



Project: Essence Surfers Paradise
Builder: MPG Constructions Queensland Pty Ltd

ESSENCE SURFERS PARADISE OPERATION AND MAINTENANCE MANUAL



WINDOWS PACKAGE

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1 Introduction & Contact Details

1.1 Company name and information (emergency contact numbers, etc...)

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1.2 Purpose of the operations and maintenance manual

This Operation & Maintenance Manual has been prepared to provide guidance and recommendations to assist:

- Users of the building
- Managers of the building and services
- Employees who carry out maintenance, repair, or new works within the building in the understanding, running and maintenance of the services installed.

If you intend to make alterations to our work, please ensure that you read Section 3 thoroughly to understand what you are required to do to ensure that any work carried out is successful.

1.3 Scope of works that have been conducted on site

Our scope of works includes:

- External & Internal aluminium glazed windows to Ground Level.
- External aluminium glazed windows & doors from L2 to L9.
- External aluminium automatic glazed Entries (1 no.) to Ground Level



2 System Descriptions

2.1 List of materials and equipment installed on the project and their properties

Ground Level Windows & Doors

- 150mm Clear Low E Double Glazed to all external Windows & Doors.
- 100mm Clear Laminated Single Glazing to Internal Gymnasium Windows & Doors.

L2 to L9 Apartments

- 130mm Grey Tinted Double Glazed Balcony Windows & Doors.
- 130mm Dark Grey Tinted Double Glazed Slab Edge Windows.

All exposed glazed aluminium window & door surfaces are powder coated in Interpon Monument Matt

2.2 Equipment and materials drawings (including dimensions and component types)

Refer to attached shop drawings & brochures if applicable.

2.3 Equipment and materials operation instructions

Refer to attached brochures.

3 Maintenance instructions

3.1 Material cleaning and protection requirements

Aluminium powder coated surfaces:

External window and door frames should be washed with clean water and a mild, non-abrasive, detergent followed by a freshwater rinse. A soft, clean sponge should be used to avoid scratching of the aluminium surface. Cleaning should take place at least every three months however in coastal or industrial areas a monthly cleaning program is recommended.

Sliding window and door sills should be kept free of dust and grit while the drainage slots should be regularly checked to ensure that they have not been blocked.

Abrasive type cleaners and cleaning materials must be avoided as they can damage aluminium surfaces. In addition to this the use of solvent-based cleaners and etching chemicals should not be used for cleaning of window and door frames.

Glass:

- Glass should be cleaned using only cleaning materials which are free of grit and debris.
- Use only detergents and cleaning solutions which are recommended for cleaning glass. Mild detergents are preferable.
- It is recommended that any jewellery and watches be removed while cleaning. Gloves should be worn during the cleaning process.
- Do not allow cleaning solutions to contact the edges of laminated glass or insulating glass units.

The phenomenon of surface condensation on the inside face of a double-glazed unit is mainly linked to the following factors:

- The external climate
- The internal air temperature
- Humidity within the building
- The ventilation flow rate
- The surface temperature of the glass.

To limit condensation, it is advisable to control each of the above parameters, with the exception of the external climate, which is ever-changing.

The best way to reduce surface condensation on the internal face is to collect the water vapour at source (for example in the kitchen or bathroom) and evacuate it straight outside. It is also advisable to heat and ventilate the premises adequately.

Hardware:

Hardware components have moving parts and will therefore require regular maintenance. In most environments, maintenance is recommended every six (6) months and every month in marine, coastal and industrial environments.

Exposed surfaces of hangers, hinges, pivots and brackets should be wiped down with warm soapy water and rinsed clean to remove any dust and grit. They should then be given a light spray of a corrosion preventative such as Inox followed by a light wipe to remove any excess. Drop bolts should be sprayed with a silicone-based lubricant at the sliding pin inside the bolt.



Stainless steel hardware items will also require regular cleaning. While they are resistant to rust, the formation of a rust-coloured stain may occasionally occur and this can be easily removed by using a mild abrasive cleaner and rinsing with fresh water. Stainless steel hardware must not be exposed to chlorine-based cleaning products such as bleach and hydrochloric acid (sometimes may be used for cleaning tiles and concrete), concrete dust, soap concentrate and water with high heavy metal content.

3.2 Instructions on maintenance (replacing of spent parts, instructions in-case of systems failure, etc...)

Maintenance or rectification works must only be carried out by suitably licensed or experienced contractors.

3.3 Material suppliers' details and contact numbers

Material	Manufacturer	Supplier	Contact Details
Automatic Sliding Door Units	Record	Record	0477 440 774 (Greg Winkle)



4 Warranties and Guarantees

4.1 All warranties relevant to installed equipment.

Door & Window Hardware	2 years
Automatic Sliding Door Units	2 years parts & 1 year labour
External Window Systems	10 years
Powder coating	10 years

4.2 Commissioning, Certification & Data Sheets

Refer to attached STA 20 brochures.



5 As Built/Shop Drawing Register

5.1 All relevant as built drawings for installed equipment and materials

See attached Document Register