

Senate Finance and Public Administration Legislation Committee
—Additional Estimates Hearing—February 2014

Answers to Questions on Notice

Parliamentary departments, Department of Parliamentary Services

Topic: **Brandis Bookcase**

Question: **230**

Written **Senator Ludwig**

Date set by the committee for the return of answer: 11 April 2014

I refer to the newly installed bookcase in the Attorney-General's Ministerial suite, please table all documents and correspondence as they related to the following questions:

1. What is the length of the bookshelf or bookshelves?
2. How many rows are there for each bookshelf?
3. What material are the bookshelves in the Attorney-General's office made of? Were discussions held about the type and colour of material? If so, what was the nature of these discussions? What was the outcome of discussions?
4. Have any bookshelves been installed in Senator Brandis' electorate office? If so, what was the cost of this installation? Does this include labour? If not, how many staff, at what level, worked to install the bookshelves in Senator Brandis' electorate office?
5. Have any bookshelves or new furniture been installed in the Commonwealth Law Offices in Sydney for Senator Brandis? If yes, what has been installed? At what cost? If not, are there plans for any changes?
6. Have any bookshelves or new furniture been installed in any Commonwealth Parliamentary Office for Senator Brandis? If yes, what has been installed? At what cost? If not, are there plans for any changes?
7. Who requested the bookcase be installed? In what format was that request? When was that request made?
8. What cost has there been in re-wiring the Deputy Leader's office to bring it to a higher security classification standard as is required for the Attorney-General?

Answer:

1. The total bookcase is 5200mm wide, can be divided into four individual units and therefore re-used in up to four Ministerial Suites – if required in the future.
2. Each bookcase has seven rows of shelves.
3. The bookcase is made of Brush Box timber. Discussions with Building Fabric Services and the Heritage team included advice on design and material, approval of the design of the bookcase and the use of the timber species Brush Box. Brush Box is the timber species used in all Ministerial Suites Global furniture.
4. – 6. DPS does not provide furniture for Electorate Offices, Commonwealth Law Offices or the Commonwealth Parliamentary Offices.
7. The acting Chief of Staff in Senator Brandis' office requested the bookcase. The request was received by DPS via email through the Department of Finance on 25 September 2013.
8. DPS does not install ICT cabling for home department network services.

Documents and correspondence relating to questions 1–4 and 7 are attached. All attempts have been made to identify and collate this documentation with the limited resources available. Further research would be an unreasonable diversion of these limited resources.

From: Davies, Siwan (DPS) [<mailto:Siwan.Davies@aph.gov.au>]
Sent: Thursday, 19 December 2013 11:01 AM
To: Port, David
Subject: shelving unit

Hello Dave

My apologies for the delayed email.

The proposed new shelving unit is Brush Box timber, which is in keeping with the design language of APH global furniture. It is in modular form (so that it may be used flexibly elsewhere in the building) with adjustable shelves.

The shelving unit proposed is a similar height to the original bookcase (original was 2950mm high, proposed unit is 3000mm high) and so will have the same look. The original bookcase did not go all the way to the ceiling.

The depth of the proposed unit is 300mm (original was 370mm deep), as it is designed as a standard modular unit.

The length of the proposed unit is 4800mm (comprising 3 units). This is shorter than the original unit, which was 6050mm. The length of the wall is 5940mm and we understand that the Minister's Office has asked that the unit run the length of the wall, stopping 800mm from the window. This would make the unit 5140mm long. The length could be increased to 5140mm, within the scope of the current design.

Please advise whether we should proceed with the proposed unit, and the required length.

Regards,

Siwan

Siwan Davies
Senior Adviser to the Secretary
Department of Parliamentary Services
T: 02 6277 2933
M: 0466 770 216
E: siwan.davies@aph.gov.au

From: Waugh, Henry (DPS)
Sent: Thursday, 9 January 2014 5:26 PM
To: Davies, Siwan (DPS)
Subject: David rang on bookshelves..

Hi Siwan

Dave Port rang.

Dave has spoken with the acting chief of staff in the Attorney General's office. They wanted to confirm the depth of the shelving which looks to be 300mm in the diagram. I think they said something to the effect of "70mm was to be removed from the original depth".

Dave's main question was whether we went into the Attorney-General's Office to measure the space that the shelving would sit in and whether the staff in the office were subsequently aware of the dimensions and that's how they came up with that statement.

Henry

Henry Waugh
Executive Assistant to the Secretary
Department of Parliamentary Services
T: 02 6277 5027
E: Henry.Waugh@aph.gov.au

From: Davies, Siwan (DPS)
Sent: Thursday, 9 January 2014 8:26 AM
To: 'David.Port@ag.gov.au'
Cc: Waugh, Henry (DPS)
Subject: RE: shelving unit [SEC=UNCLASSIFIED]

Hi Dave

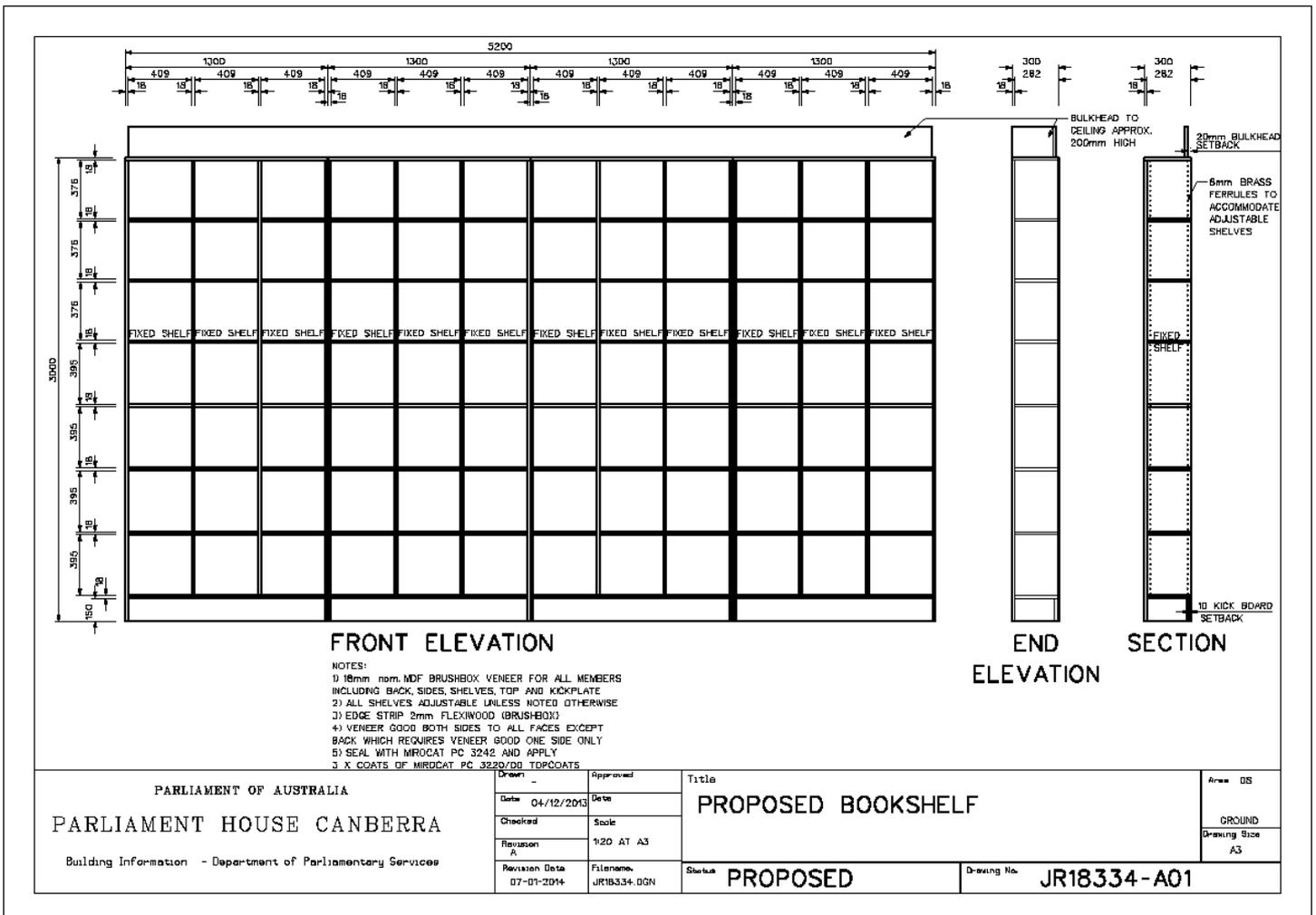
Before we place the order for the shelving unit, can we check that the Attorney's Office is happy with the design (attached)?

If we place the order this week, we are on track for installation on 17 February.

Regards,

Siwan

Siwan Davies
 Senior Adviser to the Secretary
 Department of Parliamentary Services
 T: 02 6277 2933
 M: 0466 770 216
 E: siwan.davies@aph.gov.au



From: McDonald, Graham (DPS)
Sent: Monday, 6 January 2014 4:32 PM
To: Corkery, Andrew (DPS)
Cc: Wurst, Ilse (DPS); Waugh, Henry (DPS)
Subject: RE: shelving unit
Importance: High

Hi Andrew

I have a note today that states the AGD has agreed to the revised cost of \$14,984 (ex GST). From what I gather from the email trail below this cost should include making the bookcase the same height as the ceiling. I think it would be beneficial to have this information on a drawing and we can submit it to the AGD for approval through Henry.

Regards

Graham

P: (02) 6277 5161 | M: 0409 611 806

E: graham.mcdonald@aph.gov.au

From: Port, David [<mailto:David.Port@ag.gov.au>]
Sent: Thursday, 19 December 2013 2:33 PM
To: Davies, Siwan (DPS)
Subject: RE: shelving unit [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hey Siwan,

Thanks for this. I tried calling you, but Henry tells me that you'll be in a meeting until 3:30pm.

The Attorney's Office has indicated that the shelving unit should reach the ceiling. Could we please proceed on this basis? Happy to discuss.

Cheers,
Dave

David Port

Executive Adviser
Office of the Secretary
Commonwealth Attorney-General's Department
3-5 National Circuit Barton ACT 2600
T: 02 6141 3542 M: 0477 386 998 E: david.port@ag.gov.au

From: Gordon, Garry (DPS)
Sent: Friday, 20 December 2013 11:23 AM
To: Davies, Siwan (DPS)
Cc: Wurst, Ilse (DPS)
Subject: Fwd: shelving unit

Siwan

I met early this morning with Ilse following the design amendments to adjust the dimensions.

I suggested that the modular units maintain a shelving unit design that is more consistent with design integrity so that they can be used in other suites either as book displays or object displays.

Please note that I understand that the larger size will result in more material waste in manufacture and the cost will increase disproportionately with the small increase in length.

Regards

Garry

From: Wurst, Ilse (DPS)
Sent: Tuesday, 17 December 2013 12:17 PM
To: Davies, Siwan (DPS)
Subject: Shelving unit

Hi Siwan

Was there any further discussion we need to be aware of about the design of the shelving unit? Has the length and height been agreed? (BFS is asking whether a quote is needed to include a bulkhead to give a 'built-in' appearance).

Thanks, Ilse

From: Wurst, Ilse (DPS)
Sent: Thursday, 12 December 2013 12:19 PM
To: Davies, Siwan (DPS)
Subject: shelving unit
Importance: High

Hi Siwan

Any news about the shelving unit? Garry and Graham have requested a brief for the Secretary for tomorrow. Has the height/bulkhead been resolved? Do we need to quote a price for this too? Is there any other advice on the length of the unit?

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Wednesday, 11 December 2013 5:49 PM
To: Davies, Siwan (DPS)
Cc: Gordon, Garry (DPS)
Subject: length of shelving unit

Hi Siwan

As requested:

- The original shelving in the Senate is 6050mm (long) x 2950mm (high) x 370mm (deep).
- The proposed unit is 4800mm (long) x 3000mm (high) x 300mm (deep).

An email (attached) from the A-G's office requests that the unit stop approximately 800mm back from the window. The length of the wall is 5940mm. This would suggest that the unit being requested is 5140mm in length. The proposed unit is 340mm short of this length, which is due to achieving the modular form and language for APH furniture (and ensuring flexibility for future use).

the height and depth is similar.

Hope this is of assistance.

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

Davies, Siwan (DPS)

From: Frost, Stephen (DPS - External)
Sent: Thursday, 26 September 2013 2:13 PM
To: Wurst, Ilse (DPS); Gair, Daniel (DPS)
Cc: Law, Chris; Heading, Marc; Dobson, David (DPS); Hudson, Colin (DPS)
Subject: FW: Book cases and front glass panel [SEC=UNCLASSIFIED]

UNCLASSIFIED

All

Please see attached from Minister Brandis' office regarding the new shelving required and the glass name plaque outside suite MG 70.

Happy to discuss if required.

Thanks

Kind regards

Stephen

UNCLASSIFIED

From: Faulks, Joshua [<mailto:josh.faulks@ag.gov.au>]
Sent: Thursday, 26 September 2013 1:54 PM
To: Frost, Stephen
Subject: Book cases and front glass panel [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Stephen,

Thanks for coming around today. I know you have a lot of demands on your time at the moment.

I have spoken to the Attorney and he would like the bookcases to go to the roof but **not** all the way to the window as discussed. I think that was about 800mm out. Basically, where the vertical ceiling stops.

I mentioned the approximate timeframe and he is happy.

The glass panel out the front of the office should read:

Senator the Hon. George Brandis QC

Attorney-General
Minister for the Arts
Vice-President of the Executive Council
Deputy Leader of the Government in the Senate

It would be great if that was sorted by Tuesday next week if possible when the Attorney is coming to Canberra. Understanding you have a few things on!

Kind regards,

Josh Faulks | A/g Chief of Staff

Office of the Attorney-General and Minister for the Arts
Deputy Leader of the Government in the Senate
T: 02 6277 7300 | M: 0418 625 397

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Finance Web Site: www.finance.gov.au

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If responding to this email, please send to the appropriate person using the suffix .gov.au.

Hi Andrew

Thanks for the sketch. This looks OK to go.

Could you please make sure the specification accompanying the sketch includes:

- the gloss level required by APH (not sure if this is covered in the sketch notes)
- solid timber leading edge bullnose detail (as discussed to be consistent with Global furniture – see attached photos)
- unit joiners are to be on the back and top, if required, of the units to allow it to be used as individual units (joiners are not to be between the units which would require additional side panels to be made)

On another matter, have you taken into account about how the units need to be installed? Will there be brackets or battens required to keep it from leaning forward? Will these be built into the units or fixed to the wall?

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Tuesday, 10 December 2013 1:22 PM
To: Davies, Siwan (DPS)
Cc: Gordon, Garry (DPS)
Subject: shelving unit

Hi Siwan

As discussed:

'The Brush Box timber shelving unit is being designed to be consistent with the Parliament House language for Global furniture. This includes construction in modular units, with adjustable square shelving bays. None of the Global furniture in Parliament House is designed to the ceiling of a room . If the new shelving unit were to be designed to the ceiling, it would diminish the design integrity of the space, and the item would not be able to be used flexibly elsewhere in the building.'

Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Waugh, Henry (DPS)
Sent: Friday, 29 November 2013 9:15 AM
To: Mills, Carol (DPS); Wurst, Ilse (DPS); Gordon, Garry (DPS)
Cc: Davies, Siwan (DPS)
Subject: RE: Bookcase

All

Please find scanned copy of the letter attached.

Corro 642 - 13/5743/178

Kind Regards
Henry

Henry Waugh
Executive Assistant to the Secretary
Department of Parliamentary Services
T: 02 6277 5027
E: Henry.Waugh@aph.gov.au

From: Mills, Carol (DPS)
Sent: Friday, 29 November 2013 9:11 AM
To: Wurst, Ilse (DPS); Gordon, Garry (DPS)
Cc: Davies, Siwan (DPS); Waugh, Henry (DPS)
Subject: Bookcase

Hi

I have written agreement from Roger Wilkins at AGs to our proposed approach to the Min Wing bookcase. Please proceed with the order.

I agree to DPS contributing 50% from administered finds.

Henry will TRIM and send you the approval letter from AGs for your records.

Carol

Carol Mills
Secretary
Department of Parliamentary Services
Parliament House
Canberra ACT 2600

P: 02 6277 7100
E: carol.mills@aph.gov.au



Australian Government
Attorney-General's Department

Secretary

28 November 2013

Ms Carol Mills
Secretary
Department of Parliamentary Services
Australian Parliament House

Dear Ms Mills *Carol*

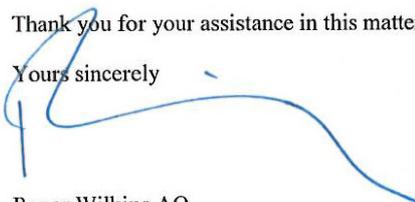
Re: Shelving unit at Parliament House

Thank you for your letter of 27 November 2013 confirming the quote of \$11,665.00 for a freestanding modular unit constructed in Brush Box Timber.

I agree to your proposal that the Department of Parliamentary Services (DPS) and the Attorney-General's Department both commit to paying half of the cost, with DPS to be the future asset holder.

Thank you for your assistance in this matter.

Yours sincerely


Roger Wilkins AO

From: Waugh, Henry (DPS) [<mailto:Henry.Waugh@aph.gov.au>] **On Behalf Of** Mills, Carol (DPS)
Sent: Thursday, 28 November 2013 12:57 PM
To: Port, David
Cc: Davies, Siwan (DPS)
Subject: Letter - Ms Mills to Mr Wilkins - Re: Shelving unit at Parliament House

Good Afternoon David

Please find attached a scanned copy of a letter sent this afternoon from the Secretary DPS to Mr Wilkins.

Thank you also for your recent assistance arranging a phone conversation between the Secretary and Mr Wilkins.

Kind Regards
Henry

Henry Waugh on behalf of Carol Mills
Executive Assistant to the Secretary
Department of Parliamentary Services
T: 02 6277 5027
E: Henry.Waugh@aph.gov.au



PARLIAMENT OF AUSTRALIA
DEPARTMENT OF PARLIAMENTARY SERVICES

DPS ref: 11/2434/4

Mr Roger Wilkins AO
Secretary
Attorney-General's Department
3 – 5 National Circuit
BARTON ACT 2600


Dear Mr Wilkins

Re: Shelving unit at Parliament House

Further to our recent conversation, I can confirm I have received a quote for a shelving unit that meets the design integrity requirements for Parliament House and the current needs in the Ministerial Wing.

The quote for \$11,665.00 (ex GST) comprises a freestanding modular unit constructed in Brush Box timber. Designed in this manner, the shelving unit would be able to be used in individual components or together to provide additional display capacity as needs arose. This would represent good value for money in allowing the unit to be used elsewhere in Ministers' suites at Parliament House, as and when that need arises.

I propose that the Department of Parliamentary Services (DPS) and the Attorney-General's Department both commit to paying half of the cost, with DPS to be the future asset holder. The lead time for manufacture of the shelving unit is 4 to 6 weeks, with DPS to arrange installation once on site. Subject to your agreement to proceed in this way, DPS will place an order for the unit.

I look forward to your advice confirming this approach.

Yours sincerely



Carol Mills
Secretary

27 November 2013

QUOTE	Q310002	PROJECT	Open Bookcare
DATE	2 October 2013	TELEPHONE	02 6277 5138
TO	Jacqueline Bogusz Department of Parliamentary Services	EMAIL	jacqueline.bogusz@aph.gov.au
ATTENTION		FROM	Rowan Howlett

Dear Jacqueline

It is with pleasure that we submit the following quotation to Supply, Deliver & Install furniture, all in accordance with your instruction and as specifically detailed below. Please read carefully our allowance and work description to ensure we have covered the requested brief. Lead time is taken from receipt of the official order confirming the details including colours and dimensions supplied by the client; if working drawings are required, lead time is taken from the date of client approval by signature.

Payment terms are as follows, please take the time to read the full terms and conditions of sale.

To proceed with your order Designcraft requires written receipt and full payment due within 30 days of invoice.

Designcraft is committed to providing the best possible customer service and welcomes the opportunity to work with you on this project. I look forward to hearing from you.

Kind regards,

Rowan Howlett

CODE	IMAGE	ITEM	FINISHES	QTY	UNIT ex. GST	TOTAL ex. GST	GST	TOTAL Incl. GST	LEAD TIME	WARRANTY
Minklers suite.		<p>Ministers Suite Open shelving unit.</p> <p>Free standing unit. D: 820L x 240D x 320H 7 x Equal open spaces. 4 x runs of adjustable shelves 1 x run fixed shelf As per supplied drawings.</p>	<p>18mm Sycamore timber Veneer with 2mm Flexwood Sq. edging</p> <p>Crown cut veneer</p> <p>30% Clear Satin Lacquer finish. Good one side veneer panels were possible.</p>	1	\$ 11,665.00	\$ 11,665.00	\$ 1,166.50	\$ 12,831.50	4-6 WEEKS	5 YEAR CONDITIONAL
TOTAL						\$ 11,665.00	\$ 1,166.50	\$ 12,831.50		

ACCEPTANCE OF OFFER
<p>I, _____</p> <p>Accept both the Quotation - 031882 in the amount of \$1203.50 including GST and Designcraft's terms and conditions.</p>
Signature
Delivery Address
Business Name:
Level / Building:
Street Address:
Suburb / City:
Invoice Address
Attention:
Postal:
Phone:
E-mail:
Client Contact
Contact:
Position:
Phone / Mobile:
E-mail:
How do we use the access (PK, abn - loading dock etc) for use of delivery/truck.

TERMS AND CONDITIONS OF SALE: OUR OFFER

- All quotations are valid for a period of 30 days from date of quotation unless otherwise specified.
- Pricing in the quotation is (1) shown excluding GST, (2) with the GST component shown separately and (3) shown including gst.
- Designcraft reserves the right to amend pricing or withdraw a quotation prior to order placement.

LEAD TIMES

Designcraft will endeavour to meet the proposed and agreed lead times, subject to:

- Any variations received after order placement may affect lead time.
- All anticipated lead times are from the date of designcraft receiving a signed Acceptance of Offer and any deposit received.
- Any lead time included in the quotation is indicative only and subject to change upon advice from our factory and / or supplier.
- Designcraft will not accept any liability or claim due to delay in delivery if raw materials, fabrics or components are not available for supply or production or if any other unforeseen circumstances are to arise.

CONDITIONS OF SALE

- An order will only proceed once designcraft has received a signed Acceptance of Offer from the authorised company representative or individual and is subject to the deposit.
- To proceed with an order, please provide acceptance either in the form of an official Purchase Order or by signing the Acceptance of Offer section below.
- Upon receipt of the Acceptance of Offer, the purchase is deemed to have read and agreed to the designcraft terms and conditions.
- Any variations, suspended orders or cancellations must be in writing and will only be recognised with the written consent of designcraft and this may incur cost penalties.
- Timers and veneers are natural products and a range of colour variation with each species is to be expected, for this reason we cannot guarantee colour uniformity unless we are specifically requested to stain all items to match an approved sample.

PAYMENT TERMS

- Payment in full within 30 days of date of invoice.
- Designcraft's current overdraft rate will apply to all monies not received within our payment terms.
- Legal title of the goods shall remain with the vendor until designcraft have received payment in full.
- Please contact our office on 02 6290 4900 with any account enquiries.

DELIVERY CANCELLATION POLICY (ABN ONLY)

- The allowance is for a one off delivery Monday - Friday during normal business hours unless otherwise stated.
- In the event of the client requesting any changes to the delivery date or cubiting of a delivery delay designcraft may charge an additional fee for storage of goods.
- Spot deliveries may attract an additional fee as will deliveries required out of normal business hours.

WARRANTY

- We offer a five (5) year structural warranty on all goods manufactured by designcraft. This warranty is subject to fair wear and tear of the product and does not cover misuse.
- Specified product from other manufacturers but supplied by designcraft is subject to the warranty conditions offered by the product manufacturer.
- Designcraft will pass on all third party warranties to the client.

Department of Parliamentary Services

"Insert Branch"

Ref no: 11/2434/03

Issue: Request from Senator Brandis Office - Bookshelf

Background

In consultation with Building Fabric Services, there are two timber species that could be considered 'universal' in the building that could be used in manufacture of new items:

- Minister Offices (and Status B areas of those Suites) - Brush Box
- Senator and Member Offices (and Status B areas of those Suites) - Queensland Maple

For other Status B areas in the building, there may also be a 'universal' timber species that could be used for other requests; however this has not been researched at this stage.

Current Position

While the original Ministerial Suite furniture did not include a bookshelf (as is currently being requested), by using the predominant timber species in the Suite (Brush Box) it will ensure this new design is sympathetic to the other furniture items (consistent with heritage best practice). In addition, the new item will not diminish the design integrity of the space; as the design intent was always to be able to add to the collection with new functional pieces.

Given the request is coming from Senator Brandis' position in the Ministerial Wing, the bookshelf could be made from Brush Box. If paid for by DPS, there would be flexibility to move it around in the future, if needed, in other Ministerial Suites. When an occupant leaves the office, DPS would remove the item back to storage and 'set' the office to the Status B furniture designed for the Suite.

There is a quote from Designcraft to make the bookshelf which can be manufactured in sections for ease of movement to other locations. Designcraft is able to manufacture the shelving unit in Brush Box timber as an alternative timber for the same cost as the Sycamore timber species that was quoted previously (see attached). Fabrics will arrange for a revised quote that reflects Brush Box.

Recommendation

Note:

1. The Senator's former bookshelf in the Senate wing is not available as there is an ongoing use for the item in the Senate Wing.
2. The cost to build a new bookshelf in Brush Box to meet the Senator's requirements is \$12,831.50 (incl GST). This includes being made in modular units that could be used individually or together.
3. Costs would be comparable for DPS to undertake the project in-house, however DPS would need to subcontract some of the manufacture process.

Contact Officer

Ilse Wurst
Director

Garry Gordon
Assistant Secretary

Carol Mills
Secretary

From: Wurst, Ilse (DPS)
Sent: Tuesday, 1 October 2013 6:09 PM
To: Teece, Jenny (DPS)
Cc: Gordon, Garry (DPS); Bogusz, Jacqueline (DPS)
Subject: RE: bookshelf for MG.70

Hi Jenny

Further discussion today with Stephen Frost is that if we ask DOFD or home dept to pay for the shelf unit, then it should be their asset; rather than part of the global furniture collection of Parliament House (managed by DPS).

In past situations, DOFD has paid for new items in ministerial suites that then remain a DOFD asset (and can be moved about to different suites as needed). While these items may be sympathetic to the language of the furniture collection, they are not considered part of the Parliament House global furniture collection.

Appreciate your advice on whether the Customer Request should be revised to now say that it would be owned and paid for by DOFD/home dept. The indicative cost for the unit to be made in Brushbox timber is \$23,247.40. This is a sympathetic solution that could be achieved in the timeframe, so the temporary solution previously suggested (white painted furniture, which would take about the same time to make) is not really effective. An alternative temporary solution could be to utilise timber shelving currently excess to needs in the Senate that is being earmarked for disposal. The condition of this furniture seems OK but would need to be checked.

While there is a precedent that we can follow in this instance, it is timely that a policy position be agreed for procurement of permanent items for the global collection that meets the design intent for the suites.

Also, this shelf unit could have implications related an item in today's media:

<http://www.theaustralian.com.au/national-affairs/its-good-that-i-read-more-books-george-brandis/story-fn59niix-1226730779541>

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Friday, 27 September 2013 5:21 PM
To: Frost, Stephen (DOFD)
Cc: Teece, Jenny (DPS); Corkery, Andrew (DPS)
Subject: request for additional shelving in MG.70

Hi Stephen

Thank you for the meeting yesterday. Heritage can facilitate the process and has prepared a Customer Request form that will need signature for the request to be assessed and actioned.

Unfortunately, we have not been able to obtain an indicative price as yet for the construction of the status 'B' item, similar to the shelf unit viewed in M1.21 that meets the design intent for a ministerial suite. We expect to have a guide after the long weekend, on 1 October. We are also seeking an indicative cost for an alternative and temporary solution would be a white painted timber unit constructed (as is the language elsewhere in the suite) until the status 'B' item is completed. (As discussed, the sourcing of a suitable timber will affect the timing to some extent).

As you would understand, the purchase of materials and construction cannot commence until there is an agreement on who will fund the work. The draft Customer Request form attached identifies funding by DoFD or the home department, in this case the Attorney-General's department. If the home department will be funding the work, then it would be anticipated that DoFD would be the liaison to secure the funding with the Attorney-General's department. A unit should be able to be constructed and installed by the first sitting of Parliament, anticipated to be 12 November 2013, if approved funds are identified quickly.



Kind regards, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Thursday, 26 September 2013 12:59 PM
To: Teece, Jenny (DPS)
Cc: Behr, Marika (DPS); Stewart, Robyn (DPS); Corkery, Andrew (DPS)
Subject: RE: Attorney-General additional shelving in Ministerial Wing office [SEC=UNCLASSIFIED]
Importance: High

Hi Jenny

Further to the email yesterday, I have inspected M1.21 today with Stephen Frost, Andrew Corkery, Daniel Gair and my team to view the bookshelf to be replicated for Senator Brandis' Office in MG.20.

It would appear that the bookshelf is a Status 'B' piece made soon after opening of APH. Given there is a language/design for the item, we won't need to go through moral rights for the design of an additional new piece of furniture. The question is whether the appropriate timber species is available; if not we would need to match it closely. Andrew and his team will look at availability of the timber and getting quotes for the construction. I will ask Andrew for a ballpark figure so I can go back to Stephen quickly. We will also put in a ballpark cost for a temporary solution.

To facilitate the process, Heritage will prepare a Customer Request on behalf of DoFD that will require Stephen Frost to sign. We will then process it through a the Strategic Assessment. This process is usually driven through the Project Management Office – however this function is not currently staffed.

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Wednesday, 25 September 2013 6:08 PM
To: Teece, Jenny (DPS)
Cc: Behr, Marika (DPS); Stewart, Robyn (DPS)
Subject: FW: Attorney-General additional shelving in Ministerial Wing office [SEC=UNCLASSIFIED]

Hi Jenny

As I mentioned briefly to you, we have had a request for additional furniture for Senator Brandis office (see below). I have said to Andrew Corkery that Heritage will consider the request, however I expect that we will need to go back quickly to Stephen Frost. I am hoping to have access to inspect the office later this week, then I will draft an email back to Stephen (cleared through you).

There is a temporary solution (that will still probably take approximately 6 weeks and cost some \$100s) to have a white painted timber unit constructed (as is the language elsewhere in the suite) until an suitable status 'B' item is designed and constructed that is consistent with the design

language for the Ministerial Office furniture (this will take considerably longer and be in the order of \$10,000s +, depending on the size).

There is an established process that we need to follow, a customer request from DoFD to start with and then there is the question of the budget and who pays.

I will have more information by the end of the week and can set out a suggested next steps.

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Corkery, Andrew (DPS)
Sent: Wednesday, 25 September 2013 10:54 AM
To: Wurst, Ilse (DPS)
Cc: Hanley, Freda (DPS); McDonagh, Vincent (DPS)
Subject: FW: Attorney-General additional shelving in Ministerial Wing office [SEC=UNCLASSIFIED]

Hi Ilse

As detailed below, Senator Brandis has requested construction of a shelving unit along the length of the wall in his Ministerial Office MG-70.

Accordingly, could you please investigate and advise if you have any concerns proceeding with this proposal.

I am happy to arrange access into the suite to discuss further if necessary.

Regards

Andrew

From: Frost, Stephen [<mailto:Stephen.Frost@finance.gov.au>]
Sent: Wednesday, 25 September 2013 9:47 AM
To: Corkery, Andrew (DPS)
Subject: Attorney-General additional shelving in Ministerial Wing office [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Andrew

As discussed, the Attorney-General, Senator the Hon George Brandis QC, has requested some shelving be installed into his office located at 8A.G.002 in suite MG 70.

The suite dedicated to the Attorney-General has been moved from M1 21 after the election to MG 70 due to the fact that Senator Brandis is Deputy Leader of the Government in the Senate. Senator

Brandis is aware of the non standard shelving that is located in M1 21 and also said he had additional shelving in his suite in the Senate that Ministerial Wing doesn't provide in Ministers office. He now wants similar in his new office in MG 70.

I've attached a suite map and the shelving is to go along the eastern wall, floor to ceiling. Other exact dimensions of the proposed shelving are unknown at present. The Minister has advised he is VERY keen for this project to happen and to be finished and installed at the earliest opportunity.

Can you please advise how we are to proceed.

Thanks

Kind regards

Stephen Frost | Territory Manager
ACT Office and Ministerial Wing Support
Ministerial and Parliamentary Services
Department of Finance
T: 02 6277 6087 | M: 0409 832 170 | E: Stephen.frost@finance.gov.au
A: Suite M1 25 Parliament House, CANBERRA ACT 2600

From: Wurst, Ilse (DPS)
Sent: Friday, 14 February 2014 1:56 PM
To: Robertson, Jennifer (DPS)
Cc: Gordon, Garry (DPS)
Subject: liaison with Attorney-General's Dept

Hi Jenny

As discussed, here is the draft brief about the shelving unit for consultation with AGD, to ensure that we have consistent information.

The contact that Siwan and Henry was liaising with is David Port, Exec Adviser to the Sec AGD: david.port@ag.gov.au tel: 6141 3542.

Many thanks, Ilse

Ilse Wurst
Director Heritage
Strategic Asset Planning and Performance
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

Additional Estimates—FEBRUARY 2014**SENATOR BRANDIS' BOOKCASE**

QUESTION: What involvement has DPS had in the commissioning of the bookcase for Senator Brandis?

TALKING POINTS

- The Attorney-General, Senator the Hon George Brandis, requested a bookcase for his new office in the Ministerial Wing. The suite of furniture in the office includes a wall unit with some shelves for books. This was insufficient for the requirements of the office.
- Consideration was given to whether the bookcase in Senator Brandis' former Senate office could be relocated. There are a number of reasons it was not relocated. The first was that the new resident, Senator Conroy, wished for it to remain, second it would not suit the shape of the new Ministerial office, and thirdly it is a dark Jarrah timber not suitable for the design integrity of the Ministerial office.
- As a result a new shelving unit was ordered for Senator Brandis. DPS and the Attorney-General's Department are jointly funding the new shelving unit that will be able to not only display books but other small items and objects.
- The design of the new shelving unit is consistent with the design of other Global furniture in the Ministerial Wing, including the type of timber (Brushbox).
- The shelving unit was constructed in four modular units, and in the future will be re-used elsewhere as required, either as a whole unit or as four separate units.
- The cost of the shelving unit is \$15,442 (excluding GST).

IF ASKED ...**When will the new shelving unit be delivered?**

- It was installed on 17^h February.

Who is making the new shelving unit?

- It was manufactured by Designcraft, Canberra.

Who will install the new shelving unit?

Designcraft installed the unit.

Why didn't DPS build and install the new shelving unit?

- DPS considered whether it was able to manufacture the unit in-house. Unfortunately while DPS has the master crafts skills capable of building the unit, we did not have the resources or equipment to do the construction of this item.

BACKGROUND

- The original bookcase in Senator Brandis' former office is an asset of the Department of the Senate. It remains in the same Senate Suite now occupied by Senator the Hon Stephen Conroy.
- The original bookcase is not considered to have heritage value, but is complementary to the commissioned furniture designed for the suite. DPS does not have management responsibility for the bookcase. It is managed by the Department of the Senate.
- The design of the new shelving unit and its dimensions meets heritage and design requirements for Parliament House. ADMB is responsible for obtaining quotes and ordering the shelving unit.
- The new shelving unit will become a DPS asset.
- The total cost of the shelving unit, including the bulkhead, is \$15,442 (ex GST). The Attorney-General's Department will pay \$7,492 (ex GST). DPS will pay \$7,950. The GST amount on the unit is \$1,544.20.
- There has been ongoing external scrutiny of this matter by the media. Articles have appeared in the Sydney Morning Herald and the Canberra Times on 14 and 15 October 2013, 20 November 2013, 14 January 2014, and 20 January 2014.

Cleared by:	Garry Gordon		
Position:	A/S, Strategic Asset Planning and Performance		
Date:	14/02/14		
Contact Officer:	Ilse Wurst		
Phone:	02 6277 5095 (w)	mobile	0428 808 552
Date:	14/02/14		

Stakeholder Consultation:	Yes		
Name:	Graham McDonald		
Section/Branch:	A/S, Asset Development and Maintenance Branch		
Phone:	02 6277 5161	mobile	0409 611 806
Date:	30/01/14		

From: Cowan, Jessica (DPS)
Sent: Thursday, 10 April 2014 3:02 PM
To: McDonald, Graham (DPS)
Subject: FW: Bookshelf Drawing

Regards,

Jessica Cowan

Executive Assistant to:

Garry Gordon, Assistant Secretary - Strategic Asset Planning & Performance

Graham McDonald, Assistant Secretary - Asset Development & Maintenance
Building & Asset Management Division | Department of Parliamentary Services
Parliament House

☎ (02) 6277 5183 ✉ jessica.cowan@aph.gov.au

From: Corkery, Andrew (DPS)
Sent: Thursday, 10 April 2014 3:02 PM
To: Cowan, Jessica (DPS)
Subject: FW: Bookshelf Drawing

Jess

Approved 'for construction' drawings which went out for Quotation.

Andrew

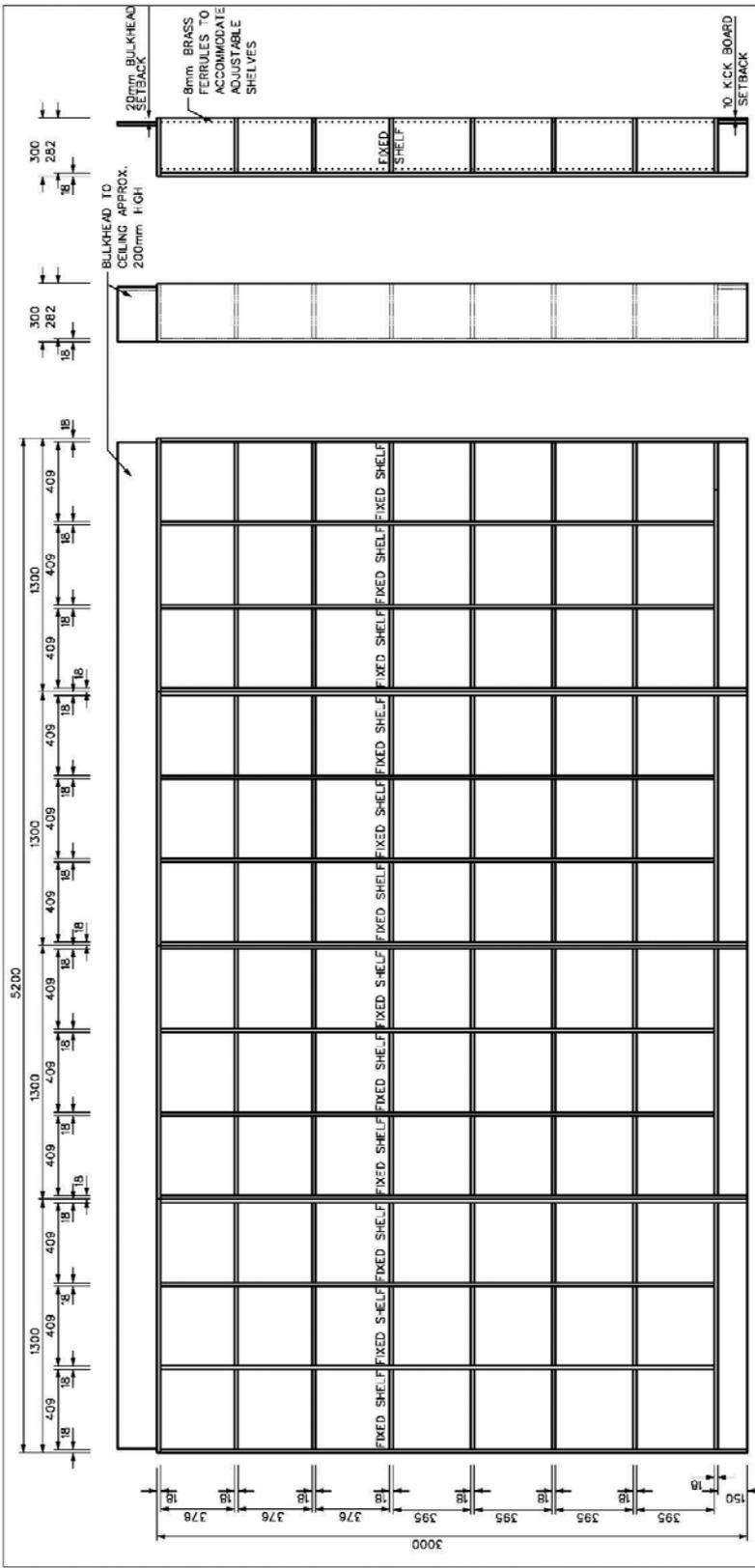
From: Howell, Cain (DPS)
Sent: Tuesday, 7 January 2014 1:34 PM
To: Corkery, Andrew (DPS)
Subject: Bookshelf Drawing

Andrew,

Attached is the amended drawing including the mark-ups and the bulkhead as requested.

Please do not hesitate to call if you need any further amendments, have a good afternoon,

Cain



SECTION

END ELEVATION

FRONT ELEVATION

- NOTES:
- 1) 18mm nom. MDF BRUSHBOX VENEER FOR ALL MEMBERS INCLUDING BACK SIDES, SHELVES, TOP AND KICKPLATE
 - 2) ALL SHELVES ADJUSTABLE UNLESS NOTED OTHERWISE
 - 3) EDGE STRIP 2mm FLEXWOOD (BRUSHBOX)
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 - 5) SEAL WITH MROCAT PC 3242 AND APPLY 3 X COATS OF MROCAT PC 3220/00 TOPCOATS

PARLIAMENT OF AUSTRALIA PARLIAMENT HOUSE CANBERRA Building Information - Department of Parliamentary Services		Title PROPOSED BOOKSHELF		Area D8
Date 04/12/2013	Checked Scale 1:20 AT A3	Status PROPOSED		Drawing Size A3
Revision A	Revision Date 07-01-2014	File Name JR18334.DGN	Drawing No. JR18334-A01	

From: Skill, Neil (DPS)
Sent: Friday, 10 January 2014 9:20 AM
To: Davies, Siwan (DPS)
Subject: RE: David rang on bookshelves..

I believe the 300mm depth is to maintain consistency with other furniture in the minwing, and as the shelf is to become part of our global furniture stock, it is a sensible approach. And it was also the depth mentioned in your email of 20 December to Ilse.

We have attended and measured the space – hence why they are aware of the length and uneven ceiling height.

Grateful for approval by midday if we wish to meet the delivery date.

Neil

Neil Skill
First Assistant Secretary
Building and Asset Management Division
Department of Parliamentary Services
Tel: 02 6277 3969
Mobile: 0423 823 833
Email: neil.skill@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Tuesday, 10 December 2013 1:22 PM
To: Davies, Siwan (DPS)
Cc: Gordon, Garry (DPS)
Subject: shelving unit

Hi Siwan

As discussed:

'The Brush Box timber shelving unit is being designed to be consistent with the Parliament House language for Global furniture. This includes construction in modular units, with adjustable square shelving bays. None of the Global furniture in Parliament House is designed to the ceiling of a room . If the new shelving unit were to be designed to the ceiling, it would diminish the design integrity of the space, and the item would not be able to be used flexibly elsewhere in the building.'

Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Bogusz, Jacqueline (DPS)
Sent: Friday, 22 November 2013 12:31 PM
To: Wurst, Ilse (DPS)
Cc: Corkery, Andrew (DPS); Gair, Daniel (DPS)
Subject: Re: Bookcase

Ilse,

After discussions with Daniel we agreed the most universal timbers would be Brush box or Queensland Maple.

Jacqueline

From: Wurst, Ilse (DPS)
Sent: Friday, November 22, 2013 12:14 PM AUS Eastern Standard Time
To: Bogusz, Jacqueline (DPS)
Cc: Corkery, Andrew (DPS); Gair, Daniel (DPS)
Subject: RE: Bookcase

Hi Jacqueline

Thanks for this. Just to clarify, the timber which is found more universally across the building (as unifying features) like the finger-jointed tables and the timber chairs found in meeting rooms and tea rooms – what is that species?

Ilse

From: Bogusz, Jacqueline (DPS)
Sent: Friday, 22 November 2013 12:02 PM
To: Wurst, Ilse (DPS)
Cc: Corkery, Andrew (DPS); Gair, Daniel (DPS)
Subject: Bookcase

Ilse,

The timber species for Global furniture within Minister, Senator and Members suites are as follows:

- 1 Ministers' suite –
 - Ministers desk – Brush box – HS6;
 - Reception desk – Brush box – HS6;
 - Box lounge – Brush box – HS6;
 - Coffee table – Brush box – HS6'

- 2 Senators' suite –
 - Senators desk – Jarrah – HS13;
 - Reception desk – Jarrah – HS13;
 - Box lounge – Queensland Maple – HS24;
 - Coffee table – Queensland Maple – HS24;

- 3 Members' suite –
 - Members desk – Brush box – HS6;
 - Reception desk – Jarrah – HS13 and Queensland Maple – HS24;
 - Box lounge – Queensland Maple – HS24;
 - Coffee table – Queensland Maple – HS24;

The bookcase can be manufactured in sections for ease of movement to other locations. Designcraft is able to manufacture the shelving unit in Brush box timber as an alternative timber for the same cost as the Sycamore timber species will have a noticeable colour difference within a Ministers office.

Please find both quotations attached.

Daniel is able to provide a comparative in-house cost for BFS to manufacture the shelving unit early next week including the spraying of the unit off site by one of our contractors.

Kind regards,

Jacqueline Bogusz

Furniture Manager

Department of Parliamentary Services

T: 02 6277 5138

M: 0411 280 506

E: jacqueline.bogusz@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Friday, 22 November 2013 12:48 PM
To: Gordon, Garry (DPS)
Cc: Corkery, Andrew (DPS); Bogusz, Jacqueline (DPS); Stewart, Robyn (DPS)
Subject: bookshelf

Garry

As discussed this morning, the Secretary phoned and requested some further information about possibilities for provision of a bookshelf for Senator Brandis ' Office (MG.70).

In particular:

- Confirm that the Senator's former shelves are not available and/or can't be moved from the Senate. (Confirm the cost to move, if available).
- Confirm a cost to have a bookshelf built – not necessarily using the same timber species in the Office – and that it could be constructed in a number units that could easily be used separately or together.
- Provide a cost estimate to have the item constructed in-house by DPS.

In discussing this with Robyn and Jacqueline, a bookshelf could be made using a 'global' or universal timber species that was selected by the original architects/designers and used in Parliament House for some furniture items which were not specifically aligned on the colour-cross. This bookshelf could then be part of the 'global' furniture collection, and if owned by DPS, would provide the flexibility to be moved around the building as needs demanded. When the occupant leaves the office, DPS would remove the item back to storage and 'set' the office to the Status B furniture designed for the Suite.

Jacqueline, Andrew and Daniel are looking into these questions and are providing advice back that I'll incorporate in an email back to you this afternoon.

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Wurst, Ilse (DPS)
Sent: Friday, 22 November 2013 4:15 PM
To: Gordon, Garry (DPS)
Cc: Corkery, Andrew (DPS)
Subject: RE: bookshelf
Importance: High

Hi Garry

Please see text below to respond to the Secretary:

Carol

In response to your request this morning about the bookshelf for Senator Brandis, I provide the following:

1. The Senator's former bookshelf in the Senate wing is not available as there is an ongoing use for the item in the Senate Wing.
2. The cost to build a new bookshelf in **Brush Box** to meet the Senator's requirements is \$ **12,831.50 (incl GST)**. This includes being made in modular units that could be used individually or together.
3. Costs would be comparable for DPS to undertake the project in-house, however DPS would need to subcontract some of the manufacture process.

Background

On discussion with Building Fabric Services, it looks like there are a couple of timber species that could be considered 'universal' in the building that could be used in new items:

- Minister Offices (and Status B areas of those Suites) - Brush Box
- Senator and Member Offices (and Status B areas of those Suites) - Queensland Maple

For other Status B areas in the building, there may also be a 'universal' timber species that could be used for other requests, however we have not looked into that at this stage.

While the original Ministerial Suite furniture did not include a bookshelf (as is currently being requested), by using the predominant timber species in the Suite (Brush Box) it will ensure this new design is sympathetic to the other furniture items (consistent with heritage best practice). In addition, the new item will not diminish the design integrity of the space; as the design intent was always to be able to add to the collection with new functional pieces.

Given the Brandis request is coming from his position in the Min Wing, the bookshelf could be made from **Brush Box**. If paid for by DPS, it would provide flexibility to be able to be moved around in the future, if needed, in other Ministerial Suites. When the occupant leaves the office, DPS would remove the item back to storage and 'set' the office to the Status B furniture designed for the Suite.

We have a quote from Designcraft to make the bookshelf which can be manufactured in sections for ease of movement to other locations. Designcraft is able to manufacture the shelving unit in **Brush Box** timber as an alternative timber for the same cost as the Sycamore timber species that was quoted previously (see attached). Fabrics will arrange for a revised quote that reflects Brush Box.

Let me know if this is OK to send to the Secretary, or if you wish to send.

Thanks, Ilse

From: Wurst, Ilse (DPS)
Sent: Friday, 22 November 2013 12:48 PM
To: Gordon, Garry (DPS)
Cc: Corkery, Andrew (DPS); Bogusz, Jacqueline (DPS); Stewart, Robyn (DPS)
Subject: bookshelf

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- Provide a cost estimate to have the item constructed in-house by DPS.

In discussing this with Robyn and Jacqueline, a bookshelf could be made using a 'global' or universal timber species that was selected by the original architects/designers and used in Parliament House for some furniture items which were not specifically aligned on the colour-cross. This bookshelf could then be part of the 'global' furniture collection, and if owned by DPS, would provide the flexibility to be moved around the building as needs demanded. When the occupant leaves the office, DPS would remove the item back to storage and 'set' the office to the Status B furniture designed for the Suite.

Jacqueline, Andrew and Daniel are looking into these questions and are providing advice back that I'll incorporate in an email back to you this afternoon.

Thanks, Ilse

Ilse Wurst
Director Heritage
Strategy and Performance Branch
Department of Parliamentary Services
T: 02 6277 5095
M: 0428 808 552
E: ilse.wurst@aph.gov.au

From: Bogusz, Jacqueline (DPS)
Sent: Wednesday, 13 November 2013 2:53 PM
To: Gordon, Garry (DPS)
Cc: McDonald, Graham (DPS); Corkery, Andrew (DPS)
Subject: RE: For Information - New Bookcase for Senator Brandis

Garry,

It has come to my attention that when we requested the quotation for the bookcase we asked for timber species - Satin Sycamore but the quotation provided for a European or American Sycamore which is a different coloured timber to the existing wall unit of Australian Sycamore currently located in the minister's office. We have therefore requested the use of the other timber species within the ministers office of brush box used in the ministers desk as the alternative timber for the manufacture of the bookcase.

****The quotation price remains the same***

Kind regards,
Jacqueline

From: Corkery, Andrew (DPS)
Sent: Wednesday, 5 March 2014 9:10 AM
To: McDonald, Graham (DPS)
Subject: RE: Brandis Bookshelf

Hi Graham

The order was placed yesterday. The ETA for additional shelving is approximately two weeks; due the week of 17 – 21 March

I'll check back with Design craft for an update next week.

Will I hold off on the cost recovery from AG's for the bookcase until the variation is agreed to or do you want me to process the initial fee ?

Andrew

From: McDonald, Graham (DPS)
Sent: Wednesday, 5 March 2014 8:27 AM
To: Corkery, Andrew (DPS)
Cc: McDonagh, Vincent (DPS); Bogusz, Jacqueline (DPS); Skill, Neil (DPS)
Subject: RE: Brandis Bookshelf

Hi Andrew

As discussed on Friday, can you get the shelves manufactured. We will sort out payment with the AGO, noting that they had approved the drawing, which was based on instructions from our heritage staff that each shelf space had to be square. Can you confirm the delivery date?

Thanks

Graham

P: (02) 6277 5161 | M: 0409 611 806

E: graham.mcdonald@aph.gov.au

From: Corkery, Andrew (DPS)
Sent: Monday, 24 February 2014 1:10 PM
To: McDonald, Graham (DPS)
Cc: McDonagh, Vincent (DPS); Bogusz, Jacqueline (DPS)
Subject: RE: Brandis Bookshelf

Graham

2 quotes off the Standing offer panel for furniture were received from Covemore Designs and Designcraft

Designcraft were selected as they were cheapest and have always provided good quality items.

Yes - the cost for addition shelves totalled \$1608 GST exc (12 additional shelves)

Andrew

From: McDonald, Graham (DPS)
Sent: Monday, 24 February 2014 1:05 PM
To: Corkery, Andrew (DPS)
Cc: McDonagh, Vincent (DPS)
Subject: Brandis Bookshelf
Importance: High

How many quotes?

How did we select the preferred?

Do we have the price for the extra shelves?

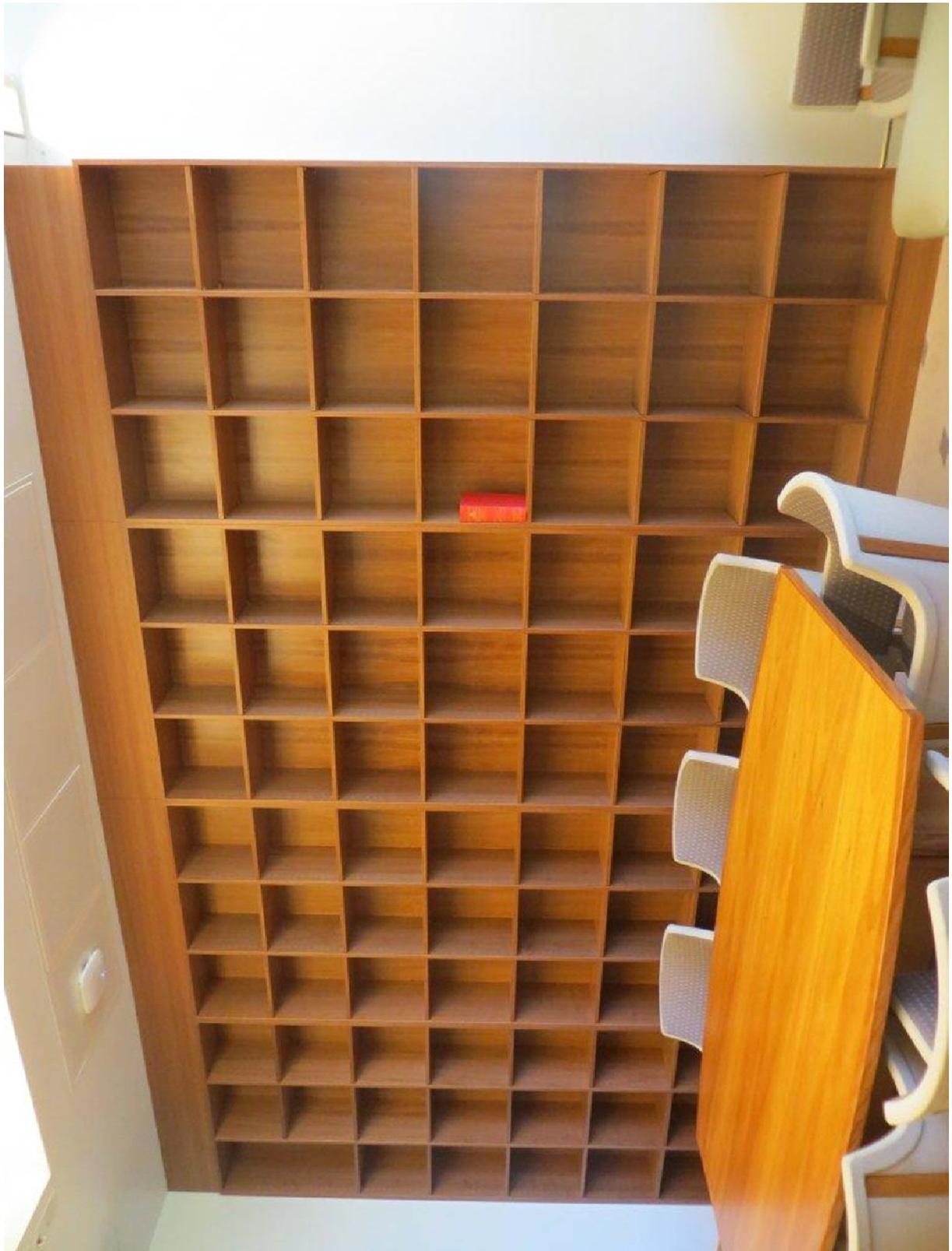
From: Corkery, Andrew (DPS)
Sent: Monday, 17 February 2014 4:33 PM
To: McDonald, Graham (DPS); McDonagh, Vincent (DPS)
Subject: Emailing: MG 70 - Book case 005.jpg, MG 70 - Book case 006.jpg

Hi Graham

As discussed, the Attorney General is happy with the unit but has requested some additional shelving to better utilise the space. I will seek a quotation tomorrow and advise.

Andrew





From: Cowan, Jessica (DPS)
Sent: Thursday, 10 April 2014 3:02 PM
To: McDonald, Graham (DPS)
Subject: FW: Bookshelf Drawing

Regards,

Jessica Cowan

Executive Assistant to:

Garry Gordon, Assistant Secretary - Strategic Asset Planning & Performance

Graham McDonald, Assistant Secretary - Asset Development & Maintenance
Building & Asset Management Division | Department of Parliamentary Services
Parliament House

☎ (02) 6277 5183 ✉ jessica.cowan@aph.gov.au

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Sent: Thursday, 10 April 2014 3:02 PM
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Subject: FW: Bookshelf Drawing

Jess

Approved 'for construction' drawings which went out for Quotation.

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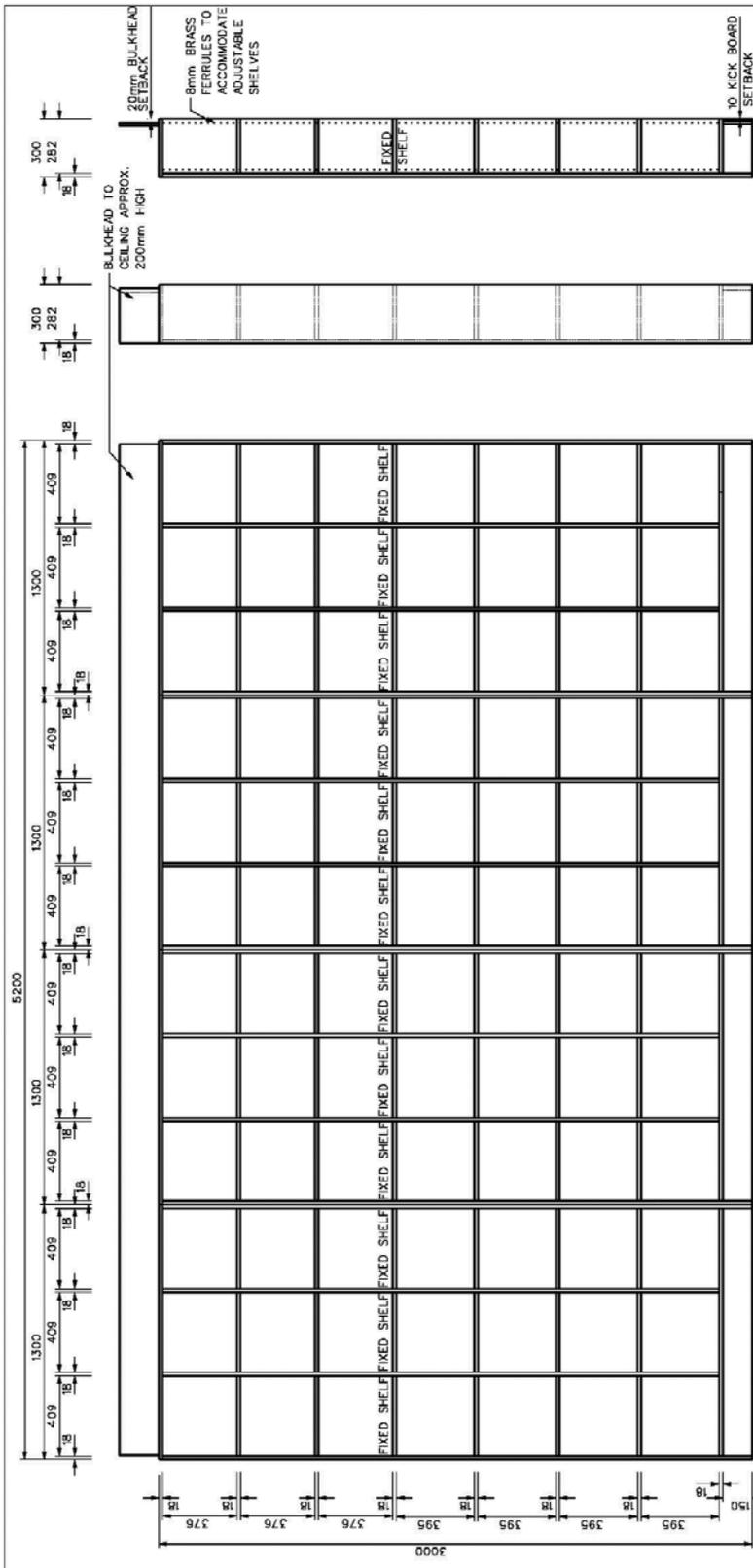
From: Howell, Cain (DPS)
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To: Corkery, Andrew (DPS)
Subject: Bookshelf Drawing

Andrew,

Attached is the amended drawing including the mark-ups and the bulkhead as requested.

Please do not hesitate to call if you need any further amendments, have a good afternoon,

Cain



SECTION

END ELEVATION

FRONT ELEVATION

- NOTES:
- 1) 18mm nom. MDF BRUSHBOX VENEER FOR ALL MEMBERS INCLUDING BACK, SIDES, SHELVES, TOP AND KICKPLATE
 - 2) ALL SHELVES ADJUSTABLE UNLESS NOTED OTHERWISE
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PARLIAMENT OF AUSTRALIA		Title		Rev D8	
PARLIAMENT HOUSE CANBERRA		Date	04/12/2013	GROUND	
Building Information - Department of Parliamentary Services		Drawn		Drawing Size	
		Checked		A3	
		Revision	A		
		Revision Date	07-01-2014	Status	
		Revision	R20 AT A3	PROPOSED	
		Revision Date		Drawing No.	
		Revision		JR183334-A01	