

PERBADANAN PENGURUSAN VISTA KOMANWEL B (BUKU DAFTAR STRATA 2114)

Minutes of 60th Property Management Committee Meeting

Ref : PPVKB/060/2020

Date : 21/05/2020

Time : 1.00PM

Venue : Management Office – Meeting Room

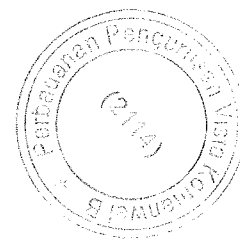
Attended by:

MANAGEMENT COMMITTEE (MC)

1.	Mr. Chow Yue Wing	CYW	Chairman
2.	Mdm. Loh Mei Sin @Vivien Loh	LMS	Secretary
3.	Mr. Ho Lee Wah @Daniel Ho	HLW	Treasurer
4.	Mr. Khong Chee Kong	KCK	Committee Member
5.	Mdm. Tan Lai Yong @Melissa Tan	TLY	Committee Member
6.	Mr. Teh Teong Khuan @Chris Teh	TTK	Committee Member
7.	Mr. Hoi Kam Fatt @Alan Hoi	HKF	Committee Member
8.	Mr. Chuai Teck @ Chai Teck (Terrence)	CT	Absent with apologies

RAINE, HORNE & ZAKI PROPERTY MANAGEMENT (RHZ)

1.	Mr. Selvakumaran P.	SP	Operation Manager
2.	Mr. Norrol Kamal Bin Md Zainin	KZ	Building Manager
3.	Mr. Barani Kumar	BK	Account Officer



The Chairman welcomed all committee members to the 60th Property Management Committee meeting of Perbadanan Pengurusan Vista Komanwel B. He highlighted that the last meeting was held on 22 February 2020 and the Management Committee could not meet in March and April 2020 due to the Movement Control Order (MCO) resulting from the Covid-19 pandemic. He reiterated that the meeting complies with standard operating procedures (SOPs) including social distancing and wearing masks.

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Item	Agenda	Matter Discussed	Action to be Taken	PIC	Dateline
1.	To adopt and approve last MC meeting minutes.	a) The minutes of the last Meeting was deliberated (PPVKB/059 /2020) and was proposed to be adopted by TLY and seconded by HKF subject to amendment of Item 2.1 regarding presentation of accounts. HKF said that as BK was absent, there was no presentation of the accounts at that meeting.	a) Info.		
2.	2.1 Accounts	a) Income and Expenditure. a) February 2020 income and expenditure statement with surplus of Rm10,950.77 derived from income of Rm250,352.59 after deducting expenses of Rm239,401.82 b) March 2020 income and expenditure statement with surplus of Rm5,960.69 derived from income of Rm167,736.62 after deducting expenses of Rm161,775.93 c) April 2020 income and expenditure statement with surplus of Rm15,839.51 derived from income of Rm164,649.97 after deducting expenses of Rm148,810.46. d) MC was informed that amount owing by defaulters increased from RM56,965.78 in Feb 2020 to RM262,001.55 in April 2020	a) Info. b) Info. c) Info. d) Info.		

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		<p>due to MCO and expected to reduce by end of May 2020 as collections have improved.</p> <p>e) BK was requested to update the MC on the outstanding and committed projects in terms of costs, work-in-progress, balance outstanding and cashflow projections.</p> <p>f) KCK asked why the insurance premium was RM82K in the Feb accounts when he remembered that the final quotes by Takaful and Allianz were RM70+K. BK said it was because the rebates of about RM7K will be accounted for in May</p>	<p>e) BK to update at next meeting</p> <p>f) BK to update at next meeting</p>		
	2.2 Tribunal Case	<p>a) KZ informed that tribunal has issued award letter for Mr Ang Chin Yun (B-19-01) to pay instalment of RM1,246.90 per month for a period 12 months excluding service charges. Total outstanding RM14,962.76 X 12 months.</p>	<p>a) Info.</p>		
3.	Lift - B Tower (Mitsubishi) Lift Refurbishment & Modernization - B Tower.	<p>a) SP reported that 90% works has been completed and pending JKKP inspection.</p> <p>b) A new installation schedule will be forwarded due to MCO shut down.</p> <p>c) SP also confirmed that Mitsubishi has advised that is no requirement to install air-conditioners in the lift motor room as the new motor installed does not generate much heat and current ventilation fan is sufficient.</p>	<p>a) Info.</p> <p>b) Info.</p> <p>c) Info.</p>		



4.	Lift - B 1 and B2 Access Elevator	No matters arising			
5.	SECURITY (Veritas Security)	<p>a) SP informed that the Security company will inform the management whenever there is a change in the guards.</p> <p>b) MC was informed that the total no of 8 vehicles was clamped as at 30th March 2020 and RM400.00 was collected.</p> <p>c) SP confirmed that visitors are allowed during Conditional MCO (CMCO) and advised that all visitors must have their temperature checked and wear masks before entering VKB premises.</p> <p>d) Visitors are also required to record their names, IC, mobile numbers and the units they are visiting</p> <p>e) Delivery men are also required to register themselves and have their temperatures checked. Delivery access is limited up to lobby level only.</p>	<p>a) Info.</p> <p>b) Info.</p> <p>c) Info.</p> <p>d) Info.</p> <p>e) Info.</p>		
6.	CLEANER (TWOT Cleaning Services)	<p>a) KZ informed cleaners are required to wear face masks and those clearing garbage must wear gloves too.</p> <p>b) SP/KZ informed sanitizers are provided at each lobby and cleaners carry out the</p>	<p>a) Info.</p> <p>b) Info.</p>		




		<p>disinfecting of lifts, including the lift buttons and handrails every 2 hours daily.</p> <p>c) MC was informed that all garbage areas are cleaned using disinfectant.</p> <p>d) RHZ to propose solution to collect and manage the bulky items eg. mattresses, cupboards, furniture etc. One or twice a month.</p>	<p>c) Info.</p> <p>d) Info.</p>		
7.	PEST CONTROL (New-Tech Pest Control).	<p>a) MC requested RHZ to remind residents to practice cleanliness to ensure no water ponding as the number of dengue cases is increasing. Notices on dengue awareness should also be put up.</p> <p>b) For tenanted units which are not occupied during the MCO, RHZ is requested to send out notification emails to advise the owners/tenants to put down the toilet-seat flaps.</p>	<p>a) SP /KZ to follow up</p> <p>b) SP/KZ to follow up</p>		
8.	LANDSCAPING (UVA Trading).	No matters arising			
9.	System CCTV, Autogate Access Card Reader.	a) MC requested for layout for locations of cameras to be installed and details to be emailed to the MC members.	a) KZ to follow up.		



10.	<p>Other Matters</p> <p>10.1 B Tower Lobby Renovation.</p>	<p>a) KZ presented slide presentation work progress carried out by Intron.</p> <p>b) SP informed the MC that a Bomba Officer from Bukit Jalil Fire Station came for inspection with regards to grille installation at lift lobby. CYW and TTK were present together with SP and KZ and the following points were highlighted:</p> <p>1- Grille gate need to be linked to our fire fighting system. 2- To install break glass 3- To install by pass button 4- Grille gate (main entrance) to swing open outwards 5- Grille gates to automatically release when fire alarm triggers.</p> <p>Inward Opening Main Door ("IOMD") at the BTower Lobby</p> <p>CYW and TTK insisted on an IOMD and gave 9 reasons in support. See Appendix</p> <p>KCK said the IOMD is the fastest way out of the building. It is the "final exit". LMS informed the meeting that the "final exit" must have outward opening doors.</p>	<p>a) Info.</p> <p>b) Info.</p> <p>c) Info.</p>		
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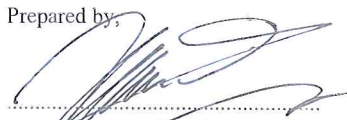
		<p>d) MC agreed on the floor tiles as below.</p> <ol style="list-style-type: none"> 1. Code A5 for overall area 2. Code A3 for the raised floors 3. Code 6 for main entrance. 	<p>d) Info. KCK's Note: Subsequent to the meeting, it was agreed to specify all Niro tiles from the P'Pietra range instead of a mix of Niro & Gurocera tiles. There is no effect on cost.</p>	
10.2 Replacement of Cold Water Pipe		<p>SP attempted to present two quotes. KCK asked & was told the project would cost RM600,000. He insisted that a tender should be performed. The meeting agreed that a tender sub-committee should be formed to perform a tender exercise for this project. TTK, HKF, TLY and KCK agreed be in the sub-committee. CYW nominated TTK to be the chairman.</p>	<p>a) Info.</p>	
10.3 IMU parking time.		<p>a) IMU has acknowledged the revised parking time from 7.30am to 7.00pm and agreed on the revised rental charges of RM100 per month from 1 April 2020 to 31 March 2021.</p>	<p>a) KZ to issue out the letter</p>	
10.4 Discount of IMU parking charges and rentals to VKB commercial outlet tenants during MCO.		<p>a) As requested by IMU, MC approved a discount of 50% on the revised IMU parking charges from 18 March (start of MCO) to 9 June 2020 (end of CMCO), subject to review thereafter if CMCO is not lifted.</p>	<p>b) KZ to issue out the letter</p>	



	10.6 Contract Renewals	CYW complained that 99.9% of the time, we are always behind and never ahead of the renewal date. He said renewal dates of contracts should be listed on the notice board and the committee should be reminded 2 months ahead.		
11	Handyman	a) MC agreed that KCK discuss with the outsource company to re-engage the services of the former handyman subject to renewal of his work permit as he was earlier terminated by RHZ.	a) Info.	
12	Procurement	V.O RM 6,950. Intron ID Haus. Lift Lobby Renovation Project B Tower.		

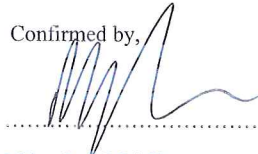
The meeting was adjourned at 5:00pm with a word of thanks from the Chairman and the next meeting is scheduled on Wednesday 24th June 2020, at 1:00pm.

Prepared by,



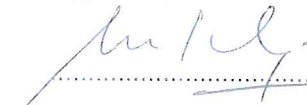
Mr. Norrol Kamal Bin Md Zainin
RAINE, HORNE & ZAKI (RHZ)
Property Management Sdn. Bhd.

Confirmed by,



Mdm. Loh Mei Sin
SECRETARY
Perbadanan Pengurusan Vista Komanwel B

Approved by,



Mr. Chow Yue Wing
CHAIRMAN
Perbadanan Pengurusan Vista Komanwel B

Inward Opening Main Door ("IOMD") at the B Tower Lobby
- Comprehensive Account of the Discussion at the 60th MC Meeting 21 May 2020

The committee discussed the issue of installing an Inward Opening Main Door ("IOMD") at the B Tower lobby.

TTK's and CVW's arguments for installation of the IOMD

1. TTK, CVW, SP and KZ had met with officers from Sri Petaling Bomba 2 days ago and had obtained verbal agreement to install the IOMD. They said they had also written in formally and expect a "Tade Halangan" reply
2. SP and TTK said that the officers required the em-lock to be linked to the fire alarm system to auto disable it during an emergency, "break glass" to be installed and gate to swing open outwards
3. CVW said that unfortunately, "we had not got an architect to draw a whole plan and submit to Bomba" but if that had been done, he was sure the IOMD can be installed.
4. TTK said that there's no Bomba requirement for grille doors to be outward opening, only for fire doors.
5. TTK added that since the wheelchair door will be outward opening, it should be alright to install the IOMD.
6. CVW said if anybody complained and the Bomba ruled against it, we would "remove it and throw it away"
7. An outward swinging door would be impractical and dangerous because the landing at the top of the stairs is too narrow
8. TTK said that practically, evacuees coming out of the emergency staircase would exit via the grille gate to the internal car park
9. CVW said most doors in our houses open inwards; hence does that mean that they're all illegal?

KCK's arguments against installation of the IOMD

1. The exit point where the IOMD is proposed to be installed is the fastest way out of the building. It is the "final exit". Based on her online research, LMS informed the meeting that the "final exit" must have outward opening doors.
2. The wheelchair door is not the fastest exit as the route to it is diagonal from the emergency staircase and has to traverse two obstacles - the corner of the raised floor and the short ramp at the wheelchair door - before making a left turn to the staircase to the road.
3. KCK said approval should not be obtained from the local fire station but from the proper department in Jabatan Bomba.
4. KCK said if the committee proceeded to install the IOMD, he would be the first person to make a complaint with the proper department in Jabatan Bomba.
5. In response to TTK & CVW's point #6 above, KCK asked who will pay for all the money incurred installing it and then throwing it away?
6. In response to TTK & CVW's point #8 above, LMS said the evacuees would still be in the building until they exited the car park and therefore it is not the "final exit". KCK agreed.

KCK asked for a vote to be taken and that committee members who vote for the installation of the Inward Opening IOMD must indemnify the management corporation for money wasted if Bomba eventually rules against it. Except for CVW and TTK, all committee members present voted against installation of the IOMD

As a result of the vote, it was also agreed that the glass wall and wheelchair door should not be installed.

CVW said KCK was being uncooperative, undermining the committee and not being a solution to the problem. In the case of this IOMD, CVW said "we will only be bending the rules a bit for our own benefit" and asked "what's wrong with that"

HLW said that KCK should not have threatened to complain to Bomba to "get his way" but "work as a team".

KCK said:

1. He had highlighted this as a regulatory issue and also proposed a solution by setting back the door by 3 feet in the WhatsApp group on 8 March before the MCO
2. There was ample time of more than 2 months but no effort had been made by any of the committee members and especially RHZ, CVW and TTK to address the issue.
3. He was the first and only one to immediately respond to quotations given by the contractor & sought clarification of additional work quoted before the MCO - with the intention of moving the project forward expeditiously.
4. He said that even CVW, who was the one who requested the additional work, did not respond to his questions.
5. He said it was CVW who was being uncooperative.

HKF said that if KCK does not complain to Bomba, there would be other owners who would complain. He said at least KCK made "the effort"

