

For official use:

Output: ___/___

Outcome: ___/___

Appendix VIII

BEAT DRUGS FUND ASSOCIATION

FULL REPORT

(To be completed by grantee within 2 months of completion of the project)

- (A) Project reference no.: BDF110005
- (B) Project title: Renovation Project of Adult Female Rehabilitation Centre (AFRC) 成年婦女康復中心裝修工程
- (C) Name of grantee: The Society for the Aid and Rehabilitation of Drug Abusers 香港戒毒會
- (D) Amount of grant approved: \$1,700,000
- (E) Amount of grant spent: \$1,315,485
- (F) Date of commencement: 1 May 2012
- (G) Date of completion: 30 April 2015

(H) Evaluation on Output Indicators

(Please list the output indicators as stated in the implementation plan and give an evaluation on the accumulative output achieved. Prior approval should be obtained from the Association in case of revision in output indicators or targets.)

	Description of Indicator (with targets)	Target Population	Output Achieved	Remarks (Please provide explanation for underachievement and report any remedial action taken (or planned))	For official use
Output indicator 1	Not applicable				<input type="checkbox"/> TM <input type="checkbox"/> TNM

(I) Evaluation on Outcome Indicators

(Please list the outcome indicators as stated in the implementation plan and give an evaluation on the outcome. Relevant Excel data file should be submitted with this report. Prior approval should be obtained from the Association in case of revision in output indicators or targets.)

	Description of Indicator (with targets)	Evaluation Method <u>Used</u> (e.g. pre- and post-test survey, post-test survey, focus group, staff observation, participant's feedback form)	Data Collected and <u>Results</u>	<u>Remarks</u> (Please report any remedial action taken (or planned) to improve programme effectiveness)	<u>For</u> <u>official</u> <u>use</u>
Outcome indicator 1	Not applicable				<input type="checkbox"/> TM <input type="checkbox"/> TNM

(J) Results of individual activity within the report period **not** reported under sections (H) and (I)

(Please list, in order of the commencement dates of the activities, the names, dates, locations, brief description of the activities organised, and results achieved by each activity not reported under sections (H) and (I) of this form (in terms of the type, number and man-times of participants, the type and number of deliverables, and the case handled, etc.)

Not applicable

<u>S/N of Activity as in the IP^a</u>	<u>Name of Activity</u>	<u>Date</u>	<u>Location</u>	<u>Brief Description of Activity</u>	<u>Results Achieved</u> (in terms of the type, number and man-times of participants, the type and number of deliverables, and the case handled, etc.)	<u>For official use</u>
1	Inform and seek approval from Department of Health (DH) and Licensing Office of Social Welfare Department (SWD) the renovation project	Apr to Jun in 2013	N.A.	<p>We had verbally informed DH and Licensing Office of SWD in June of 2012 that AFRC would carried out renovation project.</p> <p>DH and SWD replied that approval could only be considered when we submitted sufficient documents to indicate the scope and scale of the renovation.</p> <p>Thus, when we had received draft tender drawings and documents from the Appointed Person (AP) in the first quarter of 2013, we sent letter to DH on 30.4.2013, 14.5.2013 and to SWD on 20.5.2016, respectively.</p>	<p>Received reply from DH on 20.5.2013. DH also noted our letter to SWD on 23.5.2015.</p> <p>Received reply from SWD on 28.5.2013.</p>	<input type="checkbox"/> TM <input type="checkbox"/> TNM
2	Prepare document for tendering AP	June to July in 2012	N.A.	Prepared document for tendering AP.	Invitation letter for tendering AP was readied by mid of July 2012.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
3	Invite tender for AP	July to Aug in 2012	N.A.	Sent tender invitation letter to nine companies.	Five companies returned with offers, two declined and two without reply.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
4	Select and award AP	Sept to Oct in 2012	N.A.	Conducted tender board meeting on 13.9.2012 and 9.10.2012.	Kamyin Consultants Limited (KCL) was selected.	<input type="checkbox"/> TM <input type="checkbox"/> TNM

5	Prepare draft document for tendering contractor	Nov 2012 to Jan 2013	N.A.	KCL was working out the preliminary layout plan, tentative programme, draft tender drawings and documents.	The draft tender drawings and documents were submitted to BDFA for comments on 17.1.2013.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
6	Inform and seek approval from Housing Department (HD) the renovation project	Dec 2012 to Jan 2013	N.A.	Submitted application letter for renovation to HD on 14.12.2012.	HD returned "approval with no objection in principle" on 4.1.2013.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
7	Carry out necessary repairs on external walls by HD.	Nov to Dec in 2012	N.A.	As informed by HD, the external walls of entire estate had been repaired in the year of 2008 and 2010. Thus, no repairs on the external walls was needed. After conducting on-site meeting with KCL and HD on 20.11.2012, HD carried out necessary minor repair inside the premise.	The repair works were completed by HD by the end of 2012.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
8	Revised and approval of tender document	Apr to Oct in 2013	N.A.	Received first comment from BDFA for the tender document on 11.4.2013. Reply BDFA on 19.6.2013. Received second comment from BDFA on 18.7.2013. Reply BDFA on 27.9.2013. BDFA returned reply on 28.10.2013.	KCL carried out the process of soliciting with potential contractors to express their interest on 31.10.2013.	<input type="checkbox"/> TM <input type="checkbox"/> TNM

9	Invite tender for contractor	Nov to Dec in 2013	N.A.	<p>Sent out Expression of Interest (EOI) to thirteen companies on 11.11.2013.</p> <p>Proceeded invitation of tender on 20.11.2013.</p>	<p>Ten companies returned EOI showing interest in submitting tender for the renovation work.</p> <p>Ten tenders returned on 13.12.2013.</p>	<input type="checkbox"/> TM <input type="checkbox"/> TNM
10	Select and award contractor	Dec 2013 to Sept 2014	N.A.	<p>Process tender evaluation (i.e. interviewing contractors and subsequent tender questionnaires, tender board meeting, etc.)</p> <p>Clearing queries from BDFA/ArchSD on the 1st Tender Analysis Report.</p> <p>Tender recommendation for contractor – ITED Construction Co., Ltd. (ITED) was accepted by BDFA on 26.8.2014</p>	<p>Sent out 1st Tender Analysis Report to BDFA/ArchSD on 22.1.2014.</p> <p>Finalized the “Tender Analysis Report by KCL and sent to BDFA on 8.8.2014.</p> <p>Engaged ITED as the contractor on 4.9.2014.</p>	<input type="checkbox"/> TM <input type="checkbox"/> TNM
11	Preparation and mobilization work for the renovation	Sept to Dec in 2014	N.A.	<p>Kick-off Meeting with the presence of the representatives from KCL, ITED, Adm. Dept. of SARDA and AFRC was conducted on 26.9.2014.</p>	<p>Scheduled that the renovation project would be commenced on 20.10.2014 and completed before the end of February 2015.</p>	<input type="checkbox"/> TM <input type="checkbox"/> TNM

12	Carry out renovation on the upper floor of premise	20.10.2014 to 29.12.2014	Upper and ground floor on the left wing of AFRC	<p>Vacate the space of upper floor on the left wing of AFRC for renovation on 20.10.2014.</p> <p>Vacate the space of ground floor on the left wing of AFRC for renovation on 4.12.2014.</p> <p>The residents were resided at the ground floor on the right wing of AFRC from 20.10.2014 to 28.12.2014.</p>	<p>The first phase of work was substantially completed on 3.12.2014</p> <p>The second phase of work was substantially completed on 28.12.2014.</p> <p>The residents were re-resided to the left wing upper floor on 29.12.2014.</p>	
13	Carry out renovation on the ground floor of premise	30.12.2014 to 11.2.2015	Upper and ground floor on the right wing of AFRC	<p>Vacate the space of ground floor on the right wing of AFRC for renovation on 30.12.2014</p> <p>Vacate the space of upper floor on the right wing of AFRC for renovation on 22.1.2015.</p>	<p>The third phase of work was substantially completed on 21.1.2015.</p> <p>Substantial items listed on the Provisions of the Contract (Part A) were completed on 11.2.2015.</p> <p>Minor outstanding items and variation works would be installed after Lunar New Year.</p>	

14	Cleaning up and practical completion of the renovation	12.2.2015 to 30.4.2015	AFRC	Cleaning up work after the renovation.	The daily life of the Centre resumed normal on 16.2.2015. Minor outstanding items and all variation works had been fixed by the end of April 2015.	
15	Defects liability period	12.2.2015	N.A.	All defects would be fixed by the contractor.	DLP period was from 12.2.2015 to 11.2.2016.	

^a IP stands for Implementation Plan

(K) Overall evaluation of the project

(Please assess whether and state how the objectives of the project as stated in your Beat Drugs Fund application for the project are achieved.)

The objectives of the project as stated in the application are achieved.

(L) Project slippage

(Please state if there has been any project slippage and give the reasons for the slippage.)

Progress for the applications for contingency and submission of Final Account Documents:

1. Application for use of contingency (1st batch of V.O.): KCL Ref: G/113/15 dated 2 June 2015 has been sent to BDFA on 2 June 2015.
2. Final Account Documents: KCL Ref: SARDA/276 dated 26 June 2015 have been sent to BDFA on 26 June 2015.

(M) Photographs

(Please provide, with brief description, the photographs, pamphlets, videos, publications, etc. concerning the project to the Association for reference. As this report and other materials produced may be made accessible to the members of the public through the library of the Hong Kong Jockey Club Drug InfoCentre and the website of Narcotics Division, etc., prescribed consent should be obtained from the data subjects (especially the beneficiaries) concerned if the photographs can enable the identification of them. Otherwise, the related faces should be blurred or a note should be made here by the grantee that such photographs shall not be made available to the members of the public.)

Signature : Signed version on FileSignature : Signed version on FileName : Tsui Chi Ling, Florence (Ms.)Name : Wong Man Sing, Barry (Mr.)Job Title of the : Superintendent of AFRC
Project-in-charge _____Job Title of Senior Officer : Superintendent of Social Service
of grantee _____Telephone no. : 2699 9936Telephone no. : 2527 7724

Date : _____

Date : _____

Official chop of :
the organisation _____

香港戒毒會
成年婦女康復中心裝修工程
(BDF110005)

鋁窗工程



香港戒毒會
成年婦女康復中心裝修工程
(BDF110005)

木門工程



香港戒毒會
成年婦女康復中心裝修工程
(BDF110005)

油漆工程



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(BDF110005)

廁所及浴室工程



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(BDF110005)

地板工程



香港戒毒會
成年婦女康復中心裝修工程
(BDF110005)

儲物櫃及層板工程



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(BDF110005)

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