

## **Minutes of the weekly meeting held on Friday 06<sup>th</sup> June 2017**

**Location:** RWA Office, 11<sup>th</sup> floor, Prakashdeep Building

**Date:** 06th June 2017

**Time:** 4:00pm to 6:30pm

Mr. Ravi Sharma- Vice President

Mr. Lokesh Kumar - Secretary

Mr. Tarun Vohra- Treasurer

Mr. Kailash- Member

### **Agenda of meeting:-**

- 1. Updates on building Rehabilitation/Strengthening work implementation.**
  - Work progress updated by Facility Manager to the members and requested to all members for site meeting around mid of next week to discuss the progress in detail.
- 2. Update on Plumbing and Electrical work.**
  - Work progress discussed with members, President asked Facility Manager to expedite the work as according to him work is very slow.
- 3. Power/Energy Audit through NDMC Certified vendor.**
  - This issue is pending since long now due to un-reasonable demand by the existing certified vendor of NDMC, society has kept this issue on hold and trying to find genuine vendor who can perform the work in a very professional way.
  - Mr. Sharma of Aastha has been requested to find out any auditor at the earliest & on emergency basis.
- 4. Terrace parapet walls repair-loose concrete removal work.**
  - Project deferred by society due to rain and same will be initiated after September month.
- 5. Lift Machine room heat insulation and air-conditioning.**
  - Three Quotations presented by the Facility Manager to the society, President instructed to plan negotiation meeting along with Mr. Balbir Mehta- Executive Member of society who is technical and will give better guidelines towards finalization of vendor and will also ensure that vendor should cover all the safety parameters while working and finalize the same on priority.

**6. Fire Safety Certificate Renewal due by 13<sup>th</sup> June 2017.**

- As requested by Mr. Sharma of M/s Aastha for renewal Request letter to be prepared by the Facility Manager which all the members approved, the same will be applied to Delhi Fire Service for NOC to renew the Fire Safety Certificate. President has called M/s Aastha Facilities Management and instructed them to get this done on or before expiry of existing NOC i.e. 13<sup>th</sup> June 2017.

**7. Reliance JIO Tower installation permission and rental cost negotiation.**

- Agreement has been signed with Reliance authorized vendor i.e. M/s Lotus Tele Infra Pvt. Ltd. for 9 years (3+3+3), on expiry of every three years the rental will be increased by 15% on monthly rental. Initial rental has been agreed for Rs. 25,000/- per month along with refundable security deposit equivalent of two month rental i.e. Rs. 50,000/-.

**8. Opening of new bank account.**

- New Bank account with Equitas bank has been initiated and all the formalities has been completed with the help of Mr. Lokesh Kumar- Secretary. Society has issued a cheque no. 781508, dated 01-06-2017 amounting of Rs. 20,000,00/- for Fixed Deposit. Bank will provide society bank account detail by the end of this week i.e. on or before 3<sup>rd</sup> June 2017.

**9. Fire Safety internal audit to be initiated by M/s Aastha Facilities.**

- Aastha Management (Mr. Vinay Sharma- MD & Mr. Vishal Sharma- Director) has been called and instructed by the President that by end of this week they should submit the Audit report to know the short fall of the building in terms of Fire Fighting area and also instructed Aastha Management to insure that Prakashdeep Building should not have any default on Fire safety part. Aastha Management has committed to the President that they will put their all efforts to take complete survey and solutions to take corrective action to obtain Fire Safety NOC without any hassle.

**10. Energy Conservation refers to the reducing of energy consumption through using LED lights or other device.**

This was committed by M/s Aastha Management at the beginning of year 2017 that they will put their co-partners who are in this business to help reducing electricity consumption. Hence, M/s Aastha has presented their survey report to the society members, according to them we can reduce 20 to 25 thousand per month from current electricity bill which all the members appreciated but show their dissatisfaction as the

report has not been communicated the result what members was expecting from M/s Aastha. In this situation President and Secretary asked Aastha management to search a professional who can suggest more option where society can save atleast 50% electricity bill. Accordingly, M/s Aastha Management has assured to do so.

**11. KONE Elevators door Fermeter Module is outdated and out of production now.**

- As per M/s KONE (Elevator Maintenance Company), this particular parts fitted in the elevators has been discontinued by the M/s Olympus (Manufacturer) and the same is out of production as well. Hence M/s KONE requested Society to go for new device which is available and manufactured by KONE itself. Accordingly M/s KONE has proposed 2 options as follows:
  - (1) Half Modernization which includes Cabin renovation and GF landing door replacement, the cost of Mod for 2 lifts would be: - Rs. 13,80,000/- approx.
  - (2) Door Fermeter Module replacement which include only this particular parts and all landing doors adjustment, the cost of repair for 2 lifts would be: - Rs. 7,40,000/- approx.
- President has not convinced with half Modernization and instructed to Facility Manager for replacement of particular parts only, accordingly he advice all the members to call M/s KONE team for negotiation & discussion and close this issues by next meeting.

**12. Boom Barrier new motor replacement.**

- Motor checked and found faulty, these are concealed motor which cannot be repairable and has to replace with new motor. The cost of new motor has been quoted to the Rs. 35000/- plus tax + Freight. Presidents instruct Facility Manager to call the vendor and inform Manufacturer for poor quality spare parts and also request society members to meet vendor and discuss the issue as this is not acceptable. Decision to be taken in the next meeting by the committee members.