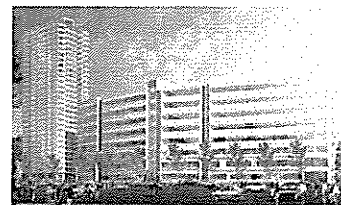


THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO 3564

WCEGA Plaza & Tower Management Office
21 Bukit Batok Crescent #02-71 Singapore 658065
Tel : 65617759/60 Fax : 65626252 Email: enquiry@sgwcega.com



NOTICE IS HEREBY GIVEN THAT THE 10th COUNCIL MEETING OF THE 8th MANAGEMENT COUNCIL OF THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3564 WILL BE HELD:

DATE : 21 December 2018 (Friday)
TIME : 2.00 P.M.
VENUE : #02-71 (Management Office)

AGENDA

1. To confirm and adopt the minutes of the 9th Council Meeting of the 8th Management Council dated 22 November 2018.
2. To Present the Financial Statement for November 2018.
3. Discussion – Matters Arising:
 - 3.1 Lift Matters – AE Inspection.
 - 3.2 Replacement of FCC Fire Panel.
 - 3.3 SCDF Issues – Appointment of QP.
 - 3.4 Carpark EPS System.
 - 3.5 High Bay Lights Project.
 - 3.6 Encroachment at Common Area.
 - 3.7 Repair & Redecoration Works.
 - 3.8 Water Seepage Repair at #04-10/11.
 - 3.9 Install Main Signages.
4. Any Other Business.
 - 4.1 #09-75 Instalment Payment.

Yours faithfully,

Rayan Lim
Complex Manager
For and on behalf of MCST 3564

Managing Agent: Newman & Goh Property Consultants Pte Ltd

1 Sophia Road #06-13 Peace Centre Singapore 228149
Tel: 62569333 Fax: 62512028 Email: info@newman-goh.com

WCEGA PLAZA & TOWER

MCST 3564 Management Office

21 Bukit Batok Crescent #02-71, Singapore 658065
Tel: 6561 7759/60 Fax: 6562 6252 Email: enquiry@sgwcega.com

MINUTES OF THE 10th COUNCIL MEETING OF THE 8th MANAGEMENT COUNCIL HELD ON THURSDAY, 21st DECEMBER 2018 AT #02-71, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Ong Khok Chong	-	Chairman
	Mr Dave Yoe Tong Hock	-	Secretary
	Ms Catherine Kweh	-	Treasurer
	Mr Ben Tan Eng Hua	-	Member
	Mr Terry Goh Wei Qiang	-	Member
	Mr Daniel Low	-	Member
<u>Absent With Apology</u>	Mr Koh Sheng Wei	-	Member
	Ms Meryl Ng Gek Hui	-	Member
	Mr Danny Teo Kian Guan	-	Member
<u>Attendees</u>	Mr Nicholas Leong	-	Newman & Goh
	Mr Rayan Lim	-	Managing Agent
	Mr Sim CK	-	Managing Agent
	Ms Tan Ee Min	-	Managing Agent

<u>No</u>		<u>Action</u>
	The meeting was called to order at 2 pm, with quorum.	
1.0	<u>TO CONFIRM MINUTES OF THE 9TH COUNCIL MEETING OF THE 8TH MANAGEMENT COUNCIL HELD ON 22ND NOVEMBER 2018.</u>	Closed
1.1	The minutes of the 9 th Council meeting of the 8th Management Council held on 22 November 2018 was unanimously confirmed at the meeting. Proposer: Catherine Kweh Seconder: Ben Tan	
2.0	<u>TO PRESENT THE FINANCIAL STATEMENTS FOR NOVEMBER 2018</u>	Closed
2.1	The Statement of Account for month of November 2018 was unanimously adopted by the meeting. Proposer: Ben Tan Seconder: Dave Yoe Note: Coming AGM proposed to transfer \$600,000.00 from Maintenance Fund to Sinking Fund	
3.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>	
3.1	<u>Lift Matters - AE Inspection</u>	MA

MA informed that M/s Sigma Elevator replied to Lee & Lee legal letter. They have completed the repair works as in the AE reports except for the following which they target to complete by 31 December 2018 i.e. Car governor and safety gear. MA will follow-up closely on the status of the repair works.

3.2

Carparks' EPS Systems

MA

The IT company, M/s Amphitrite (Singapore), has completed the design of the Web Portal. Management staff will hands-on and highlight any improvement/addition to the system. The targeted UAT date is on 28 December 2018.

For the installation of CCTVs at all the entry/exit barrier gantries, M/s Sun Singapore Systems Pte Ltd's quotation of \$10,000.00 for installation of fibre optic cables is inclusive of 4 core and 10 core fibre optic cables from the car park room to all the six (6) gantry points of Wcega Plaza & Tower. They will commence works only upon receiving fifty (50) percent down payment of the quoted price.

3.3

Plaza Ram Area High Bay Lights Project

MA

The contract to replace all 72 nos. of ram area high bay lights was awarded to M/s Arianetech Pte Ltd at \$16,495.12 (inclusive of 7% GST). They have started the replacement works from Plaza level 9 down. The targeted completion date is 30 January 2019.

3.4

Encroachment at Common Area

MA

Members queried on the items placed at the common areas at Plaza level 6 and reservation of common lots at level 5. Members informed MA to send letter to the units concerned to remove the items within 7 days. MCST will not hesitate to remove the said items placed at the common areas after final warning letter has been served and/or take legal action. All legal fees and/or removal charges incurred will be charged back to the unit concerned.

3.5

Repair and Redecoration Works

INFO

On 21 December 2018 at 12.00 noon (closing date for submission of Tender), management office received thirteen (13) envelopes. At 2.00 pm, the submissions were opened during the meeting in the presence of Miss Fadilah from M/s Bruce James Building Surveyor Pte Ltd.

S/No.	Contractor	Main Tender	Optional Tender
1	Tay Hao Paint Works	\$1,705,000.00	\$420,320.00
2	Berger Paints Singapore Pte Ltd	\$1,788,880.00	\$590,000.00
3	Foong Ah Weng Construction PL	\$1,900,000.00	\$203,160.00
4	ATC Painting & Trading	\$2,080,000.00	\$209,135.00
5	T3 International Pte Ltd	\$2,224,128.00	\$462,336.00
6	Egrade Contractor Pte Ltd	\$2,441,500.00	\$435,500.00
7	Jotun (Singapore) Pte Ltd	\$2,662,600.00	\$1,352,655.00
8	PQ Builders	\$2,685,290.00	\$539,040.00
9	LTC Coatings (S) Pte Ltd	\$2,785,400.00	\$1,030,500.00
10	Aik San Construction	\$3,298,272.00	\$558,350.00
11	SM Systems Pte Ltd	\$3,528,306.00	\$588,600.00
12	Everpaint Enterprise Pte Ltd	\$3,964,500.00	\$1,050,000.00
13	Uni Coat	\$3,987,057.00	No quote

3.6	<p>The Building Surveyor will provide the summary report by 1st week of January 2019.</p> <p><u>Water Seepage Repair at Fixed Window Panel for Unit #04-10 & #04-11</u></p> <p>MA presented the minutes of meeting for the 1st council meeting of the 3rd management council whereby the complex manager can authorize repair works that is \$2,000.00 or below. MCST decided to re-imburse the S\$2,000.00 to Newman & Goh (MA). The actual repair cost to be determined during R&R works will be deducted from the \$2,000.00.</p>	MA
3.7	<p><u>Legal Letter from Plaza #02-12</u></p> <p>MCST received a legal letter from unit #02-12 on 16 November 2018 concerning painting of yellow box and installing metal bollards at critical fire escape routes at Plaza level 2 common area. MCST have engaged Lee & Lee to reply the legal letter on 21 November 2018. Pending their solicitor's reply.</p>	MA
3.8	<p><u>Appeal for Instalment Payment</u></p> <p>Tower unit #09-75 has written in to appeal for instalment payment of outstanding quarterly maintenance & sinking fund. Members deliberated and agreed to his proposed monthly payment. Any default in the monthly payment, the instalment plan will be void.</p>	MA

The meeting ended at 5.10 pm with a note of thanks to all attendees.

Minutes prepared by: Rayan Lim (Newman & Goh Property Consultants Pte Ltd)

Confirmed by



Secretary/Council Member
8th Management Council
The Management Corporation Strata Title Plan No. 3564

10/1/2019
Date

