Jimmy Park -1 CHS
Redevelopment
PMC Scope & responsibilities

July 23, 2022

Directive under Section 79(A) of Maharashtra Co-operative Societies Act 1960

1. Requisition for convening Special General Body Meeting for Redevelopment of Society's Building
2. Convening Special General Body Meeting
3. To accept written suggestions from members relating to redevelopment of the building
4. Decisions to be taken in the Special General Body Meeting
5. Providing minutes of Meeting to all members
6. Issuing Appointment Letter to the Architect / Project Management Consultant
7. Work to be done in the initial stage by Architect / Project management consultant
8. Action to be taken on receipt of redevelopment Project Report
9. Preparing List of Bids Received
10. Selection of Developers
11. Agreement to be entered into with Developer

Purpose of Meeting

- Understanding Project Mgt Consultant Role (PMC)
- Understanding the 5 PMCs & their background
- Shortlisting PMC
- Proposing the preferred PMC

Phase I: Preparation of Feasibility Report

To assess project economics and thereby understand the project Feasibility

Phase wise service from PMC

Phase I: Preparation of Feasibility Report
Phase II: Preparation of Plans and elevation for approval
Phase III : Contract Agreement and legal formalities
Phase IV: Execution & Technical Supervision Inspection of Material , Quality Control Performance.
Phase V: Completion Stage
Phase VI: Defects Liability period

Phase II: Preparation of Plans and elevation for approval

a) To prepare architectural designs / schematic drawings incorporating your requirements, as per norms of NMMC/MHADA

b) To coordinate with NMMC/Mumbai Housing Area and Development Board, MHADA and obtain NOC for redevelopment of the existing building from all relevant department of Mumbai Board.

Phase II: Preparation of Plans and elevation for approval (Contd)

- To prepare detailed working drawings as per the approvals granted for elevation, RCC details, CFO
- Co-ordinate with Structural Engineer, Plumbing consultant, Electrical consultant, Fire system consultant & amp; other agencies, prepare final execution
- An Engineer shall visit Site at defined frequency for supervising ongoing work
- Give Carpet areas and other relevant data for Registration at RERA.(RERA/MoFA)
- Society shall be able to get all final execution drawings, structural drawings, MEP drawings on the project with minute details and also can keep track of the progress of the site on regular basis.
- After the approval of Project Feasibility Report the suggestions from S.G.M. to be incorporated in the draft tender
- Draft tender will have one fixed component not changeable either the Additional Carpet Area or the Corpus Fund as per the G.R. – 79- A to be decided by the society.

Feasibility Report will consist the following

- Type of project viability - residential property / resi + commercial property.
- Additional area that members can expect in lieu of the Redevelopment.
- Amenities which will be provided by prospective Contractor
- Utility services [viz.NMMC. water, Gas connection, Borewell water, Rain water Harvesting] which will be provided by the prospective contractor.
- Corpus Fund to be provided to take care of increased maintenance.
- Approximate Expenditure on total cost of construction cost for the project,
- T.D.R., Premiums, Fungible Premiums, the shifting / transit charges, licensing, professional and approval charges for project etc.
- Approximate Profit in project, thereby knowing % of returns in project.
- To present status of project viz-a-viz the feasibility report to members .
- To educate members about the Redevelopment Project and the Feasibility Report in the Special General Body Meeting [S.G.M.] and approval .
- To submit project report to bank for the Pre- approval of the loan(if necessary)
- Follow up with the bank for loan approval (if necessary)
- **Redevelopment proposal- Self or through Builder**

Phase III : Contract Agreement and legal formalities

- To prepare BOQ for the construction of the work : General conditions, Special conditions, etc.
- Technical Conditions: Prequalification conditions, Works Specifications and Material Specifications with the brand name for the Builder/contractor Financial Conditions:
- Draft of Tender Invitation to be submitted to society,
- Tender to be vetted by the Solicitor / Advocate and approved by the society members.
- The suggestions / alternations / amendments to be discussed in the S.G.M. and incorporate in final tender document.
- Invitation to tender to be floated vide minimum two [2] newspapers including one Marathi newspaper,
- The Tender bids will be scrutinized based on - financial standing, past work experience of similar nature, Technical competency and offer for Redevelopment.

Phase III : Contract Agreement and legal formalities (Contd)

- Evaluate short listed Builder/Contractors selected by the society based on the examination of their previous projects, market data.
- Prepare and submit evaluation report to the society.
- Based on the scrutiny and evaluation of all the bidders at least three or five builders/Contractors will be shortlisted as per society's requirement.
- Competent builders/Contractors to be called for a personal interview and thereafter site visits of the projects of the builder/Contractors to be undertaken
- Consolidated site visit report to be prepared along with the society committee members.
- Negotiated along with the society members for the last and final offer with Builder or Contractor
- Report of the whole process of Tendering to be compiled and a presentation of the same will be made to the society in S.G.M.
- On completion of the whole grind a competent and sound Builder/Contractors will be selected for the work from the short-listed builder/ contractor by the Society.
- The appointment of the builder/contractor to be done in S.G.M

Phase II: Preparation of Plans and elevation for approval (contd)

- To obtain demarcation of plot with Plot Area Certification and consent verification from Executive Engineer Division
- To obtain clearance from Architect Division of NMMC
- To follow-up and liaison for getting executed Lease Agreement between NMMC / Board and individual society.
- To obtain sanction of redevelopment proposal from NMMC
- To obtain NOC for redevelopment, NOC to CC and NOC to OC for the proposed building
- To obtain required Concession from authorities and obtain IOA, CC, further CC, Occupation
- One-time amendment of plan shall be included in PMC scope thereafter further amendments to plan shall be chargeable.
- To obtain basic documents viz. DP remarks, RL remarks, PRC, City Survey Plan, CFO NOC, traffic NOC for proposed plans etc required for submission of proposal.

Phase V: Completion Stage

- Carry out visual survey of the completed work and create photographic record of all the work.
- To monitor the project for the regulatory compliances from all the concerned authorities.
- Ascertaining all the original approvals like I.O.A, C.C, B.C.C, O.C, NO dues certificate from various authority and ask builder/contractor to hand over the same to society

Phase VI: Defects Liability period

- Conducting visual survey in 1 st monsoon after completion of project and observe any dampness, leakage and defects.
- Summon the Builder/Contractor to rectify the defects such observed to your satisfaction under our supervision.
- Advice on releasing of retention amount of Builder/Contractor after the defect liability period.

Phase IV: Execution and Technical Supervision Inspection of Material , Quality Control Performance.

- Periodical Checking on material on site to be tested as per I.S. codes
- Ensuring the adherence of the specifications and workmanship as specified in the tender / agreement.
- The following works to be inspected during construction they are R.C.C., Masonry, Electrical services, Sanitary and water supply services.
- To prepare the schedule of the work for entire project.
- Coordinating between various agencies for smooth execution of project. Scrutinizing, approving the bills of material received at site, labour
- bills, consultant's bills etc. and recommending the payment.
- To ensure the progress of the work as per the strict timeline.
- We shall be checking the drawings received from the Architects and Structural Consultants.
- We shall be checking the centerline plan with position of columns and to assess the location with respect to car parking or any interior
- layouts.
- Checking the line outs of the buildings with respect to open spaces of the buildings as per approved plan.
- Checking strata before starting the foundation as per the guideline given by the structural consultants and getting the same approved by the structural consultants.

Acronyms

BCC - Building Completion Certificate

BIS - Bureau of Indian Standards

CC - Commencement certificate

CFO - Chief Fire Officer

IOA - Intimation of Approval

PRC - Permanent Resident Certificate

RERA- Real Estate (reg & devel) Act

RCC - Reinforced Cement Concrete

RL - Regularization Letter

TDR -Transferable Development Rights

IOD Intimation of Disapproval