of the FMA (Facility Management Association of Australia). We are fiercely independent and not aligned with any commercial interest – what matters to you as a strata owner and resident is what matters most to us.

PROUD MAJOR SPONSOR OF



THE INDEPENDENT
VOICE OF STRATA
OWNERS



OUR INSURANCE COMPLIANCE

Insurance	Insurer	Amount Covered	Policy Number
Public Liability	CGU	\$20,000,000	10M 82223754
Professional Indemnity	Liberty	\$2,000,000	REPI19103522
Worker's Compensation	iCare Workers	Covered	119164401



OUR EXPERIENCE

BMA specialises in managing residential buildings, commercial offices, and retail centres, crucial in a market where mixed-use schemes are common. Our unmatched expertise covers a broad range of facilities like residential units, parking, retail, hotels, recreational areas, marinas & and industrial sites. Additionally, our active engagement with administrative structures like community associations and management committees sharpens our skills continually. Here are some of our experiences. More information is available upon request under provisions of confidentiality.

High Rises



- B1 Tower, Parramatta
- Crown Gardens, Woolloomooloo
- Century Tower, Sydney
- Cassia Gardens, Sydney
- Millennium Towers, Sydney
- Springfield Tower, Potts Point
- North, Sydney
- The Gantry, Camperdown
- Observatory Tower, Sydney
- The One, Hurstville
- Portofino, North Sydney
- The Post, Maroubra
- Princeton, Sydney
- Tower Apartments, Sydney
- Tewkesbury, Darlinghurst
- Vision, Hornsby
- The Aston, Sydney
- World Tower, Sydney



OUR EXPERIENCE

Low Rises



- Balmain Cove, Rozelle
- Boathouse Townhouses, Glebe
- Carlisle, Surry Hills
- Emmanuel Gardens, Woollahra
- Carinya, Blacktown
- Kildare, Blacktown
- Delano, Surry Hills
- North Residence, Liverpool
- Ferry Apartments, Glebe
- Regents Court, Potts Point
- Huntley Green, Gladesville
- Elizabeth Bay Gardens, Elizabeth Bay



High Density



- Alta Apartments, Surry Hills
- Maroubra Central, Maroubra
- VSQ 1, Zetland
- Mascot Towers, Mascot
- East Pearl, Eastwood
- Motto, Alexandria
- Edgeview, Surry Hills
- Sanctum by Crown, Rhodes
- Harbourview, Bondi Junction
- The Astor, Woolloomooloo
- Harbour Vista, Mosman
- The Goldsborough, Darling Harbour
- Lorelea Gardens, St Ives
- Estate Manager - Waterfront, Wentworth Point



OUR EXPERIENCE

Shared Facilities | BMC



- Bay Residences, Double Bay
- Oasis by Crown, Ashfield
- Bullecourt Apartments, Ultimo
- Piano Factory, Annandale
- Harbour Garden Towers, Sydney
- Viking by Crown, Waterloo
- La Vista, Kogarah
- The Peninsula, Matraville
- Latitude, Milsons Point
- World Tower, Sydney
- Luxe, Woolloomooloo
- Maroubra Central, Maroubra Junction



Commercial | Industrial



- 650 George Street, Sydney
- Gray St Commercial, Bondi Junction
- Marquis, Woolloomooloo
- Interpro House, Sydney
- William Bland Centre, Sydney
- The North Shore Business Centre, Artarmon



Thank You

CREATING A BENCHMARK OF EXCELLENCE

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