NOTES TO THE STAR BMS FACILITIES MANAGEMENT AGREEMENT

ADDITIONAL FEES

The following items are services not included in the base fees, but they may be services required from time to time by the Facilities Manager and if performed they will be provided at the rates specified below. Where there is no rate specified then the charge will be calculated at the general consulting hourly rates, which are also set out below. The hourly rate for Additional Duties shall be reviewed and remunerated annually at the end of the financial year. All rates exclude GST.

Description	Rate
General Consulting	$305.00 per hour
Arranging repairs, cleaning and maintenance for the Body Corporate, which are not associated with maintenance agreements	$240.00 per hour
Obtaining additional/alternative quotes for defects identified by contractors in association with existing maintenance agreements	$240.00 per hour
Attendance at additional annual general meetings and Committee meetings in excess of the number of meetings agreed upon	$240.00 per hour
Any urgent works required to be undertaken outside of the hours of 7.00am to 7.00pm Monday to Friday	$415.00 per hour
Attendances requested by the Body Corporate to investigate research and/or prepare reports on repairs, maintenance, compliance or security issues:	$240.00 per hour
Attendances to provide access into the building and/or unlock doors to Lots at the request of Lot owners or occupiers:	$240.00 per hour
Attendances upon call outs resulting from building works to the interior of Lots:	$240.00 per hour
Attendances at Lots for meetings arranged by owners or occupiers where the meeting is cancelled or relevant party fails to attend without any prior notice:	$240.00 per hour
Reviewing of security camera footage:	$240.00 per hour
Reading of meters e.g.: electrical, Air conditioning etc:	$240.00 per hour
Attendance at hearings:	$240.00 per hour
Photocopying of plans:	$2.00 per page
Archiving of records:	$5.00 per box
Project Management works: A separate fee proposal will be submitted for all project management work	TBC