

Absent with Apologies:

Ms Angela Ko

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Ms Bina Leung	(BL)	Member
Mrs Christine King	(CK)	Member
	(DT)	Member
Ms Daggie Tse	(ER)	Member
Mr Edwin Rainbow	` '	Member
Ms Fiona Thompson	(FT)	
Mr Lam Wai Man	(LWM)	Member
Mr Law Chi Wing	(LCW)	Member
	(LSC)	Member
Mr Lee Shap Chun	(MK)	Member
Mr Martin Keen	,	
Mr Michael Allardice	(MA)	Member
Ms Wong Wai Man	(WWM)	Member
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In Attendance:

Mr Brian Cheng Ms Nadia K L Wong Mr C C Jong

Brilliance Court

Independent Commission against Corruption (ICAC) Fuijitec Hong Kong Company Limited (Fujitec)

Guide to Consultancy Service Tender Process by ICAC

The Chair welcomed the Senior Community Relations Officer Ms Nadia K L Wong who would deliver a presentation of a guide to general renovation process in the Meeting.



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2. Comparison of Lift Door Replacement

The Chair welcomed Fujitec representative Mr C C Jong to give a comparison on the use of different materials of replacement work. The comparison chart and sample board of stainless steel and spray paint were tabled.

Mr Jong advised that the Hillgrove lifts were under scheduled maintenance programme and were in a good and safe condition. From the recent inspection, no serious deterioration was observed in the mechanical or metal parts. The Committee agreed that the replacement work could be pending until or after the upcoming renovation to reduce the risk of damages during renovation work.

In selecting materials, stainless steel was considered more durable, whereas spray paint was easily maintained. Scratch on stainless steel surface was beyond of repairs and spray paint could be done by patch repairs.

During the replacement work, the use of stainless steel required a total of suspension of services one by one, while spray paint could allow the services to be resumed after working hours.

As far as the cost was concerned, spray paint could be applied to the existing surface by spray method, however, the replacement with stainless steel required further modification of the lift control system in order to comply with current fire service regulations which boosted the costs substantially. Further, the new stainless steel door frame required touch up on tiles of the adjoining walls while sourcing of new tiles in matching colour would be difficult. The drawback of apply spray was of a health issue that the new spray might generate odour and carry harmful substances to certain extent.

After discussion, it was concluded that there was no urgency to replace the lift door and the proposal would be put forward to the meetings of owners for a resolution in future.

CPL enquired if the existing control panel could be upgraded to meet the current safety standard in terms of lift car stability and landing accuracy. Fujitec would study the feasibility of a upgrade and also an improvement of ridership capacity. The adjustment of lift parking zone would be reviewed to shorten the waiting time during rush hours.

The Committee thanked Mr Jong for the presentation and Mr Jong excused at 9:45pm.

3. Confirmation of Previous Meeting Minutes

The meeting minutes of Village Owners' Committee (VOC) Meeting No 3 of 23 January 2013 were confirmed and the Chairperson signed the minutes.

Matters Arising

4.1 <u>Lift Maintenance Services</u>

As discussed above, Fujitec would submit a report of upgrade of the lift performance. Meanwhile, CM would prepare a breakdown rate of Fujitec lifts in Discovery Bay for reference.

4.2 Replacement of Playground Floor Mat

As discussed in the last meeting, it was agreed to carry out a price negotiation with the tenderers of the two lowest bids. A VOC Paper was issued after the price negotiations and recommended awarding the contract to Spark Fair Limited at teb The Committee lowest offer of HK\$100,000 for the patterned floor mat. unanimously agreed to the recommendation. CM advised that the lead time would be about three months from placing the order while the site work would last for about four weeks.

4.3 Parking Control

NR mentioned that overnight parking of golf carts in front of the blocks could be Since the driveway was designated as emergency vehicular access, CM would display a sign of "tow away zone" from evenings to observed occasionally. dawns and to impound or remove the offending vehicles without further notice.

Management Report by CM 5.

CM briefed the Committee on the recent management operations as follows.

5.1 Polishing of all the lift doorway gaps was completed by the cleaners.

5.2 Comprehensive cleaning for common areas was carried out at low level of the

5.3 Replacing damaged/missing floor tiles at outdoor area along the driveway was in progress. In order to reduce the maintenance cost, CM would consider alternative flooring to be laid on heavy traffic area.

5.4 Lift door repainting mock-up was generally completed in Brilliance Court, while the contractor needed to carry out touch up to the surface.

Progress of Re-tender of Consultancy Services

CM advised that there were a total of ten (10) consultants which expressed interest in tendering for the project, after forty-five (45) invitations had been sent out.

CM also mentioned that the draft tender document would include a five-year mandatory window inspection as an option. The drat would be circulate among Members for comment.

CM briefed that after the return of tenders, there would be a two-envelop system on technical and pricing aspects to select the most competent consultant. The weighting of technical part and prices was set at 70:30, subject to the agreement of VOC. This process would usually last for about three to four months. Thus, it was expected to confirm the appointment of consultant by August. The condition survey report would be drafted in another three months' time afterward.

7. Any Other Business

NR enquired about a damaged wall tile at the entrance lobby of Elegance Court. CM advised that the case had been reported to Police. Immediate after the incident, the Security Team had retrieved CCTV record nearby in order to ascertain the suspect. However, since it was observed that many residents / visitors were riding the lifts during the period concerned, it was difficult to locate any suspect. To strengthen security control, CM would explore if additional CCTV camera could be installed inside the lobby area.

8. Date of Next Meeting

As the Meeting had been conducted till 10:45pm, the Chair resolved to adjourn the Meeting and the remaining topics under the agenda would be postponed to the next meeting. The next meeting was scheduled at 7:30 pm on Thursday 18 April 2013.

There being no other business, the meeting was adjourned at 10:45 pm.

Chairperson