

Scope of Work: RGM-GS-2025-04 Walk in Fridge Salad Room

PROJECT NO. RGM-IS-2025-18	DATE SUBMITTED
Walk in Fridge Salad Room	01/08/2025 (dd/mm/yyyy)
PROJECT OBJECTIVES	
This project entails the conversion of an existing salad prep room (37m3) into a fully functional walk-in refrigerator. The objective is to enhance food storage conditions by installing 88m2 of thermal insulated wall and ceiling panels, temperature-controlled AC units capable of maintaining 5°C or below, and a commercial-grade fridge door	

### Step 1. Project Deliverables

TASK NO.	DESCRIPTION
1	Site preparation & Demolition
2	Thermal insulation panels installation
3	AC/Condensing unit and door installation
4	Testing, Commissioning and handover

### Step 2. List of project Tasks

Work breakdown structure (WBS) attached	NO	X	YES	
Provide link, if applicable.				

TASK NO.	DESCRIPTION	FOR DELIVERABLE NO. ... ENTER TASK #
1	Site preparation & Demolition: Prepare the existing salad room area for retrofit, including removal of existing fittings or non-compliant materials.	
2	Thermal insulation panels installation: Install food-grade, moisture-resistant insulated panels on all walls and ceiling surfaces (covering 88 m <sup>2</sup> total area).	
3	AC/Condensing unit installation: Supply and install AC/refrigeration unit(s) designed to maintain 5°C or lower within the insulated space. Includes electrical connections, condensation drainage and system control/monitor panel with alarm.	

4	Fridge door supply and installation: Procure and install an industrial-grade insulated fridge door, ensuring air-tight sealing and safety mechanisms.	
5	System testing & commissioning: Ensure the refrigeration system reaches and maintains the target temperature. Provide testing, calibration, and compliance report.	
6	Handover & documentation: Deliver user manual, maintenance instructions, and warranty documents for installed equipment. Conduct training with kitchen operations team.	

### Step 3. Out of Scope

This project <b>will NOT</b> accomplish or include the following:	<ul style="list-style-type: none"> <li>Structural wall/flooring modifications</li> <li>Electrical grid upgrades beyond room scope</li> <li>Cold storage shelving and racking</li> </ul>
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### Step 4. Project outcomes

NO.	OUTCOMES
1	Current salad prep room to be converted to fully functional walk-in fridge
2	With complete thermal insulation panels
3	With AC/Condensing unit and fridge door installation

### Step 5. Project Constraints

PROJECT START DATE	01/09/2025 (dd/mm/yyyy)
LAUNCH / GO-LIVE DATE	22/09/2025 (material procurement completed)
PROJECT END DATE	01/10/2025 (dd/mm/yyyy)
LIST ANY HARD DEADLINE(S)	
LIST OTHER DATES / DESCRIPTIONS OF KEY MILESTONES	1 month(s) from Start date to complete



<b>FACILITIES TO BE PROVIDED BY RGM</b>	<ul style="list-style-type: none"><li>• Access to work site</li><li>• Fuel</li><li>• On site utilities (power &amp; water)</li><li>• Storage for materials</li><li>• Layout/map of existing room</li></ul>
<b>FACILITIES TO BE PROVIDED BY CONTRACTOR</b>	<ul style="list-style-type: none"><li>• Insurance.</li><li>• All required material for construction.</li><li>• All required drawings, cost breakdown and Gantt chart.</li><li>• Project supervision.</li><li>• Survey during construction.</li><li>• Safety procedures.</li><li>• All Personal Protective Equipment.</li><li>• Transportation</li><li>• Food supply</li><li>• Lodging</li></ul>
<b>QUALITY OR PERFORMANCE CONSTRAINTS</b>	<ul style="list-style-type: none"><li>• The Contracting Company will be measured against safety, quality, cost and people-based metrics.</li><li>• Weekly performed progress will be monitored by the Infrastructure Services Department.</li><li>• The contractor will report to the Infrastructure Services dept.</li><li>• Any tasks or modifications not specified in the scope of work must receive approval from the infrastructure team before proceeding.</li><li>• Safety meetings and JHA's are required.</li></ul>
<b>EQUIPMENT / PERSONNEL CONSTRAINTS</b>	<ul style="list-style-type: none"><li>• No equipment nor personnel of the contractor should be used for other projects during the construction.</li><li>• All equipment and personnel must meet the necessary safety and performance requirement.</li></ul>
<b>REGULATORY CONSTRAINTS</b>	<ul style="list-style-type: none"><li>• The project must follow safety regulations, including worker protective equipment.</li><li>• This scope of work forms the basis of the agreement between the client and the contractor. Any changes or deviations from this scope must be documented and mutually agreed upon.</li></ul>

Figure 1

