



**Queensland
Government**

Department of
Housing and Public Works

File Ref: 55432/1WS
Reply to: Steve Brennan
Phone: 3008 2842
Email: steve.brennan@hpw.qld.gov.au

8 May 2017

Mr J Muller
Chief Financial Officer
Department of the Premier and Cabinet

Via Email: justin.muller@premiers.qld.gov.au

Dear Mr Muller

**Financial Liability Confirmation – 1 William Street
Levels 28 to 30 and part of Levels 40 & 41
Tenant Reference TT00480**

I refer to your previous discussions regarding the occupancy of your Department in the 1 William Street (1WS) office Project and the letter from Paul Krautz dated 17 November 2015.

Please find below confirmation of your Department's rental liability for the period of the lease.

General Terms and Conditions:

Address: 1 William Street, Brisbane

Level: Levels 28 to 30, Part Levels 40 & 41

Area: 7,157m² of carpeted, air-conditioned office space as per attached survey plans and previously provided indicative apportionments for shared floors from Treasury Commercial Group.

Agencies will be provided with sufficient notice of change to their area resulting from any subsequent adjustments of shared floor areas.

Permitted Use: Offices

Normal Business Hours: 7:00am to 6:00pm Monday to Friday (except public holidays)

Lease Commencement Date: 1 December 2016

Lease Expiry Date: 19 December 2031

Term: 15 Years and 19 days

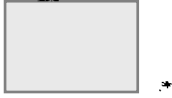
Rental Commencement Date: 1 December 2016

- Rental:** \$665.74 (GST exclusive) per m² per annum including 2.5% management fee
- Base Building Outgoings:** \$100.00 (GST exclusive) per m² per annum including 2.5% management fee. The Base Building Outgoings will be reviewed at the end of each Financial Year.
- Rent Review:** 3.5% increase effective 1 December 2017 with 3.5% fixed annual increases thereafter.
- Car Parking:** As per negotiation with representatives from Queensland Government Accommodation Office. The rate per bay is charged at \$563.75/month (GST exclusive) including 2.5% management fee.
- Your Department will be responsible for the cost of these bays for the full term of the lease.
- Direct Recoverable:** \$180.00 (GST exclusive) per m² per annum including 2.5% management fee.
- The Direct Recoverable charge includes but is not limited to the following:
- Concierge
 - Cleaning
 - Security Equipment Maintenance
 - Visitor Management System
 - Pest Control
 - Secured Waste
 - Plant Maintenance
 - Mechanical Maintenance
 - Electrical Maintenance
 - Foxtel
 - Tenancy Security
 - Sliding Door Maintenance
 - Waste Management
 - Shared Space Costs
 - Electricity
 - Water Usage
 - Building Emergency Plan
 - Mail Screening
- The Direct Recoverable charge will be reviewed at the end of each Financial Year.
- After Hours Air:** A current after hours air conditioning charge of \$75.00 per hour per zone is applicable to air condition the premises outside of normal business hours. This is subject to review by the Building Owner from time to time.
- Electrical / Communications:** Your Department is satisfied that the premises meets its Electrical and IT/ Communications requirements
- Telephones:** Your Department is responsible for the installation and cost of connection and consumption of this service.

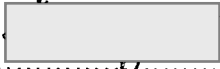
Should you have any concerns regarding the lease terms and conditions, please contact this office immediately in order that the matter may be addressed.

Can you please confirm acknowledgement and receipt of this letter by signing and returning to me at steve.brennan@hpw.qld.gov.au.

Yours sincerely



Steve Brennan
Manager, Lease Management Group
Queensland Government Accommodation Office
Department of Housing and Public Works



Filly Morgan
Deputy Director-General
Department of the Premier and Cabinet

Released under RTI - DPC



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Department of
Housing and Public Works

File Ref: 55432/1WS
Reply to: Steve Brennan
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14 November 2016

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Chief Financial Officer
Department of the Premier and Cabinet

Via Email: justin.muller@premiers.qld.gov.au

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Levels 28 to 30 and part of Levels 40 & 41
Tenant Reference TT00480**

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Please find below confirmation of your Department's rental liability for the period of the lease.

General Terms and Conditions:

Address: 1 William Street, Brisbane

Level: Levels 28 to 30, Part Levels 40 & 41

Area: 7,157m² of carpeted, air-conditioned office space as per attached survey plans and previously provided indicative apportionments for shared floors from Treasury Commercial Group.

Agencies will be provided with sufficient notice of change to their area resulting from any subsequent adjustments of shared floor areas.

Permitted Use: Offices

Normal Business Hours: 7:00am to 6:00pm Monday to Friday (except public holidays)

Lease Commencement Date: 1 December 2016

Lease Expiry Date: 31 December 2031

Term: 15 Years

Rental Commencement Date: 1 December 2016

Option Terms:

Rental:	\$665.74 (GST exclusive) per m ² per annum including 2.5% management fee
Base Building Outgoings:	\$100.00 (GST exclusive) per m ² per annum including 2.5% management fee . The Base Building Outgoings will be reviewed at the end of each Financial Year.
Rent Review:	3.5% increase effective 1 December 2017 with 3.5% fixed annual increases thereafter.
Car Parking:	<p>As per negotiation with representatives from Queensland Government Accommodation Office. The rate per bay is charged at \$563.75/month (GST exclusive) including 2.5% management fee.</p> <p>Your Department will be responsible for the cost of these bays for the full term of the lease.</p>
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Telephones:	Your Department is responsible for the installation and cost of connection and consumption of this service.

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Yours sincerely



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Manager, Lease Management Group
Queensland Government Accommodation Office
Department of Housing and Public Works

.....
Mr Justin Muller
Chief Financial Officer
Department of the Premier and Cabinet

Released under RTI - DPC

1

Pamela Richardson

From: Sharon Grooby
Sent: Sunday, 3 April 2016 10:02 AM
To: Katherine Williams; Scott Dixon; Jaclyn Oudejans
Cc: Louise Litchfield; Jane Hedger; Rosemary Jones; Paul Krautz; Jaime Blackburn
Subject: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)
Attachments: ID-2601_16.pdf; 160401_Level 01_Media Room Change Options.pdf

[B]

[A]

Hi Kat, Scott and Jaclyn

Paul has sent me the current plans for Media Briefing Room on Mezzanine level (Level 1) which is the first attachment and also 4 options (second attachment) which incorporates the request from the media for a raised floor for the media's cameras/tripods. Can you please review and if possible provide advice before 3.30pm on Tuesday as Jane and I are meeting with Paul on a general update of all of DPC's fitout and any outstanding issues. If you need a meeting to go through this please let me know.

As Paul has indicated below the walls for the MBR are going up now as per the existing plan (first attachment) so this will need to be a retrofit depending on preference. Without expert experience in camera work etc, I thought Option 1 was workable. If you could let me know as soon as possible that would be great.

Regards



Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet
P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Paul Krautz [mailto:Paul.Krautz@treasury.qld.gov.au]
Sent: Sunday, 3 April 2016 8:19 AM
To: Sharon Grooby
Cc: Emily Griffiths
Subject: RE: Latest floor plan for Mezzanine level

Sharon

Level 1 Plan attached.

Also attached is the preliminary advice from the designers on possible amendment to the Media Briefing room based on upstand for camera tripods. I'd like your advice on how to progress this from here (noting that the walls are being constructed for this room now).

See you on Tuesday.

Regards

Paul

Paul Krautz

Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Friday, 1 April 2016 4:38 PM
To: Paul Krautz
Subject: FW: Latest floor plan for Mezannine level

Sorry Paul, I now this is getting updated but can you send me the latest one anyway as the latest I seem to be able to find has the servery still in there and the green room quite small.

Thanks



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PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Friday, 1 April 2016 3:06 PM
To: 'Paul Krautz' <Paul.Krautz@treasury.qld.gov.au>; 'Emily Griffiths' <Emily.Griffiths@treasury.qld.gov.au>
Subject: Latest floor plan for Mezannine level

Hi there

I don't seem to have the latest plan of this. Could you please send me a copy as soon as possible.

Many thanks



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Page 10 redacted for the following reason:

s.73 Not Relevant - Building Plan

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2

Pamela Richardson

From: Katherine Williams
Sent: Wednesday, 6 April 2016 3:18 PM
To: Jaclyn Oudejans
Subject: RE: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Agree, can you please get Scott to double-check this with upstairs?



Katherine Williams
Acting Executive Director, Strategic Engagement & Protocol
Strategy and Engagement
Department of the Premier and Cabinet
P 07 3003 9123 M [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Under RTI - DPC

From: Jaclyn Oudejans
Sent: Tuesday, 5 April 2016 7:04 PM
To: Katherine Williams
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Sorry, I only just got to this one.
Wasn't privy to the last conversation about this but option 1 looks like it's the best of the lot – unless the riser is on two levels in the 2nd option but doesn't look like it.



Jaclyn Oudejans
Acting Director, Communication Services
Strategic Engagement and Protocol
Department of the Premier and Cabinet
P 07 3003 9123 M [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Date: Sunday, 3 April 2016 at 10:01 AM
To: Katherine Williams <Katherine.Williams@premiers.qld.gov.au>, Scott Dixon <scott.dixon@premiers.qld.gov.au>, Jaclyn Oudejans <Jaclyn.Oudejans@premiers.qld.gov.au>
Cc: Louise Litchfield <louise.litchfield@premiers.qld.gov.au>, Jane Hedger <jane.hedger@premiers.qld.gov.au>, Rosemary Jones <rosemary.jones@premiers.qld.gov.au>, Paul Krautz <Paul.Krautz@treasury.qld.gov.au>, Jaime Blackburn <jaim.blackburn@premiers.qld.gov.au>
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Subject: RE: Latest floor plan for Mezannine level

Sharon-

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Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
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3

Pamela Richardson

From: Scott Dixon
Sent: Thursday, 7 April 2016 9:26 AM
To: Jaclyn Oudejans
Subject: RE: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Jac ... will do. Just spoke to Kirby and he'll look at it ASAP.



Scott Dixon
Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

Queensland
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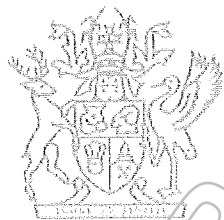
P 07 3003 9024 / [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

From: Jaclyn Oudejans
Sent: Wednesday, 6 April 2016 11:24 PM
To: Scott Dixon
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Scott

I've spoken to Katherine about this. Option one looks like the best option. Could you please run this past upstairs to make sure they are happy with it?

Thanks
Jaclyn



Jaclyn Oudejans
Acting Director, Communication Services
Strategic Engagement and Protocol
Department of the Premier and Cabinet
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Date: Sunday, 3 April 2016 at 10:01 AM
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Cc: Louise Litchfield <louise.litchfield@premiers.qld.gov.au>, Jane Hedger <jane.hedger@premiers.qld.gov.au>, Rosemary Jones <rosemary.jones@premiers.qld.gov.au>, Paul Krautz <Paul.Krautz@treasury.qld.gov.au>, Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>
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4

Pamela Richardson

From: Scott Dixon
Sent: Thursday, 14 April 2016 12:42 PM
To: Sharon Grooby
Cc: Katherine Williams; Jaclyn Oudejans; Louise Litchfield
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)
Attachments: 160401_Level 01_Media Room Change Options.pdf

IA

Sharon ... Kirby Anderson from the PO has advised that we can proceed with option one. Regards, Scott



Queensland Government

Scott Dixon
 Manager, Media Services
Strategy and Engagement
 Department of the Premier and Cabinet

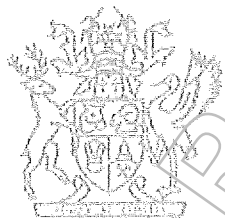
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Level 1 Plan attached.

Also attached is the preliminary advice from the designers on possible amendment to the Media Briefing room based on upstand for camera tripods. I'd like your advice on how to progress this from here (noting that the walls are being constructed for this room now).

See you on Tuesday.

Regards

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]
Sent: Friday, 1 April 2016 4:38 PM
To: Paul Krautz
Subject: FW: Latest floor plan for Mezannine level

Sorry Paul, I now this is getting updated but can you send me the latest one anyway as the latest I seem to be able to find has the servery still in there and the green room quite small.

Thanks



**Queensland
Government**

Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Friday, 1 April 2016 3:06 PM

To: 'Paul Krautz' <Paul.Krautz@treasury.qld.gov.au>; 'Emily Griffiths' <Emily.Griffiths@treasury.qld.gov.au>
Subject: Latest floor plan for Mezannine level

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Many thanks



**Queensland
Government**

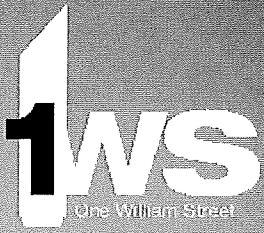
Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
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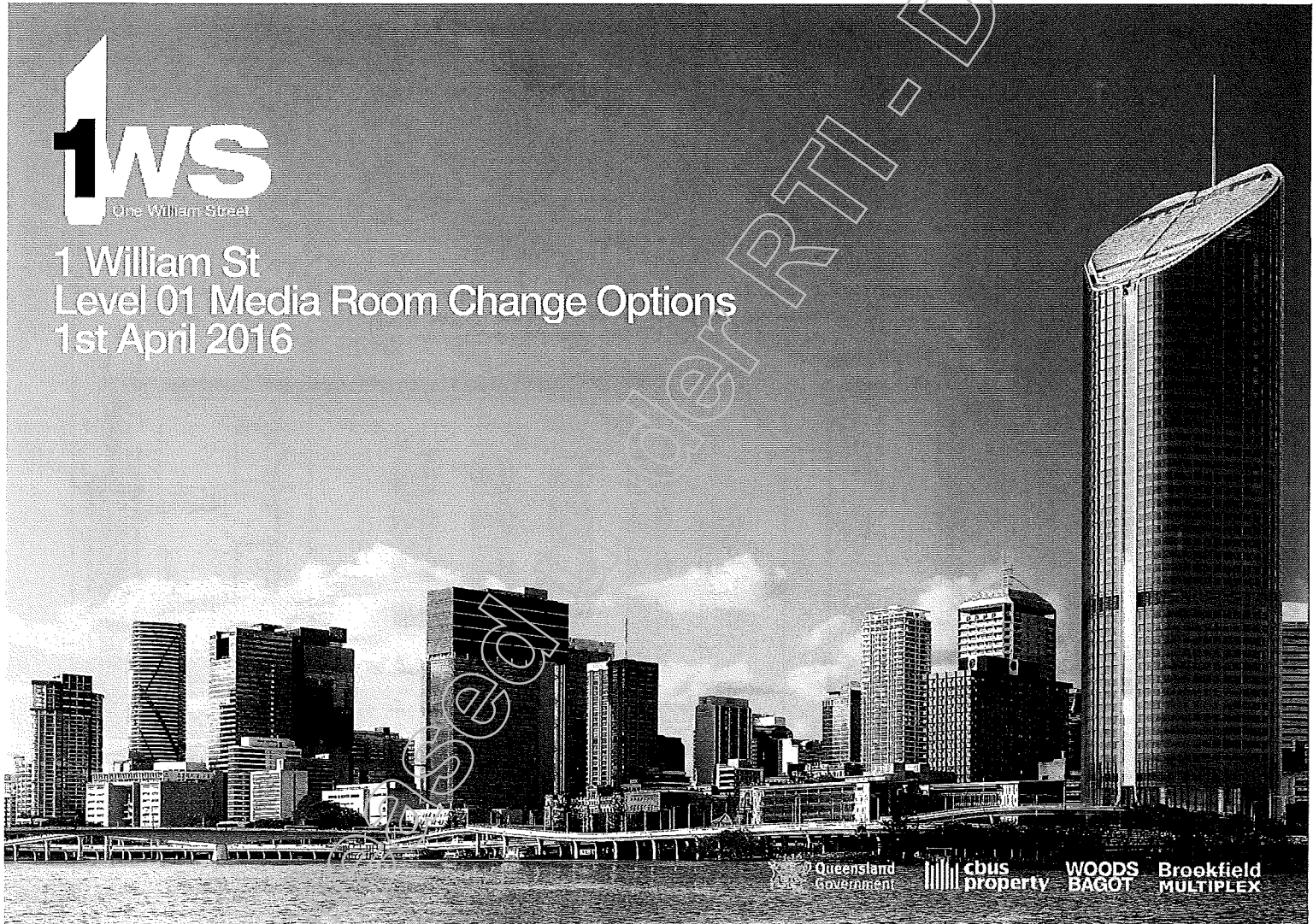
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A



1 William St
Level 01 Media Room Change Options
1st April 2016



Queensland
Government

cbus
property

WOODS
BAGOT

Brookfield
MULTIPLEX

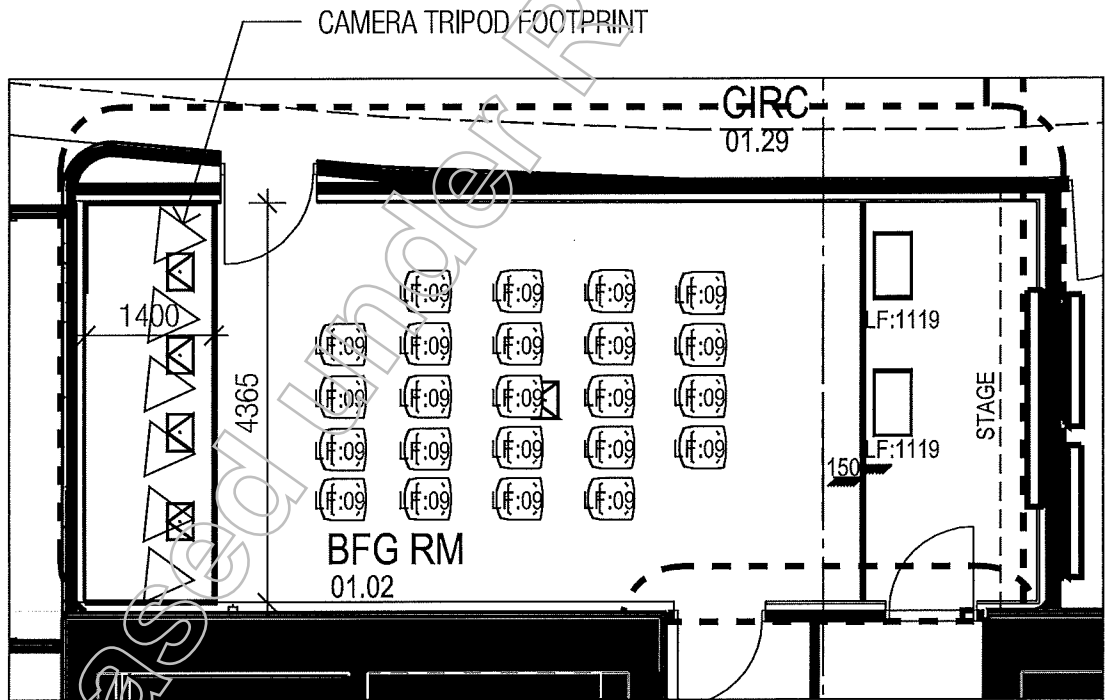
01.00

Level 01 - Media Room Option 1

Sketch Analysis

Advantages:
_ Seating numbers increase

Considerations:
_ Changes to existing door type and location
_ 6 cameras achieved



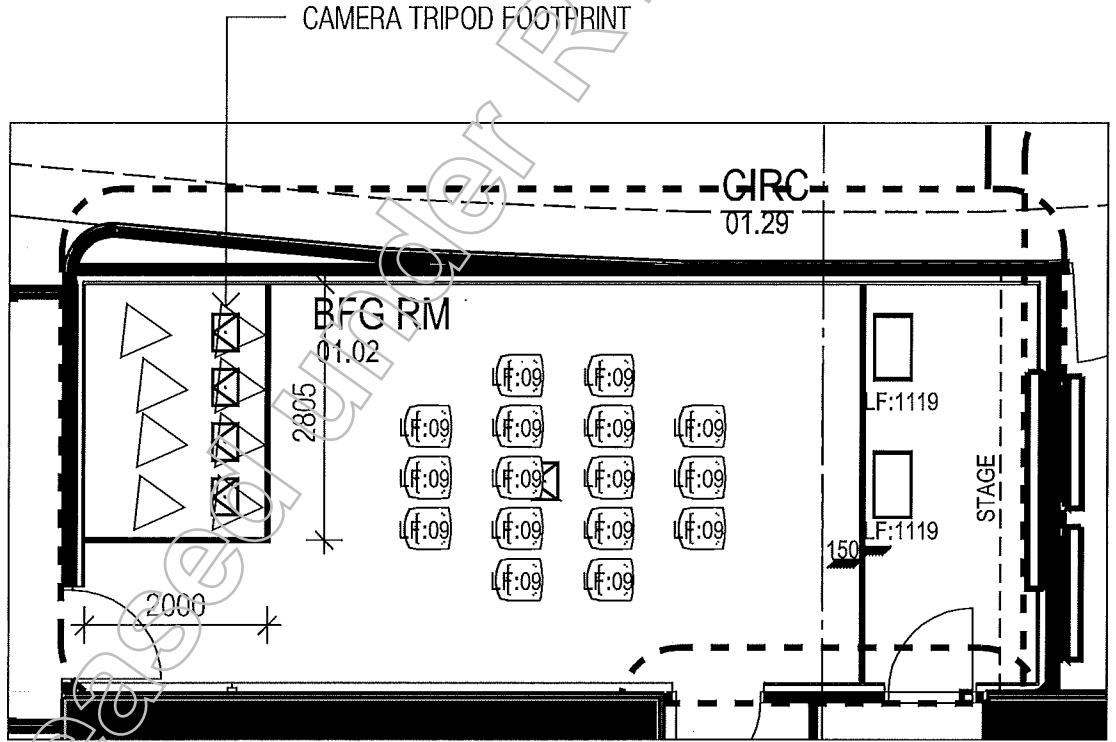
02.00

Level 01 - Media Room
Option 2

Sketch Analysis

Advantages:
_8 cameras achieved, but in 2 rows
_Seating layout and numbers remain the same

Considerations:
_Changes to existing door type and location



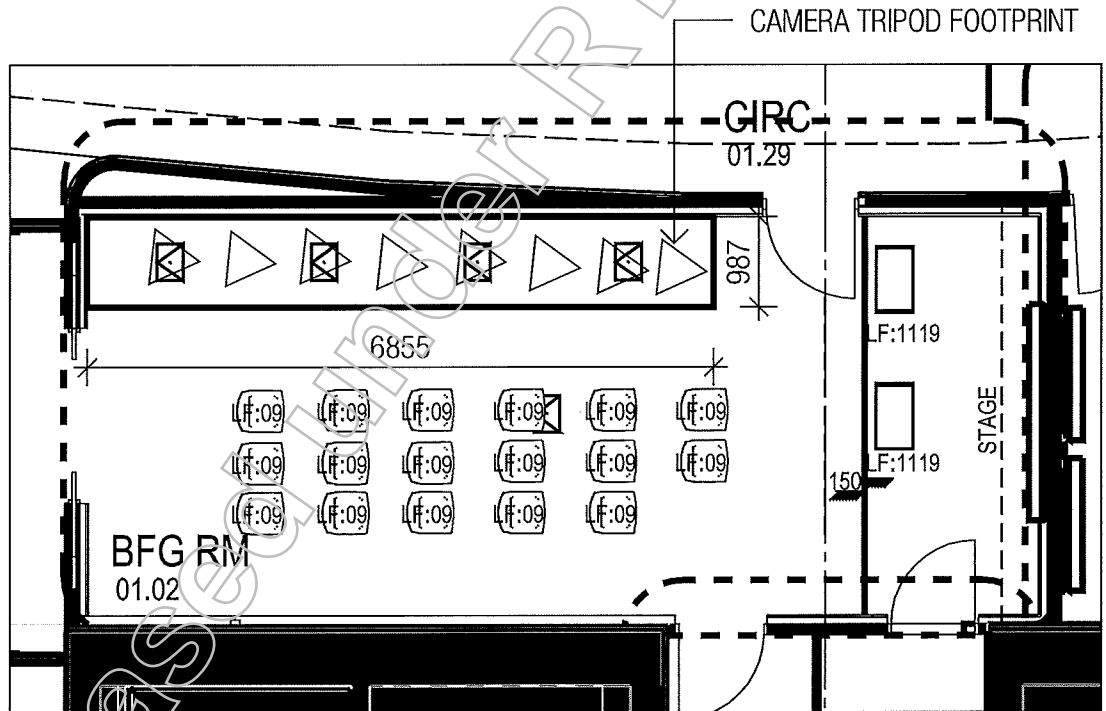
03.00

Level 01 - Media Room Option 3

Sketch Analysis

Advantages:
_8 cameras achieved
_Seating numbers remain the same

Considerations:
_Additional door added



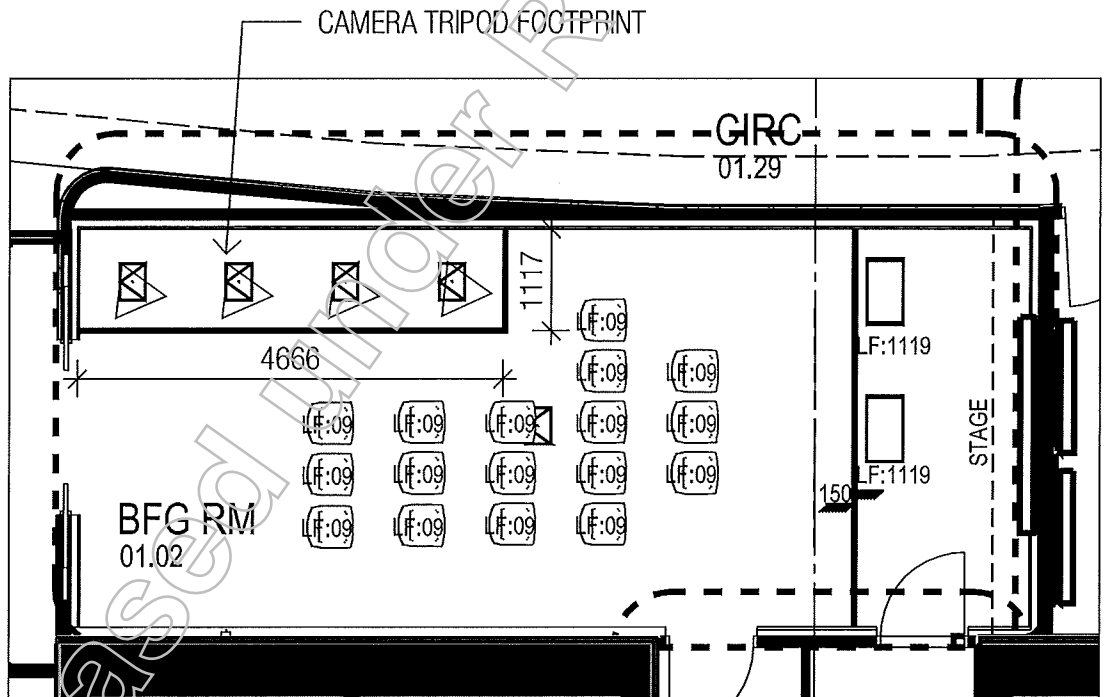
04.00

Level 01 - Media Room
Option 4

Sketch Analysis

Advantages:
_Existing door type and location
remains
_Seating numbers increase

Considerations:
_4 cameras achieved



5

Pamela Richardson

From: Scott Dixon
Sent: Wednesday, 21 September 2016 9:26 AM
To: Spencer Jolly
Cc: Jaclyn Oudejans
Subject: FW: Media Briefing Room issue
Attachments: UNTITLED.pptx

TC

Spence Another one when you have a spare minute ... Scott



**Queensland
Government**

Scott Dixon
Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

P 07 3003 9024 [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

From: Sharon Grooby
Sent: Tuesday, 20 September 2016 5:04 PM
To: Scott Dixon
Cc: Jaclyn Oudejans
Subject: Media Briefing Room issue

Hi Scott

As discussed I have received advice from Paul Krautz that option A that the Premier's office approved in April, there are difficulties with including the side small door, mainly cost. I have pasted in 3 different plans for your reference. The original plan, option A approved by PO in April this year and now revised plan but taking out the small door. I don't think this works now and suggest we have an urgent meeting with Paul Krautz and the Premier's office to agree on the way forward.

Can we discuss in the morning.

Thanks



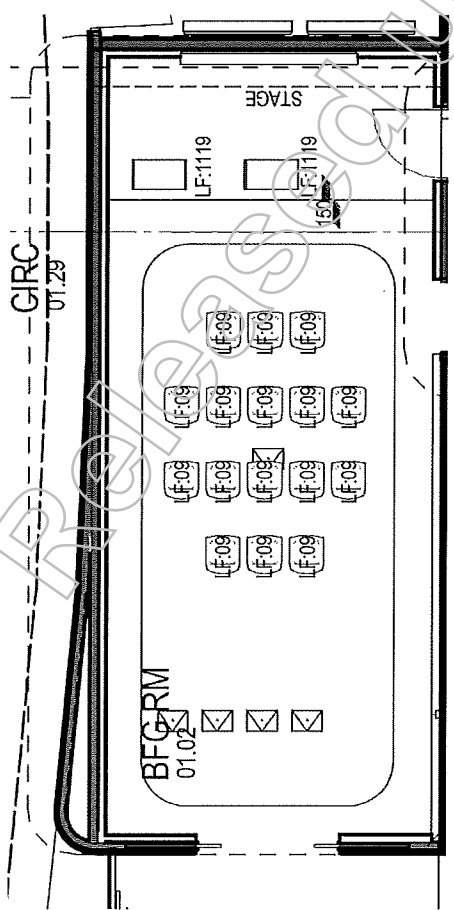
**Queensland
Government**

Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

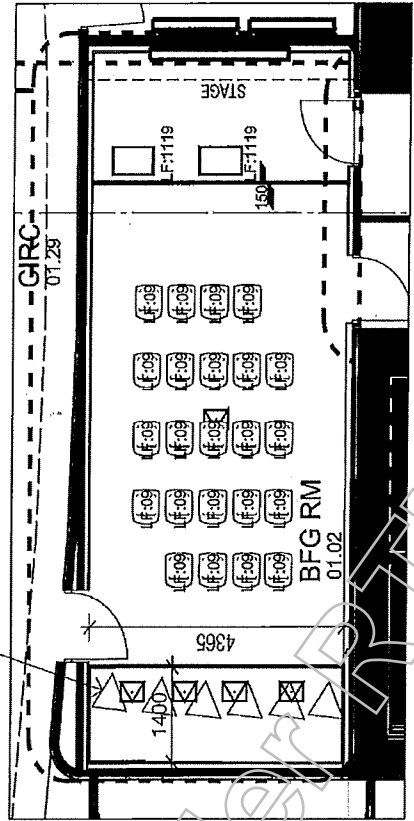
10

ORIGINAL PLAN

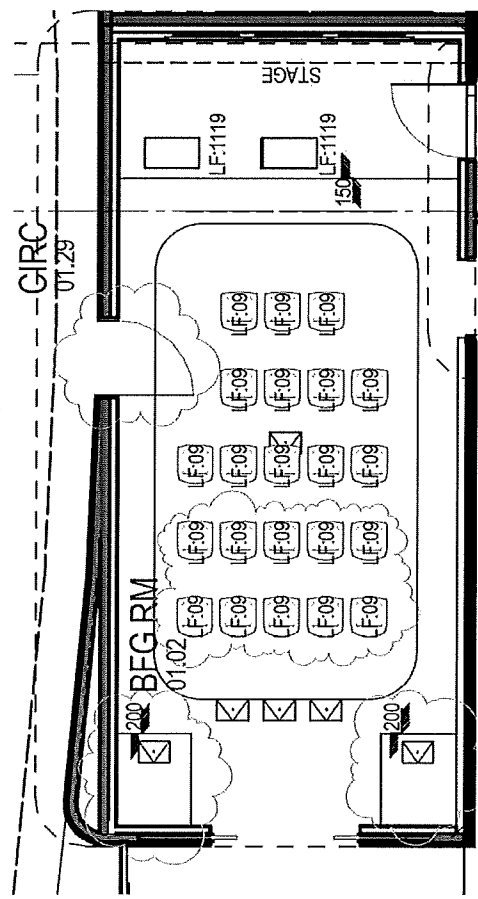


OPTION A APPROVED BY PO

CAMERA TRIPOD FOOTPRINT



NEW PLAN LESS THE SMALL DOOR



6

Pamela Richardson

From: Scott Dixon
Sent: Wednesday, 21 September 2016 10:46 AM
To: Brendan Connell; Spencer Jolly
Cc: Jaclyn Oudejans
Subject: 1WS
Attachments: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1); FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Brendan/Spence Here are the emails from our end. Paul Krautz (project director) will attend at 12.30 in your office. Sharon Grooby is at home ill but is trying to organise someone in her unit with knowledge of the issue to attend Scott



Queensland
Government

Scott Dixon

Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

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PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

Released under RTI - DPG

(i)

Pamela Richardson

From: Scott Dixon
Sent: Thursday, 14 April 2016 12:42 PM
To: Sharon Grooby
Cc: Katherine Williams; Jaclyn Oudejans; Louise Litchfield
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)
Attachments: 160401_Level 01_Media Room Change Options.pdf 4

Sharon ... Kirby Anderson from the PO has advised that we can proceed with option one. Regards, Scott



Queensland
Government

Scott Dixon
Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

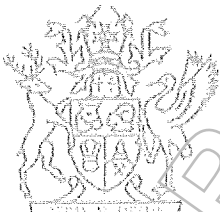
P 07 3003 9024 [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

From: Jaclyn Oudejans
Sent: Wednesday, 6 April 2016 11:24 PM
To: Scott Dixon
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Scott

I've spoken to Katherine about this. Option one looks like the best option. Could you please run this past upstairs to make sure they are happy with it?

Thanks
Jaclyn



Queensland
Government

Jaclyn Oudejans
Acting Director, Communication Services
Strategic Engagement and Protocol
Department of the Premier and Cabinet
P 07 3003 9123 M [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Date: Sunday, 3 April 2016 at 10:01 AM
To: Katherine Williams <Katherine.Williams@premiers.qld.gov.au>, Scott Dixon <scott.dixon@premiers.qld.gov.au>, Jaclyn Oudejans <Jaclyn.Oudejans@premiers.qld.gov.au>
Cc: Louise Litchfield <louise.litchfield@premiers.qld.gov.au>, Jane Hedger <jane.hedger@premiers.qld.gov.au>, Rosemary Jones <rosemary.jones@premiers.qld.gov.au>, Paul Krautz <Paul.Krautz@treasury.qld.gov.au>, Jaime

Blackburn <jaime.blackburn@premiers.qld.gov.au>

Subject: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Kat, Scott and Jaclyn

Paul has sent me the current plans for Media Briefing Room on Mezzanine level (Level 1) which is the first attachment and also 4 options (second attachment) which incorporates the request from the media for a raised floor for the media's cameras/tripods. Can you please review and if possible provide advice before 3.30pm on Tuesday as Jane and I are meeting with Paul on a general update of all of DPC's fitout and any outstanding issues. If you need a meeting to go through this please let me know.

As Paul has indicated below the walls for the MBR are going up now as per the existing plan (first attachment) so this will need to be a retrofit depending on preference. Without expert experience in camera work etc, I thought Option 1 was workable. If you could let me know as soon as possible that would be great.

Regards



**Queensland
Government**

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Paul Krautz [mailto:Paul.Krautz@treasury.qld.gov.au]

Sent: Sunday, 3 April 2016 8:19 AM

To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>

Cc: Emily Griffiths <Emily.Griffiths@treasury.qld.gov.au>

Subject: RE: Latest floor plan for Mezzanine level

Sharon

Level 1 Plan attached.

Also attached is the preliminary advice from the designers on possible amendment to the Media Briefing room based on upstand for camera tripods. I'd like your advice on how to progress this from here (noting that the walls are being constructed for this room now).

See you on Tuesday.

Regards

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



**Queensland
Government**

From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]
Sent: Friday, 1 April 2016 4:38 PM
To: Paul Krautz
Subject: FW: Latest floor plan for Mezzanine level

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**Queensland
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Department of the Premier and Cabinet
P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
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From: Sharon Grooby
Sent: Friday, 1 April 2016 3:06 PM

To: 'Paul Krautz' <Paul.Krautz@treasury.qld.gov.au>; 'Emily Griffiths' <Emily.Griffiths@treasury.qld.gov.au>
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Pamela Richardson

(ii)

From: Sharon Grooby
Sent: Wednesday, 21 September 2016 10:41 AM
To: Scott Dixon
Cc: Rosemary Jones
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Scott

Attached is my email to Paul Krautz on 14 April 2016 confirming Option one.

Fyi

Rosemary can you give me a ring on the mobile to discuss whether you can attend the meeting at 12.30pm on my behalf.



**Queensland
Government**

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

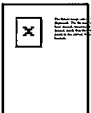
P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Thursday, 14 April 2016 12:50 PM
To: Paul.Krautz@treasury.qld.gov.au
Cc: greta.dux@treasury.qkd.gov.au; Emily.Griffiths@treasury.qld.gov.au; Rosemary Jones
<rosemary.jones@premiers.qld.gov.au>; Jane Hedger <jane.hedger@premiers.qld.gov.au>
Subject: Fwd: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Paul

Premier's office have advised option 1 for MBR is the preferred option. Please let me know if there are any issues with this being delivered.

Thanks Paul.



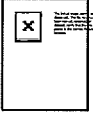
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Corporate Governance, Corporate Services
Department of the Premier of Cabinet

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Begin forwarded message:

From: "Scott Dixon" <scott.dixon@premiers.qld.gov.au>
To: "Sharon Grooby" <Sharon.Grooby@premiers.qld.gov.au>
Cc: "Katherine Williams" <Katherine.Williams@premiers.qld.gov.au>, "Jaclyn Oudejans" <Jaclyn.Oudejans@premiers.qld.gov.au>, "Louise Litchfield" <louise.litchfield@premiers.qld.gov.au>
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Sent: Wednesday, 6 April 2016 11:24 PM
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Strategic Engagement and Protocol
Department of the Premier and Cabinet

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Cc: Louise Litchfield <louise.litchfield@premiers.qld.gov.au>, Jane Hedger <jane.hedger@premiers.qld.gov.au>, Rosemary Jones <rosemary.jones@premiers.qld.gov.au>, Paul Krautz <Paul.Krautz@treasury.qld.gov.au>, Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>
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Corporate Governance, Corporate Services
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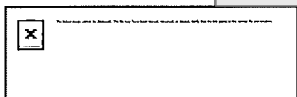
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Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 **IM:** [REDACTED] **E:** paul.krautz@treasury.qld.gov.au

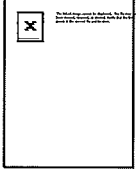


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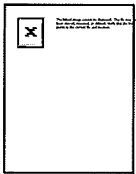
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7

Pamela Richardson

From: Sharon Grooby
Sent: Wednesday, 21 September 2016 11:05 AM
To: Filly Morgan; Sarah Buckler
Cc: Jaclyn Oudejans; Sophie Webb
Subject: Meeting today at 12.30pm with Paul Krautz, Premier's office and Scott Dixon from Media Reporting regarding Media Briefing Room
Attachments: UNTITLED.PPTX

[C]

Hi Filly and Sarah

Just letting you know the Premier's office (Kirby Anderson) following consultation with the media agreed on a variation needed to the Media Briefing Room on Mezzanine level in April 2016. Paul Krautz has recently come back to say there are issues with the side door which has already been installed. There is a meeting today at 12.30pm in the Premier's office with Spencer Jolly, Brendan Connell, Paul Krautz, Scott Dixon and I'll ask Rosemary Jones from my team to also attend to discuss the options.

I've attached for your reference a snapshot of the original plan, the option one the Premier's office requested and the latest plan Paul has provided. The small door on the corridor is the issue as the wall has already been built and is very costly to retrofit. The other issue is the media want to have a raised platform at the back of the room which option one accounted for but the latest only provides one on each corner (and there is an option of a temporary platform).

I just wanted to let you both know about it given it is with the Premier's office in the event you would like someone more senior representing DPC. I am working from home today [redacted] so unfortunately won't be able to attend but Rosemary will be representing Facilities and she has the background.

Please let me know if there are any queries, otherwise I can let you know the outcome of the meeting.

fyi

Regards



Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet
P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Released under the DPC

8

Pamela Richardson

From: Scott Dixon
Sent: Wednesday, 21 September 2016 1:57 PM
To: Jaclyn Oudejans
Subject: RE: Level 41 80P Mtg Room: Stage for Camera Crew
Attachments: RE: Level 41 80P Mtg Room: Stage for Camera Crew

Sorry ... should have copied you in. Sent this yesterday after consulting Brendan/Spencer in PO



**Queensland
Government**

Scott Dixon
Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

P 07 3003 9024 [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

From: Jaclyn Oudejans
Sent: Wednesday, 21 September 2016 1:53 PM
To: Scott Dixon <scott.dixon@premiers.qld.gov.au>
Subject: FW: Level 41 80P Mtg Room: Stage for Camera Crew

Have you advised on this one at all?



**Queensland
Government**

Jaclyn Oudejans
Director, Communication Services
Department of the Premier and Cabinet

P 07 3003 9123 M [redacted]

From: Sharon Grooby
Sent: Monday, 19 September 2016 7:06 PM
To: Louise Litchfield <louise.litchfield@premiers.qld.gov.au>; Jaclyn Oudejans <Jaclyn.Oudejans@premiers.qld.gov.au>; Scott Dixon <scott.dixon@premiers.qld.gov.au>
Cc: Paul Krautz <Paul.Krautz@treasury.qld.gov.au>; Greta Dux <Greta.Dux@treasury.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; Brendan McCurdie <Brendan.McCurdie@premiers.qld.gov.au>; Colin Green <colin.green@premiers.qld.gov.au>
Subject: FW: Level 41 80P Mtg Room: Stage for Camera Crew

Hi Lou, Jaclyn and Scott

Further to my email last Monday, Paul Krautz is needing advice by tomorrow on whether there is a preference on the stage height for the temporary folding stage proposed for the smaller multi-function room (41.12) for the media stage that adjoins and opens up to the larger multi-function room (41.13) on Level 41.

I'm not sure if you have discussed or consulted on this with the Premier's office or media broadcasters, however, a decision needs to be made tomorrow and Paul is leaning towards the lower height of 200mm rather than the 410mm so if this is different to anyone's view we need to know tomorrow.

I look forward to receiving your advice in the morning.

Thanks everyone.



**Queensland
Government**

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]

Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Paul Krautz [mailto:Paul.Krautz@treasury.qld.gov.au]
Sent: Monday, 19 September 2016 2:39 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Greta Dux <Greta.Dux@treasury.qld.gov.au>
Subject: FW: Level 41 80P Mtg Room: Stage for Camera Crew

Sharon

I have been asked about this again this morning. Any feedback?

Regards

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



**Queensland
Government**

From: Paul Krautz
Sent: Monday, 12 September 2016 2:52 PM
To: 'Sharon Grooby'
Subject: FW: Level 41 80P Mtg Room: Stage for Camera Crew

Sharon

Could you get some advice on this for me please?

Thanks

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street

P: 3035 1860 | M: [redacted] | E: paul.krautz@treasury.qld.gov.au



**Queensland
Government**

From: [redacted] [mailto:[redacted]@cbusproperty.com.au]

Sent: Friday, 9 September 2016 7:45 AM

To: Paul Krautz

Cc: [redacted]

Subject: FW: Level 41 80P Mtg Room: Stage for Camera Crew

Paul,

Which size and height of stage does State want to order – refer attached?

Regards,



Development Manager



Direct [redacted]
Mobile [redacted]
Email [redacted]@cbusproperty.com.au
Address Level 7, 550 Bourke Street, Melbourne, VIC, 3000

Cbus Property Pty Ltd: ABN 48 115 826 741

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From: Stuart Smith [mailto:[redacted]@multiplex.global]

Sent: Friday, 9 September 2016 7:41 AM

To: [redacted]@curriebrown.com>; [redacted]@cbusproperty.com.au>

Cc: [redacted]@multiplex.global>

Subject: FW: Level 41 80P Mtg Room: Stage for Camera Crew



Which size and height of stage does State want to order – refer attached?

Cheers



Assistant Project Manager 1 William Street (1WS)

MULTIPL**EX**

Multiplex Australasia
Site Office Address: Building B, 80 George Street, Brisbane QLD 4000
M [redacted] +6 [redacted] multiplex.global

From: [redacted] [mailto:[redacted]@woodsbagot.com]

Sent: Friday, 9 September 2016 7:36 AM

To: [redacted]

Cc: [redacted]

Subject: RE: Level 41 80P Mtg Room: Stage for Camera Crew

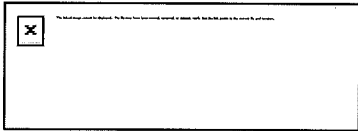
Hi [redacted]

See attached.

This has been issued to State as part of WB Post PC Scope of Works. Same product as Level 1. Yet to receive a response.

Regards

[redacted]
INTERIOR DESIGNER



GROUND FLOOR
102 ADELAIDE STREET
BRISBANE QLD 4000
TEL +61 [redacted]
MOB + [redacted]
[redacted]@WOODSBAGOT.COM

QLD Registered Architects
Mark Damant 3698



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From: [redacted] [mailto:[redacted]@multiplex.global]

Sent: Thursday, 8 September 2016 4:21 PM

To: [redacted] <[redacted]@woodsbagot.com>

Cc: [redacted] <[redacted]@multiplex.global>

Subject: Level 41 80P Mtg Room: Stage for Camera Crew

Did you ever get a proposed spec to us??

Cheers

[redacted]
Assistant Project Manager - 1 William Street (1WS)



Multiplex Australasia
Site Office Address: Building B, 80 George Street, Brisbane QLD 4000
M [redacted] D +61 [redacted] multiplex.global

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(iii)

Pamela Richardson

From: Scott Dixon
Sent: Tuesday, 20 September 2016 10:18 AM
To: Sharon Grooby
Subject: RE: Level 41 80P Mtg Room: Stage for Camera Crew

Sharon ... if this is a stage for the cameras I've been advised that 200mm is best. Have the TV people been involved in any of the set up for Level 41?



**Queensland
Government**

Scott Dixon
Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

P 07 3003 9024 [redacted]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

From: Sharon Grooby
Sent: Monday, 19 September 2016 7:06 PM
To: Louise Litchfield ; Jaclyn Oudejans ; Scott Dixon
Cc: Paul Krautz ; Greta Dux ; Rosemary Jones ; Brendan McCurdie ; Colin Green
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Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

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Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



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Sent: Friday, 9 September 2016 7:45 AM
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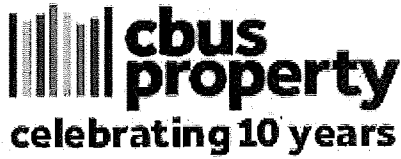
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Development Manager



Direct [Redacted]
Mobile [Redacted]
Email [Redacted]@cbusproperty.com.au
Address Level 7, 550 Bourke Street, Melbourne, VIC, 3000

Cbus Property Pty Ltd: ABN 48 115 826 741

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Assistant Project Manager - 1 William Street (1WS)

MULTIPLEX

Multiplex Australasia
Site Office Address: Building B, 80 George Street, Brisbane QLD 4000
M + [Redacted] D +61 [Redacted]@multiplex.global

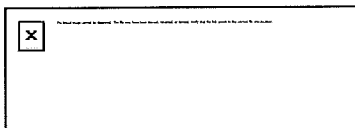
From: [Redacted] [mailto:[Redacted]@woodsbagot.com]
Sent: Friday, 9 September 2016 7:36 AM
To: [Redacted]
Cc: [Redacted]
Subject: RE: Level 41 80P Mtg Room: Stage for Camera Crew

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This has been issued to State as part of WB Post PC Scope of Works. Same product as Level 1.
Yet to receive a response.

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[Redacted]
INTERIOR DESIGNER



GROUND FLOOR
102 ADELAIDE STREET
BRISBANE QLD 4000
TEL +61 [redacted]
MOB [redacted]
[redacted]@WOODSBAGOT.COM

QLD Registered Architects
Mark Damant 3698



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Sent: Thursday, 8 September 2016 4:21 PM
To: [redacted] <[redacted]@woodsbagot.com>
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Subject: Level 41 80P Mtg Room: Stage for Camera Crew

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[redacted]
Assistant Project Manager - 1 William Street (1WS)

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Site Office Address: Building B, 80 George Street, Brisbane Q.L.D 4000
M [redacted] P +61 [redacted]@multiplex.global

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9

Pamela Richardson

From: Sharon Grooby
Sent: Wednesday, 21 September 2016 2:37 PM
To: Paul Krautz
Cc: Rosemary Jones; Jaclyn Oudejans; Scott Dixon
Subject: Summary of meeting re media briefing Room Level 1, 1WS

Hi Paul

Thanks for meeting with the Premier's office and DPC today to agree on the layout of the Media Briefing Room on Mezzanine floor. I'm informed by Rosemary the below were the key discussions and decisions:

- Channel 7 & ABC were the only two broadcaster to respond with feedback on their requirements for utilising the Media Briefing Room so the assumption has been the other broadcasters will have the same requirements
- Portable stage including tripod points (x3) would all be connectable for broadcasters. Same connection as permanent (x2) at either side of the room. So 5 in total.
- Portable stage and tripod points could stay in the room permanently given the second door down the corridor will go ahead but closer to the stage area as a variation
- Portable stage and tripod points could also be stored in the AV store room on Level 1
- You confirmed none of the above would have impact on evacuation
- The new door position is a variation, to be installed after PC. You indicated it would possibly be installed by the move weekend commencing 18 November. To be confirmed closer to the move.

As discussed could we please be sent the updated specs for the room so that this can be provided to Communication Services and Premier's office as soon as possible.

Thank you once again for ensuring the MBR is workable and meets business requirements, really appreciated. Can you please send me a reply email confirming all of the above.

Thanks Paul.



**Queensland
Government**

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

10

Pamela Richardson

From: Sharon Grooby
Sent: Tuesday, 15 November 2016 10:47 PM
To: Salkeld, Bronwyne; THOMPSON Jake
Cc: Alexandria Bernard; Jaclyn Oudejans; Filly Morgan; Paul Willett; Tim Herbert; Bopf, Ben; Rosemary Jones; Paul Krautz
Subject: Process for media to access 1WS

Hi Jake and Bronwyne

In preparation for our move to 1WS next week and the Media Briefing Room (MBR) on Level 1 (Mezzanine) being operational in the near future, can you please advise what the 1WS building procedure will be for media accessing 1WS and the MBR on Level 1, including ongoing changes to media personnel.

I've had a look at the Sine Visitor management guidelines and see that media would be provided with orange lanyards, however, what is the proposed process for media being approved to access 1WS ie does DPC/Premier's office need to vet these media personnel and if so can this be as simple as an email to Concierge.

Many thanks

Visitor class	Visitor description	Lanyard colour
Media	Press and reporters	Orange



Sharon Grooby
 1WS DPC Transition Manager
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet
 P 07 3003 9058 M [redacted]
 Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

11

Pamela Richardson

From: Sharon Grooby
Sent: Thursday, 17 November 2016 1:01 AM
To: John Friend
Cc: Rosemary Jones; Tim Gepp; Jaclyn Oudejans; Alexandria Bernard; Ian Street; Louise Cumberland; Louise Litchfield; Paul Willett
Subject: List of staff to be trained in Media Briefing Room operations - Level 1 - Mezzanine Level

Hi John

I have the following people who would benefit from a training/demo on how the Media Briefing Room technology on Level 1, Mezzanine Level at 1WS before DPC and Premier's office occupy 1WS from Monday 21 November.

If you can provide some times for tomorrow and Friday of your availability we can send out an invitation to everyone. Nominees are:

Premiers Office

- David Lee
- Brett Murphy
- Adrian Andrews

Communication Services

- Sean McCafferty
- Nicole Copeland
- Brendan McCurdie

Media Reporting Services, Executive Correspondence Unit

- Jodi Staunton-Smith
- Angela Nutt
- Peter Taggart

Tim, sorry if I've missed this but is there anyone from MSB IT that would also benefit from this demo.

Thanks everyone for getting back to me so quickly and John, please let me know your availability tomorrow and Friday and we'll coordinate a demo.

We still need to confirm the initial and ongoing process for media to be issued media access cards at 1WS.

Many thanks



**Queensland
Government**

Sharon Grooby

1WS DPC Transition Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

12

Pamela Richardson

From: Sharon Grooby
Sent: Monday, 19 December 2016 2:05 PM
To: 1WSICTAgency@dsitia.qld.gov.au
Cc: John Friend; Greg Beal; Tim Gepp; Steve Allan; Jaclyn Oudejans; Paul Willett; Alexandria Bernard; Alison Watson
Subject: RE: Level 1 Media Room - User Access and Consumption Test Acceptance and Endorsement - due COB 16 Dec 2016

Hi there

I'm on leave until Tuesday 17 January. I don't believe I'm the right person to sign this off as while I attended the training, I had many phone calls and interruptions and am not comfortable signing this off. This really needs to be signed off by someone who understands and has really tested this properly.

Steve/Tim/Jaclyn/Alex can you advise who would be best to sign this and/or does this person need to have another detailed run through on working the equipment before sign-off. I will send through the paperwork so you can see this.

Thanks



Sharon Grooby

1WS DPC Transition Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: 1WSICTAgency [mailto:1WSICTAgency@dsiti.qld.gov.au]
Sent: Thursday, 15 December 2016 9:00 AM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: John Friend <John.Friend@dsiti.qld.gov.au>; Greg Beal <Greg.Beal@dsiti.qld.gov.au>
Subject: Level 1 Media Room - User Access and Consumption Test Acceptance and Endorsement - due COB 16 Dec 2016
Importance: High

Good morning Sharon,

The following documentation forms the pack of the 1WS Level 1 Media Brief room sign off by the agency business representative:

- 161209 L1MBR Internal Test Results
- UACT L1 Media Brief room Acceptance and Endorsement v1.0 (in PDF and MSWord file format)

The 1WS ICT Program greatly appreciates your prompt assistance in returning your signed acceptance and endorsement by COB Friday 16 Dec 2016.

Please advise if you require further information.

Kind regards,
1WS ICT Program

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B

Pamela Richardson

From: Sharon Grooby
Sent: Monday, 19 December 2016 2:06 PM
To: Alexandria Bernard; Steve Allan; Jaclyn Oudejans; Tim Gepp
Cc: Paul Willett
Subject: FW: Level 1 Media Room - User Access and Consumption Test Acceptance and Endorsement - due COB 16 Dec 2016
Attachments: 161209 L1MBR Internal Test Results.xlsx; UACT L1 Media Brief room Acceptance and Endorsement v1.0.pdf; UACT L1 Media Brief room Acceptance and Endorsement v1.0.doc
Importance: High

[D] [E]

fyi



Sharon Grooby
 1WS DPC Transition Manager
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet
 P 07 3003 9058 M [redacted]
 Level 28, 1 William Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

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[A]

Test	Room	Expected Results	Result
1	Does the meeting room light switch work?	Lights are controlled	Pass
2	Does turning the AMX panel on activate the room?	Green room display should turn on and go in camera mode Source goes to mic - assuming the mic is turned on	Pass
3	Does microphone start as the default presentation source?	If microphone is on. Sound will play out the green room and the main room The hand-held and lectern mics are turned on, and can be heard from the ceiling speakers. Also the ceiling mics are activated, but these are for monitoring, VC and recording only. Even without the lectern mic plugged in or the wireless mics turned on, the green room will get sound from the ceiling mics.	Pass
4	Does the Team Collaboration device have DD branding applied?	Green background with instructions and logo	Pass
5	Does the room name and code display on the TV and the AMX Panel?	Room name and code for Team Collab displayed	Pass
6	Connect to the Team Collaboration device from your mobile and laptop from the guest network. Share your screen and take a snapshot save that snapshot to the cloud.	Team Collab functionality working	Pass
7	Can you connect to AirPlay Mirror from your apple device for native projection?	iOS < 10 devices will work ; iOS10 will fail due to compatibility issue	Pass
8	Do all the presentation sources work as expected? HDMI, DisplayPort, Video Conference, Team Collaboration	Lectern has HDMI and DP, there is also a HDMI/DP connection in the Bio Box.	Pass (Lectern, Lectern-HDMI & DP, HDMI / DP in Bio Box)
9	Is there TV/Foxtel option in the room and does it have signal in the room?	Green room has TV signal which can be selected as source. Main display and bio room Use green room remote to select TV channel and switch back and forth from monitoring the Briefing Room. TV can be selected in Breifing room also.	Pass - Main Room Pass - Green Room
10	Does the audio output from the Speakers? HDMI, Display Port, Video Conference, Team Collaboration	Audio heard from corresponding sources	Pass (Lectern, Lectern-HDMI & DP, HDMI / DP in Bio Box)
11	Test a Video Conference Call Dial conf900, another room and your mobile can you hear and see in both directions?	VC heard and seen	Pass
12	AMX Room Control lights and blinds?	No blinds. Lights currently not integrated	Fail - No lighting interface

13	Does the end meeting feature from the AMX panel turn the AMX panel off and deactivate the room?	Panel off and videowall turns off	Pass
14	After ending a meeting do the files get purged (from test 6) from the Team Collaboration device.	Saved file from test # 6 no longer seen	Pass
15	Does the input and sound display/output in Green room?	Repeated from test #3	Pass
16	Does the the input and sound output in the bio room?	By default the Bio Box will display a preview of what's on the video wall. If you select TC mode, for example, it will display in both the Bio Box and the Video Wall.	Pass
17	Do the XLR audio break out ports operate as expected at back of room?	By default these are not enabled. User needs to select Advanced Mode and use the audio mix page to select what signals go to those outputs.	Pass (test results from ProAV ; DD dont have equipment to test these)
18	Are the AMX panel in bio room consistent with iPad programming? Any issues with swapping between iPad and AMX Panel	Visible consistency between UI of the two panels	Pass
19	Does the presentation timer operate as expected?	Stop will pause the timer at current time	Pass
		Start will resume from displayed time	Pass
		Reset will reset to zero.	Pass
		Current time is shown in the menu button when minimised.	Pass
20	Does the record feature operate as expected	By default the recording source is the presentation on screen.	Pass Advanced mode is designed for manual
Advanced Mode			
1	AV Matrix - Can you change outputs and inputs as expected AV matrix - Select output first, then select input. Same process as when selecting a source in presentation mode. However if you want audio you need to manually select the source as it doesn't automatically follow the video selection like pres mode.	Choose different combinations inputs should display on outputs as selected	Pass
2	Audio Mix - Turning Input on and off Toggling the buttons on and off will enable and disable the audio source for that zone. Mainly used for control of the media outputs, but can be useful for the speaker zones also.	Try a few combinations. Have TV running on the screen. Turn some inputs on and off for lecturn or wireless mics. Play sound through the ceiling or the bio room for example. Isolate different zones.	Pass
3	Video Wall - Layouts It's best to select a source for Video Wall A and Video Wall B first, so you can see the result when you select a layout.	Choosing different layouts should change the layout on the video wall.	Pass

4	<p>Presets - Add 2 presets</p> <p>Press and hold to store. You can then set a name for the preset. Tap to recall a preset.</p>	<p>Presets should save current settings to allow you to swap between them</p>	<p>Pass</p>
5	<p>Controller - TV Control</p> <p>Up / Down arrows are the same as channel up and down on the other TV control page.</p>	<p>Ensure that you can controll the TV channel</p>	<p>Pass</p>
6	<p>Controller - Camera</p> <p>(Note this is the room camera not VC)</p>	<p>Ensure you can control the room camera</p>	<p>Pass</p>
7	<p>Exiting Advanced mode</p> <p>Mode will change to whatever is selected. The "exit" prompt is only there to alert the user that the setup they have been using may change due to selecting another mode such as TC or TV etc, as the system will set up the video and audio switching as required for the selected mode.</p>	<p>Mode should go back to TC</p>	<p>Pass</p>

Released under RTI - DPC



1WS ICT Program

Level 1 Media Brief Room

User Access and Consumption Test Acceptance and Endorsement

Project	1 William Street ICT Program
Stage/Component	1WS Acceptance Testing - Level 1 Media Brief Room User Access and Consumption Test
Purpose	This acceptance verifies the below identified agency have successfully executed of 1WS ICT Shared Services test cases for wired and wireless networking, video conferencing, team collaboration and functions that are specific to the Level 1 Media Brief room, that is using iPad as AMX panel and recording.
Dates Delivered	9 th December 2016
Process	<ol style="list-style-type: none"> 1. Nominated resources from each agency executed tests in Media Brief room on Level 1 at 1WS using agency managed and unmanaged devices to confirm use and consumption of 1WS ICT Shared Services. 2. User Access and Consumption Testing was executed as per the Shared Services Test Cases v3.11, worksheets: wired and wireless networking, Guest Wi-Fi, VC, TC, using iPad as an AMX and Lectern under Misc. and Media Briefing Room tabs. 3. Test defects were registered, managed in JIRA and reported on by the ICT Integrator Test Manager.
Supporting Documentation	<ul style="list-style-type: none"> • UACT Completed test script • No defects at the conclusion of Level 1 Media Briefing room testing finalisation on 9 Dec 2016, therefore no JIRA log attached.
Exclusion	<p>The streaming component of the 1WS ICT Program Scope of Work is yet to be finalised. Once this has been configured and commissioned the 1WS ICT Program/ 1WS Contract Directorate will undertake testing and commissioning activities</p> <p>The delivery of media broadcast services is not included in this scope of work and will be actioned by others</p>

Sign off	I _____ on behalf of _____ confirm the agency representative(s) had successfully executed testing of 1WS ICT Shared Services test cases for wired and wireless networking, video conferencing, team collaboration and specific Level 1 Media Brief room function on 7 December 2016. This sign off endorses readiness of _____ to use the Media Brief room on Level 1 at 1 William Street.
NOTES:	
x Signature	Date

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1

Pamela Richardson

From: Sharon Grooby
Sent: Tuesday, 13 June 2017 9:53 AM
To: Jessica Hill
Cc: Carly-Rae Tatten; Rosemary Jones; Alun Probert; Steven Wishart
Subject: RE: Update on Recording in Level 41 Multi-function Room 1 and 2 and Media Briefing room plus streaming from Level 1 Media Room

Hi Jess

I won't be back in the office until Thursday and am happy to meet with you sometime on Thursday. I'm free most of the day at this stage. What about 2pm?



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet
P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Jessica Hill
Sent: Monday, 12 June 2017 10:51 AM
To: Sharon Grooby
Cc: Carly-Rae Tatten ; Rosemary Jones ; Alun Probert ; Steven Wishart
Subject: RE: Update on Recording in Level 41 Multi-function Room 1 and 2 and Media Briefing room plus streaming from Level 1 Media Room

Hi Sharon,

Apologies for not replying last week.

Further to below:

- Yes, I agree it would be good if we could discuss this matter further and how these changes may impact media monitoring etc.
- Yes, live streaming into the media monitoring office (level 29) will require the installation of an additional data point (current points are all dedicated to streaming Foxtel/Sky news)

As you're off today, let me know a time that suits you when you're back in to arrange this discussion.

Thanks
Jess



Jessica Hill

Director, External Affairs
Strategic Engagement and Protocol
Department of the Premier and Cabinet

P 07 3003 9145 M [REDACTED]
Level 29, William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby

Sent: Wednesday, 7 June 2017 12:59 PM

To: Jessica Hill <jessica.hill@premiers.qld.gov.au>

Cc: Carly-Rae Tatten <carly-rae.tatten@premiers.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; Alun Probert <alun.probert@premiers.qld.gov.au>; Steven Wishart <steven.wishart@premiers.qld.gov.au>

Subject: Update on Recording in Level 41 Multi-function Room 1 and 2 and Media Briefing room plus streaming from Level 1 Media Room

Hi Jessica

Firstly as some background, there was an issue with recording the Premier's announcement of the Strachan Review on Qld Rail in February which was held in one of the multi-function rooms on Levels 41. This issue was raised by Jaime Merrick, DG of DSITI to Filly Morgan. The issue at the time was:

- There was reliance on Dimension Data (building IT and AV provider) accessing the Level 41 Coms room

s.73 Not Relevant - Security Access

- Dimension Data needed to set up the recording in the comms room before the announcement (needing advance notice and also issue with people not knowing the process to organise this)

What's progressed is Dimension Data how now added a recording function on the control panel in rooms (see first attachment for instructions that have been developed):

- Level 1 – Media Briefing Room
- Level 14 – Training Room 14.02
- Level 14 – Training Room 14.14
- Level 41 – Multifunction Room 1 and 2 (Optional Combinable Rooms)

While this is progress, Dimension Data still need to download the recording to a usb from the comms room upon request. The process going forward is if it is known that something needs to be recorded an email should be sent to servicedesk@premiers.qld.gov.au with details of which room the recording is required, for how long, contact of who the usb needs to be provided to. This would still require a person to record from the control panel.

s.73 Not Relevant - Security Access

Before Filly gets back to Jaime, we just want to ensure that your area is comfortable with these these changes. If possible it would be great if I could pop up to see you today to discuss in more detail. I can also ask Dimension Data to provide a demonstration if needed.

I've also attached a guideline for streaming from Level 1 Media room to multi-function rooms on Level 41 and to your media room on Level 29. Unfortunately it is not the other way at this stage ie from Level 41. Jess, I understand from Steve Wishart that the live streaming to your office on Level 29 requires a dataport for this to happen. Were

you still wanting to go ahead with the quote I sent you a while ago to have this works done including extra power and data?

I also have an update on the media infrastructure etc which I'll send to you separately so as not to mix this up with the in-house recordings.

If you have any free time this afternoon please let me know.

Thanks Jess.



Queensland
Government

Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]

Level 28, 1 William Street, Brisbane QLD 4000

PO Box 15185, City East, QLD 4002

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Pamela Richardson

From: Sharon Grooby
Sent: Friday, 16 June 2017 4:41 PM
To: Carly-Rae Tatten
Cc: Jessica Hill; Rosemary Jones; Laura Miller
Subject: FW: Meeting Sharon Grooby - Video Recording Inspection has been successfully updated

Hi Carly-Rae

I have been lucky enough that the multi-function room 1 is free at 11.30am for our meeting on Monday so we can actually look at the set up etc for recording on the control panel. I've invited Steven Wishart and [redacted] from Di Data. It is quite important someone from Di Data attends to answer any questions so I've asked that a rep attends if Steve can't.

Cheers



**Queensland
Government**

Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet
P 07 3003 9058 M [redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Room Booking [mailto:RMB-NoReply@qgaaad.qld.gov.au]
Sent: Friday, June 16, 2017 4:24 PM
To: Ryan.PITT@hpw.qld.gov.au
Cc: Sharon Grooby
Subject: Meeting Sharon Grooby - Video Recording inspection has been successfully updated

Booking amendment

Your room booking has been successfully updated with the following booking confirmation details below.

Building: 1 William Street (1WS)
Floor: 41
Room: Multifunction Room 1
Date: 19 June 2017
From: 11:30AM
To: 12:00PM

Booked By: Ryan PITT
Host: Sharon Grooby

Booking ID: 174408

To Join the meeting please dial:

Notes:

Recurrence Dates:

Note:

1. If you have booked conferencing resources, please cut and paste above meeting details to the Outlook meeting invitation and send update.
2. For an audio connection, users dial the number only.
3. For video (Skype) connections, users dial the full address.

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Pamela Richardson

From: Jessica Hill
Sent: Monday, 19 June 2017 11:03 AM
To: Jessica Hill
Subject: FW: Update on broadcaster capabilities - Level 1 media room and Level 41
Attachments: 60287854-AVMM-0016[B] - Summary of Broadcaster Provisions.pdf

A



Jessica Hill
 Director, External Affairs
 Strategic Engagement and Protocol
 Department of the Premier and Cabinet

P 07 3003 9145 M [REDACTED]
 Level 29, William Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Friday, 21 April 2017 6:07 PM
To: Patrice Fogarty
Cc: Jaime Blackburn ; Jaclyn Oudejans ; Jessica Hill ; Rosemary Jones
Subject: Update on broadcaster capabilities - Level 1 media room and Level 41

Hi Patrice

As promised attached is a summary of provisions for broadcasters (TV networks) for Levels 1 and 41 which covers:

- Status of works
- In-room cameras
- Streaming and recording
- Actions required to enable live-to-air broadcast
- Capabilities
- Radio and new media
- Future expansion
- Capability in other rooms on Level 41 ie Qld Room and VIP Delegation Room (non-existent)
- Sketch of provisions for Level 41 showing State's (black) and broadcasters in red

As per my email yesterday Mike Comiskey from Aecom has been liaising with Troy Smith, Technical Services Manager from Channel 7 as the leader for the other broadcasters on what their requirements are.

A quick summary is:

- Provision has been made for broadcasters to procure and install their active equipment in the Level 1 AV store room (1.19) and the Level 41 Cooms room 41.09). [REDACTED] s.73 Not Relevant - Security Access [REDACTED]
- A fibre link between 1WS and Parliament Annexe (Level 5) has been installed and is active. Broadcasters need to install cabling between L5 Annexe comms room and Channel 7 suit and configure shared signal router for other broadcasters PH suites which can then go back to their stations
- Once this is commissioned and complete, each broadcaster will have permanent circuits between 1WS (L1 and L41) and L5 Annexe.

- The has been no extra lighting provision in Multi-function room 1 so if this room does become the main media room, this will need to be looked at
- There is a portable splittler currently on Level 1 equipment room, but DSITI/Di Data have been asked by Mike to locate the brief cables which are required to plug the splitter in

So most things are able to be activated. The main thing is now getting the engagement from the broadcasters and Mike would be happy to attend a meeting with them to discuss their requirements and capabilities.

I'm not in on Monday but will be checking emails if you do have any questions on the attached

fyi



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Government

Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

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PO Box 15185, City East, QLD 4002

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Memorandum

To	Sharon Grooby	Page	1
CC	Rosemary Jones [REDACTED] APP [REDACTED], AECOM		
Subject	Summary of provisions for TV networks		
From	Michael Comiskey		
File/Ref No.	60287854-AVMM-0016[B]	Date	21-Apr-2017

Sharon,

Further to our meeting yesterday, we advise as follows:

Existing Installation

- Status of works
 - All work included in project scope is complete, fibre-optic cabling between 1WS and Annexe is installed and was tested by CITEC
 - The portable media splitter (distributes one audio signal to up to 16 devices in L41) is currently stored in L1 AV store 1.19. This may also be used for *ad hoc* briefings elsewhere.
 - Final audio configuration in both rooms (Dimension Data) is best informed by the broadcast engineers – guidelines were provided for initial setup but may change.
 - Installation *by the broadcasters* of active equipment at 1WS and cabling at the Annexe is outstanding. Seven Network has carriage of this on behalf of the four networks. We have requested they communicate their programme when known, we will forward when received.
- In-room cameras
 - These were installed for videoconferencing and other recording purposes and are not appropriately located for broadcast TV.
- Streaming and recording
 - The broadcast provisions do not detract from normal room operations – streaming or recording (using the installed cameras and sharing the microphones) can occur at the same time as broadcasters are working.

Actions required to enable live-to-air broadcast

In order to enable broadcasters to transmit live from 1WS, the following is required

- Broadcasters to procure and install active equipment for L41 (comms room 41.09) and L1 (AV store 1.19)
- Broadcasters to install cabling between Annexe L5 communications room and Seven Network suite; and configure shared signal router for these additional signals
- Dimension data to finalise audio programming

Capabilities

- TV Networks

- Once commissioned, each broadcaster has *permanent* circuits between 1WS (L1 and L41) and the Annexe, and may go live to air from either location whenever they wish
- All signal paths end up at the Seven Network suite in the Annexe for distribution to the others. *Subject to inter-network politics*, this could allow one broadcaster to 'borrow' another's circuit and switch between two cameras for a more complex production.
- Radio and new media
 - Any media requiring audio only can plug in to the media splitter (L41) or the dedicated wallplate (L1) to avoid additional microphones/recorders at the lectern.
 - No live-to-air radio capability was requested during project meetings. ABC subsequently expressed interest in providing their own Radio circuits; to the best of our knowledge this has not been progressed.

Future expansion

Cabling to camera positions is over-provisioned for redundancy and so future network requirements might be able to be accommodated. These future capabilities may include:

- A second camera for one or all networks
 - Additional fibre terminations required; State currently pays for four fibres to each floor
 - Broadcasters will need to add additional modules to their fibre-optic transmitters
- Incoming video feeds
 - One or more broadcasters may desire a reverse path from Mt Coot-tha via Annexe to 1WS. Provisioning is as per 'second camera' above
- ABC (or other) live radio circuits via Telstra copper cabling and dedicated communications devices. Many radio broadcasters choose to use the mobile phone network instead.
 - Base building currently has substantial spare copper Telstra cabling
 - Broadcaster would provide active equipment and any cabling not already installed.

Other rooms

Broadcaster audio cabling to the larger multifunction room is installed, but was deleted from Queensland Room and VIP Delegation Room due to excessive variation cost following its omission from the original cabling schedules

We will offer DSITI some alternatives under separate cover to enable these spaces.

Attached please find a simplified sketch of these provisions for L41, showing State's (black) and broadcasters' (red) provisions clearly. L1 provision is functionally similar.

Please contact me if any clarification is required.

Regards,

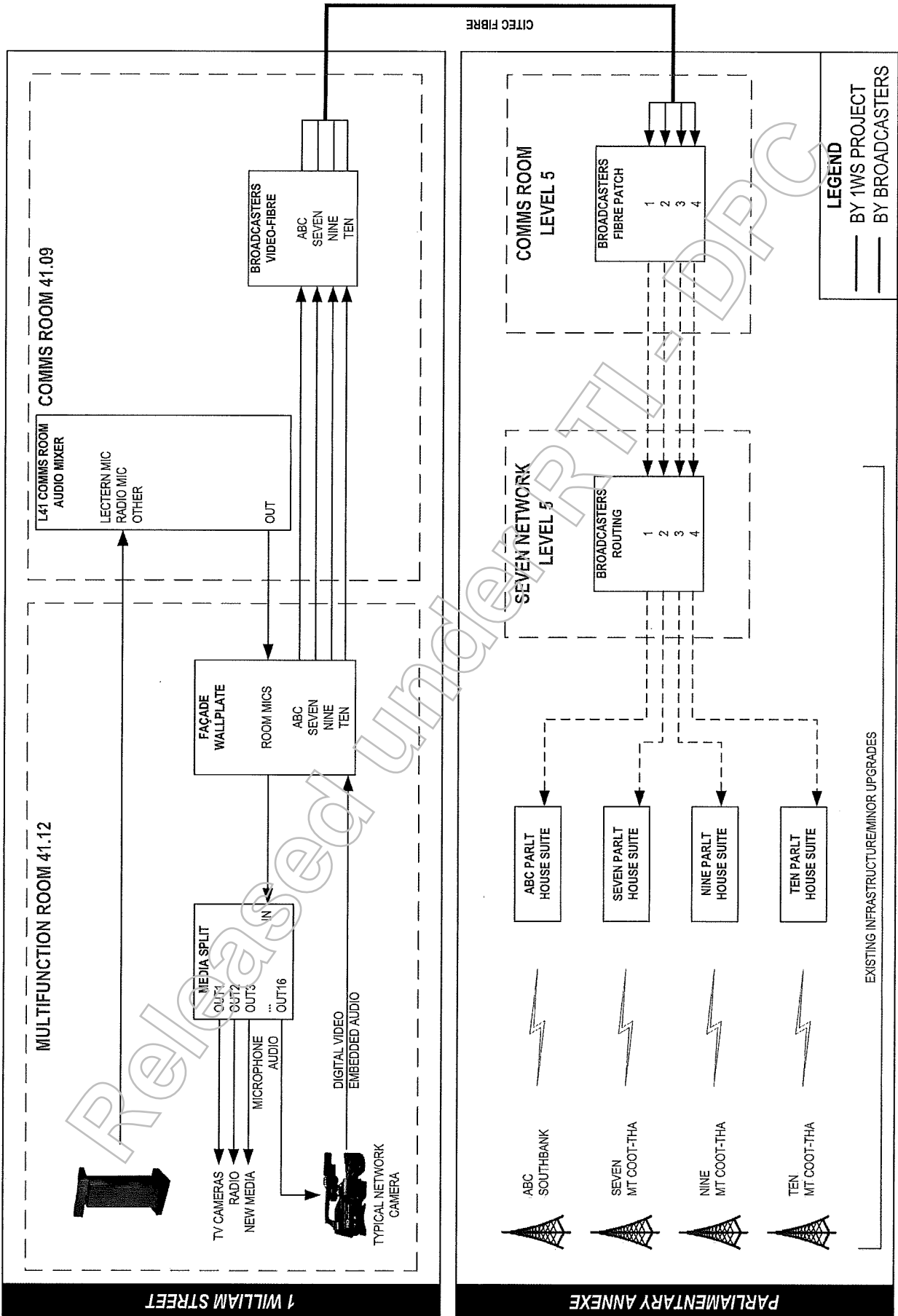


Michael Comiskey
Principal Audio Visual Consultant
[redacted]@aecom.com

Direct Dial: [redacted]

Direct Fax: +61 7

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4

Pamela Richardson

Subject: Meeting: Recording in Level 41 1WS
Location: <<1 William Street (1WS) - 29 Floor - Meet 29.14>>
Start: Mon 19/06/2017 11:30 AM
End: Mon 19/06/2017 12:00 PM
Show Time As: Tentative
Recurrence: (none)
Meeting Status: Not yet responded
Organizer: Carly-Rae Tatten
Required Attendees: Jessica Hill; Laura Miller (laura.miller@premiers.qld.gov.au); Sharon Grooby

A meeting this discuss arrangements for recording from Level 41 meeting rooms.

Sharon will try to get a rep from DPC IT and Dimension Data to attend for answer the technical questions.

Thank you



Queensland
Government

Carly-Rae Tatten
A/Senior Advisor (External Affairs)
Strategy, Engagement and Protocol
Department of the Premier of Cabinet

P 3003 9029 M [REDACTED]
Level 29, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

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5

Pamela Richardson

From: Jessica Hill
Sent: Monday, 3 July 2017 3:24 PM
To: Sharon Grooby
Cc: Angela Nutt; Jodi Staunton-Smith; Ian Gibson; Mark Byerley; Stefan Flegg; Krunal Patel; SALKELD Bronwyne; Rosemary Jones; [redacted] (AU); [redacted] (AU); Jaime Blackburn
Subject: RE: Process and contacts for recording

Hi Sharon,

As discussed, I raised it in the meeting. Do you have time at 430pm today to meet with Brett Murphy to discuss?



Jessica Hill
 Director, External Affairs
 Strategic Engagement and Protocol
 Department of the Premier and Cabinet
 P 07 3003 9145 M [redacted]
 Level 29, William Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Wednesday, 28 June 2017 10:24 AM
To: Jessica Hill
Cc: Angela Nutt ; Jodi Staunton-Smith ; Ian Gibson ; Mark Byerley ; Stefan Flegg ; Krunal Patel ; SALKELD Bronwyne ; Rosemary Jones [redacted] (AU) ; [redacted] (AU) ; Jaime Blackburn
Subject: RE: Process and contacts for recording

Hi Jess

Just following up whether you did have a chance to raise this with the Premier's office at your meeting last Friday. If so can you provide feedback.

Many thanks



Sharon Grooby
 Facilities Manager
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet
 P 07 3003 9058 M [redacted]
 Level 28, 1 William Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

From: Jessica Hill
Sent: Thursday, June 22, 2017 8:16 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Angela Nutt <Angela.Nutt@premiers.qld.gov.au>; Jodi Staunton-Smith <Jodi.Staunton-Smith@premiers.qld.gov.au>; Ian Gibson <Ian.Gibson@premiers.qld.gov.au>; Mark Byerley <Mark.Byerley@datacom.com.au>; Stefan Flegg <stefan.flegg@premiers.qld.gov.au>; Krunal Patel <Krunal.Patel@premiers.qld.gov.au>; SALKELD Bronwyne <Bronwyne.SALKELD@hpw.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; [redacted] (AU) <[redacted]@dimensiondata.com>; [redacted]

(AU) [redacted]@dimensiondata.com>; Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>

Subject: RE: Process and contacts for recording

Thanks, Sharon. As discussed, if I have an opportunity I will raise tomorrow. Will let you know.



Jessica Hill

Director, External Affairs
Strategic Engagement and Protocol
Department of the Premier and Cabinet

P 07 3003 9145 M [redacted]
Level 29, William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby

Sent: Thursday, 22 June 2017 4:53 PM

To: Jessica Hill <jessica.hill@premiers.qld.gov.au>

Cc: Angela Nutt <Angela.Nutt@premiers.qld.gov.au>; Jodi Staunton-Smith <Jodi.Staunton-Smith@premiers.qld.gov.au>; Ian Gibson <Ian.Gibson@premiers.qld.gov.au>; Mark Byerley <Mark.Byerley@datacom.com.au>; Stefan Flegg <stefan.flegg@premiers.qld.gov.au>; Krunal Patel <Krunal.Patel@premiers.qld.gov.au>; SALKELD Bronwyne <Bronwyne.SALKELD@hpw.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; Steve Urbaniak (AU) <steve.urbaniak@dimensiondata.com>; Greg Wilson (AU) <greg.wilson@dimensiondata.com>; Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>

Subject: Process and contacts for recording

Hi Jess

As promised please find attached a short doc which outlines the process and contacts for recording in meeting rooms that have this capability including process during normal and out-of-hours.

I've split this into Ministerial offices and DPC as there will be a different process for requesting the recordings given this will need to go through the relevant IT providers (Ministerial Service desk for Premier's office and minister's offices and Datacom for DPC).

If you do have time to discuss this with the Premier's office tomorrow that would be great and provide any feedback. IT is working on a better solution for receiving the recordings, however, at this point in time it is still usbs that the files will be transferred to.

If you have any questions regarding the attached please let me know. I am happy to pop up and run through these if that helps. I look forward to receiving your/Premier's office feedback.

Cheers



Sharon Grooby

Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Pamela Richardson

From: Jessica Hill
Sent: Thursday, 22 June 2017 8:18 PM
To: Alun Probert
Subject: FW: Process and contacts for recording
Attachments: Process and contacts for recording.docx; 7b - Streaming and Recording - How to record your meeting (003).pdf

FYI –

This is a matter to raise with PO for tomorrow's agenda.

From: Sharon Grooby
Sent: Thursday, 22 June 2017 4:53 PM
To: Jessica Hill
Cc: Angela Nutt ; Jodi Staunton-Smith ; Ian Gibson ; Mark Byerley ; Stefan Flegg ; Krunal Patel ; SALKELD Bronwyne ; Rosemary Jones ; [REDACTED] (AU) ; [REDACTED] (AU) ; Jaime Blackburn
Subject: Process and contacts for recording

Hi Jess

As promised please find attached a short doc which outlines the process and contacts for recording in meeting rooms that have this capability including process during normal and out-of-hours.

I've split this into Ministerial offices and DPC as there will be a different process for requesting the recordings given this will need to go through the relevant IT providers (Ministerial Service desk for Premier's office and minister's offices and Datacom for DPC).

If you do have time to discuss this with the Premier's office tomorrow that would be great and provide any feedback. IT is working on a better solution for receiving the recordings, however, at this point in time it is still usb that the files will be transferred to.

If you have any questions regarding the attached please let me know. I am happy to pop up and run through these if that helps.

Cheers



Queensland
Government

Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Simple process and contacts for recording audio and video (separate from video conferencing)

Ministerial offices

1. Rooms that have capability

- Level 1 – Media Briefing Room
- Level 1 – Conference Room (1.09)
- Level 14 – Training Room 14.14
- Level 41 – Multifunction Room 1 and 2 (option combinable rooms)

2. Booking a meeting

When booking a meeting room, for Concierge's reference in the 'Notes' section please indicate that the meeting/conference requires audio and/or video recording. Note this is only for information, however, Concierge can be requested to assist on the day (**Level 1 phone 30298008; Level 41 phone 30298009**).

3. Recording within the room

See Quick Guide on 'Recording a meeting'.

Otherwise on the control panel within the room, click 'power', touch the 'capture' icon to open capture preferences. Under 'recording control' if you require audio and camera select 'start'. For any customisation select 'options'. Once finished select 'stopped'.

4. Requesting a copy of the recording

The recording is provided by Dimension Data, the 1WS contracted IT/AV providers. It is best to provide as much notice as possible and see procedures for in normal and out-of-hours below.

4.1 Normal hours (8am to 5pm)

Email **Ministerial Service Desk** it.servicedesk@ministerial.qld.gov.au and copy tim.gepp@ministerial.qld.gov.au and david.hugenholtz@ministerial.qld.gov.au with a request to provide a copy of recording with details below:

- Name of meeting
- Start time and end time of meeting
- Conference Room details ie Level 41 Multifunction room 1
- Ministerial office contact person full name, email and phone number including mobile
- When recording is required

For any queries or follow up call **Ministerial Service Desk on 30355123**.

4.2 After hours (5pm-8am)

Same as above, however, ensure you do call the **24 hour Ministerial Service Desk on 30355123** to ensure this is given high priority.

4.3 Receiving a copy of the recording

Dimension Data will provide a copy via usb to the requester (acknowledging a job needs to be raised as per above instructions). It is currently being investigated whether a secure file transfer can replace the usb, however, this needs to be worked through.

4.3 Escalation points

Ministerial Services

Tim Gepp, Manager Information Technology

Email: tim.gepp@ministerial.qld.gov.au; Mobile: [REDACTED]

David Hugenholtz, Operations Manager

Phone: 30039001 (goes through to mobile)

Email: david.hugenholtz@ministerial.qld.gov.au

Dimension Data

[REDACTED], 1WS Operations Manager

Email: [REDACTED]@dimensiondata.com

Mobile: [REDACTED]

6

Pamela Richardson

From: Sharon Grooby
Sent: Tuesday, 4 July 2017 3:10 PM
To: brett.murphy@ministerial.qld.gov.au; Jessica Hill
Cc: Rosemary Jones; Jaime Blackburn; [REDACTED] (AU); THOMPSON Jake; Ian Gibson; [REDACTED]; Christian Davis; Tim Gepp
Subject: Update from yesterday's meeting
Attachments: 60287854-AVMM-0016[A] - Summary of Broadcaster Provisions.pdf

Hi Brett and Jess

Thanks for our catch up yesterday – I feel we are getting there. I have the following update for you both:

Splitter capability in VIP Delegation Room

- Good news is tomorrow Fredon will be installing the fittings to allow the portable splitter to be used in this room.
- ProAV will then test this tomorrow. If no issues his should be ready to go by Thursday

Testing of splitter in Multifunction Room 2

- David from ProAV who we met with yesterday has undertaken testing of the splitter in MFR2 (where we were yesterday) and the output is only the microphone feed
- This can be reprogrammed to also include audio from a presentation – can you advise which is preferred

Brief on broadcaster provisions

- Mike Comiskey from Aecom has provided the attached brief which provides a summary of the provisions for Broadcasters.
- As mentioned there is provision to broadcast live but requires some of their equipment to be installed in Level 41 and Level 1 comms room (Level 41 comms room needs some changes first before this can happen).
- Also requires work from Channel 7's PH suite out to other broadcaster's suits, then to their home broadcasting stations (see diagram last page)
- A broadcaster's fibre link is already installed between 1WS and Level 5, Parliamentary Annexe comms room
- The contact who was taking the lead on behalf of the broadcasters was Troy Smith from Seven, details below.
- As discussed if you could contact Troy and have a chat about their requirements, we could organise a site visit which we'd invite Mike Comiskey from Aecom to attend.

Troy Smith
Technical Services Manager
Seven Network (Operations) Limited
Sir Samuel Griffith Drive, Mt Coot-tha QLD 4066
T +61 7 3369 7777
M +61 418 728 889

I will confirm as soon as I have confirmation the VIP Delegation Room audio has been confirmed. Please let me know if you have any queries on any of this advice.

Regards



Queensland
Government

Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]

Level 28, 1 William Street, Brisbane QLD 4000

PO Box 15185, City East, QLD 4002

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7

Pamela Richardson

From: Jessica Hill
Sent: Monday, 10 July 2017 9:49 PM
To: Sharon Grooby
Subject: RE: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Thanks, Sharon.



Jessica Hill
Director, External Affairs
Strategic Engagement and Protocol
Department of the Premier and Cabinet
P 07 3003 9145 M [redacted]
Level 29, William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Monday, 10 July 2017 6:39 PM
To: Jessica Hill ; brett.murphy@ministerial.qld.gov.au
Cc: Alison Watson ; Rosemary Jones
Subject: FW: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Hi Jess and Brett

Note further advice that the port at the front is patched, not the back as there were not enough free ports at the back. We talked about this being at the front when we met.

fyi



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet
P 07 3003 9058 M [redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [redacted] [mailto:[redacted]@proavsolutions-qld.com.au]
Sent: Monday, July 10, 2017 6:37 PM
To: [redacted] [mailto:[redacted]@proavsolutions-qld.com.au]; Sharon Grooby
<Sharon.Grooby@premiers.qld.gov.au>
Cc: [redacted] (AU) [mailto:[redacted]@dimensiondata.com]; Rosemary Jones
<rosemary.jones@premiers.qld.gov.au>; Alison Watson <Alison.Watson@premiers.qld.gov.au>; THOMPSON Jake
<jake.thompson@hpw.qld.gov.au>; [redacted] [mailto:[redacted]@pavsqld.onmicrosoft.com]
Subject: Re: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

The port at the back of the room for the delegation room isn't operational as there is not enough ports free in the DSP.

Best regards,

[Redacted]

ProAV Solutions

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>

Sent: Monday, July 10, 2017 6:32:24 PM

To: [Redacted]

Cc: [Redacted] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake

Subject: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Hi [Redacted]

Can you confirm that you have been able to test the audio splitter that Fredon were correcting in the VIP Delegation Room.

Thanks

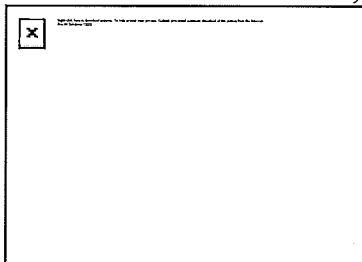


Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

Queensland
Government

P 07 3003 9058 M [Redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

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Brisbane

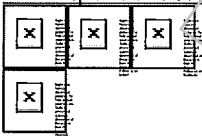
U1/8 Camford St
Milton QLD 4064

Gold Coast

U1/2 Gateway Court
Coomera QLD 4209

Phone: 1300 AVSALES (1300 287 253)

www.proAVsolutions.com.au



Pamela Richardson

From: [redacted] <[redacted]@proavsolutions-qld.com.au>
Sent: Monday, 10 July 2017 6:43 PM
To: [redacted] Sharon Grooby
Cc: [redacted] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake; Jessica Hill; brett.murphy@ministerial.qld.gov.au
Subject: RE: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Sharon the delegation room is different, that has all audio coming out the audio out ports.

Best regards,

[redacted]

ProAV Solutions

From: Sharon Grooby
Sent: Monday, July 10, 2017 6:37:01 PM
To: [redacted]
Cc: [redacted] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake; Jessica Hill; brett.murphy@ministerial.qld.gov.au
Subject: RE: Confirmation the audio splitter in the VIP Delegation Room has been tested and working
Thanks [redacted], that is great news.
Brett/Jess please note the VIP Delegation room now has an audio splitter capability for microphone feed only. This is the same in MFRs 1 and 2 on Level 41.
fyi



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

Queensland Government
P 07 3003 9058 M [redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [redacted] [mailto:[redacted]@proavsolutions-qld.com.au]
Sent: Monday, July 10, 2017 6:35 PM
To: [redacted]
Cc: [redacted] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake
Subject: Re: Confirmation the audio splitter in the VIP Delegation Room has been tested and working
Hi we have tested the splitter and the delegation room and have got all audio outputs in multifunction room operational - which are mic feed only.

Best regards,

[redacted]

ProAV Solutions

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Sent: Monday, July 10, 2017 6:32:24 PM
To: [redacted]
Cc: [redacted] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake
Subject: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Hi [redacted]

Can you confirm that you have been able to test the audio splitter that Fredon were correcting in the VIP Delegation Room.

Thanks



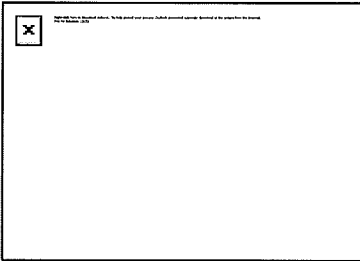
Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

Queensland
Government

P 07 3003 9058 M [redacted]

Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

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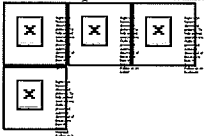
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Pamela Richardson

From: Adrian Andrews <Adrian.Andrews@ministerial.qld.gov.au>
Sent: Friday, 14 July 2017 8:33 AM
To: Jessica Hill
Cc: Brett Murphy
Subject: Re: Level 41 Testing

Yes please.

I'll defer to when brett is free next week.

A

Sent from my iPhone

On 14 Jul 2017, at 08:07, Jessica Hill <jessica.hill@premiers.qld.gov.au> wrote:

Hi guys,
Do either of you want a run through on the media outputs on level 41 with ProV?
Let me know if you do and facilities can arrange.
Thanks
Jess

From: Alison Watson
Sent: Thursday, 13 July 2017 4:45 PM
To: Jessica Hill <jessica.hill@premiers.qld.gov.au>
Subject: FW: Level 41 Testing

Hi Jess
Please let me know if you wish me to arrange a time with [redacted] for yourself and Brett to have a run through regarding the media outputs.
Kind regards
Alison

Alison Watson
A/Facilities Manager
Corporate Governance and Procurement
Department of the Premier and Cabinet

P 07 3003 9025 M [redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [redacted] [mailto:[redacted]@proavsolutions-qld.com.au]
Sent: Wednesday, July 12, 2017 11:54 AM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>
Cc: [redacted] [mailto:[redacted]@proavsolutions-qld.com.au]; Jessica Hill <jessica.hill@premiers.qld.gov.au>; Alison Watson <Alison.Watson@premiers.qld.gov.au>
Subject: RE: Level 41 Testing

Hi Sharon,
Thankyou for getting back to me. See you when you return
Alison, if you would like a run through of how we have set up everything regarding to the media outputs, please let either David or myself know.

Regards,
[redacted]

AV Concierge
1 William Street ProAV Solutions (Qld)
Unit 1, 8 Camford Street, Milton QLD 4064
T: 07 3367 3300 | F: 07 3367 3310 | M: [redacted]

Brisbane U1/8
Camford St Milton
QLD 4064

Gold Coast U1/2 Gateway
Court Coomera QLD 4209

Phone: 1300 AVSALES (1300 287 253) www.proAVsolutions.com.au

From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]

Sent: Tuesday, 11 July 2017 5:45 PM

To: [redacted]@proavsolutions-ql.com.au>; Rosemary Jones
<rosemary.jones@premiers.qld.gov.au>

Cc: [redacted]@proavsolutions-ql.com.au>; Jessica Hill
<jessica.hill@premiers.qld.gov.au>; Alison Watson <Alison.Watson@premiers.qld.gov.au>

Subject: RE: Level 41 Testing

Hi [redacted]

I am on leave as of now and return on Monday 8 August. Alison Watson who sits next to me will be looking after things while I'm away, however, either Alison or Rosemary Jones can be contacted regarding access to Level 40 etc.

Jess would Brett or anyone else like to have a run through with how the audio outputs work for the VIP Delegation Room and MFRs 1 and 2 which [redacted] from ProAV would be happy to do?

Thanks

Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [redacted] [mailto:[redacted]@proavsolutions-ql.com.au]

Sent: Tuesday, July 11, 2017 2:28 PM

To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>; Rosemary Jones
<rosemary.jones@premiers.qld.gov.au>

Cc: [redacted]@proavsolutions-ql.com.au>

Subject: Level 41 Testing

Hi Sharon

I have spoken to Rosemary about organising a time for select people to come through the Multifunction 1+2 and Delegation rooms this week to do some run throughs with them about how to use the audio outputs for special functions/ media.

[redacted] and or myself are available all this week between the hours of 8-6, if you could organise something for this week that would be appreciated. If not could you please let us know a suitable time and get back us.

Regards,

[redacted]

AV Concierge
1 William Street ProAV Solutions (Qld)
Unit 1, 8 Camford Street, Milton QLD 4064
T: 07 3367 3300 | F: 07 3367 3310 | M: [redacted]

Brisbane U1/8
Camford St Milton
QLD 4064

Gold Coast U1/2 Gateway
Court Coomera QLD 4209

Phone: 1300 AVSALES (1300 287 253) www.proAVsolutions.com.au

Sharon Grooby

From: Sharon Grooby
Sent: Monday, July 10, 2017 6:37 PM
To: [REDACTED]
Cc: [REDACTED] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake; Jessica Hill; 'brett.murphy@ministerial.qld.gov.au'
Subject: RE: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Thanks [REDACTED], that is great news.

Brett/Jess please note the VIP Delegation room now has an audio splitter capability for microphone feed only. This is the same in MFRs 1 and 2 on Level 41.

fyi



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet
P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [REDACTED] [mailto:[REDACTED]@proavsolutions-qld.com.au]
Sent: Monday, July 10, 2017 6:35 PM
To: [REDACTED]; [REDACTED]@proavsolutions-qld.com.au; Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: [REDACTED] (AU) <[REDACTED]@dimensiondata.com>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; Alison Watson <Alison.Watson@premiers.qld.gov.au>; THOMPSON Jake <jake.thompson@hpw.qld.gov.au>
Subject: Re: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Hi we have tested the splitter and the delegation room and have got all audio outputs in multifunction room operational - which are mic feed only.

Best regards,

[REDACTED]
ProAV Solutions

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Sent: Monday, July 10, 2017 6:32:24 PM
To: [REDACTED]
Cc: [REDACTED] (AU); Rosemary Jones; Alison Watson; THOMPSON Jake
Subject: Confirmation the audio splitter in the VIP Delegation Room has been tested and working

Hi [REDACTED]

Can you confirm that you have been able to test the audio splitter that Fredon were correcting in the VIP Delegation Room.

Thanks



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
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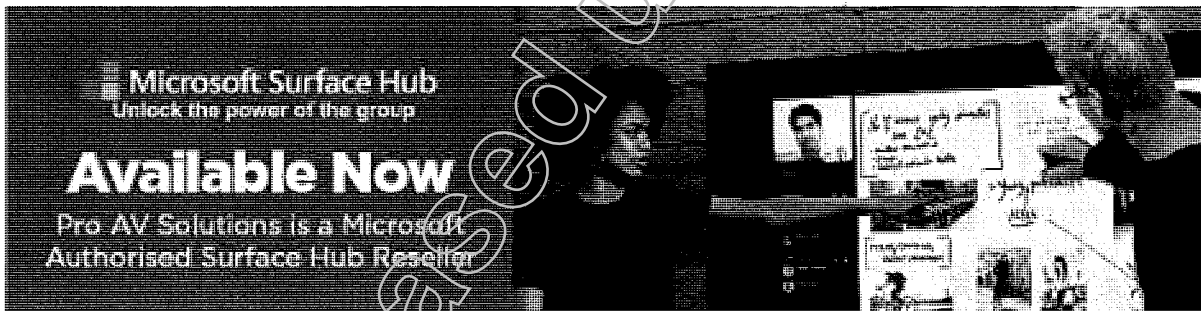
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Milton QLD 4064

Gold Coast

U1/2 Gateway Court
Coomera QLD 4209

Phone: 1300 AVSALES (1300 287 253)

www.proAVsolutions.com.au



Sharon Grooby

From: [REDACTED] (AU) <[REDACTED]@dimensiondata.com>
Sent: Tuesday, May 23, 2017 12:23 PM
To: Sharon Grooby; THOMPSON Jake
Cc: Rosemary Jones; Greg Wilson (AU); Kim Reilly (AU)
Subject: RE: 1 William Street - TV media Installation

Hi Sharon,

The ProAV team have confirmed the following:

MFR 1 & 2, outputs functioning correctly (male XLR's on window side of rooms)

VIP Delegation, floor cabling still to be terminated by Fredon (terminated but left disconnected by Pro AV at AV rack DSP).

QLD Room, floor box microphone plates previously not connected at AV rack DSP now connected and functioning correctly.

So based on our discussion the other day this not entirely great news as the only room yet to able to have "in room" audio connected is the VIP Delegation room which I believe was the preferred location. I have checked with the team again and they have confirmed that this remaining termination was not in our scope and should have been provided by Fredon. My concern is that I believe the Fredon team also believe it was not in scope (Jake can you confirm)? Talking to the ProAV team, Video Pro working for Fredon terminated the connections in all other rooms so it would seem odd it was not in their scope unless it was accidently missed?

Thanks, Steve

[REDACTED]
1WS Operations Manager
Ph: + [REDACTED]
Dimension Data Australia

From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Tuesday, 23 May 2017 11:40 AM
To: THOMPSON Jake <Jake.THOMPSON@hpw.qld.gov.au>
Cc: [REDACTED] (AU) <[REDACTED]@didata.com.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>
Subject: RE: 1 William Street - TV media Installation

Hi Jake

This is depending on when Dimension Data complete their works.

Steve, can you advise whether the testing of audio has been undertaken and what rooms these were (you were going to confirm).

Are we ready for Channel 7 to come in now? The Premier's office also want to be involved in this site visit so I will need to coordinate but need the green light from you first.

Thanks



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: THOMPSON Jake [mailto:Jake.THOMPSON@hpw.qld.gov.au]
Sent: Monday, May 22, 2017 6:38 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Subject: FW: 1 William Street - TV media Installation

Hi Sharon,

Any update on when Ch7 can visit.

Regards

Jake Thompson
Workplace Director, 1 William St
Queensland Government **Accommodation Office**
Facility Management
Department of Housing & Public Works

Level B1, 1 William St | Brisbane Queensland 4000 | Australia
M: [REDACTED]
E: Jake.Thompson@hpw.qld.gov.au | www.hpw.qld.gov.au

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From: Smith, Troy [mailto:TSmith@seven.com.au]
Sent: Monday, 22 May 2017 5:50 PM
To: THOMPSON Jake <Jake.THOMPSON@hpw.qld.gov.au>
Cc: Comiskey, Michael [REDACTED]@aecom.com>
Subject: RE: 1 William Street - TV media Installation

Hi Jake,

Just a followup.

I have received some more detailed cable installation plans from Michael Comiskey (Aecom), that may assist with this visit.

Is there any update of a suggested date this can take place, and we will try to co-ordinate it with a visit to the Parly House end as well, hoping to clarify the fibre install there also

Regards

Troy

Troy Smith

Technical Services Manager

Seven Network (Operations) Limited

Sir Samuel Griffith Drive | Mt Coot-tha | Brisbane QLD 4066 Australia
Postal Address: GPO Box 604 | Brisbane QLD 4001 Australia
T +61 7 3369 7777 F +61 7 3368 7250 M +61 418 728 889



From: THOMPSON Jake [mailto:Jake.THOMPSON@hpw.qld.gov.au]

Sent: Wednesday, 26 April 2017 3:04 PM

To: Smith, Troy <TSmith@seven.com.au>

Cc: Comiskey, Michael <[redacted]@aecom.com>

Subject: RE: 1 William Street - TV media Installation

Hi Troy,

I will get back to you with a date when all required parties can attend.

Regards

Jake Thompson

Workplace Director, 1 William St

Queensland Government **Accommodation Office**

Facility Management

Department of Housing & Public Works

Level B1, 1 William St | Brisbane Queensland 4000 | Australia

M: [redacted]

E: Jake.Thompson@hpw.qld.gov.au | www.hpw.qld.gov.au

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From: Smith, Troy [mailto:TSmith@seven.com.au]

Sent: Wednesday, 26 April 2017 12:20 PM

To: THOMPSON Jake <Jake.THOMPSON@hpw.qld.gov.au>

Subject: 1 William Street - TV media Installation

Hi Jake,

I have been given your contact details by Michael Comiskey from Aecom, in the hope you can assist or point us in the right direction to progress an installation of equipment that is needed at 1 William Street, Brisbane

This is in regards to 1 William Street and the media connectivity on Levels 1 & 41, yet to be finished across to the Parliament House Annex where Ch7, 9, 10 and the ABC have a permanent presence.

All 4 TV networks have purchased similar gear to keep the installation footprint down, and installation costs and interruption to a minimum.

I was seeking direction on how we best achieve an organized site visit to 1 William Street with a representative from each TV Network and Michael Comiskey as well, to get an overview and run through of these rooms, that needs our interface equipment installed, and how we might then go about installations following identifying where our equipment will go. ie. Process required, inductions for working on site etc etc.

Best Regards

Troy

Troy Smith

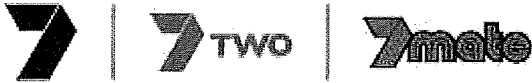
Technical Services Manager

Seven Network (Operations) Limited

Sir Samuel Griffith Drive | Mt Coot-tha | Brisbane QLD 4066 Australia

Postal Address: GPO Box 604 | Brisbane QLD 4001 Australia

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Sharon Grooby

From: [REDACTED] (AU) <[REDACTED]@dimensiondata.com>
Sent: Thursday, May 11, 2017 3:12 PM
To: Sharon Grooby
Cc: Jaime Blackburn; Rosemary Jones; Greg Wilson (AU)
Subject: RE: Update on media room and Level 41

Hi Sharon,

The Audio Splitter and cables required to be deployed in room to provide access to "in house" audio has is ready. The team are out here tomorrow afternoon to test audio function in all four rooms. By Monday we should be able to confirm correct operation of audio in the rooms so that you can make arrangements for the Channel 7 visit.

With respect to streaming internal video from in house system to level 29 I am not sure who(m) is currently discussing the requirement between Premiers, DSITI and Dimension Data. My understanding is that two test units (receivers) were deployed to demonstrate video streaming function from level 1. This function was not in the original scope of our services so we I will ask our project team and ProAV regarding the original request. Would also mind following up with DPC as to any request for this functionality and whether it is something that is still required? The primary benefit likely being that they have access to a video stream from the in house video system that is independent to broadcaster(s).

Thanks, [REDACTED]

[REDACTED]
1WS Operations Manager
Ph: [REDACTED]
Dimension Data Australia

From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Thursday, 11 May 2017 2:54 PM
To: [REDACTED] (AU) <[REDACTED]@didata.com.au>
Cc: Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>
Subject: Update on media room and Level 41

Hi [REDACTED]

Can you send me a quick update on what works/testing has been undertaken in the Level 41 multi-function room in regards to audio feed and live streaming from Level 1 to 41. Also what's proposed for Level 29.

Can you also advise when the Channel 7 broadcaster is right to come in to look at what is available etc.

s.73 Not Relevant - Security Access

Many thanks



Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

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Released under RTI/ATIP

Sharon Grooby

From: Sharon Grooby
Sent: Tuesday, April 18, 2017 5:19 PM
To: Patrice Fogarty
Cc: Jaime Blackburn; Rosemary Jones; Tim Gepp; Steve Allan; Ian Gibson; Jaclyn Oudejans
Subject: FW: Multi Function Room AV Capability
Attachments: 60287854-AVMM-0010-A__Infrastructure_provisions_for_broadcasters.pdf

Hi Patrice

Please see information updated from [redacted] Operations Manager, Dimension Data who you met today. Basically the audio outputs at the back of MF1 on Level 41 were not connected by Dimension Data as Fredon the electricians were to connect this to the audio system and subsequently the testing of audio ports was missed!

I have spoken to Jake Thompson the Workplace Director here for 1WS this afternoon. He will look into this urgently and also ask Mike Cominsky to come in from Aecom who developed the attached document which was the proposed infrastructure for Level 1, media room and Level 41 MF1 from June last year.

I propose we organise a meeting with all the key stakeholders tomorrow to discuss what's been put in, what's ideally required and costs and timings. Once Mike is contacted I will let you know availability times. Any additional works required will need to go through Dimension Data and DSITI for quotes.

Jac, can you confirm that what is listed on page 4 of the attachment is what you believed was going into MF1 on Level 41. This was sent to Scott Dixon who communicated this with media broadcasters and only Channel 7 and ABC provided input which was directly to Mike Cominsky.

Patrice, will give you a call in the morning to discuss further.



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Government

Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

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Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [redacted] (AU) [mailto:[redacted]@dimensiondata.com]
Sent: Tuesday, April 18, 2017 2:37 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>; 1WS ICT Contract Directorate <1WSICTContractDirectorate@dsiti.qld.gov.au>
Cc: [redacted]@dimensiondata.com>; [redacted]@dimensiondata.com>; [redacted]@dimensiondata.com>
Subject: Multi Function Room AV Capability

Hi Sharon,

Further our discussion on the Multi-Function Room 1 (MFR1) AV capability:

1. I can confirm that MFR1 has the same basic AV setup with the exception of the floor audio outputs we discussed. At the time of deployment (room fit out) these interfaces were not cabled and as a result were

not connected to our audio system. If they have now been cabled (Fredon) we will be able to connect to our audio system meaning that the press will be able to setup at the back of the room and receive an audio feed from the room's audio system.

2. The basic differences (additional functions) available from the level 1 media room are:
 - a. Video Conferencing
 - b. USB video / skype integration
 - c. Multi-layout display (video wall)
 - d. iPad wireless controller
 - e. Dedicated AV control room and green room

3. There is no interconnection between the MFR room(s) and other AV spaces, apart from the current "demo" ability to receive a stream from the briefing room. DDA have currently provided two receivers on floors 29 and 41 which have been configured to take a stream from Media Room 1. This was not in our original scope.

With regard to point 1, I am going to send through an email to Jake Thompson regarding the cabling requirements for the floor audio interfaces and there status. If completed we will schedule the connectivity and testing of these ports ASAP. I am not sure how this was missed noting that testing did not include the audio ports and they were not listed on the defects list when handed over. It may also be worth you putting a job in the CSC system for the interfaces as a request form you will probably get a faster result.

With respect to difference of room functionality it really comes down to any of the additional media room functions you might also want in MFR 1 and/or 2.

Last conversations we had regarding the streaming were with DSITI.

@DSITI team,

Are you aware of the current status on the potential streaming requirement?

Thanks,

[Redacted]
1WS Operations Manager
Ph: [Redacted]
Dimension Data Australia

Sharon Grooby

From: Sharon Grooby
Sent: Saturday, April 22, 2017 1:55 PM
To: [REDACTED]
Cc: Patrice Fogarty; Jaime Blackburn; Steve Allan; Ian Gibson; [REDACTED] (AU); Mark Leaney; Rosemary Jones; THOMPSON Jake
Subject: TV broadcasters installation of equipment in Level 41 comms room
Attachments: 60287854-AVMM-0016[B] - Summary of Broadcaster Provisions.pdf

Hi [REDACTED]

The live broadcast from broadcasters (Channel 7, 9, 10 and ABC) from Levels 1 and Multi-function room 1 on Level 41 is being progressed with a recent push/escalation from the Premier's office. All the capability seems to be available but there is still some works from the relevant stakeholders including Aecom, broadcasters and Dimension Data/ProAV/DSITI to make live broadcasting possible.

One of the proposals that is in scope (which is new information to me) is to provide the broadcasters with a rack in the Level 41 comms room for them to install their active equipment to allow live broadcasting. I have had brief discussions with [REDACTED] s.73 Not Relevant - Security Access

[REDACTED]. This is all to be agreed but it is estimated it would take about half a day for the broadcasters installation and Steve U could be there for part of this (but to be confirmed closer to the time).

There is a big push for this to happen, given the broadcasters need to bring in all their kit each time there is a media event. Can I suggest you speak to [REDACTED]

I have attached the recent updated brief from Mike Comiskey from Aecom about the Level 1 (permanent media briefing room) and Level 41 (proposed secondary/perhaps may become primary media briefing room). I have also attached the information that relates to Level 41 comms room below for your information which is out of the brief.

Actions required to enable live-to-air broadcast

In order to enable broadcasters to transmit live from 1WS, the following is required

- Broadcasters to procure and install active equipment for L41 (comms room 41.09) and L1 (AV store 1.19)

I am not in the office Monday but happy to provide any extra information you require and set up meetings if needed to work this through.

Thanks [REDACTED]



Queensland
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Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]

Level 28, 1 William Street, Brisbane QLD 4000

PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Friday, 21 April 2017 6:07 PM
To: Patrice Fogarty <patrice.fogarty@premiers.qld.gov.au>
Cc: Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>; Jaclyn Oudejans <Jaclyn.Oudejans@premiers.qld.gov.au>; Jessica Hill <jessica.hill@premiers.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>
Subject: Update on broadcaster capabilities - Level 1 media room and Level 41

Hi Patrice

As promised attached is a summary of provisions for broadcasters (TV networks) for Levels 1 and 41 which covers:

- Status of works
- In-room cameras
- Streaming and recording
- Actions required to enable live-to-air broadcast
- Capabilities
- Radio and new media
- Future expansion
- Capability in other rooms on Level 41 ie Qld Room and VIP Delegation Room (non-existent)
- Sketch of provisions for Level 41 showing State's (black) and broadcasters in red

As per my email yesterday Mike Comiskey from Aecom has been liaising with Troy Smith, Technical Services Manager from Channel 7 as the leader for the other broadcasters on what their requirements are.

A quick summary is:

- Provision has been made for broadcasters to procure and install their active equipment in the Level 1 AV store room (1.19) and the Level 41 Cooms room 41.09). s.73 Not Relevant - Security Access
- A fibre link between 1WS and Parliament Annexe (Level 5) has been installed and is active. Broadcasters need to install cabling between L5 Annexe comms room and Channel 7 suit and configure shared signal router for other broadcasters PH suites which can then go back to their stations
- Once this is commissioned and complete, each broadcaster will have permanent circuits between 1WS (L1 and L41) and L5 Annexe.
- There has been no extra lighting provision in Multi-function room 1 so if this room does become the main media room, this will need to be looked at
- There is a portable splittler currently on Level 1 equipment room, but DSITI/Di Data have been asked by Mike to locate the brief cables which are required to plug the splitter in

So most things are able to be activated. The main thing is now getting the engagement from the broadcasters and Mike would be happy to attend a meeting with them to discuss their requirements and capabilities.

I'm not in on Monday but will be checking emails if you do have any questions on the attached.

fyi



Sharon Grooby
Facilities Manager
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PO Box 15185, City East, QLD 4002

Sharon Grooby

From: Sharon Grooby
Sent: Tuesday, July 4, 2017 3:10 PM
To: brett.murphy@ministerial.qld.gov.au; Jessica Hill
Cc: Rosemary Jones; Jaime Blackburn; Steve Urbaniak (AU); THOMPSON Jake; Ian Gibson; David Deasy; Christian Davis; Tim Gepp
Subject: Update from yesterday's meeting
Attachments: 60287854-AVMM-0016[A] - Summary of Broadcaster Provisions.pdf

Hi Brett and Jess

Thanks for our catch up yesterday – I feel we are getting there. I have the following update for you both:

Splitter capability in VIP Delegation Room

- Good news is tomorrow Fredon will be installing the fittings to allow the portable splitter to be used in this room.
- ProAV will then test this tomorrow. If no issues his should be ready to go by Thursday

Testing of splitter in Multifunction Room 2

- David from ProAV who we met with yesterday has undertaken testing of the splitter in MFR2 (where we were yesterday) and the output is only the microphone feed
- This can be reprogrammed to also include audio from a presentation – can you advise which is preferred

Brief on broadcaster provisions

- Mike Comiskey from Aecom has provided the attached brief which provides a summary of the provisions for Broadcasters.
- As mentioned there is provision to broadcast live but requires some of their equipment to be installed in Level 41 and Level 1 comms room (Level 41 comms room needs some changes first before this can happen).
- Also requires work from Channel 7's PH suite out to other broadcaster's suits, then to their home broadcasting stations (see diagram last page)
- A broadcaster's fibre link is already installed between 1WS and Level 5, Parliamentary Annexe comms room
- The contact who was taking the lead on behalf of the broadcasters was Troy Smith from Seven, details below.
- As discussed if you could contact Troy and have a chat about their requirements, we could organise a site visit which we'd invite Mike Comiskey from Aecom to attend.

Troy Smith
Technical Services Manager
Seven Network (Operations) Limited
St Samuel Griffith Drive, Mt Coot-tha QLD 4066
T +61 7 3369 7777
M +61 418 728 889

I will confirm as soon as I have confirmation the VIP Delegation Room audio has been confirmed. Please let me know if you have any queries on any of this advice.

Regards



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Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

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Sharon Grooby

From: Comiskey, Michael <[REDACTED]@aecom.com>
Sent: Friday, April 21, 2017 4:41 PM
To: Sharon Grooby
Cc: Rosemary Jones; [REDACTED]@app.com.au; [REDACTED]
Subject: RE: Followup from yesterday's Broadcast meeting
Attachments: 60287854-AVMM-0016[B] - Summary of Broadcaster Provisions.pdf; Media split

Easily done...

Rev B attached; notes in red inline below. I confirmed delivery of the media split to Mark Leaney separately yesterday so DSITI could chase the associated cables (attached); but the main bit is definitely there.

Have a great weekend.

Mike Comiskey
Principal Audio Visual Consultant
D +61 [REDACTED] M + [REDACTED]
[REDACTED]@aecom.com

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From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Friday, 21 April 2017 4:33 PM
To: Comiskey, Michael
Cc: Rosemary Jones; [REDACTED]@app.com.au; [REDACTED]
Subject: RE: Followup from yesterday's Broadcast meeting

Thanks Mike, really appreciated. Under the heading 'Actions required to enable live-to-air broadcast', could the first dot point be extended ie in comms room for L41 and whatever we call it for Level 1 – is that also a comms room? Done – now "Broadcasters to procure and install active equipment for L41 (comms room 41.09) and L1 (AV store 1.19)"

Also under status of works, more for my info, when you say the portable media splitter has been delivered is this since our meeting yesterday and who has this? Now reads "The portable media splitter (distributes one audio signal to up to 16 devices in L41) is currently stored in L1 AV store 1.19. This may also be used for ad hoc briefings elsewhere."

Thanks Mike.



Queensland Government

Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

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Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Comiskey, Michael [mailto:[redacted]@aecom.com]
Sent: Friday, April 21, 2017 3:46 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; [redacted]@app.com.au); [redacted]@app.com.au>; [redacted]@aecom.com>
Subject: Followup from yesterday's Broadcast meeting

Sharon,

Please find attached a short memo and associated sketch which should help update the Media folk. I'm happy to tweak as needed, just let me know; I deleted a lot of intermediate patch panels from the sketch to keep it simple(r).

I didn't confuse this by adding a discussion about upgrading L41 to reflect its likely use as the main briefing room; the following may be useful to keep in mind:

- Augment lighting for broadcast:
 - If the networks are regularly using a portable lighting kit some architecturally sensitive lighting fixtures could be added to better illuminate the lectern and help reduce the effects of sunlight.
 - Without pre-empting the lighting designer, this might include some ceiling mounted spotlights near the façade for facial modelling and some behind the lectern to cut shadows.
- Replace portable media split with permanent audio distribution
 - This will require some thought to be architecturally integrated, but a larger, custom panel on the skirting may be feasible

Let me know if the memo or sketch require further work.

Regards,

Mike

Mike Comiskey
Principal Audio Visual Consultant
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[redacted]@aecom.com

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Sharon Grooby

From: Comiskey, Michael [redacted]@aecom.com>
Sent: Thursday, April 20, 2017 2:53 PM
To: Mark.Leaney@dsiti.qld.gov.au
Subject: Media split

Mark,

Good to see you again. Just following up from today's meeting, I can confirm the press box/media split (one of these things) is indeed under the desk in the L1 equipment room, in its case with its power cable.

I *don't* see the briefed cables which are required to plug it in and which should be

- Manufactured from Canare L2T2S cable and *matte black* Neutrik XLR connectors
- 1 x 5m
- 1 x 10m

I may just not have looked closely enough (only looked in the top of the case) but they should be packed with the power cable – can you delegate to the proper person to check/locate & pack please?

The quality of these cables is critical for broadcast – they will only have cost us a couple of hundred bucks, but we shouldn't settle for less; the Canare/Neutrik combination represents 'acceptable broadcast quality' and is far higher grade than we'd accept for permanently installed AV cable. Believe it or not most cheaper cables are not fit for (broadcast) purpose as they're *inherently* noisy – you can hear when someone touches them – so when the cables are located we should check we got what was briefed

- Cable will be clearly labelled with manufacturer & type
- I can probably identify connectors from a good photo

Cheers,

Mike Comiskey

Principal Audio Visual Consultant

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Memorandum

To Sharon Grooby Page 1

CC Rosemary Jones
[REDACTED] APP
[REDACTED] AECOM

Subject Summary of provisions for TV networks

From Michael Comiskey

File/Ref No. 60287854-AVMM-0016[B] Date 21-Apr-2017

Sharon,

Further to our meeting yesterday, we advise as follows:

Existing Installation

- Status of works
 - All work included in project scope is complete, fibre-optic cabling between 1WS and Annexe is installed and was tested by CITEC
 - The portable media splitter (distributes one audio signal to up to 16 devices in L41) is currently stored in L1 AV store 1.19. This may also be used for *ad hoc* briefings elsewhere.
 - Final audio configuration in both rooms (Dimension Data) is best informed by the broadcast engineers – guidelines were provided for initial setup but may change.
 - Installation *by the broadcasters* of active equipment at 1WS and cabling at the Annexe is outstanding. Seven Network has carriage of this on behalf of the four networks. We have requested they communicate their programme when known, we will forward when received.
- In-room cameras
 - These were installed for videoconferencing and other recording purposes and are not appropriately located for broadcast TV.
- Streaming and recording
 - The broadcast provisions do not detract from normal room operations – streaming or recording (using the installed cameras and sharing the microphones) can occur at the same time as broadcasters are working.

Actions required to enable live-to-air broadcast

In order to enable broadcasters to transmit live from 1WS, the following is required

- Broadcasters to procure and install active equipment for L41 (comms room 41.09) and L1 (AV store 1.19)
- Broadcasters to install cabling between Annexe L5 communications room and Seven Network suite; and configure shared signal router for these additional signals
- Dimension data to finalise audio programming

Capabilities

- TV Networks

- Once commissioned, each broadcaster has *permanent* circuits between 1WS (L1 and L41) and the Annexe, and may go live to air from either location whenever they wish
- All signal paths end up at the Seven Network suite in the Annexe for distribution to the others. *Subject to inter-network politics*, this could allow one broadcaster to 'borrow' another's circuit and switch between two cameras for a more complex production.
- Radio and new media
 - Any media requiring audio only can plug in to the media splitter (L41) or the dedicated wallplate (L1) to avoid additional microphones/recorders at the lectern.
 - No live-to-air radio capability was requested during project meetings. ABC subsequently expressed interest in providing their own Radio circuits; to the best of our knowledge this has not been progressed.

Future expansion

Cabling to camera positions is over-provisioned for redundancy and so future network requirements might be able to be accommodated. These future capabilities may include:

- A second camera for one or all networks
 - Additional fibre terminations required; State currently pays for four fibres to each floor
 - Broadcasters will need to add additional modules to their fibre-optic transmitters
- Incoming video feeds
 - One or more broadcasters may desire a reverse path from Mt Coot-tha via Annexe to 1WS. Provisioning is as per 'second camera' above
- ABC (or other) live radio circuits via Telstra copper cabling and dedicated communications devices. Many radio broadcasters choose to use the mobile phone network instead.
 - Base building currently has substantial spare copper Telstra cabling
 - Broadcaster would provide active equipment and any cabling not already installed.

Other rooms

Broadcaster audio cabling to the larger multifunction room is installed, but was deleted from Queensland Room and VIP Delegation Room due to excessive variation cost following its omission from the original cabling schedules.

We will offer DSITI some alternatives under separate cover to enable these spaces.

Attached please find a simplified sketch of these provisions for L41, showing State's (black) and broadcasters' (red) provisions clearly. L1 provision is functionally similar.

Please contact me if any clarification is required.

Regards,

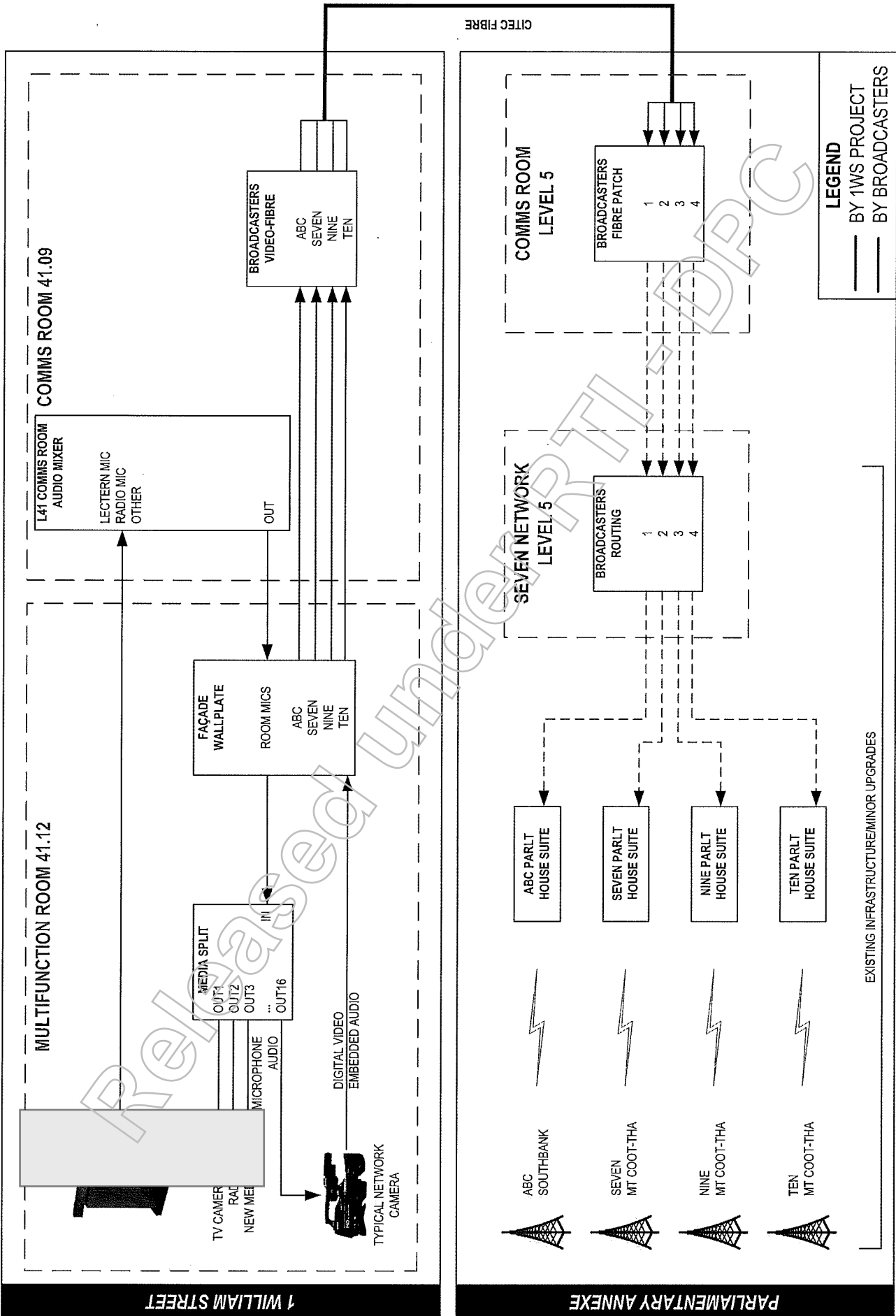


Michael Comiskey
Principal Audio Visual Consultant
[Redacted]@aecom.com

Direct Dial: +61 7 [Redacted]

Direct Fax: +61 7

Released under RTI - DPC



Rosemary Jones

From: Sharon Grooby
Sent: Friday, 21 April 2017 6:07 PM
To: Patrice Fogarty
Cc: Jaime Blackburn; Jaclyn Oudejans; Jessica Hill; Rosemary Jones
Subject: Update on broadcaster capabilities - Level 1 media room and Level 41
Attachments: 60287854-AVMM-0016[B] - Summary of Broadcaster Provisions.pdf

Hi Patrice

As promised attached is a summary of provisions for broadcasters (TV networks) for Levels 1 and 41 which covers:

- Status of works
- In-room cameras
- Streaming and recording
- Actions required to enable live-to-air broadcast
- Capabilities
- Radio and new media
- Future expansion
- Capability in other rooms on Level 41 ie Qld Room and VIP Delegation Room (non-existent)
- Sketch of provisions for Level 41 showing State's (black) and broadcasters in red

As per my email yesterday Mike Comiskey from Aecom has been liaising with Troy Smith, Technical Services Manager from Channel 7 as the leader for the other broadcasters on what their requirements are.

A quick summary is:

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So most things are able to be activated. The main thing is now getting the engagement from the broadcasters and Mike would be happy to attend a meeting with them to discuss their requirements and capabilities.

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fyi



Queensland
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Sharon Grooby

Facilities Manager

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Department of the Premier and Cabinet

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Released under RTI - DPC

Sharon Grooby

From: Sharon Grooby
Sent: Friday, April 21, 2017 5:50 PM
To: 'Mark Leaney'; [REDACTED] (AU)
Cc: [REDACTED] (AU); Steve Allan; Ian Gibson; Rosemary Jones
Subject: Followup from yesterday's Broadcast meeting
Attachments: 60287854-AVMM-0016[B] - Summary of Broadcaster Provisions.pdf

Hi everyone

Attached is notes and sketches from Mike Comiskey following yesterday's meeting. I will forward this to Patrice Fogarty, A/Executive Director, Strategic Engagement and Protocol who will liaise with the Premier's office.

Mark, I understand Mike has advised that the portable media split is under the desk in the Level 1 equipment room in its case with its power cable, however, the briefed cables are missing. Can you keep us all in the loop when these have been found/procured if needed.

[REDACTED] can you please provide an update on what Dimension Data/ProAV propose to do from here. I will feed back any information I receive on the progress of the broadcasters wanting to install kit and do any testing.

Thanks everyone.



Sharon Grooby

Facilities Manager

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

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PO Box 15185, City East, QLD 4002

From: Comiskey, Michael [mailto:[REDACTED]@aecom.com]
Sent: Friday, April 21, 2017 3:46 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; [REDACTED]@app.com.au
[REDACTED]@app.com.au>; [REDACTED]@aecom.com>
Subject: Followup from yesterday's Broadcast meeting

Sharon,

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I didn't confuse this by adding a discussion about upgrading L41 to reflect its likely use as the main briefing room; the following may be useful to keep in mind:

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- Replace portable media split with permanent audio distribution
 - This will require some thought to be architecturally integrated, but a larger, custom panel on the skirting may be feasible

Let me know if the memo or sketch require further work.

Regards,

Mike

Mike Comiskey

Principal Audio Visual Consultant

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[redacted]@aecom.com

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Released under RTI - DPC

Sharon Grooby

From: Sharon Grooby
Sent: Tuesday, April 18, 2017 5:19 PM
To: Patrice Fogarty
Cc: Jaime Blackburn; Rosemary Jones; Tim Gepp; Steve Allan; Ian Gibson; Jaclyn Oudejans
Subject: FW: Multi Function Room AV Capability
Attachments: 60287854-AVMM-0010-A__Infrastructure_provisions_for_broadcasters.pdf

Hi Patrice

Please see information updated from [REDACTED], Operations Manager, Dimension Data who you met today. Basically the audio outputs at the back of MF1 on Level 41 were not connected by Dimension Data as Fredon the electricians were to connect this to the audio system and subsequently the testing of audio ports was missed!

I have spoken to Jake Thompson the Workplace Director here for 1WS this afternoon. He will look into this urgently and also ask Mike Cominsky to come in from Aecom who developed the attached document which was the proposed infrastructure for Level 1, media room and Level 41 MF1 from June last year.

I propose we organise a meeting with all the key stakeholders tomorrow to discuss what's been put in, what's ideally required and costs and timings. Once Mike is contacted I will let you know availability times. Any additional works required will need to go through Dimension Data and DSITI for quotes.

Jac, can you confirm that what is listed on page 4 of the attachment is what you believed was going into MF1 on Level 41. This was sent to Scott Dixon who communicated this with media broadcasters and only Channel 7 and ABC provided input which was directly to Mike Cominsky.

Patrice, will give you a call in the morning to discuss further.



Queensland
Government

Sharon Grooby
Facilities Manager
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Level 28, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: [REDACTED] (AU) [mailto:[REDACTED]@dimensiondata.com]
Sent: Tuesday, April 18, 2017 2:37 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>; 1WS ICT Contract Directorate <1WSICTContractDirectorate@dsiti.qld.gov.au>
Cc: [REDACTED]@dimensiondata.com>; [REDACTED]@dimensiondata.com>; [REDACTED]@dimensiondata.com>
Subject: Multi Function Room AV Capability

Hi Sharon,

Further our discussion on the Multi-Function Room 1 (MFR1) AV capability:

1. I can confirm that MFR1 has the same basic AV setup with the exception of the floor audio outputs we discussed. At the time of deployment (room fit out) these interfaces were not cabled and as a result were

not connected to our audio system. If they have now been cabled (Fredon) we will be able to connect to our audio system meaning that the press will be able to setup at the back of the room and receive an audio feed from the room's audio system.

2. The basic differences (additional functions) available from the level 1 media room are:
 - a. Video Conferencing
 - b. USB video / skype integration
 - c. Multi-layout display (video wall)
 - d. iPad wireless controller
 - e. Dedicated AV control room and green room

3. There is no interconnection between the MFR room(s) and other AV spaces, apart from the current "demo" ability to receive a stream from the briefing room. DDA have currently provided two receivers on floors 29 and 41 which have been configured to take a stream from Media Room 1. This was not in our original scope.

With regard to point 1, I am going to send through an email to Jake Thompson regarding the cabling requirements for the floor audio interfaces and their status. If completed we will schedule the connectivity and testing of these ports ASAP. I am not sure how this was missed noting that testing did not include the audio ports and they were not listed on the defects list when handed over. It may also be worth you putting a job in the CSC system for the interfaces as a request form you will probably get a faster result.

With respect to difference of room functionality it really comes down to any of the additional media room functions you might also want in MFR 1 and/or 2.

Last conversations we had regarding the streaming were with DSITI.

@DSITI team,

Are you aware of the current status on the potential streaming requirement?

Thanks,

[Redacted]
1WS Operations Manager
Ph: +61 [Redacted]
Dimension Data Australia

Memorandum

To	Broadcast Media Representatives	Page	1
CC			
Subject	1 William Street - Media Facilities		
From	Michael Comiskey		
File/Ref No.	60287854-AVMM-0010[A]	Date	14-Jun-2016

1.0 Introduction

This document provides details on intended media facilities at 1 William Street (1WS) for the information of broadcasters.

The State wishes to properly appreciate the technical requirements of the electronic media for transporting their programme (live and/or packaged) to broadcast stations for transmission. Installation of multiple link transmitters atop the building is undesirable and it is acknowledged that the site makes use of vehicle-mounted microwave link systems inappropriate.

At a meeting in February 2016, technical representatives of the electronic media identified that the broadcast systems and link infrastructure already installed at the Parliamentary Annexe could be leveraged if a 'dark' single-mode fibre-optic link was established between the two sites.

Technical requirements for radio broadcasters were also discussed. It was agreed that as no media offices or production suites were housed in the building there would be no specific provision to support radio broadcasters except internal audio distribution as provided for TV.

The State wishes to provide reasonable infrastructure, where possible, to streamline the provision of media vision from nominated 1WS spaces. Each broadcaster would be responsible for augmentation of their own systems and connection of active interfaces to any fibre or other cabling provided.

Detail plans for the two nominated spaces are attached for technical information only.

1.1 Information requested from broadcasters' technical representatives

We request broadcasters to consider the following and respond at their earliest opportunity:

- Review this advice in general
- Provide details of technical systems to be installed; including:
 - Brand/model of proposed SMOF active interfaces to inform State's ICT provider of 'strange' equipment in the racks
 - Spatial and mounting details (rack space, power etc.) per broadcaster/as an aggregate – i.e.: can we fit all broadcasters' equipment side-by-side or do we need to find n RU for each?
 - Horizontal cabling/connector requirements
- Provide advice on
 - Adequacy of as-designed lighting in L1 briefing room, with/without video wall operating
 - Suitable portable lighting kit for L41 space
 - Adequacy of audio provision in both spaces
 - Any items of concern

1.2 Technical queries and clarifications

The State will review broadcasters' formal responses to this paper when finalising any infrastructure works.

In the interim, technical queries about the building, its systems or infrastructure should be sent to the following for response:

To: [redacted]@aecom.com
c.c. [redacted]@aecom.com
[redacted]@app.com.au
scott.martin@premiers.qld.gov.au

2.0 General requirements

2.1 Television

At the February meeting, broadcasters requested the following, which are under consideration by the State:

- Camera platforms for each network
 - Single platform per network
 - Fixed platforms preferred over porta-stage for stability
- Two (2) camera positions/connection points per network
 - Head-on: Primary camera at rear of room
 - Lateral: Second camera for journalist standups or to allow cutaway shots during some events
- Room mics (capture questions from the floor)
- Lighting appropriate for TV, and accounting for the presence of any video wall/flat panel display in shot.

2.2 Radio

As no media production facilities/offices are housed in 1WS, dedicated backhaul provisions for Radio were determined unnecessary.

Audio requirements for radio were agreed as similar to Television.

3.0 Spaces used for Media Briefings

Two spaces are identified as routine venues for media conferences:

- Briefing Room 1.02, Level 1
- Multi-Function Room 41.12, Level 41

3.1 Briefing Room (1.02)

The Briefing Room's primary purpose is to support media conferences. Presenter(s) will operate from a low stage (250mm high) and may be in front of either a video wall or other backdrop. The video wall comprises LED-backlit NEC X464UNS LCD flat panels with a typical brightness of 500cd/m² (700cd/m² max).

Figure 1 Briefing Room layout (1:100) – Part plan ID-4426[5]

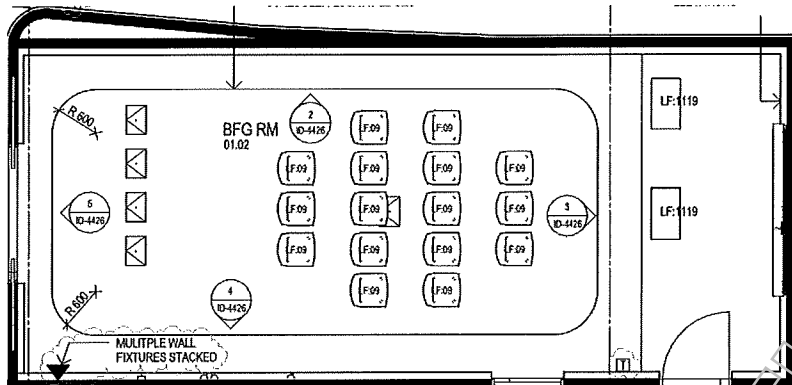
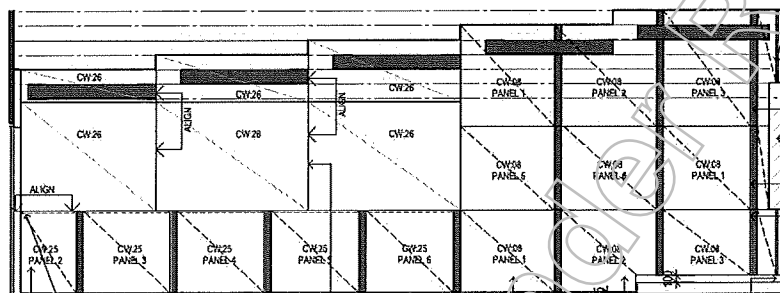


Figure 2 Briefing Room elevation (1:100) – Part plan ID-4426[5]



Provision is made at the rear of the room for cabling to news cameras and audio recorders, with power available at each location.

Installed audio provision

The State generally prefers a clean lectern, and it is proposed the following audio feeds will be provided for media in this space:

- Two (2) audio feeds to each of the primary camera positions (back of room).
 - Electronically balanced analogue audio nominally 0dBu
 - Channel A: Clean feed of active lectern mics only
 - Channel B: Mix of room mics and any playback/source audio
- Additional audio feeds for radio will be provided; these will be provisioned as for TV unless a unique configuration is requested (e.g.: *mix of mics & source audio with lectern mics nominally ndB above others*)
- All audio will be provisioned on 3-pin male XLR connectors (Pin 2 hot)

Media feeds may be configured in the audio system *within reason*, though it is expected the same feed(s) will be distributed to all electronic media. Any desired change to the proposed audio provision (mix, levels etc.) should be communicated in broadcasters’ responses to this paper.

Two (2) area microphones are currently briefed for this space and are intended to pick up questions from the floor. As designed, these are three-element microphones suspended below the ceiling (currently Audix M3) with the discrete outputs mixed in the room DSP for a single output.

Note: Reflecting the size of the room and the addition of new doors on the Northern side, all broadcaster cabling (primary and secondary feeds) will be run to the floor boxes at the rear.

Lighting

The lighting designer has implemented the track lighting plot as per Figure 3 and advises as follows:

- Luminaire type

- **FL1:** Zumtobel 60712327 (datasheet attached)
- **B20:** Backlit Barrisol
- Colour temperature: 3000K
- CRI>90
- Average level on speaker: 1500 lux (vertical plane)
- Average level in room:
 - With track lighting (**FL1** and **B20** luminaires) – 700 lux at floor level
 - Without track lighting (**B20** luminaires only) – 200 lux
- Each luminaire is dimmable (DALI); this is expected to be programmed as scenes for specified scenarios.

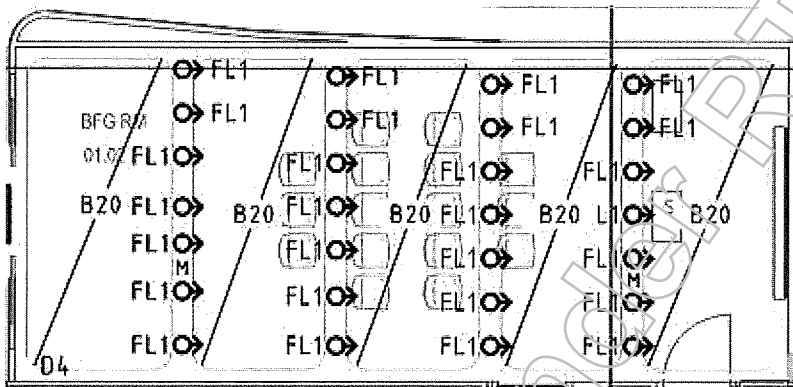


Figure 3 Briefing Room Lighting (1:100) – Part plan EF-72-01[B]

3.2 Multi-function room (41.12)

The 80-seat Multi-Function space on L41 has been identified as an appropriate secondary space for occasional larger briefings and State functions where live contribution may be appropriate. This fan-shaped room can be linked to an adjacent 100-seat space to accommodate large, flat-floor functions.

As this is a multi-purpose room, installed infrastructure is expected to be limited to:

- Presentation of interfaces to electronic media
- Audio distribution to electronic media via portable press split, and
- Additional lighting of lectern position (portable)

Installed audio provision

As with the briefing room, the State prefers a clean lectern, and it is proposed the following audio feeds will be provided for media:

- One (1) audio feed to press split at camera position.
 - Individual transformer-balanced analogue audio (16x total available)
 - Selectable mic/line per output
 - Parallel output connectors: XLR (Pin 2 hot) or 3.5mm socket per output (wired tip hot)
 - Audio TBC – nominally clean feed of lectern mics
 - Currently specified type – Whirlwind Presspower 2
- Press split available to all electronic media
- Given the requirement for this to be used as a function room for State events, no 'audience' mics or fixed broadcast lighting are installed. Room wireless mics are available as an input to the broadcast feed which

may be configured within the audio system within reason. Any desired change to the proposed audio provision should be communicated clearly in broadcaster responses to this paper.

It is not appropriate for additional floor boxes to be provided in this space, and broadcaster cabling is intended to be presented at the East (rear of space) shown in Figure 4. This will be achieved either via surface duct or vertical duct behind the centre column subject to finalisation of architectural details.

Power will also be presented for broadcasters.

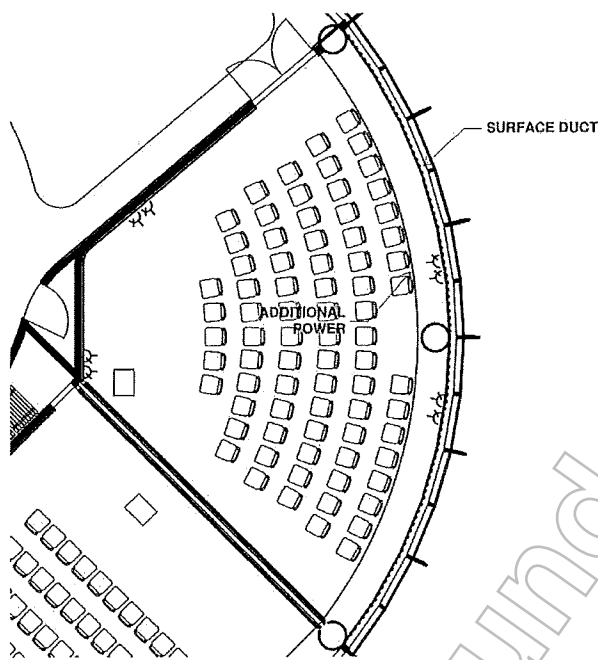


Figure 4 Multi-Function room 41.12 (1:200) – Part plan ID-2641[D]

Lighting

Given the intended use of the function spaces, fixed broadcast lighting is undesirable. Lighting provided in this space is via LED downlights (3200K).

Additional power is being provisioned at the front of the room to support portable broadcast lights; expected to be deployed close to the walls on tripod stands.

Broadcasters are invited to suggest appropriate portable luminaires and accessories which can be stored and rigged easily.

4.0 Infrastructure provision

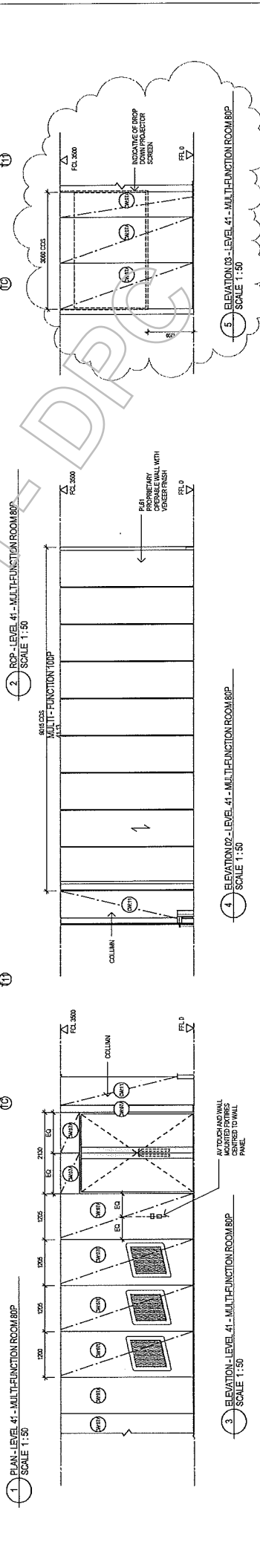
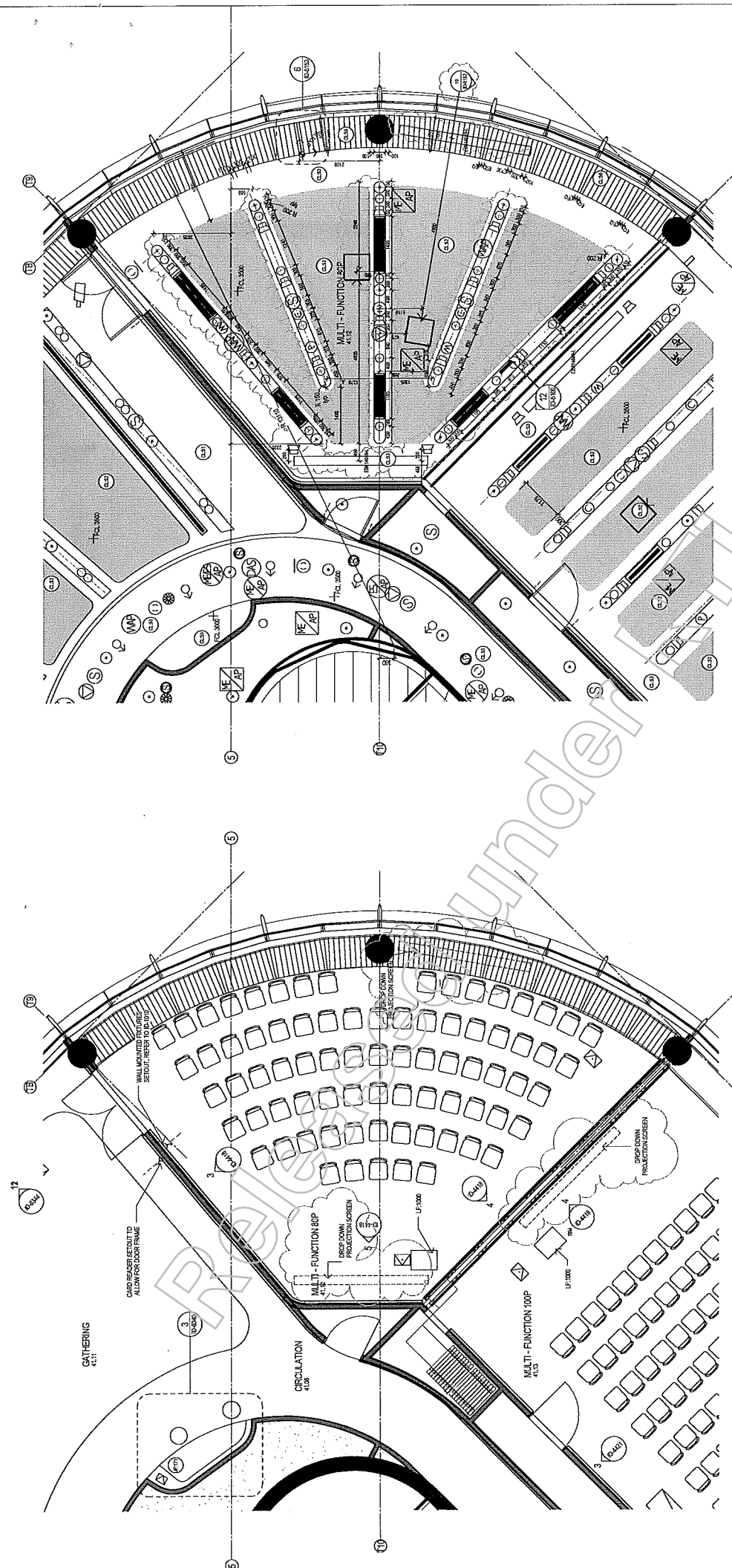
The requested dark single-mode fibre has been installed between Level 5 of the Parliamentary Annexe and racks in the following locations. Horizontal cable runs nominated are approximate only.

- Level 1
 - AV rack 1.24
 - Horizontal cable run 70-100m
- Level 41
 - Communications Room 41.09
 - Horizontal cable run 50-60m

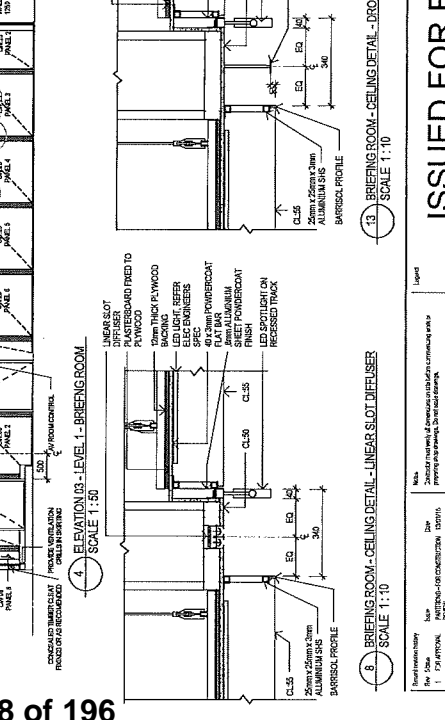
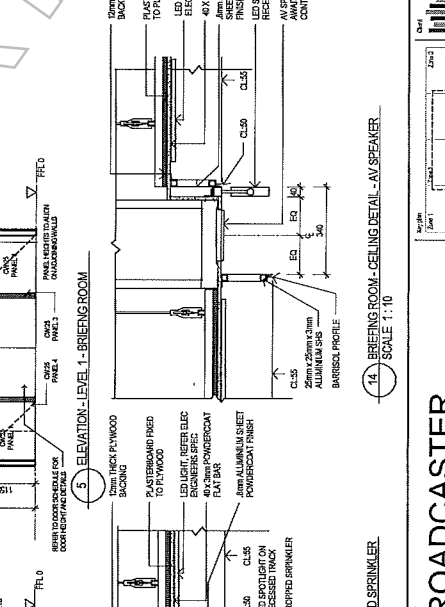
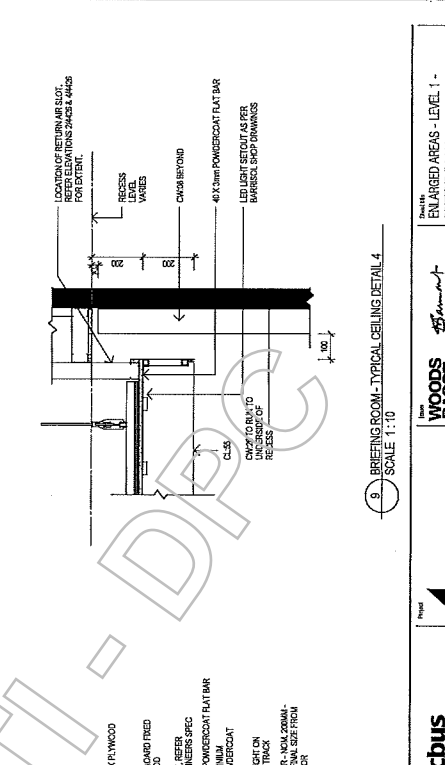
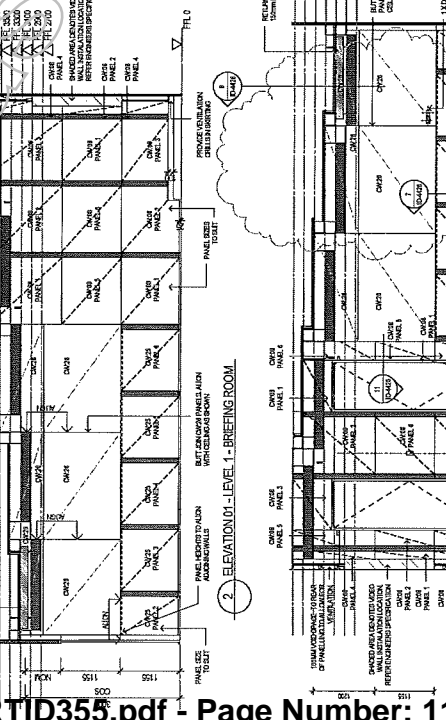
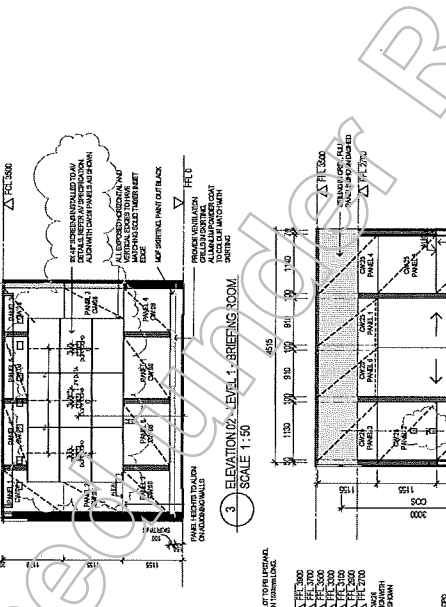
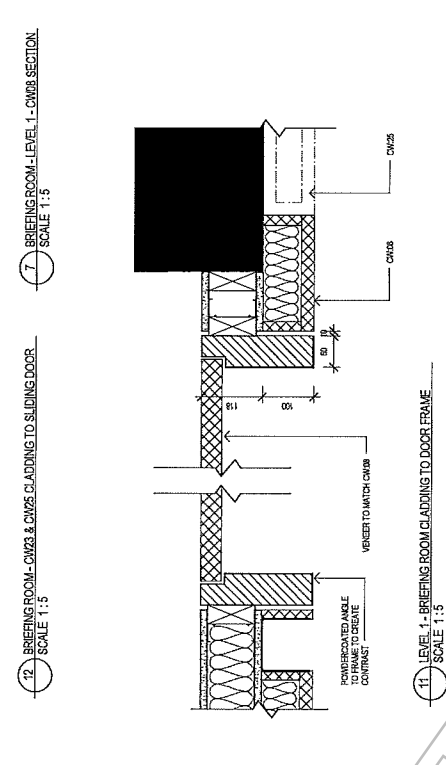
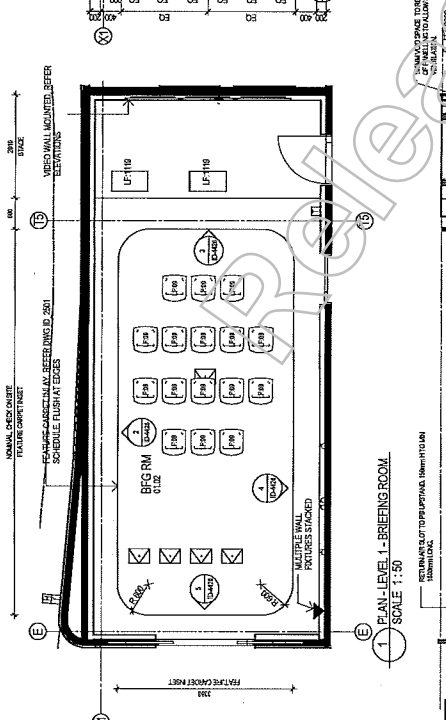
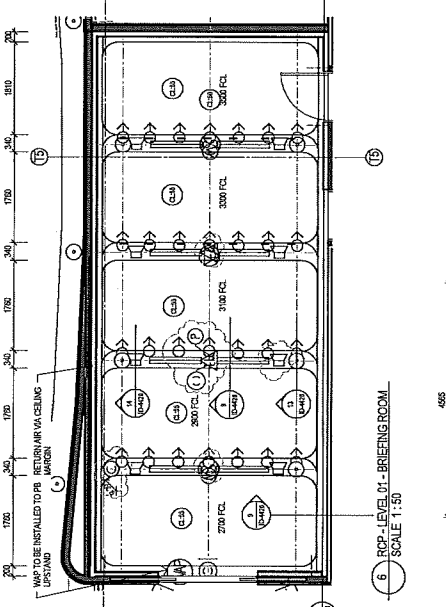
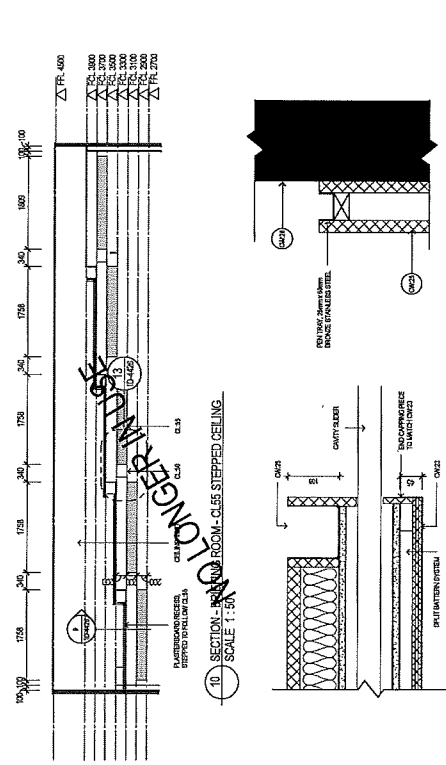
Broadcasters should identify the horizontal cabling required from these locations to the two identified spaces for State's consideration, including any special requirements for cabling, connectors and testing.

Note: Routine/unaccompanied access to communications racks in 1WS may not be feasible; broadcasters should assume 'set and forget' installation of any permanent equipment.

Released under RTI - DPC



WOODS BAGOT Project Number: 1300089 Date: 13 JUN 2016 Drawn: AE Checked: MD Approved: AT Scale: 1:50 Project: 255 Discipline: A Title: FOR CONSTRUCTION		WS One William Street	cbus property Broadfield BM50 MULTIPLEX	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY 13 JUN 2016
Revision History: No. Description Date 1 FOR INITIAL 07/27/14 2 FOR INITIAL 08/05/14 3 FOR INITIAL 08/11/14 4 FOR INITIAL 08/11/14 5 FOR INITIAL 08/11/14 6 FOR INITIAL 08/11/14 7 FOR INITIAL 08/11/14 8 FOR INITIAL 08/11/14 9 FOR INITIAL 08/11/14 10 FOR INITIAL 08/11/14 11 FOR INITIAL 08/11/14 12 FOR INITIAL 08/11/14 13 FOR INITIAL 08/11/14 14 FOR INITIAL 08/11/14 15 FOR INITIAL 08/11/14 16 FOR INITIAL 08/11/14 17 FOR INITIAL 08/11/14 18 FOR INITIAL 08/11/14 19 FOR INITIAL 08/11/14 20 FOR INITIAL 08/11/14 21 FOR INITIAL 08/11/14 22 FOR INITIAL 08/11/14 23 FOR INITIAL 08/11/14 24 FOR INITIAL 08/11/14 25 FOR INITIAL 08/11/14 26 FOR INITIAL 08/11/14 27 FOR INITIAL 08/11/14 28 FOR INITIAL 08/11/14 29 FOR INITIAL 08/11/14 30 FOR INITIAL 08/11/14 31 FOR INITIAL 08/11/14 32 FOR INITIAL 08/11/14 33 FOR INITIAL 08/11/14 34 FOR INITIAL 08/11/14 35 FOR INITIAL 08/11/14 36 FOR INITIAL 08/11/14 37 FOR INITIAL 08/11/14 38 FOR INITIAL 08/11/14 39 FOR INITIAL 08/11/14 40 FOR INITIAL 08/11/14 41 FOR INITIAL 08/11/14 42 FOR INITIAL 08/11/14 43 FOR INITIAL 08/11/14 44 FOR INITIAL 08/11/14 45 FOR INITIAL 08/11/14 46 FOR INITIAL 08/11/14 47 FOR INITIAL 08/11/14 48 FOR INITIAL 08/11/14 49 FOR INITIAL 08/11/14 50 FOR INITIAL 08/11/14 51 FOR INITIAL 08/11/14 52 FOR INITIAL 08/11/14 53 FOR INITIAL 08/11/14 54 FOR INITIAL 08/11/14 55 FOR INITIAL 08/11/14 56 FOR INITIAL 08/11/14 57 FOR INITIAL 08/11/14 58 FOR INITIAL 08/11/14 59 FOR INITIAL 08/11/14 60 FOR INITIAL 08/11/14 61 FOR INITIAL 08/11/14 62 FOR INITIAL 08/11/14 63 FOR INITIAL 08/11/14 64 FOR INITIAL 08/11/14 65 FOR INITIAL 08/11/14 66 FOR INITIAL 08/11/14 67 FOR INITIAL 08/11/14 68 FOR INITIAL 08/11/14 69 FOR INITIAL 08/11/14 70 FOR INITIAL 08/11/14 71 FOR INITIAL 08/11/14 72 FOR INITIAL 08/11/14 73 FOR INITIAL 08/11/14 74 FOR INITIAL 08/11/14 75 FOR INITIAL 08/11/14 76 FOR INITIAL 08/11/14 77 FOR INITIAL 08/11/14 78 FOR INITIAL 08/11/14 79 FOR INITIAL 08/11/14 80 FOR INITIAL 08/11/14 81 FOR INITIAL 08/11/14 82 FOR INITIAL 08/11/14 83 FOR INITIAL 08/11/14 84 FOR INITIAL 08/11/14 85 FOR INITIAL 08/11/14 86 FOR INITIAL 08/11/14 87 FOR INITIAL 08/11/14 88 FOR INITIAL 08/11/14 89 FOR INITIAL 08/11/14 90 FOR INITIAL 08/11/14 91 FOR INITIAL 08/11/14 92 FOR INITIAL 08/11/14 93 FOR INITIAL 08/11/14 94 FOR INITIAL 08/11/14 95 FOR INITIAL 08/11/14 96 FOR INITIAL 08/11/14 97 FOR INITIAL 08/11/14 98 FOR INITIAL 08/11/14 99 FOR INITIAL 08/11/14 100 FOR INITIAL 08/11/14				



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WOODS BAGOT
 130089
 ID-4425
 FOR CONSTRUCTION

WS
 One William Street

cbus property
 Brookfield MULTIPLEX
 YEARS

REVISIONS

No.	Date	Description	By	Check
1	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
2	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
3	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
4	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
5	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
6	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
7	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
8	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
9	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS
10	13/06/2016	ISSUED FOR BROADCASTER TECHNICAL INFORMATION ONLY	AS	AS

Drawn: AS
 Checked: AS
 Date: 13/06/2016
 Project: 130089
 Drawing: ID-4425
 Title: FOR CONSTRUCTION

Rosemary Jones

From: Sharon Grooby
Sent: Wednesday, 21 September 2016 2:37 PM
To: Paul Krautz
Cc: Rosemary Jones; Jaclyn Oudejans; Scott Dixon
Subject: Summary of meeting re media briefing Room Level 1, 1WS

Hi Paul

Thanks for meeting with the Premier's office and DPC today to agree on the layout of the Media Briefing Room on Mezzanine floor. I'm informed by Rosemary the below were the key discussions and decisions:

- Channel 7 & ABC were the only two broadcaster to respond with feedback on their requirements for utilising the Media Briefing Room so the assumption has been the other broadcasters will have the same requirements
- Portable stage including tripod points (x3) would all be connectable for broadcasters. Same connection as permanent (x2) at either side of the room. So 5 in total.
- Portable stage and tripod points could stay in the room permanently given the second door down the corridor will go ahead but closer to the stage area as a variation
- Portable stage and tripod points could also be stored in the AV store room on Level 1
- You confirmed none of the above would have impact on evacuation
- The new door position is a variation, to be installed after PC. You indicated it would possibly be installed by the move weekend commencing 18 November. To be confirmed closer to the move.

As discussed could we please be sent the updated specs for the room so that this can be provided to Communication Services and Premier's office as soon as possible.

Thank you once again for ensuring the MBR is workable and meets business requirements, really appreciated. Can you please send me a reply email confirming all of the above.

Thanks Paul.



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 / M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Sharon Grooby

From: Sharon Grooby
Sent: Tuesday, September 20, 2016 5:04 PM
To: Scott Dixon
Cc: Jaclyn Oudejans
Subject: Media Briefing Room issue
Attachments: UNTITLED.pptx

Hi Scott

As discussed I have received advice from Paul Krautz that option A that the Premier's office approved in April, there are difficulties with including the side small door, mainly cost. I have pasted in 3 different plans for your reference. The original plan, option A approved by PO in April this year and now revised plan but taking out the small door. I don't think this works now and suggest we have an urgent meeting with Paul Krautz and the Premier's office to agree on the way forward.

Can we discuss in the morning.

Thanks



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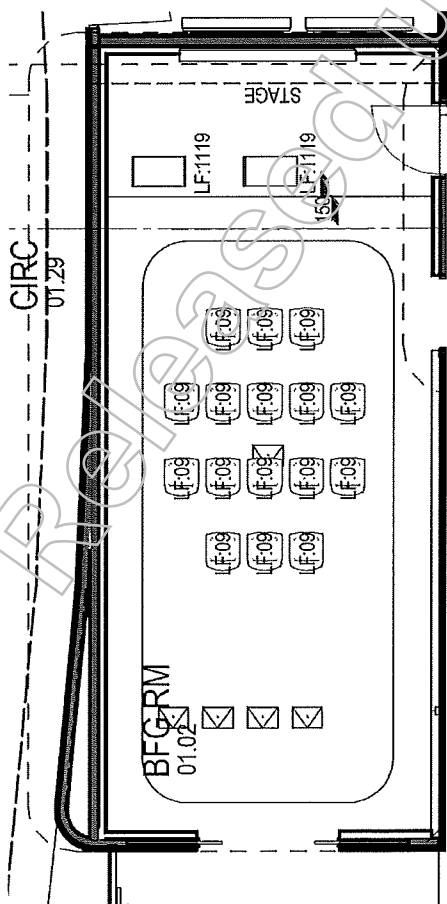
Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

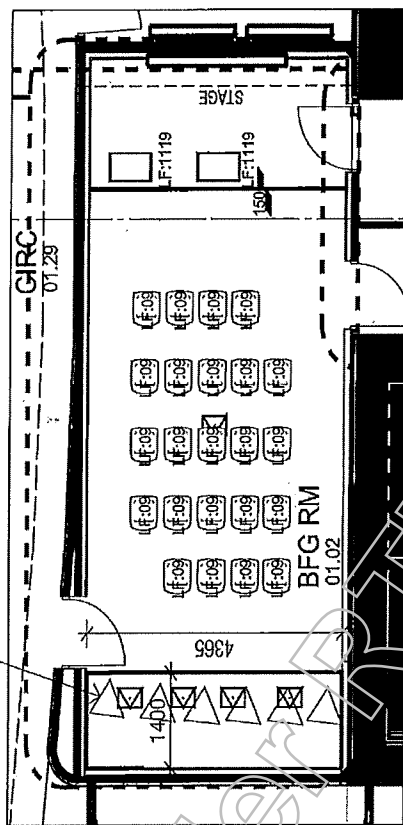
Released under RTI/OPC

ORIGINAL PLAN

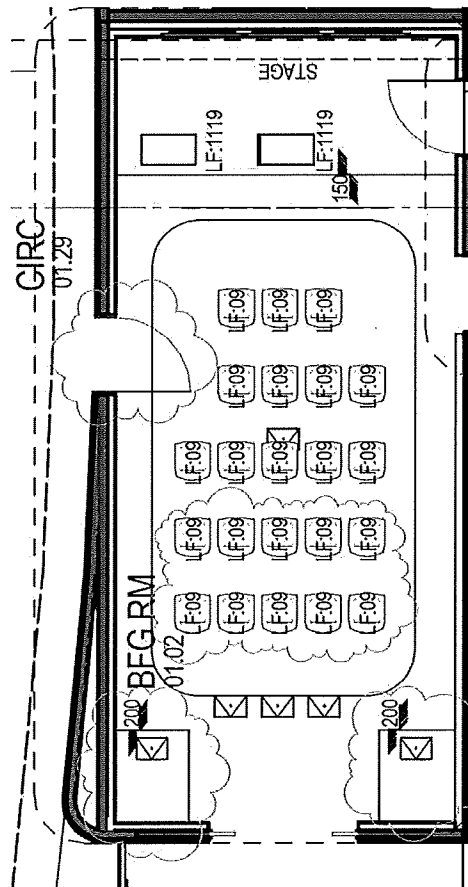


OPTION A APPROVED BY PO

CAMERA TRIPOD FOOTPRINT



NEW PLAN LESS THE SMALL DOOR



Sharon Grooby

From: Sharon Grooby
Sent: Tuesday, August 2, 2016 4:44 PM
To: Mike Drewek
Cc: Paul Krautz (Paul.Krautz@treasury.qld.gov.au); Rosemary Jones; Justin Muller; Jaime Blackburn; Ola George
Subject: Fibre Connectivity - 1 William Street to Parliamentary Annexe - approved revised proposal
Attachments: Scan-To-Me Document - 2016-08-02 091813.pdf

Hi Mike

Please find attached approved revised costings for fibre link to Parliamentary Annexe. A purchase order will following in the next couple of days.

Many thanks



Queensland
Government

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Mike Drewek [mailto:Mike.Drewek@citec.com.au]
Sent: Tuesday, 26 July 2016 3:01 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Ashley Newcomb (Ashley.Newcomb@treasury.qld.gov.au) <Ashley.Newcomb@treasury.qld.gov.au>; Paul Krautz (Paul.Krautz@treasury.qld.gov.au) <Paul.Krautz@treasury.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; Justin Muller <Justin.Muller@premiers.qld.gov.au>; Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>
Subject: RE: Fibre Connectivity - 1 William Street to Parliamentary Annexe - revised proposal

Hi Sharon,

We have received further change requests to the provision of this service and, as a result, have made further updates to the proposal. Please find attached the latest version of the proposal with updates duly applied for you to action.

In summary, there will be 2 dual feed services to each floor in William Street and not 4 dual feed services as was proposed last week.

Kind regards



Queensland
Government

Mike Drewek

Client Relationship Manager
Business Strategy and Engagement - CITEC
Department of Science, Information Technology and Innovation

P +617 3034 2521 M [REDACTED] E Mike.Drewek@citec.com.au
317 Edward Street Brisbane QLD 4000
GPO Box 279 Brisbane QLD 4001

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people

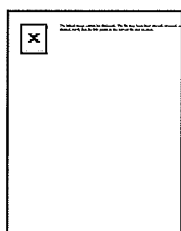
From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Wednesday, 20 July 2016 5:30 PM
To: Mike Drewek
Cc: Ashley Newcomb (Ashley.Newcomb@treasury.qld.gov.au); Paul Krautz (Paul.Krautz@treasury.qld.gov.au); Rosemary Jones; Justin Muller; Jaime Blackburn
Subject: Re: Fibre Connectivity - 1 William Street to Parliamentary Annexe - revised proposal

Hi Mike

This is very disappointing to now be asked at this late stage to triple our input into this fibre connectivity cost. Can you please provide the reason this is now \$96,000 per annum from the already approved \$33,600 per annum over a 5 term year.

Paul is there any way this can be supplemented from the 1WS project budget?

Thanks



Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier of Cabinet

P 07 3003 9058 M [REDACTED]

Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

On 20 Jul 2016, at 3:31 PM, Mike Drewek <Mike.Drewek@citec.com.au> wrote:

Hi Sharon,

Following recent discussions regarding the provisioning of this service, please find attached the revised proposal for you to action. For CITEC to proceed as per the offer detailed in the proposal, please have the acceptance certificate signed and returned to me. Thanks.

Kind regards

<image001.png> **Mike Drewek**
Client Relationship Manager
Business Strategy and Engagement - CITEC
Department of Science, Information Technology and Innovation

P +617 3034 2521 M [REDACTED] E Mike.Drewek@citec.com.au
317 Edward Street Brisbane QLD 4000
GPO Box 279 Brisbane QLD 4001

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<5011161 Parliamentary Annexe Connectivity v1.2.pdf>

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Department of
**Science, Information
Technology and Innovation**

26 July 2016

Sharon Grooby
Manager Technology Services
Executive Building
Level 2, 33 Charlotte St
Brisbane QLD 4000

Dear Sharon

**Fibre Connectivity for Parliamentary Annexe
(CITEC Ref: OP-5011161 / X.SER.0089C)**

This is the upgraded proposal from CITEC to Department of Premier and Cabinet (DPC) is dual core fibre services providing connectivity from Level 1, 1 William Street to Level 5 Parliamentary Annexe building and Level 41 Communications room 1 William Street to Level 5 Parliamentary Annexe building. Redundancy is not required.

This proposal replaces the previous proposal from CITEC to DPC submitted and accepted on 29 April 2016 as well as the proposal submitted on 20 July 2016.

This service has been requested to provide for televised media streaming capabilities from the proposed media conference room being established at 1 William Street back to the television networks for broadcasting.

The change from the original proposal is based upon recent discussions between the electrical contractor, AECOM, and CITEC to validate the requirements for the broadcasters to deliver their services from 1 William Street to Parliamentary Annexe. As a result of those discussions, confirmation has been received by CITEC that the broadcasters will require dual feed services at both Level 1 and Level 41 of 1 William Street.

All services provisioned by CITEC from and to 1 William Street are for a period of 60 months. CITEC will waive the installation charges in this instance.

Pricing – New Monthly Ongoing Charges

Material Code *	Monthly Recurring Pricing	Units	Unit Price PM (ex GST)	Total Price PM (ex GST)
1769	Dark Fibre Monthly Support	CTPI - Business Affairs		
	Subtotal (ex GST)			
	GST			
Total (including GST)				\$4,400.00

Pricing Assumptions

- All pricing given is GST exclusive except where stated otherwise

317 Edward Street Brisbane
GPO Box 279 Brisbane
Queensland 4001 Australia

Telephone 1300 366 262
Website www.citec.com.au
ABN 52 566 629 700

- Pricing is based on a **60 month term**.
- All work is assumed to be performed in standard business hours. After hours or weekend work incurs additional charges.

Lead Times

CITEC has already commenced implementation of the services and will expand them to ensure that the full requirement ^{CTPI} dual feed services will be provisioned.

Risks

During the implementation of the solution, any emerging risks will be managed as part of CITEC's Solutions Integration practice, which are aligned with Prince2 and ISO31000:2009 Risk Management. CITEC will consult with Treasury as required to identify and carry out treatment action/s where appropriate.

Term

The recurring charges are based on a contract term of **60 months**. The customer acknowledges that termination fees may be payable by the customer to CITEC where this proposal is terminated before the end of the contract term. CITEC will use its best endeavours to minimise any termination fees payable by the customer.

Proposal Acceptance

To acknowledge acceptance of this Proposal please sign the Proposal Acceptance and return it to me via email at Mike.Drewek@citec.com.au;

Yours sincerely



Mike Drewek
Client Relationship Manager

Proposal Acceptance

Proposal Number: OP-5011161
 Contract Reference: X.SER.0089C
 Sold To Party: 5696
 Ship To Party: 5696

Attention: Mike Drewek
 Proposal Date: 26 July 2016
 Customer: Sharon Grooby, Department of Premier and Cabinet

Fibre Connectivity for Parliamentary Annexe (CITEC Ref: OP-5011161 / X.SER.0089C)

All services from CITEC from and to 1 William Street are for a period of 60 months. CITEC will waive the installation charges in this instance.

Pricing – New Monthly Ongoing Charges

Material Code *	Monthly Recurring Pricing	Units	Unit Price PM (ex GST)	Total Price PM (ex GST)
1789	Dark Fibre Monthly Support	CTPI - Business Affairs		
	Subtotal (ex GST)			
	GST			
	Total (including GST)			\$4,400.00

Pricing Assumptions

- All pricing given is GST exclusive except where stated otherwise
- Pricing is based on a 60 month term.
- All work is assumed to be performed in standard business hours. After hours or weekend work incurs additional charges.

Department of Premier and Cabinet authorises CITEC to proceed with (please tick which):

Fibre Connectivity for Parliamentary Annexe

DPC PO Number: _____

Accepted by the Customer's Authorised Representative:

Signature: _____

Name: Justin Munn

Title: C.F.O.

Date: 2/8/16

Through execution of this Proposal Acceptance the Authorised Representative of Queensland Treasury represents to CITEC that he/she is the holder of the appropriate Financial, Procurement and Contractual delegations with regard to approving this Proposal. This Proposal will remain binding and enforceable between CITEC and the Customer irrespective of whether the Customer's Authorised Representative actually holds the appropriate delegations.

CITEC Standard Terms and Conditions of Proposal

- 1. Proposal Validity Period**

This Proposal forms an offer from CITEC to the Customer. The Proposal will expire 30 days from the Proposal Date as stated on the Proposal Acceptance. Where CITEC receives a signed Proposal Acceptance after the Proposal has expired, CITEC reserves the right to amend any terms and conditions of the Proposal.
- 2. Entire Proposal**

This Proposal is offered to the Customer in its entirety. Terms and conditions, including pricing, are subject to amendment by CITEC where the Customer accepts only part of the Proposal.
- 3. Proposal Acceptance**

The provision of Products and/or Services pursuant to this Proposal will not commence until CITEC receives a signed Proposal Acceptance from the Customer.
- 4. Government Information Technology Contracting (GITC) Framework Version 5.02**

CITEC is a GITC accredited supplier. The delivery of Products and/or Services pursuant to this Proposal will be conducted in accordance with the terms and conditions of CITEC's GITC accreditation number Q-345. Further information can be located at <http://www.gitc.qld.gov.au>.
- 5. Pricing**

CITEC reserves the right to amend the Pricing contained in this Proposal where the Customer requests an amendment to the Technical Specification, Service Specification, Implementation Timeframes, Term or any other item in this Proposal. Unless specifically stated, this Proposal does not include implementation work to be conducted outside of CITEC's published business hours. Any work performed by CITEC outside of its published business hours will be charged at CITEC's standard after business hours rates which can be obtained by request from your Client Relationship Manager.
- 6. Pricing Variations**

Unless otherwise stated in this Proposal, CITEC may review the Pricing contained in this Proposal on an annual basis or such other time as CITEC considers appropriate. Such review may consider, but will not be limited to, changes to Third Party Supplier charges, Consumer Price Index (CPI) adjustments and changes in labour costs.
- 7. Pricing Variations – Third Party Suppliers**

CITEC reserves its right to increase the Pricing contained in this Proposal where a Third Party Supplier increases its charges (e.g. carrier service fees, software licence fees, installation/maintenance fees etc.) and such increase affects the Pricing contained in this Proposal. Any changes take effect from the date of the increase being incurred by CITEC.
- 8. Pricing Variations – Consumer Price Index (CPI)**

CITEC reserves the right to increase the Pricing contained in this Proposal once per annum in accordance with the annual percentage adjustment for the Consumer Price Index (CPI). CITEC will provide the Customer with not less than 30 days' notice of any intention to implement a Pricing variation.
- 9. Invoicing**

CITEC will issue the Customer with an invoice for the Recurring (Monthly) Charges monthly in arrears in accordance with the Pricing contained in this Proposal. Invoicing will commence on a pro rata basis from the date on which CITEC incurs a Third Party charge on behalf of the Customer or from the date the Products and/or Services commence or are handed over to the Customer by CITEC, whichever occurs first.
- 10. Payment**

All invoices must be paid by the Customer within 30 calendar days from the date of invoice.
- 11. Assumptions**

In addition to any Assumptions stated in the Proposal, this Proposal is issued on the basis that information supplied by the Customer to CITEC is accurate and complete. Should such information be inaccurate or incomplete, CITEC reserves the right to amend any terms and conditions of the Proposal.
- 12. Software Licensing**

Unless otherwise stated in this Proposal, the Customer is solely responsible for (a) software Licence compliance for Software Licences owned by the Customer and/or installed by the Customer and (b) software Licence compliance for Software Licences owned by the Customer and installed by CITEC on behalf of the Customer. Upon completion of installation, CITEC will provide verification to the Customer of Software Licences installed. CITEC is solely responsible for Software Licence compliance for Software Licences owned and installed by CITEC. As part of CITEC's Software Asset Management process, CITEC may request evidence from the Customer with respect to compliance for Software Licences deployed on CITEC infrastructure or infrastructure managed by CITEC.
- 13. Resale of CITEC Services**

The resale of any CITEC Products and/or Services by the Customer is strictly prohibited unless authorised in writing by the General Manager, CITEC.
- 14. Intellectual Property**

GITC V5 "Schedule C2 Intellectual Property Ownership Model 2: Contractor Owned" will apply to this Proposal.
- 15. Standard Services and Service Levels**

Unless otherwise specified in this Proposal, CITEC will provide its standard services, including service levels, to the Customer for the Products and/or Services contained in this Proposal in accordance with the CITEC Service Plan and relevant CITEC Service Descriptions.
- 16. No Waiver**

No term or condition under this Proposal will be deemed waived or varied unless expressly agreed in writing by CITEC.
- 17. Proprietary Nature of Proposals**

This Proposal is prepared for the sole and exclusive use of the party or organisation to which it is addressed. This Proposal is considered to be proprietary in nature and may not be made available to anyone other than the addressee or persons within the addressee's organisation who are designated to evaluate or implement the Proposal. This Proposal may be made available to other persons or organisations but only with the written authorisation of the General Manager, CITEC.
- 18. Copyright**

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Sharon Grooby

From: Sharon Grooby
Sent: Thursday, July 14, 2016 5:09 PM
To: ashley.newcomb@treasury.qld.gov.au
Cc: Rosemary Jones; Scott Dixon
Subject: FW: Broadcaster information
Attachments: 60287854-AVMM-0010-B__Infrastructure_provisions_for_broadcasters.pdf

Hi Ashley

I'm on leave in about 10 minutes and back on Tuesday 26 July. Scott has sent the below email to the broadcasters but not sure on status.

Scott, can you provide Ashley with an update please.

Cheersa



Queensland
Government

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Scott Dixon
Sent: Friday, 8 July 2016 11:41 AM
To: [redacted]@abc.net.au; [redacted]@nine.com.au; [redacted]
[redacted]@networkten.com.au; cdyer@seven.com.au
Cc: Comiskey, Michael <[redacted]@aecom.com>; Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Subject: FW: Broadcaster information

Gents ... attached is a document prepared by Mike Comiskey from Aecom re the media room at 1 William St. Can you please have a read and supply the necessary information? Mike is happy to answer any questions you may have (details below). Sorry to be a pain but we need to wrap it up next week.

Apologies on two fronts a) you were given the wrong email if any of you had been trying to contact me and b) my archive emails went with my old laptop and I don't have a full list of everyone at our February meeting, so feel free to include anyone you see fit.

Thanks for your help, Scott

(From Mike) Speak with or leave a message for [redacted] if I've gone into hiding...

Regards,

Mike Comiskey
Principal Audio Visual Consultant
D +61 7 [redacted] M +61 [redacted]
[redacted]@aecom.com

AECOM

Level 8, 540 Wickham Street, Fortitude Valley, QLD 4006
PO Box 1307 Fortitude Valley QLD 4006
T +61 7 3553 2000 F +61 7 3553 2050
aecom.com



Queensland
Government

Scott Dixon

Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

P 07 3003 9024 / [REDACTED]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

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Sharon Grooby

From: Sharon Grooby
Sent: Thursday, July 7, 2016 11:15 AM
To: Scott Dixon
Cc: Louise Litchfield; Jaclyn Oudejans; Jane Hedger; Rosemary Jones
Subject: FW: 1WS - Broadcast Requirements Brief
Attachments: 60287854-AVMM-0010-A__Infrastructure_provisions_for_broadcasters.pdf

Hi Scott

In relation to the Media Briefing Room and connections to Parliament House there are some questions that need to be presented to the broadcasters (see below). It might be easier if a meeting could be organised with them like last time to go through this otherwise the questions could be emailed to the broadcasters.

Attached also is a memo to the broadcast representatives prepared by Michael Corninsky of Aecom which goes into detail of the intended media facilities at 1WS and information for the broadcasters.

Can you review and let me know which is the preferred method ie meeting?

Cheers



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Ashley Newcomb [mailto:Ashley.Newcomb@treasury.qld.gov.au]
Sent: Tuesday, 5 July 2016 10:44 AM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Paul Krautz <Paul.Krautz@treasury.qld.gov.au>; Emily Griffiths <Emily.Griffiths@treasury.qld.gov.au>; Crystal.Gray@app.com.au; Comiskey, Michael <[REDACTED]@aecom.com>; Darryl Mcarthy <Darryl.McCarthy@parliament.qld.gov.au>; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>
Subject: FW: 1WS - Broadcast Requirements Brief

Hi Sharon - Can you please ask Scott Dixon (not Scott Martin as noted in the document) for his help in obtaining a little more information from the TV / radio broadcasters as noted in the attached document. In particular, we need advice as soon as possible on:

- Brand/model of proposed SMOF active interfaces to inform State's ICT provider of 'strange' equipment in the racks
- Spatial and mounting details (rack space, power etc.) per broadcaster/as an aggregate – i.e.: can we fit all broadcasters' equipment side-by-side?
- Horizontal cabling/connector requirements
- Adequacy of as-designed lighting in L1 briefing room, with/without video wall operating
- Suitable portable lighting kit for L41 space
- Adequacy of audio provision in both spaces

Darryl – If we assemble the broadcasters again we will ask if you or one of your team can attend as well. There is unlikely to be anything else they need on the Parliamentary Service side but this is for completeness as the broadcasters will be actually transmitting from existing facilities in the Parliamentary precinct.

Regards

Ashley Newcomb
Commercial Group
Queensland Treasury
Level 6, 100 George Street
Phone: 07 3035 1480
Mobile: [REDACTED]
Email: ashley.newcomb@treasury.qld.gov.au
Web: www.treasury.qld.gov.au

[connect with me on LinkedIn](#)



**Queensland
Government**

From: [REDACTED]@app.com.au]
Sent: Monday, 4 July 2016 12:18 PM
To: Ashley Newcomb
Subject: 1WS - Broadcast Requirements Brief

Hi Ashley,

Further to the previous email from Mike Comiskey, please find attached the brief for broadcasters (as per our previous meeting with the TV stations).

Mike has asked that this be issued (via Scott Martin?) to the various broadcasters so that they can provide any details or clarifications they may have. Mike has included his email address in the attached so that they can liaise with him directly if they have technical questions.

Just so I am following protocol, can I please request that this be sent to the required parties by yourself?

Thank you,

Kind Regards,



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[REDACTED] | Senior Project Manager | [connect with me on LinkedIn](#)

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Lucas Clarke

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Sent: Thursday, 26 May 2016 12:21 PM
To: Rosemary Jones
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)
Attachments: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine ... (4.06 MB); FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine ... (4.06 MB)

Also for GF22014-004 – thank you.



Queensland
Government

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

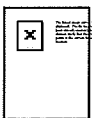
P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Thursday, 14 April 2016 12:50 PM
To: Paul.Krautz@treasury.qld.gov.au
Cc: greta.dux@treasury.qld.gov.au; Emily.Griffiths@treasury.qld.gov.au; Rosemary Jones <rosemary.jones@premiers.qld.gov.au>; Jane Hedger <jane.hedger@premiers.qld.gov.au>
Subject: Fwd: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Paul

Premier's office have advised option 1 for MBR is the preferred option. Please let me know if there are any issues with this being delivered.

Thanks Paul.



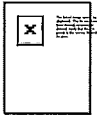
Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier of Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Begin forwarded message:

From: "Scott Dixon" <scott.dixon@premiers.qld.gov.au>
To: "Sharon Grooby" <Sharon.Grooby@premiers.qld.gov.au>
Cc: "Katherine Williams" <Katherine.Williams@premiers.qld.gov.au>, "Jaclyn Oudejans" <Jaclyn.Oudejans@premiers.qld.gov.au>, "Louise Litchfield" <louise.litchfield@premiers.qld.gov.au>
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Sharon ... Kirby Anderson from the PO has advised that we can proceed with option one. Regards,
Scott



Scott Dixon
Manager, Media Services
Strategy and Engagement
Department of the Premier and Cabinet

P 07 3003 9024 [REDACTED]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
scott.dixon@premiers.qld.gov.au

From: Jaclyn Oudejans
Sent: Wednesday, 6 April 2016 11:24 PM
To: Scott Dixon <scott.dixon@premiers.qld.gov.au>
Subject: FW: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Scott

I've spoken to Katherine about this. Option one looks like the best option. Could you please run this past upstairs to make sure they are happy with it?

Thanks
Jaclyn



Jaclyn Oudejans
Acting Director, Communication Services
Strategic Engagement and Protocol
Department of the Premier and Cabinet

P 07 3003 9123 M [REDACTED]
Executive Building, Level 2, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Date: Sunday, 3 April 2016 at 10:01 AM
To: Katherine Williams <Katherine.Williams@premiers.qld.gov.au>, Scott Dixon <scott.dixon@premiers.qld.gov.au>, Jaclyn Oudejans <Jaclyn.Oudejans@premiers.qld.gov.au>
Cc: Louise Litchfield <louise.litchfield@premiers.qld.gov.au>, Jane Hedger <jane.hedger@premiers.qld.gov.au>, Rosemary Jones <rosemary.jones@premiers.qld.gov.au>, Paul Krautz <Paul.Krautz@treasury.qld.gov.au>, Jaime Blackburn <jaime.blackburn@premiers.qld.gov.au>
Subject: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)

Hi Kat, Scott and Jaclyn

Paul has sent me the current plans for Media Briefing Room on Mezzanine level (Level 1) which is the first attachment and also 4 options (second attachment) which incorporates the request from the media for a raised floor for the media's cameras/tripods. Can you please review and if possible provide advice before 3.30pm on Tuesday as Jane and I are meeting with Paul on a general update of all of DPC's fitout and any outstanding issues. If you need a meeting to go through this please let me know.

As Paul has indicated below the walls for the MBR are going up now as per the existing plan (first attachment) so this will need to be a retrofit depending on preference. Without expert experience in camera work etc, I thought Option 1 was workable. If you could let me know as soon as possible that would be great.

Regards



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Paul Krautz [mailto:Paul.Krautz@treasury.qld.gov.au]
Sent: Sunday, 3 April 2016 8:19 AM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Emily Griffiths <Emily.Griffiths@treasury.qld.gov.au>
Subject: RE: Latest floor plan for Mezannine level

Sharon

Level 1 Plan attached.

Also attached is the preliminary advice from the designers on possible amendment to the Media Briefing room based on upstand for camera tripods. I'd like your advice on how to progress this from here (noting that the walls are being constructed for this room now).

See you on Tuesday.

Regards

Paul

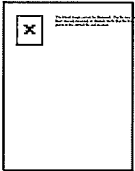
Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Friday, 1 April 2016 4:38 PM
To: Paul Krautz
Subject: FW: Latest floor plan for Mezannine level

Sorry Paul, I now this is getting updated but can you send me the latest one anyway as the latest I seem to be able to find has the server still in there and the green room quite small.

Thanks



Sharon Grooby
 Manager, Facilities Coordination
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
 Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Friday, 1 April 2016 3:06 PM
To: 'Paul Krautz' <Paul.Krautz@treasury.qld.gov.au>; 'Emily Griffiths' <Emily.Griffiths@treasury.qld.gov.au>
Subject: Latest floor plan for Mezzanine level

Hi there

I don't seem to have the latest plan of this. Could you please send me a copy as soon as possible.

Many thanks

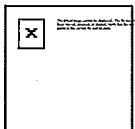


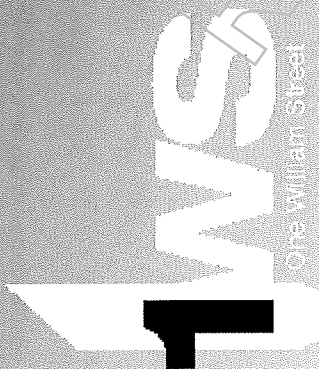
Sharon Grooby
 Manager, Facilities Coordination
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
 Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

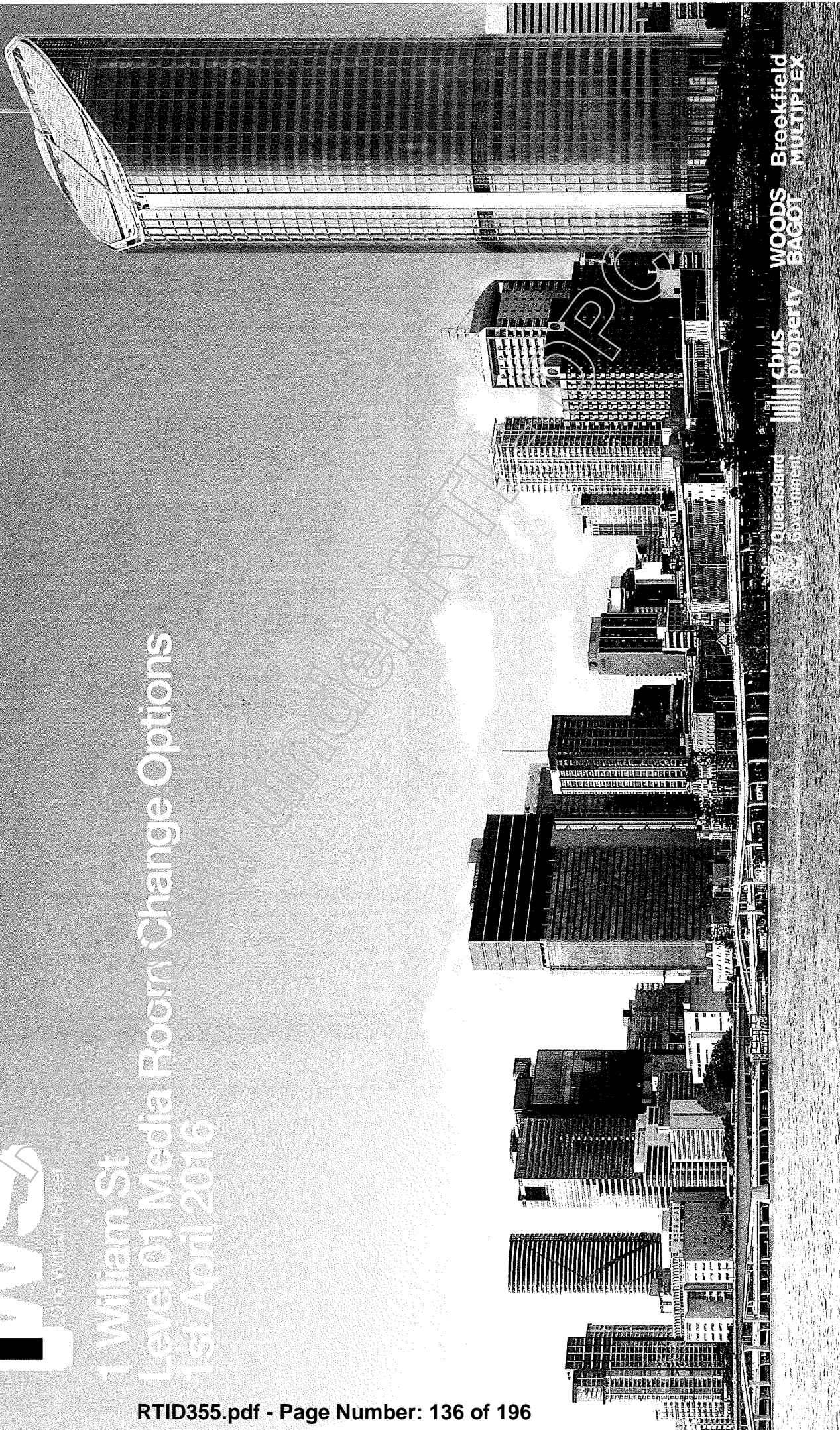
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1 William St
Level 01 Media Room Change Options
1st April 2016

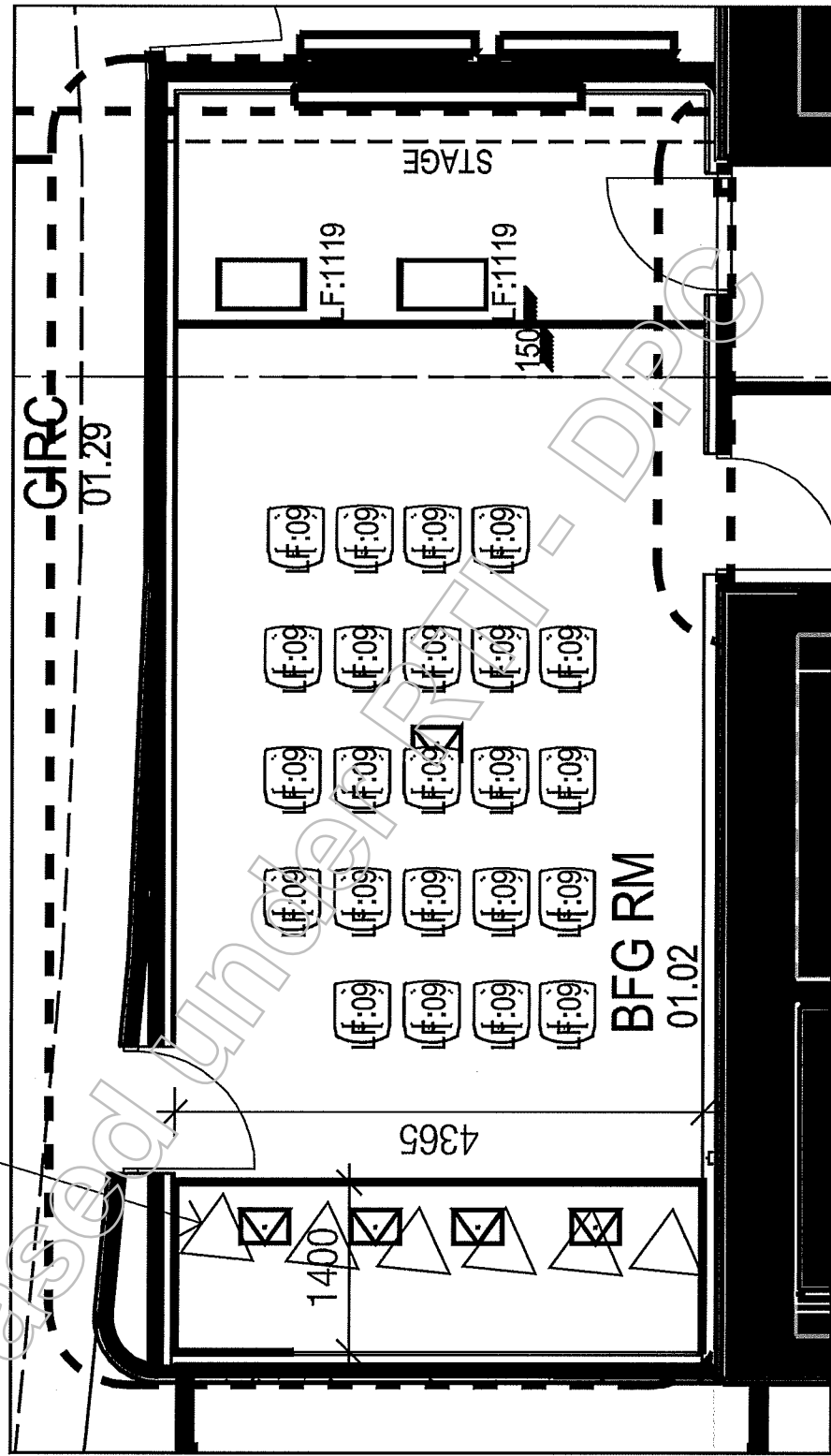


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Sketch Analysis

Advantages:
_ Seating numbers increase

Considerations:
_ Changes to existing door type and location
_ 6 cameras achieved



02.00

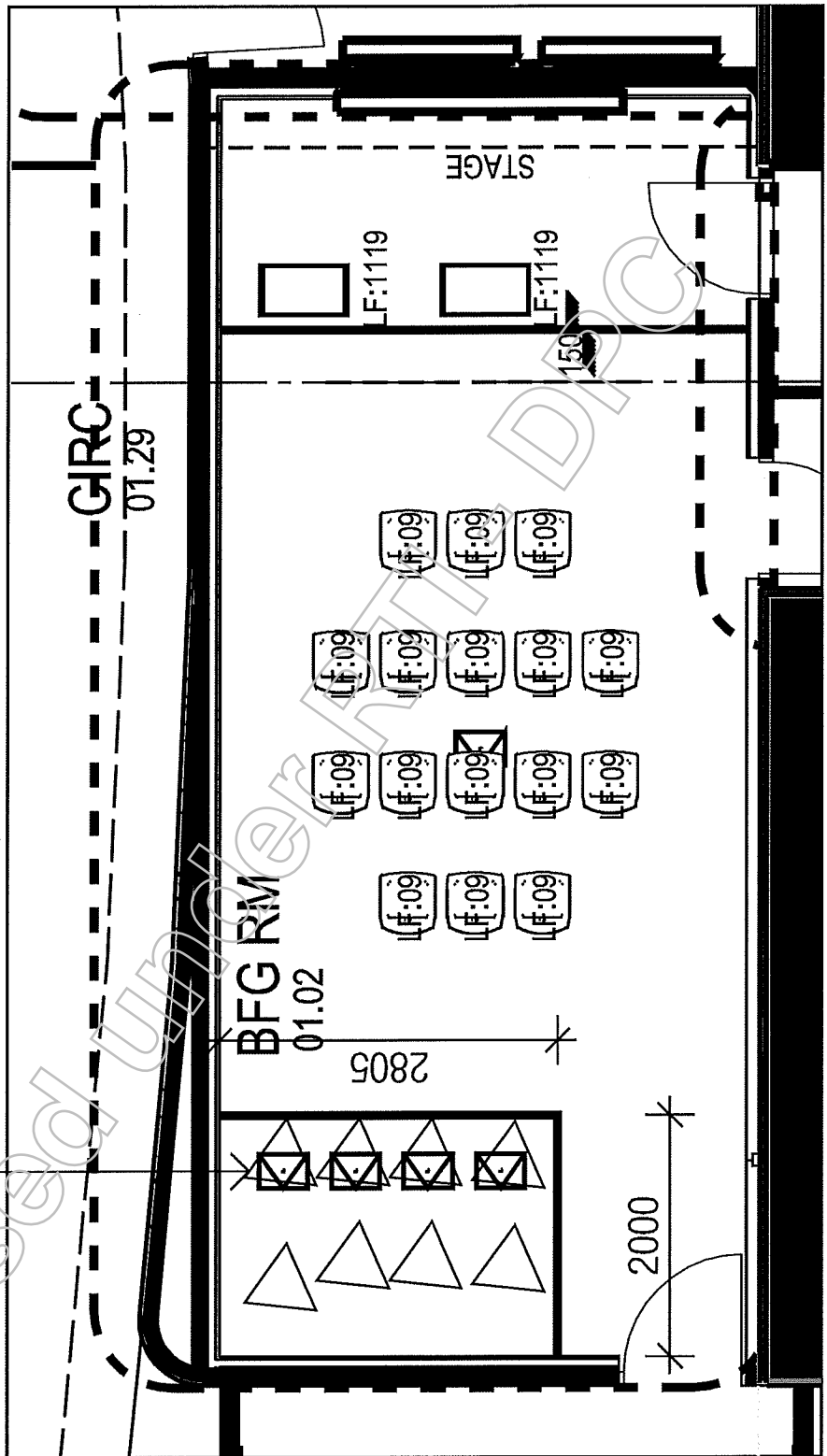
Level 01 - Media Room Option 2

Sketch Analysis

Advantages:
- 8 cameras achieved, but in 2 rows
- Seating layout and numbers remain the same

Considerations:
- Changes to existing door type and location

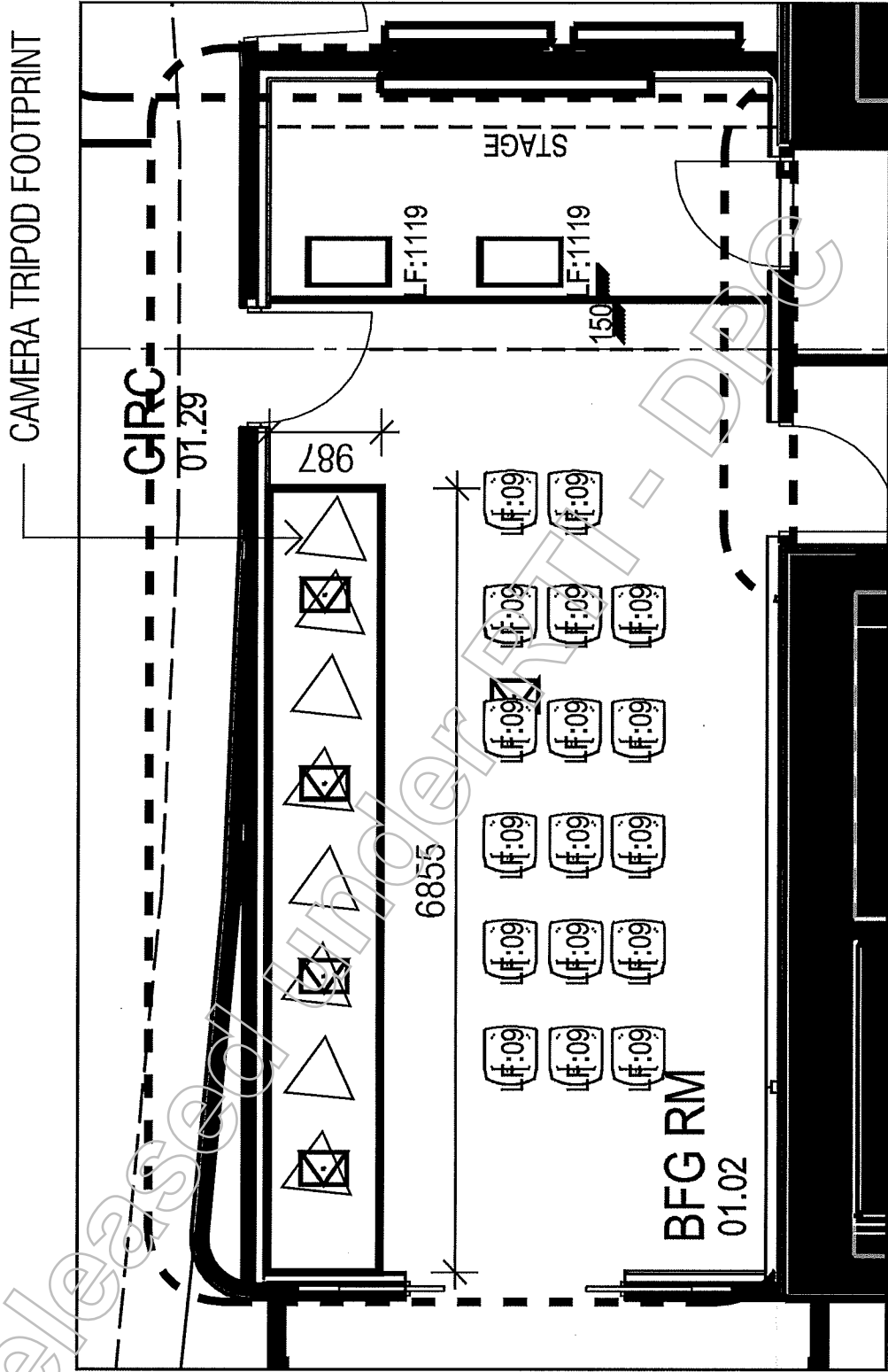
CAMERA TRIPOD FOOTPRINT



Sketch Analysis

Advantages:
_ 8 cameras achieved
_ Seating numbers remain the same

Considerations:
_ Additional door added

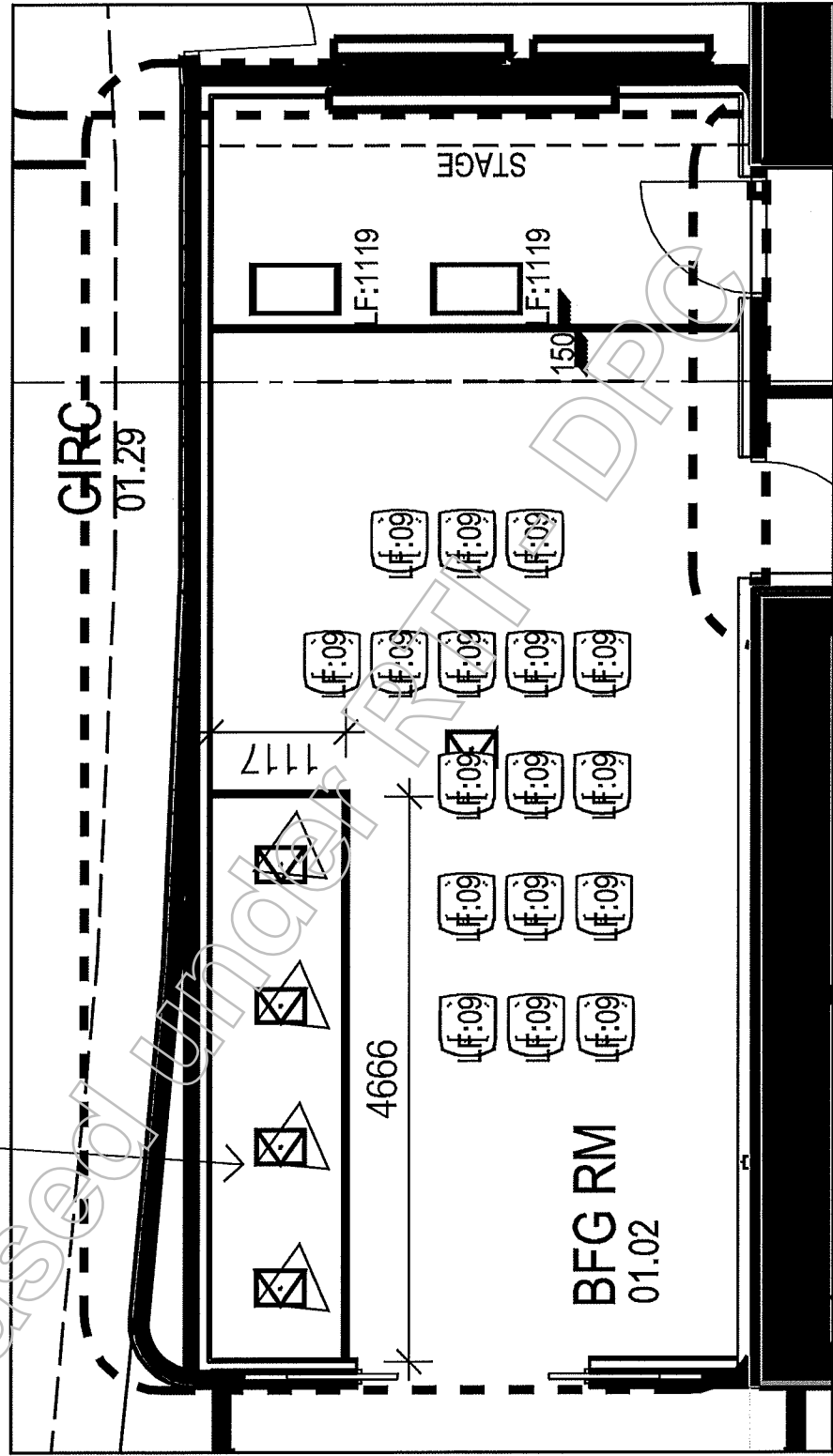


Level 01 - Media Room Option 4

Sketch Analysis

- Advantages:
 - Existing door type and location remains
 - Seating numbers increase
- Considerations:
 - 4 cameras achieved

CAMERA TRIPOD FOOTPRINT



Lucas Clarke

From: Rosemary Jones <rosemary.jones@premiers.qld.gov.au>
Sent: Friday, 29 April 2016 2:40 PM
To: Ashley Newcomb; Mike.Drewek@citec.com.au
Cc: Justin Muller; Jaime Blackburn; Sharon Grooby; Paul Krautz
Subject: Signed Document_ Fibre Connectivity - 1 William Street to parliamentary Annexe
Attachments: Signed Document_CITEC RefOP_5011161_X.SER.0041D - 2016-04-29 140730.pdf

Good afternoon All.

Signed document attached as requested.

Regards

Rosemary Jones



Queensland
Government

Rosemary Jones

Senior Facilities Consultant, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9059 M

Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Released under RTI - DPC



Department of
Science, Information
Technology and Innovation

29 April 2016

Sharon Grooby
Manager Facilities Coordination
Corporate Governance, Corporate Services
Department of Premier and Cabinet
Executive Building
Level 1, 100 George St
Brisbane QLD 4000

Dear Sharon

**Fibre Connectivity for Parliamentary Annexe
(CITEC Ref: OP-5011161 / X.SER.0041D)**

This proposal from CITEC to Department of Premier and Cabinet (DPC) mode Fibre connectivity from Level 2, 1 William Street to Level 5 Parliamentary Annexe building and Level 41 Communications room 1 William Street to level 5 Parliamentary Annexe building. Redundancy is not required.

This service has been requested to provide for televised media streaming capabilities from the proposed media conference room being established at 1 William Street back to the television networks for broadcasting.

All services from CITEC from and to 1 William Street are for a period of 60 months. CITEC will waive the installation charges in this instance.

Pricing – New Monthly Ongoing Charges

Material Code	Monthly Recurring Pricing	Units	Unit Price PM (ex GST)	Total Price PM (ex GST)
1768	Dark Fibre Monthly Support	CTPI - Business Affairs		
	Subtotal (ex GST)			
	GST			
	Total (including GST)			\$3,090.00

Pricing Assumptions

- All pricing given is GST exclusive except where stated otherwise
- Pricing is based on a 60 month term.
- All work is assumed to be performed in standard business hours. After hours or weekend work incurs additional charges.

Lead Times

CITEC will schedule the installation once the proposal acceptance has been received.

317 Edward Street Brisbane
GPO Box 279 Brisbane
Queensland 4001 Australia

Telephone 1300 366 262
Website www.citec.com.au
ABN 52 566 829 700

Risks

During the implementation of the solution, any emerging risks will be managed as part of CITEC's Solutions Integration practice, which are aligned with Prince2 and ISO31000:2009 Risk Management. CITEC will consult with Treasury as required to identify and carry out treatment action/s where appropriate.

Term

The recurring charges are based on a contract term of **60 months**. The customer acknowledges that termination fees may be payable by the customer to CITEC where this proposal is terminated before the end of the contract term. CITEC will use its best endeavours to minimise any termination fees payable by the customer.

Proposal Acceptance

To acknowledge acceptance of this Proposal please sign the Proposal Acceptance and return it to me via email at Mike.Drewek@citec.com.au;

Yours sincerely

A rectangular box with a light grey background and a thin black border, used to redact the signature of Mike Drewek.

Mike Drewek
Client Relationship Manager

Released under RTI-DOC

Proposal Acceptance

Proposal Number: OP-5011161
Contract Reference: X.SER.0089C
Sold To Party: 5696
Ship To Party: 5696

Attention: Mike Drewek
Proposal Date: 29 April 2016
Customer: Sharon Grooby, Department of Premier and Cabinet

Fibre Connectivity for Parliamentary Annexe (CITEC Ref: OP-5011161 / X.SER.0041D)

All services from CITEC from and to 1 William Street are for a period of 60 months. CITEC will waive the installation charges in this instance.

Pricing – New Monthly Ongoing Charges

Material Code	Monthly Recurring Pricing	Units	Unit Price (PM (ex GST))	Total Price (PM (ex GST))
1789	Dark Fibre Monthly Support			
	Subtotal (ex GST)			
	GST			
	Total (including GST)			\$3,060.00

Pricing Assumptions

Department of Premier and Cabinet authorises CITEC to proceed with (please tick which):

Fibre Connectivity for Parliamentary Annexe

DPC PO Number: _____

Accepted by the Customer's Authorised Representative: _____

Signature: _____

Name: _____

Title: _____

Date: _____

Through execution of this Proposal Acceptance the Authorised Representative of Department of Premier and Cabinet represents to CITEC that he/she is the holder of the appropriate Financial, Procurement and Contractual delegations with regard to approving this Proposal. This Proposal will remain binding and enforceable between CITEC and the Customer irrespective of whether the Customer's Authorised Representative actually holds the appropriate delegations.

CITEC Standard Terms and Conditions of Proposal

- 1. Proposal Validity Period**

This Proposal forms an offer from CITEC to the Customer. The Proposal will expire 30 days from the Proposal Date as stated on the Proposal Acceptance. Where CITEC receives a signed Proposal Acceptance after the Proposal has expired, CITEC reserves the right to amend any terms and conditions of the Proposal.
- 2. Entire Proposal**

This Proposal is offered to the Customer in its entirety. Terms and conditions, including pricing, are subject to amendment by CITEC where the Customer accepts only part of the Proposal.
- 3. Proposal Acceptance**

The provision of Products and/or Services pursuant to this Proposal will not commence until CITEC receives a signed Proposal Acceptance from the Customer.
- 4. Government Information Technology Contracting (GITC) Framework Version 5.02**

CITEC is a GITC accredited supplier. The delivery of Products and/or Services pursuant to this Proposal will be conducted in accordance with the terms and conditions of CITEC's GITC accreditation number Q-345. Further information can be located at <http://www.gitc.qld.gov.au>.
- 5. Pricing**

CITEC reserves the right to amend the Pricing contained in this Proposal where the Customer requests an amendment to the Technical Specification, Service Specification, Implementation Timeframes, Term or any other item in this Proposal. Unless specifically stated, this Proposal does not include implementation work to be conducted outside of CITEC's published business hours. Any work performed by CITEC outside of its published business hours will be charged at CITEC's standard after business hours rates which can be obtained by request from your Client Relationship Manager.
- 6. Pricing Variations**

Unless otherwise stated in this Proposal, CITEC may review the Pricing contained in this Proposal on an annual basis or such other time as CITEC considers appropriate. Such review may consider, but will not be limited to, changes to Third Party Supplier charges, Consumer Price Index (CPI) adjustments and changes in labour costs.
- 7. Pricing Variations – Third Party Suppliers**

CITEC reserves its right to increase the Pricing contained in this Proposal where a Third Party Supplier increases its charges (e.g. carrier service fees, software licence fees, installation/maintenance fees etc.) and such increase affects the Pricing contained in this Proposal. Any changes take effect from the date of the increase being incurred by CITEC.
- 8. Pricing Variations – Consumer Price Index (CPI)**

CITEC reserves the right to increase the Pricing contained in this Proposal once per annum in accordance with the annual percentage adjustment for the Consumer Price Index (CPI). CITEC will provide the Customer with not less than 30 days' notice of any intention to implement a Pricing variation.
- 9. Invoicing**

CITEC will issue the Customer with an invoice for the Recurring (Monthly) Charges monthly in arrears in accordance with the Pricing contained in this Proposal. Invoicing will commence on a pro rata basis from the date on which CITEC incurs a Third Party charge on behalf of the Customer or from the date the Products and/or Services commence or are handed over to the Customer by CITEC, whichever occurs first.
- 10. Payment**

All invoices must be paid by the Customer within 30 calendar days from the date of invoice.
- 11. Assumptions**

In addition to any Assumptions stated in the Proposal, this Proposal is issued on the basis that information supplied by the Customer to CITEC is accurate and complete. Should such information be inaccurate or incomplete, CITEC reserves the right to amend any terms and conditions of the Proposal.
- 12. Software Licensing**

Unless otherwise stated in this Proposal, the Customer is solely responsible for (a) software Licence compliance for Software Licences owned by the Customer and/or installed by the Customer and (b) software Licence compliance for Software Licences owned by the Customer and installed by CITEC on behalf of the Customer. Upon completion of installation, CITEC will provide verification to the Customer of Software Licences installed. CITEC is solely responsible for Software Licence compliance for Software Licences owned and installed by CITEC. As part CITEC's Software Asset Management process, CITEC may request evidence from the Customer with respect to compliance for Software Licences deployed on CITEC infrastructure or infrastructure managed by CITEC.
- 13. Resale of CITEC Services**

The resale of any CITEC Products and/or Services by the Customer is strictly prohibited unless authorised in writing by the General Manager, CITEC.
- 14. Intellectual Property**

GITC V5 "Schedule C2 Intellectual Property Ownership Model 2: Contractor Owned" will apply to this Proposal.
- 15. Standard Services and Service Levels**

Unless otherwise specified in this Proposal, CITEC will provide its standard services, including service levels, to the Customer for the Products and/or Services contained in this Proposal in accordance with the CITEC Service Plan and relevant CITEC Service Descriptions.
- 16. No Waiver**

No term or condition under this Proposal will be deemed waived or varied unless expressly agreed in writing by CITEC.
- 17. Proprietary Nature of Proposals**

This Proposal is prepared for the sole and exclusive use of the party or organisation to which it is addressed. This Proposal is considered to be proprietary in nature and may not be made available to anyone other than the addressee or persons within the addressee's organisation who are designated to evaluate or implement the Proposal. This Proposal may be made available to other persons or organisations but only with the written authorisation of the General Manager, CITEC.
- 18. Copyright**

All rights reserved. No part of this Proposal may be reproduced or transmitted in any form by any means electronic or mechanical, including photocopying and recording, or by any information storage or retrieval system, except as permitted by CITEC in writing.

Sharon Grooby

From: Sharon Grooby
Sent: Sunday, April 3, 2016 10:02 AM
To: Katherine Williams; Scott Dixon; Jaclyn Oudejans
Cc: Louise Litchfield; Jane Hedger; Rosemary Jones; Paul Krautz; Jaime Blackburn
Subject: Latest floor plan for Media Briefing Room and 4 options - Mezzanine level (level 1)
Attachments: ID-2601_16.pdf; 160401_Level 01_Media Room Change Options.pdf

Hi Kat, Scott and Jaclyn

Paul has sent me the current plans for Media Briefing Room on Mezzanine level (Level 1) which is the first attachment and also 4 options (second attachment) which incorporates the request from the media for a raised floor for the media's cameras/tripods. Can you please review and if possible provide advice before 3.30pm on Tuesday as Jane and I are meeting with Paul on a general update of all of DPC's fitout and any outstanding issues. If you need a meeting to go through this please let me know.

As Paul has indicated below the walls for the MBR are going up now as per the existing plan (first attachment) so this will need to be a retrofit depending on preference. Without expert experience in camera work etc, I thought Option 1 was workable. If you could let me know as soon as possible that would be great.

Regards



Queensland
Government

Sharon Grooby

Manager, Facilities Coordination

Corporate Governance, Corporate Services

Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]

Executive Building, Level 1, 100 George Street, Brisbane QLD 4000

PO Box 15185, City East, QLD 4002

From: Paul Krautz [mailto:Paul.Krautz@treasury.qld.gov.au]
Sent: Sunday, 3 April 2016 8:19 AM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Emily Griffiths <Emily.Griffiths@treasury.qld.gov.au>
Subject: RE: Latest floor plan for Mezzanine level

Sharon

Level 1 Plan attached

Also attached is the preliminary advice from the designers on possible amendment to the Media Briefing room based on upstand for camera tripods. I'd like your advice on how to progress this from here (noting that the walls are being constructed for this room now).

See you on Tuesday.

Regards

Paul

Paul Krautz

Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



**Queensland
Government**

From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]
Sent: Friday, 1 April 2016 4:38 PM
To: Paul Krautz
Subject: FW: Latest floor plan for Mezannine level

Sorry Paul, I now this is getting updated but can you send me the latest one anyway as the latest I seem to be able to find has the servery still in there and the green room quite small.

Thanks



**Queensland
Government**

Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Friday, 1 April 2016 3:06 PM
To: 'Paul Krautz' <Paul.Krautz@treasury.qld.gov.au>; 'Emily Griffiths' <Emily.Griffiths@treasury.qld.gov.au>
Subject: Latest floor plan for Mezannine level

Hi there

I don't seem to have the latest plan of this. Could you please send me a copy as soon as possible.

Many thanks



**Queensland
Government**

Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

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Updated Mezzanine floor plan

Sharon Grooby

Fri 2/5/2016 1:47 PM

To: Scott Dixon <scott.dixon@premiers.qld.gov.au>; Katherine Williams <Katherine.Williams@premiers.qld.gov.au>;

1 attachments (1000 KB)

ID-2601_16.pdf;

Hi Scott and Katherine

Please see attached updated floor plan for the Mezzanine floor ie Media Briefing Room. As you'll see they have provided more meeting space behind the green room (which was previously a servery as part of the business centre). Looks much better.

fyi



Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000

PO Box 15185, City East, QLD 4002

From: Emily Griffiths [mailto:Emily.Griffiths@treasury.qld.gov.au]
Sent: Friday, 5 February 2016 1:34 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Subject: Level 1

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*

Page 150 redacted for the following reason:

s.73 Not Relevant - Building Plan

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Sharon Grooby

From: Ashley Newcomb <Ashley.Newcomb@treasury.qld.gov.au>
Sent: Friday, February 5, 2016 12:13 PM
To: Sharon Grooby
Cc: Paul Krautz; Emily Griffiths
Subject: RE: 1WS - Media Conference Technology - Level 41

For your information – thanks

From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Friday, 5 February 2016 12:09 PM
To: Ashley Newcomb
Cc: Paul Krautz; Emily Griffiths
Subject: RE: 1WS - Media Conference Technology - Level 41

Thanks Ashley. Can I confirm if this has been approved your end and is this for information or input?

Cheers



Queensland
Government

Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Ashley Newcomb [mailto:Ashley.Newcomb@treasury.qld.gov.au]
Sent: Friday, 5 February 2016 11:23 AM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Paul Krautz <Paul.Krautz@treasury.qld.gov.au>; Emily Griffiths <Emily.Griffiths@treasury.qld.gov.au>
Subject: FW: 1WS - Media Conference Technology - Level 41

Please see attached as discussed

From: [REDACTED]@app.com.au]
Sent: Friday, 5 February 2016 11:09 AM
To: Paul Krautz
Cc: Ashley Newcomb
Subject: FW: 1WS - Media Conference Technology - Level 41

Hi Paul,

In regards to holding media conferences on Level 41, please see Mike's advice below:

We've briefed one portable media splitter that can be deployed anywhere; plugged directly into a lectern mic or into a provided output from the room PA. Cameras can just plug in directly rather than using a microphone at the lectern. A minimum of 8 outputs are provided, which should cover any usual media & internal requirements.

For ad hoc media conferences (e.g.: L1 concierge/circulation area) the lectern mic will be plugged into this box (we asked for 5m and 10m cables) directly – it could be used outside if the chosen unit is battery powered.

The following rooms will be hardwired so this device can be plugged in at the back of the room:

- Media briefing room
- VIP Delegation Room
- Queensland Room

- 2 x Multi-function rooms

Essentially if they wish to hold a media conference on level 41 the splitter can be installed in any of the hard-wired rooms noted above and would cover the media requirements.

Thanks,

Kind Regards,



[Redacted] Senior Project Manager | [connect with me on LinkedIn](#)

APP Corporation Pty Limited | 143 Coronation Drive, Milton QLD 4064 | P: +61 7 3238 0400 | M: [Redacted] | F: +61 7 3236 1280 | [app.com.au](#)



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From: Comiskey, Michael
Sent: Friday, 5 February 2016 10:00 AM
To: [Redacted]
Cc: [Redacted]
Subject: RE: 1WS - Media Conference Technology - Level 41

Morning,

We've briefed one portable media splitter that can be deployed anywhere; plugged directly into a lectern mic or into a provided output from the room PA. Cameras can just plug in directly rather than using a microphone at the lectern. A minimum of 8 outputs are provided, which should cover any usual media & internal requirements.

For ad hoc media conferences (e.g.: L1 concierge/circulation area) the lectern mic will be plugged into this box (we asked for 5m and 10m cables) directly – it could be used outside if the chosen unit is battery powered.

The following rooms will be hardwired so this device can be plugged in at the back of the room:

- Media briefing room
- VIP Delegation Room
- Queensland Room
- 2 x Multi-function rooms

Trust this helps?

Mike Comiskey
Principal Audio Visual Consultant
D +61 [Redacted] M + [Redacted]
[Redacted]@aecom.com

AECOM
Level 8, 540 Wickham Street, Fortitude Valley, QLD 4006
PO Box 1307 Fortitude Valley QLD 4006
T +61 7 3553 2000 F +61 7 3553 2050
[aecom.com](#)

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Sharon Grooby

From: Sharon Grooby
Sent: Tuesday, February 2, 2016 12:25 PM
To: Scott Dixon
Subject: FW: 1WS - satellite / microwave dish connection on roof of 1WS link for level 1 media room



Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Ashley Newcomb [mailto:Ashley.Newcomb@treasury.qld.gov.au]
Sent: Tuesday, 2 February 2016 12:19 PM
To: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Cc: Paul Krautz <Paul.Krautz@treasury.qld.gov.au>
Subject: 1WS - satellite / microwave dish connection on roof of 1WS link for level 1 media room

Hi Sharon

It was previously conceptualised that the 1WS media facility on level 1 could be supported by a single shared satellite / microwave dish connection on roof of 1WS (linking t.v. / radio back to Mt Coo-tha). This would minimise the need for media transmission trucks to layover close to the 1WS tower for media events.

We are running out of time and need instructions on what to purchase in terms of kit. DPC suggested that they may be able to contact the t.v. stations on this. Is this still doable?

Regards

Ashley Newcomb
Commercial Group
Queensland Treasury
Level 6, 100 George Street
Phone: 07 3035 1480
Mobile: [REDACTED]
Email: ashley.newcomb@treasury.qld.gov.au
Web: www.treasury.qld.gov.au



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Lucas Clarke

From: [redacted]@app.com.au>
Sent: Wednesday, 16 December 2015 8:28 AM
To: Comiskey, Michael; Sharon Grooby; Ian Arrighi; Gwen Ewing; Emily Griffiths; Travis Jones
Cc: Jackson, Rob; Paul Krautz; Ashley Newcomb; [redacted]
Subject: RE: 1WS - AV kit for Premiers - Table of Discussion Items (incl. Actions) - Update os of 08/12/15
Attachments: 1WS - Media Floor Level 41 - AV Meeting 081215.pdf

Hi All,

Further to last week's meeting, please find attached the updated table of items discussed at the AV Kit for Premier's meeting, including closed out notes, and remaining action items.

If we can please request that the action items are addressed by the relevant parties.

Can I please also request that this correspondence be issued to those that I have missed who attended the meeting, as I do not have their email addresses.

Should you have any queries or comments on the attached, please do not hesitate to contact me.

Thank you,

Kind Regards,



[redacted] | Senior Project Manager | [connect with me on LinkedIn](#)

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From: [redacted]
Sent: Monday, 23 November 2015 1:07 PM
To: Comiskey, Michael; Sharon Grooby; Ian Arrighi (Ian.Arrighi@dsiti.qld.gov.au); Gwen Ewing; Emily Griffiths; Travis Jones; [redacted]
Cc: Jackson, Rob; 'Paul Krautz'; 'Ashley Newcomb'
Subject: RE: 1WS - AV kit for Premiers - Table of Discussion Items (incl. Actions)

Hi All,

Please find attached a collated table of the items discussed at the AV Kit for Premier's meeting (and in further correspondence) and the subsequent actions.

If we can please request that the items are addressed by the relevant parties.

Should you have any immediate queries with the attached, please do not hesitate to contact me.

Thank you,

Kind Regards,



[Redacted] | Senior Project Manager | [connect with me on LinkedIn](#)

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-----Original Appointment-----

From: Ashley Newcomb [<mailto:Ashley.Newcomb@treasury.qld.gov.au>]

Sent: Friday, 23 October 2015 5:34 PM

To: Ashley Newcomb; Paul Krautz; Comiskey, Michael; Sharon Grooby

Cc: Ian Arrighi (Ian.Arrighi@dsiti.qld.gov.au); Gwen Ewing; Jackson, Rob; Emily Griffiths; Travis Jones; [Redacted]

Subject: 1WS - AV kit for Premiers

When: Thursday, 29 October 2015 4:00 PM-5:00 PM (UTC+10:00) Brisbane.

Where: please come to meeting room 4.19 level 4 at 100 George St (AECOM - Ashley will meet you downstairs in the foyer)

The purpose of this meeting is to discuss the AV brief for Premiers

Please let me know if this time / day venue is o.k.

Ashley Newcomb
Commercial Group
Queensland Treasury
Level 6, 100 George Street
Phone: 07 3035 1480
Mobile: [Redacted]
Email: ashley.newcomb@treasury.qld.gov.au
Web: www.treasury.qld.gov.au

<< File: ATT30466 1.jpg >>

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1 William Street

Level 1 Media Floor & Level 41 Premier's Department - AV Meeting Discussion Items

Update: 08/12/15

New/ updated items (as per meeting 08/12/15)
Item Actioned / Complete

Item No.	Description	Notes/ Investigation Items	Requested items to be Reviewed / Response	Comments (as per meeting 08/12/15)	Action	Date
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s.73 Not Relevant						
Released under RTI - DPC						

Media Briefing Room						
Item No.	Description	Notes/ Investigation Items	Requested items to be Reviewed / Response	Comments (as per meeting 08/12/15)	Action	Date
8	Flat Panel Displays (2.5m x 1.5m) can be fed by TV/ Computer, etc.-- any type of media/content to be displayed for local and media events				Noted - scope clarified.	

9	Corporate videoconferencing is provided – support for 'soft' conferencing (Skype/WebEx etc.) is desirable		To be reviewed.	Aecom have added the 'soft' codes requirement to the scope.	Note	
10	Foxtel - confirmation of inclusion in the Green Room & Media Room			Aecom have advised that a full schedule of FTA & Pay TV is being prepared for approval and to inform BMC (base building reticulation). FTA vs Pay at any outlet has no impact on DDA.	Note	
11	Open collaboration area to be used for informal media sittings.		Items to be investigated: 1. Blinds/ shading may be required. 2. Raised Access Floor should allow for reticulation of cabling. 3. Installation of speakers 4. Lectern positioning 5. Cabling for media uplink		Aecom / BYN to sketch up the proposed informal media layout, and Aecom to advise regarding required services.	11/01/2015

Queensland Room

s.73 Not Relevant

s.73 Not Relevant

Other

Released under RTI - DPC

29	Antenna Details - for Media Briefing Room			The State requires the details of the antenna for the top of the building. Due to timing it potentially may have to be retrofitted. KW is chasing this item as a matter of priority.	KW to follow up.	18/12/2015
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Sharon Grooby

From: Sharon Grooby
Sent: Wednesday, June 24, 2015 3:47 PM
To: Paul Krautz
Subject: FW: 1WS - Media Reporting Services and Media Briefing Room
Attachments: 150527_Media Room_L28_Layout Options.pdf

fyi



Sharon Grooby
Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Wednesday, 24 June 2015 3:41 PM
To: Katherine Williams
Cc: Tim Herbert
Subject: 1WS - Media Reporting Services and Media Briefing Room

Hi Katherine

I'm not sure if you are aware that a 1WS Board has been set up which Pat chairs and Tim attends. The first meeting was held last week and some of the issues that need decisions were discussed and two are within your area/responsibility.

At the meeting it was also decided that any exclusions such as the Media Reporting Services team being provided an office/closed space would need to be approved by the Board. Would you be able to get back to me on the following:

Media Reporting Services – Level 29

- Advise which option in the attached is preferred and how many desks required – note this will be Level 29 next to Communication Services
- Provide a brief summary of why MPS need to be in a secure area which I'll present to the Board which will more than likely be out-of-session given this will be a major variation and needs to be signed off asap

Media Briefing Room – Mezzanine Floor

- Are Premier's office ok for Projects Queensland to contact the media to confirm they have accounted for everything – if so can contact/s be provided
- Projects Queensland would like confirmation whether a satellite is required on top of the building to be a shared used by the media
- Is there a requirement for the green room to be larger?
- Projects Queensland have asked if specs need to be reduced, if so what are they?

Projects Queensland have advised we need to have decisions by end of next week at the latest so I need these questions answered as soon as possible. If another meeting needs to be set up please let me know.

Katherine, I know you don't have all the answers but we need some decisions otherwise it will be as is so would appreciate your help in obtaining these.

Thanks Katherine.



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Sharon Grooby
Sent: Tuesday, 2 June 2015 10:07 AM
To: Patrice Fogarty; Tim Goodwin; Katherine Williams
Subject: FW: Outcomes of meeting today regarding 1WS

Hi there

See Paul Krautz queries below. Could we get together for 10 minutes today if possible to discuss a response. See attached Media Reporters options also which is promising.

s.73 Not Relevant - Cabinet Submission Reference

Cheers



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Paul Krautz [<mailto:Paul.Krautz@treasury.qld.gov.au>]
Sent: Tuesday, 2 June 2015 8:41 AM
To: Sharon Grooby
Cc: Ashley Newcomb; Emily Griffiths
Subject: RE: Outcomes of meeting today regarding 1WS

Sharon

Some confirmations:

Level 1

Are we to proceed with making the green room larger?
Is there any feedback on the actions? We will need to get to these soon.

Media Reporting Services

Attached are a couple of options for consideration. If we could obtain advice on the preferred model by the end of the week it would be good, as we will be preparing a variation for the fitout subsequent to Cabinet next week.

Level 41

We are about to let the contract for loose furniture. Is there any update on the VIP Room? (we can deal with this as a variation, so it is not too urgent)

Any news on the gift room?

Regards

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]
Sent: Thursday, 14 May 2015 6:05 PM
To: Patrice Fogarty; Tim Goodwin
Cc: Paul Krautz; Ashley Newcomb; Libby Gregoric; Scott Peut
Subject: Outcomes of meeting today regarding 1WS

Thanks everyone for our meeting this morning. It was very worthwhile and timely. I've listed some notes and actions from the meeting for your review:

Media Briefing Room – Mezannine Level

- Green room will sit 1-2 people
- Video wall of 9 x 46" screens confirmed will be compatible with TV cameras ie no glare
- Parking for media only option is Gardens Point road where 3-4 vehicles TV vans could park
- There is no raised floor for the cameras at back of media room
- Informal media area on mezannine would be best having a lecturn available in storage on the floor
- Premier and Minister's will be able to access the media room via lifts locked down to them and their nominated staff
- The issue of media having problems with signals back to Mount Cootha were identified by PK - TG raised whether media could put a dish on top of building for all media to share – PK advised this is possible as long as agreement is reached this is shared
- Patrice raised concern of nowhere for Premier, Minister's and staff to have a pre-briefing before fronting the media

Actions

- Patrice and Tim to raise with Premier's office:
 - Fitout in general
 - Whether this should be a shared facility – PF and TG suggest not
 - Whether Premier's office are happy for 1WS consultant to contact nominated media to ensure their requirements are met
 - Discuss option of media having a shared dish on top of the building due to signal issues

Media Reporting Services

- The issue of sound was raised with PK and that current fitout does not address sound issues
- Half partitions will not address sound issues and working environment
- PK and TG advised ideally the MPS need to be in a secure area and that they don't necessarily need to be on the same floor
- Kylie Holton advised that media units such as MPS are usually in a control room environment
- PK advised that putting in a wall on a standard floor will create issues such as air-conditioning and extra costs

Actions

- PK to come back to DPC in the next couple of weeks with some options

Level 41

- Confirmed Protocol will manage bookings for Queensland Room and VIP Delegation Room (see below action), however, another provider such as DHPW will need to manage the set up of conference rooms including the Queensland Room.
- PF advised she would like to discuss with Events the use of the multi-functions rooms and has a copy of Level 41 floor plan.
- Question mark about whether there is a requirement for a catering contract – initial thoughts are probably not – better to not be tied into something at this stage.

Action

- PF and TG to raise with Premier’s office whether a VIP Delegation Room is still required.

Gifts Room

- Decision to be made whether gifts will go online. PF advised a health check is being undertaken on this.
- PF advised there will still need to be a small room to have some gifts onsite.
- PK advised if all the space on Level 41 is not required, this can be used for storage so not an issue

Action

- PF to advise outcome of whether gifts will move to an online ordering model

If there is anything I have incorrect or misquoted or you wish to add something please let me know.

Thanks



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet

P 07 3003 9058 M [redacted]
 Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
 PO Box 15185, City East, QLD 4002

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Sharon Grooby

From: Paul Krautz <Paul.Krautz@treasury.qld.gov.au>
Sent: Wednesday, June 3, 2015 2:53 PM
To: Sharon Grooby
Cc: Ashley Newcomb; Emily Griffiths
Subject: RE: Outcomes of meeting today regarding 1WS

Sharon

Thanks for this Sharon.

In relation to the green room I think that we can make the space larger, by taking some space out of the server area. We could probably have seating for 4 people and standing room for 6 say. Not pushing for it, but it can be accommodated.

In relation to the media room, do you want us to look at cutting back the specs to reduce costs?

In relation to media requirements, was someone going to provide us with a contact to discuss these matters with?

Regards

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



**Queensland
Government**

From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Tuesday, 2 June 2015 6:31 PM
To: Paul Krautz
Cc: Ashley Newcomb; Emily Griffiths; Katherine Williams; Patrice Fogarty
Subject: RE: Outcomes of meeting today regarding 1WS

Hi Paul

I had a quick meeting with Patrice and Katherine Williams this afternoon (who has returned this week as Director, Communication Services) and can confirm below:

Level 1

Are we to proceed with making the green room larger?

We agreed the position of where the green room is located doesn't allow for this to be any larger so leave as is.

Is there any feedback on the actions? We will need to get to these soon.

- The advice from the Premier's office is the current Premier is more inclined to use an outdoor setting for media conferences such as the Parliament lawns so may not utilise this room very often. There is a concern about cost.

- Our advice is this room will be required in the future and could also be utilised by other groups within the building including ministers as you suggested ie a shared space. No change at this stage. There is still the concern about the size, particularly the width of 4m, however, we discussed that if larger media gatherings were required another larger conference room could be utilised.

Media Reporting Services

Attached are a couple of options for consideration. If we could obtain advice on the preferred model by the end of the week it would be good, as we will be preparing a variation for the fitout subsequent to Cabinet next week. Thank you very much for listening to the requirements of the Media Reporters. It was agreed that option a and b would be preferable and Katherine will consult with the media team about configuration and we'll come back to you with preferred option. This would go on Level 29 with Communication Services. This room in a crisis could also be used by the Public Information Communication Committee (PICC) so works well being a secure room next to Communication Services. This will mean that the half floor proposed for Corporate Services on level 28 would increase slightly (by another 20) as we'll need to move ECU back to Level 28.

Level 41

We are about to let the contract for loose furniture. Is there any update on the VIP Room? (we can deal with this as a variation, so it is not too urgent)

No there is no advice on this so at this stage, this should proceed as is until otherwise advised.

Any news on the gift room?

No I'm sorry, we didn't talk about this so will follow up on where this is at.

Satellite dish on top of building

It was agreed that having a satellite dish shared by the media makes a great deal of sense and will alleviate some of the issues such as media vans parking everywhere. This is to be followed up.

Katherine/Patrice if there is anything I've missed or misrepresented please advise.



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

P 07 3003 9058 M [REDACTED]
Executive Building, Level 1, 100 George Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Paul Krautz [<mailto:Paul.Krautz@treasury.qld.gov.au>]

Sent: Tuesday, 2 June 2015 8:41 AM

To: Sharon Grooby

Cc: Ashley Newcomb; Emily Griffiths

Subject: RE: Outcomes of meeting today regarding 1WS

Sharon

Some confirmations:

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Regards

Paul

Paul Krautz
Project Delivery Director
Commercial Group | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@treasury.qld.gov.au



**Queensland
Government**

From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]
Sent: Thursday, 14 May 2015 6:05 PM
To: Patrice Fogarty; Tim Goodwin
Cc: Paul Krautz; Ashley Newcomb; Libby Gregoric; Scott Peut
Subject: Outcomes of meeting today regarding 1WS

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Action

- PF to advise outcome of whether gifts will move to an online ordering model

If there is anything I have incorrect or misquoted or you wish to add something please let me know.

Thanks



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
 Department of the Premier and Cabinet

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Released under RTI - DPC

Sharon Grooby

From: Paul Krautz <paul.krautz@projectsqueensland.qld.gov.au>
Sent: Friday, May 1, 2015 3:31 PM
To: Sharon Grooby; Ashley Newcomb
Cc: Travis Jones; Emily Griffiths
Subject: RE: Media Briefing Room

Sharon

In relation to your 2 concerns:

- The size of the room was based on advice from previous 'media' people that the existing facility was too large and formal. The intent is to accommodate 15 seated pax with sufficient room for 3 to 4 cameras to be set up at the back. The design can also incorporate the lobby area in front of the media room if need be. Having said all that, it is too late to alter without some real drama.
- The shared room concept came from previous 'media' people in light of the minimal usage of the space which has such good facilities. I am agnostic on this matter, as its prime function is media briefing, however, from an efficiency point of view it may be good to consider a management protocol for the space.

Happy for you to let others see the document and for a meeting to be set up, and I will get the relevant consultant/s along if we can. We'll request some larger scale plans for the room and send them through when we get them.

We can talk about the other matters then too.

Next week is very difficult (and I'm away from Tuesday afternoon anyhow), so the week after next may be best (Monday or Thursday morning).

Regards

Paul

Paul Krautz
Project Delivery Director
Projects Queensland | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@projectsqueensland.qld.gov.au



**Queensland
Government**

From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Thursday, 30 April 2015 4:38 PM
To: Paul Krautz; Ashley Newcomb
Cc: Travis Jones
Subject: Media Briefing Room

Hi Paul and Ashley

Thanks for sending through the State brief for Level 1. I've speed read through the 54 pages and have attached the overview for the Media Room from pages 44 - 48. It is really great to see this document finally and it certainly gives reassurance that the room will be equip with high tech equipment and appears to have met the brief. My two concerns are the small size of the room and getting confirmation this could be a shared room.

I would like to set up a meeting with Patrice Fogarty and Tim Goodwin as previously mentioned in the next week to discuss the MBR. Paul would you be able to attend this meeting as well. We can work around you as I know you've got a lot on at the moment.

Paul, can you confirm you happy for me to forward the attached pages of the state brief to Patrice and Tim so they can review this before our meeting. It would be fantastic if we could get a copy without the tracked changes, but not a big issue.

Also would it be worth inviting someone who is technical (would this be EMF) to answer any technical questions particularly around how this will work with transmission of live and recorded broadcasts and also the media connecting to their outside broadcast vehicles etc.

Are there any other plans you can send me for the media room that has more detail than the pdf I have for Level 1.

s.73 Not Relevant - Security Access

The other 3

areas we need to look at and meet with are:

- DG's office – now that they have expanded with the CLU and they have not yet seen the previous plans for Level 40 to date
- Cabinet Services – we have a new Cabinet Secretary and Paul you also mentioned you had some ideas on improved changes
- Media Reporting Services (previously Media Monitors) – we need to confirm their requirements such as TVs, equipment, security of equipment and their sound issues.

Many thanks



Sharon Grooby

Manager, Facilities Coordination
Corporate Governance, Corporate Services
Department of the Premier and Cabinet

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Sharon Grooby

From: Ashley Newcomb <ashley.newcomb@projectsqueensland.qld.gov.au>
Sent: Thursday, April 9, 2015 5:21 PM
To: Sharon Grooby
Cc: Paul Krautz; Emily Griffiths; Travis Jones
Subject: FW: Data sheet/technical information for Media Centre, Mezzanine Level
Attachments: 150402 (BMC) State Brief Vol 2 V2.0 Level 1.pdf

Hi Sharon – please see attached for discussion.

From: [redacted] mailto:[redacted]@cbusproperty.com.au]
Sent: Thursday, 9 April 2015 5:14 PM
To: Ashley Newcomb; Paul Krautz
Cc: [redacted]
Subject: FW: Data sheet/technical information for Media Centre, Mezzanine Level

Hi Ashley,

Please see attached Updated level 1 brief.

Note; as mentioned in the fit out meeting, BMC will be forwarding this document for review to our D&C services contractors to ensure their let packages to date aligns with this revised brief.

Regards,

[redacted]
Development Manager



Office 03 9639 0131
Direct [redacted]
Mobile [redacted]
Email: [redacted]@cbusproperty.com.au

Cbus Property Pty Ltd: ABN 48 115 826 741

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From: [redacted] [mailto:[redacted]@brookfieldmultiplex.com]
Sent: Thursday, 2 April 2015 7:13 PM
To: [redacted]
Cc: [redacted]
Subject: RE: Data sheet/technical information for Media Centre, Mezzanine Level

Hi [redacted]

As promised this afternoon in the fit out meeting; enclosed mark ups on the latest Level 1 State Brief (with track changes and BMC comments). Note; as mentioned in the fit out meeting, we will be forwarding this document for review to our D&C services contractors to ensure their let packages to date aligns with this revised brief.

Thanks

[Redacted]
Assistant Project Manager - 1 William Street (1WS)
Construction + Development



Brookfield Multiplex Australasia
Site Office Address: Building B, 80 George Street, Brisbane QLD 4000
M + [Redacted] D +61 [Redacted] www.brookfieldmultiplex.com

From: [Redacted] [mailto:[Redacted]@cbusproperty.com.au]

Sent: Monday, 23 March 2015 1:21 PM

To: [Redacted]

Cc: [Redacted]

Subject: FW: Data sheet/technical information for Media Centre, Mezzanine Level

Guys,

We need to wrap up the level 1 brief asap.

Regards,

[Redacted]
Development Manager



Office 03 9639 0131
Direct [Redacted]
Mobile [Redacted]
Email [Redacted]@busproperty.com.au

Cbus Property Pty Ltd: ABN 48 115 826 741

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From: Paul Krautz [mailto:paul.krautz@projectsqueensland.qld.gov.au]

Sent: Monday, 23 March 2015 2:19 PM

To: [Redacted]

Cc: [Redacted] (brookfieldmultiplex.com)

Subject: FW: Data sheet/technical information for Media Centre, Mezzanine Level

[Redacted]
I know that WB/BMC have been working for some time on a return brief for level 1, which would include the information sought below.

Could you please advise when this might be available?

Thanks

Paul

Paul Krautz
Project Delivery Director
Projects Queensland | Queensland Treasury
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [redacted] | E: paul.krautz@projectsqueensland.qld.gov.au



From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]
Sent: Friday, 20 March 2015 5:35 PM
To: Paul Krautz
Cc: Travis Jones
Subject: Data sheet/technical information for Media Centre, Mezzanine Level

Hi Paul

Can you please provide the data sheet or technical information that is proposed for the Media Centre, Mezzanine level. We have not been provided this in the past. I've noted correspondence where this was included in the State Brief, however, I want to be able to provide this information locally so if you can send this through on Monday that would be appreciated.

Many thanks Paul.

Sharon Grooby
Manager, Facilities Coordination
Corporate Services
Department of the Premier and Cabinet
Ph: 300 39058
Mob: [redacted]
Email: sharon.grooby@premiers.qld.gov.au

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Projects Queensland

State Brief

for the

Integrated Fitout

of

1 William Street – Level 1

Volume 1 – Architecture and Design

BMC comments - 30/3/15 - WB to provide revised presentation to suit and/or brief

Volume 2 – Engineering and Services

Volume 3 – Cost Planning

Version 1.2.0

04 July 2014, 09 February 2015

BMC comments on revised Level 1 State Brief.
To be reviewed by the D&C Services
Subcontractors - concurrently with CBus/State

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Projects Queensland	State's Representative (Project Delivery Director)	

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Public Service Commission	Tenant Agency Representative	
Ministerial Services	Director	

05.01405.013 Media Room (Level 1)

05.14.01 Executive Overview

05.14.01.01 The Briefing Room

The Briefing Room brief on level 1 will facilitate the following uses:-

- Primary Use: Media Briefing Room for live and recorded news conference and Interviews (TV, Radio, Online & Print Media).
- Secondary Use: Meetings, Video Conference & Video & Audio Presentations.
- The Briefing Room includes technologies facilitating the primary use as a Media Room for news conferences (TV, Radio, Online and Print) and to conduct interviews, but may also be used for Audio and Video Multi Media Presentations and meetings.
- The technologies include an Audio System providing for high quality speech intelligibility, digital recording, transmission of live and recorded broadcast of both HD video and audio via a fully integrated distribution network.

In addition the adjacent "Green Room" will be installed with a wall mounted Flat Panel Display with services for:

- All Television services, both free to Air and Foxtel.
- Live video and audio feed from the Briefing Room.

05.14.01.02 Briefing Room Video Services

There will be a small platform/stage with 2 x lectern, the lecterns will have light and microphone, the front of the lectern will have the State Crest. Behind the lectern presenter and mounted/recessed on a feature wall central to the stage, there will be a 3 x 3 video wall consisting of 9 x 46" flat panel displays with a total diagonal size of 138" there will be one (1) large flat panel display and smaller flat panel displays either side of the large screen. This display video wall will have the capability of showing displaying live or recorded broadcast-quality video and computer generated graphics/presentations.

Displays shall be professionally calibrated to match installed broadcast lighting and to achieve faithful acquisition of displayed content by cameras typically used by network and online agencies.

A ceiling mounted HD (High Definition) Camera will be used to capture video within the room. The associated video output and room audio feed will be sent to the "Green Room" and also sent to a digital recording system for live streaming (when required) via the Government web site and/or modulated to a TV channel on the internal TV network.

Between the Media Room and a designated area for outside broadcast vehicles, there will be twelve (12) tie lines provided for each of the following signals, SDI (Video), Balanced Audio, and Data (S/FTP).

This distribution network will have inputs for Video and Audio transmission located to suit the design and aesthetic requirements of the room and where media personnel can connect their cameras with a direct link to the OBV (Outside Broadcast Vehicle). The STP- S/FTP (Cat6a (Shielded Twisted Pair) tie lines from the Media Room to an outside broadcast location are for future requirement. This distribution network will provide output panels located convenient to an area where outside broadcast vehicles will park, all output panels will be IP66 (weatherproof) rated.

05.14.01.03 Audio Services

To minimise clutter of excessive microphones and microphone cabling on and from the lectern, a fully integrated audio system will be provided. This system will take the audio feed from the room based microphones, feed them into an Audio Distribution Amplification (ADA) system and present these outputs on wall plates and floor box's located to suit design and aesthetic requirements of the room and

where media staff can connect their cameras and recording devices, etc. This will provide 16 microphone and 16 line level outputs for media use.

Audio will be transmitted and distributed via both a dedicated audio network, and embedded with video through a Serial Digital Interface (SDI) network for high definition broadcast.

The audio system will comply and be configured with the industry standard level of -60dB for Microphones level and +4dB for Line level.

05.01505.014 General Requirements

05.15.01 General

The Media Room will be enabled for archiving and live streaming of both video and audio transmission. The Media Room will be Video Conference enabled from Day 1. There will be a TV in the Green Room for live viewing of events in the media room.

05.15.02 Control

All audio visual systems in the media room will be under touch screen control, with a master control system located in a "Comms Room". There shall be 3 x Touch screens, one will be located a wall mounted conveniently located for ease of operation and one on the lectern. The master control system and all other non-user equipment shall be located in the A/V rack in the AV/ICT room, this room will also have the capability to control the window shades and room lighting a table touch screen control.

05.15.03 EVAC/EWIS

All audio systems will be attenuated or automatically muted as required to cater for for all operational and emergency scenarios in this space. ~~The Media Room includes technologies facilitating the primary use as a Media Room for news conferences (TV, Radio, Online and Print) and to conduct interviews, but may also be used for Audio and Video Multi Media Presentations.~~

~~The technologies include an Audio System providing for high quality speech intelligibility, digital recording, transmission of live and recorded broadcast via a fully integrated distribution network.~~

~~To minimise clutter of excessive microphones and microphone cabling it is intended to install a Media Audio Distribution system within the room, this system will take the audio feed from the room based AN microphones, feed them into an Audio Distribution Amplification (ADA) and present these outputs on wall plates and floor boxes located to suit design and aesthetic requirements of the room and where media staff can connect their recording devices, etc.~~

~~The Audio Distribution Amplification (ADA) system shall provide up to sixteen (16) Microphone and sixteen (16) Line level outputs for media use.~~

~~The audio system will comply and be configured with the industry standard level of 60dB for Microphones level and +4dB for Line level.~~

~~Audio will be transmitted and distributed via both a dedicated audio network and embedded with video through a Serial digital interface (SDI).~~

05.15.04 AFILS (Audio Frequency Induction Loop System)

A hearing augmentation system (AFILS) will be provided to satisfy requirements of BCA regulation. This system will be fully integrated with the media room audio system.

An AFLILS shall be integrated into the Media Briefing Room A/V Systems. The AFILS is to provide a minimum of 80% coverage of the briefing room.

AFILS must be designed and constructed to meet current standards and BCA codes and be of an ultra-low spill design so that AFILS does not interfere or spill into any other room. The system will be fully automated to operate with all in room audio systems, but will also have a capability to be manually switched off, in the case of confidential meetings.

05.15.05 Video Distribution

A ceiling mounted HD PTZ Camera shall be used to capture video within the room, the video output and room audio shall be distributed to a digital recording system and ~~for~~ capable of live streaming via the ~~Government web site~~ State infrastructure.

05.15.06 OB Services

A twelve (12) channels SDI and Audio network will be provided for occasions when live Outside Broadcast is required. The distribution network will have inputs for Video and Audio transmission located to suit design and aesthetic requirements of the room and where media staff can connect their equipment. There will also be twelve (12) x STP and Audio tie lines between the A/V Control Room to the outside broadcast location. This distribution network will provide output panels located convenient to any area where outside broadcast vehicles park, the output panels will be IP6 rated.

The Media Room will be enabled for archiving and live streaming of both Video and audio transmission.

05.15.07 Video Displays

~~There will be a large Flat Panel Display that will have the capacity to display a single image or multiple images from multiple sources. Current technology restricts the size of a single screen to approximately 95" diagonal so it expected that a video wall of 4 x 55" screens will be budgeted for at this time.~~

~~New technologies and advancements in current video technologies are emerging at a reasonably quick rate, so there is an assumption that by the time this project is ready, a larger single display will be available.~~

The Video Wall display will have a non-reflective surface ensuring that glare or reflection from lighting will not be an issue. There will be a number of sources from which video and PC based images can be selected; these sources will be instantly selectable via a touchscreen "AV control system" on a basis of any image to any screen.

Audio will be de embedded from all video/pc sources and distributed via the audio system providing simple user options to "see and not hear".

~~Both Audio and video will be~~ The briefing room A/V system will have the capability to broadcast via a live streamed to other rooms in the building from the Media Room.

A wall mounted interactive projector shall be provided and installed into a central position on the briefing room eastern wall. There will be a local wall mounted A/V input and 8 button A/V control the image will be projected onto the wall which shall be fully lined with laminated white board surface suitable for projection.

General Electrical Service's provisions in this space are:

- Floor boxes or access floor to suit outlets (power, data, A/V).
- In slab conduit reticulation.
- Electrical power outlets - floor boxes, perimeter, ceiling services.
- Cable support for all electrical, communication and A/V requirements.
- Lighting to suit the application.

- Manual Light Switching in addition to the A/V control of lighting.
- Wireless access point coverage.

General AV Service's provisions in this space:

- A Large 3 x 3 Video Wall utilising 9 x 46" Ultra thin bezel Flat Panel Display
- Video Wall Controller.
- Video Wall Signal Multi-view Processor.
- Presentation Switcher and A/V Controller.
- 2-3 x Touch Screen Controls.
- Audio Digital Signal Processor.
- Audio Amplifier.
- Microphone Distribution Amplifier System.
- Microphone & Line Level Wall control Panels.
- Wireless Microphone Receiver.
- Wireless Microphone Handheld Transmitter.
- Wireless Microphone Belt packs Transmitter with Lavalier Microphone.
- Lectern.
- 2 x Lectern Microphones.
- Microphone Stand.
- Left Centre Right Loudspeakers.
- Subwoofer.
- PTZ HD Camera.
- Video Distributor.
- An AFILS.
- Streaming Audio and Video via the centralised Media Centre to the internet.
- SDI, audio and Cat 6A ties to OB location.
- Occupancy Sensing.
- Room Booking / Scheduling Screen.

**BIM comments - 2/4/15:
- is this 2 or 4??**

Room Type	Equipment	Qty
Media Room		
	AFILS	1
	Audio Digital Signal Processing DSP & Audio Distribution	21
	Dual Audio Amplifiers	42
	Ceiling Speakers	48
	Wireless Microphone System (Hand or Lapel)	62
	Fixed Microphones Lecterns	42
	Fixed Microphones Ceiling Mounted	2
	Microphone Accessories	61
	Media Outputs Patch Audio	416
	Tie Lines (STP) with I/O Points	1612
	Tie Lines (SDI) with I/O Points	12
	Tie Lines Audio with I/O Points	12
	3 x 3 Video Wall (9 x 46" FPD's)	1
	Video Wall Processor / Controller	1
	Video Wall Multi View Distribution	1
	Video Wall Mounting Brackets	9
	Large Flat Panel Display	12
	Large Display Wall Mount Bracket	4
	Ceiling Mounted PTZ Camera for Recording and Streaming	1

Input Panel - Wall Mount - HDMI, Display Port	1
Input Panel Floor Box HDMI 1 HDBaseT RJ45 A/V in/out point	1
Input Panel Floor Box Display Port 2 HDBaseT RJ45 A/V in/out point	1
Table Top Input for HDMI (On Lectern & in A/V/ICT room)	2
Table Top Input for Display Port (Lectern & IT room)	2
User Interface - Table Top touch Screen Wall/Lectern & in A/V/ICT room	23
Virtual Touchscreen - For Ipad Control	4
Range Extenders (Transmitters & Receivers Allowance)	4
Media Switcher and A/V Central Controller	1
Ceiling Fixed Camera	4
Data Switch	4
Media Centre for Streaming and Recording	1
Equipment Rack	1
Lectern with Microphone and light	1
Interactive Projection System	1
Room Scheduling Screen	1
A/V ICT Room Cue Flat Panel Display	1
Green Room Flat Panel Display	1

Lucas Clarke

From: Sharon Grooby <Sharon.Grooby@premiers.qld.gov.au>
Sent: Tuesday, 24 March 2015 12:06 PM
To: Patrice Fogarty; Tim Goodwin
Cc: Tim Herbert; Libby Gregoric; Ian Street; Anna Mabin
Subject: Proposed Media Centre - 1WS
Attachments: Site visit of Media Centre 12 April 2013.docx; Scan-To-Me Document - 2015-03-24 112248.pdf

Hi Patrice and Tim

I'm preparing a DGBN for the DG's 1WS CEO Reference Group meeting which is on 1 April and one of the things I'd like to note in the DGBN is that consultation with the new Premier's office is required on the proposed media room which will be on the Mezzanine Level.

I have attached notes from the initial meeting which were Lee Anderson from the Premier's office requirements of the room and also a copy of the latest plan.

Anne Moffat, Katherine Williams and Tim Goodwin have been involved in the plans for the media room initially and Tim G and I have discussed recently the need for consultation with the Premier's office.

I have asked Projects Queensland to provide me with updated information on all the AV and equipment proposed so will send this through once received.

One of things that does concern me is Paul Krautz's advice below that the previous Premier's office was happy to have this room used for other purposes. No-one I have spoken to is aware of this decision. I would like to get the new Premier's office view on this as I can only see issues if the Premier goes to do a last minute media announcement and someone has the room.

Paul's recent advice is below:

The concept of this room being used for other purposes came from the former Premier's office, as they thought it was a waste to have such a room mostly unused (which I couldn't help but agree with). They saw it as a high quality 'innovation' type space with multi-media capability (and so we have included a 'media wall' of 9 screens and several short throw projectors).

I do understand that it can be required at short notice, but to have it idle for most of the time seems just because of that doesn't seem like a good use of this valuable resource. Surely there can be a management process to deal with this?

The informal media area is in the business lounge space. The layout shown on the L1 drawing shows the business lounge fully laid out. All, or part, of this furniture can be stored so there can be open spaces, or indeed all open, as required.

Please note that any changes now will attract costs.

I will send through more detail once received. If you would like to have a meeting to go through this please let me know.

Cheers

Sharon Grooby

Manager, Facilities Coordination
Corporate Services
Department of the Premier and Cabinet
Ph: 300 39058

Mob:

Email: sharon.grooby@premiers.qld.gov.au

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Site visit 12 April 2013 – Media Room, Ground Floor

Attendees:

Lee Anderson, Premier's office,

Katherine Williams, DPC

Sharon Grooby, DPC

Paul Krautz, Projects Queensland

Brookfield Multiplex

Premier's office requirements:

- Link to Premier's office for live streaming
- Digital recording
- Motorised blinds
- Outdoor media area for media (mentioned courtyard at Prime Minister and Cabinet)
- Easy access for media – parking
- Anteroom
- Current media room ok – have some issues with lighting
- Acoustic important
- TVs to plug in rather than mikes on lectern
- EMQ – live streaming
- Satellite/receiver on top of 1WS?
- LED screens as backdrop
- Ability to have presentation
- Video conferencing facilities
- Fox studio's has broadband
- May not need desks
- Lectern movable
- Anti-room to be for both formal and informal – if one only formal preferred
- Chairs are not to be fixed

Page 189 redacted for the following reason:

s.73 Not Relevant - Building Plan

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Lucas Clarke

From: Paul Krautz <paul.krautz@projectsqueensland.qld.gov.au>
Sent: Wednesday, 4 February 2015 4:16 PM
To: Sharon Grooby; Travis Jones
Cc: Ashley Newcomb; Tim Goodwin
Subject: RE: 1WS - Recent Briefing - Mainly Media Room and Media Reporting Services

Sharon

BFG is short for 'Briefing Room' which is their term for the media room.

The concept of this room being used for other purposes came from the former Premier's office, as they thought it was a waste to have such a room mostly unused (which I couldn't help but agree with). They saw it as a high quality 'innovation' type space with multi-media capability (and so we have included a 'media wall' of 9 screens and several short throw projectors).

I do understand that it can be required at short notice, but to have it idle for most of the time seems just because of that doesn't seem like a good use of this valuable resource. Surely there can be a management process to deal with this?

The informal media area is in the business lounge space. The layout shown on the L1 drawing shows the business lounge fully laid out. All, or part, of this furniture can be stored so there can be open spaces, or indeed all open, as required.

Agree that we should get together to review. Would next Thursday late afternoon work for you? Please note that any changes now will attract costs.

The noise barrier is included in final design layouts. However, I would think that the use of technology (like Bluetooth headphones etc.) might be more efficient in dealing with noise from the screens.

Regards

Paul

Paul Krautz
Project Delivery Director
Projects Queensland | Queensland Treasury and Trade
Level 6, Executive Building, 100 George Street
P: 3035 1860 | M: [REDACTED] | E: paul.krautz@projectsqueensland.qld.gov.au

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From: Sharon Grooby [mailto:Sharon.Grooby@premiers.qld.gov.au]
Sent: Friday, 30 January 2015 12:54 PM
To: Paul Krautz; Travis Jones
Cc: Ashley Newcomb; Tim Goodwin
Subject: 1WS - Recent Briefing - Mainly Media Room and Media Reporting Services

Thanks Paul for sending the latest mezzanine floor plan which includes the media room. I have forwarded this to Tim Goodwin, Director of Communication Services.

Can I confirm a couple of things with you regarding the media room.

- What does BFG room stand for?
- You've mentioned in passing that this room may be used other than a media room and this has been discussed and agreed with the Premier's office. If this is still the case can you advise when and who it was agreed with and what the other uses may be including how this would work if the Premier calls an urgent media conference which has recently happened within 10 minutes. Both Ian Street and Tim Goodwin, Director, Communication Services are not aware of this being a shared facility
- Can you advise what was decided as far as where the informal media area is proposed

Following the election Tim Goodwin will need to meet with the Premier's office media team and re-affirm their requirements for the media room including technical requirements so we will all need to get together to go through this in detail again. What I would really like which we've discussed briefly is a meeting with you and the designers either late February or early March with some of DPC teams that have special requirements such as Media Room, Communication Services (Design Team and Media Reporting Services), Asnet and ECU to go over the plans in detail.

Media Reporting Services (previously Media Monitors)

There is still a major concern with the noise level with Media Reporting Services and how this will work in the 1WS environment. This was initially evaluated by the designers and a noise barrier was included in the Level 38 plan but when we were reassigned to the lower floors this was removed on the Level 28 plan - not at our request.

Your response on 26 September 2014 was 'this oversight has been pointed out to the designers. I would expect that this should be corrected by the October document release'. Can you advise what was the outcome of this, as noise is still a major concern and there does need to be further meetings with the client on this. Our preference is the noise buffer is reinstated. There is also concern about expensive media equipment sitting on desks in an open plan environment so it would be good to have this discussion with the media team about how this can be managed.

If you can provide advice on the questions raised that would be great. Will touch base with you again post-election.

Thanks Paul.

Sharon Grooby

Manager, Facilities Coordination
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Department of the Premier and Cabinet
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Email: sharon.grooby@premiers.qld.gov.au



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From: Paul Krautz [<mailto:paul.krautz@projectsqueensland.qld.gov.au>]

Sent: Wednesday, 28 January 2015 10:52 AM

To: Sharon Grooby; Travis Jones

Cc: Ashley Newcomb

Subject: RE: 1WS - Recent Briefing

Sharon

Please find attached the latest layout (inc. furniture) for Level 1. Sorry this has taken so long, but in going through e-mails today I discovered that I probably haven't answered this one.

Also, has Ross and his team reviewed the latest Gift Store area. It would be good to say that we have a solution (even though I understand that it may not be needed in the long run).

Thanks

Paul

Paul Krautz

Project Delivery Director

Projects Queensland | Queensland Treasury and Trade

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P: 3035 1860 | M: [REDACTED] | E: paul.krautz@projectsqueensland.qld.gov.au

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From: Sharon Grooby [<mailto:Sharon.Grooby@premiers.qld.gov.au>]

Sent: Thursday, 27 November 2014 5:36 PM

To: Paul Krautz; Travis Jones

Cc: Ashley Newcomb

Subject: RE: 1WS - Recent Briefing

Thanks Paul. Would we also be able to get a copy of the mezzanine floor so we can provide Tim Goodwin, Director of Communication Services with an updated copy of media room. Also could you ask the designers to remove the words 'hot desks' from PSR on Level 29. I will liquid paper this out for any distribution but please remove this reference.

Also I spoke to Ross Sue See and said I'd seen some draft revised plans for the gift room and that I was impressed, so he was happy to hear that. He's away this week but when you have the final plans could you send through.

Thanks Paul.

Sharon Grooby

Manager, Facilities Coordination

Corporate Services

Department of the Premier and Cabinet

Ph: 300 39058

Mob: [REDACTED]

Email: sharon.grooby@premiers.qld.gov.au



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Sharon Grooby

From: Paul Krautz <paul.krautz@projectsqueensland.qld.gov.au>
Sent: Wednesday, January 28, 2015 10:52 AM
To: Sharon Grooby; Travis Jones
Cc: Ashley Newcomb
Subject: RE: 1WS - Recent Briefing
Attachments: ID-2601 Furniture Plan - Level 1.pdf

Sharon

Please find attached the latest layout (inc. furniture) for Level 1. Sorry this has taken so long, but in going through e-mails today I discovered that I probably haven't answered this one.

Also, has Ross and his team reviewed the latest Gift Store area. It would be good to say that we have a solution (even though I understand that it may not be needed in the long run).

Thanks

Paul

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Thanks Paul.

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Please consider the environment before printing this email.

From: Paul Krautz [mailto:paul.krautz@projectsqueensland.qld.gov.au]

Sent: Thursday, 27 November 2014 5:25 PM

To: Sharon Grooby; Travis Jones

Cc: Ashley Newcomb

Subject: 1WS - Recent Briefing

Sharon and Travis

Thanks for meeting with me last week. As agreed, please find attached the layouts for levels 27, 28, 29 and 40 discussed during the meeting and a copy of part of the fitout key dates program.

Updated Room Data Sheets will be coming through next week.

Regards

Paul

Paul Krautz

Project Delivery Director

Projects Queensland | Queensland Treasury and Trade

Level 6, Executive Building, 100 George Street

P: 3035 1860 | M: [redacted] | E: paul.krautz@projectsqueensland.qld.gov.au

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s.73 Not Relevant - Building Plan

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