



MAINTENANCE

S I N C E - 1 9 8 9



- DARWIN
- CAIRNS
- BRISBANE
- GOLD COAST
- NEW CASTLE
- SYDNEY
- CANBERRA
- MELBOURNE
- HOBART
- ADELAIDE
- PERTH
- BROOME
- AUCKLAND
- CHRISTCHURCH



Welcome to PQ Maintenance



As industry leaders and with our experience of over 30 years of excellence in the design and manufacture of retail spaces and luxury interiors our understanding of all elements required to ensure performance and longevity of the built environment is your insurance.

We have a dedicated contact line to ensure your maintenance needs are acknowledged and actioned as soon as practical. With a vast network of trades and specialist technicians at our disposal your premises will be maintained to the highest standard.

We are delighted to introduce you to our Maintenance Division. Servicing all aspects of commercial, retail and building premises and we offer a range of services including:

- Scheduled preventative maintenance
- Facilities maintenance
- On-call corrective maintenance
- Emergency corrective maintenance
- Insurance repairs
- Commercial refits, upgrades-refurbishment
- Scheduled premise inspections



REGISTERED
Building Practitioner



QIDA



Scheduled Preventative Maintenance

SCHEDULED MAINTENANCE	RECOMMENDED SERVICE PERIOD				
	MONTHLY	QUARTERLY	HALF YEARLY	ANNUALLY	BIANNUALLY
Interior painting				✓	
External façade cleaning and maintenance				✓	
Awning cleaning				✓	
Common area inspections	✓				
Safety Audit	✓				
Restroom/customer amenity maintenance		✓			
Signage and light boxes			✓		
CCTV and Alarm review			✓		
Chandelier cleaning			✓		
Furniture dry cleaning			✓		
Tiles - honed and sealed					✓
Wooden floors - cleaned and sealed				✓	
Stairs - tactile and grip tape secured		✓			
Metal finishes - polished			✓		
Leather finishes - nourished			✓		
Electrical - lights and drivers		✓			
Door hinges and locks - inspected, lubricated	✓				
Drawer runners - tightened and/or replaced	✓				
Roller doors - inspected and lubricated	✓				
Door mats			✓		
Showcase glass - polishing and/or replacement			✓		
Fabric panel refreshing				✓	
Locks - manual and electronic			✓		
Security film remove and replace				✓	
ESSENTIAL SERVICES	RECOMMENDED FOR THE HEALTH AND SAFETY OF YOUR TEAM AND CLIENTS				
Airconditioning		✓		✓	
Electrical test and tag				✓	
Zip tap filter change and sanitize		✓			
Fire safety equipment		✓			

Preventative maintenance will help you save time and money. It will ensure minimum disruption to your business, reduce the costs associated with emergency repairs and will allow you to always present your premises at their best.

Each site is unique: the combination of materials and finishes each requiring specialist care. We would be delighted to tailor a plan for each of your sites to ensure your commercial investment is maintained to the highest possible level

Please note table of Recommended Scheduled Preventative Maintenance items for your consideration.



Scheduled Preventative Maintenance examples



Awning pressure cleaning



Lock & hinge check, clean, lubricate



Chandelier cleaning



AC duct deep cleaning



Steamed carpet cleaning



Metal polishing



Marble revitalization



Roller shutter inspection

Facilities Maintenance



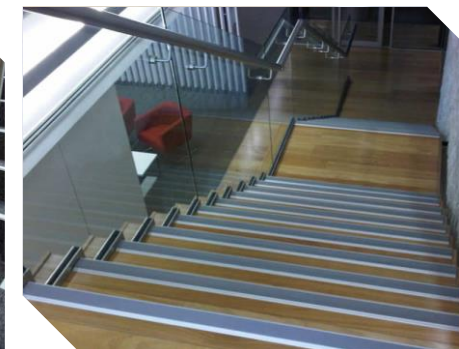
Common area repairs



Furnishings and upgrades



Restroom and customer amenity maintenance



Safety Auditing

Our extensive knowledge and experience in all retail environments ensures we can provide extensive maintenance solutions for all your premises' needs:

- Common area repairs
- Furnishings and upgrades
- Restroom and customer amenity maintenance
- Signage and Lightboxes
- Façade maintenance
- Safety auditing
- Project Management of maintenance contracts

On Call Corrective Maintenance

Through our network of trade professionals, we can ensure a fast turnaround for your on-call repairs ensuring minimal disruption to your premises



Tighten and/or replace drawer runners



Recover wall panels and replace wallpaper



Repair or replace door hinges



Repair floor tiles



Drivers and light replacement



Mirror replacement



Ceiling tile replacement



Plumbing repairs

Emergency Corrective Maintenance

Our dedicated 24/7 contact line will allow us to attend to your emergencies as soon as practical. We liaise with your insurance company to provide a seamless service from the initial emergency repairs through to the final restoration works.

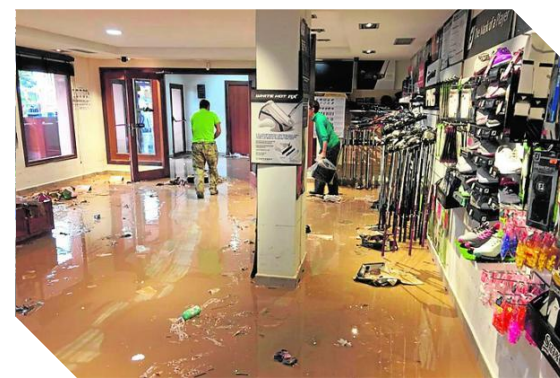
Urgent repairs that pose a safety, W.H.S. or security issue



Glass damage



Cabinet damage



Flood damage



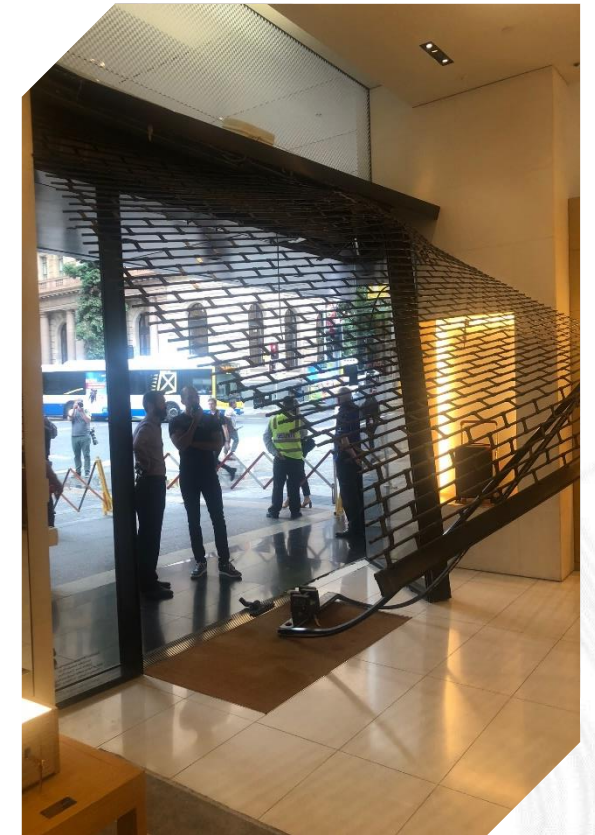
Urgent light replacement



Plumbing failure



Power outage



Vandalism / Ram raid

Refits, Upgrades, Refurbishment

To keep your premises renewed and current, refreshment of fixtures and fittings is required on a regular basis. Typical works include renovation of facilities, installation of window displays and lightbox images, modification, removal and/or replacement of existing cabinetry, electrical refurbishment, carpet, and floor covering changes.



Renovation of facilities



Printing and Installation
Of lightboxes and
Duratrans



Storage, delivery and
Installation of new
Display cases



Manufacture and
installation of cabinetry

Our extensive experience in Project Management together with our Australia-wide network of specialist trades will ensure we will manage and complete your project on time and within budget – with minimal disruption

Scheduled premise inspections

Many of our existing clients are industry leaders within the retail sector – and understand good maintenance is about identification of issues before they arise. A key pillar of our Maintenance Services is **Scheduled Premise Inspections** – during these planned visits one of our specialist team members will inspect your site covering the exterior, interior, common areas, back of house, facilities and any off-site storage areas.

Our Scheduled Premise Inspections will be tailored to your site and generally includes.

SCHEDULED PREMISE INSPECTION	
Exterior and interior walk through	✓
Floor coverings inspected:	✓
- Tiles	✓
- Carpet - edging and finish	✓
- Mats - inspect curled edges or lifting	✓
Tactile and Signage	✓
Roller doors - inspected, cleaned, lubricated	✓
Door hinges and locks - checked for operation, cleaned, lubricated	✓
Fabric panels - review finish and attachment	✓
Lights and drivers - inspected	✓
Drawer runners - tightened and/or replaced	✓
Glass display cases - inspected	✓
Assessment of future works including removal of obsolete items	✓

A **detailed report** will be provided to you advising of the maintenance recommendations from the visit and we will liaise with you to schedule the required works to rectify any issues. The Scheduled Premise Inspection also covers minor works (up to two hours) that can be completed in situ (based on materials availability excluding electrical works).

We recommend to schedule Premise Inspections monthly however dependent on your site, foot-flow, and age of your site a shorter or longer period can be programmed.



Licences & Awards

At PQ we believe in a simple philosophy "honesty and integrity in all our dealings". We are licenced across all states and belong to several industry affiliations. Our team is made up of many long-standing tradespeople and in every instance the outcome of a project is the driving factor and we are proud of our achievements.

- 2018/2019 - Interior Fitout Over \$1 Million
- 2018/2019 - Queensland Interior Fitout of the Year
- 2018/2019 - Interior Fitout \$750 to \$1 Million
- 2017/18 - Best interior fit out over \$1 Million
- 2017/18 – National interior fit out of the year
- 2015/16 - National interior fit out of the year
- 2015/16 - Queensland interior fit out of the year
- 2016 - Gold Coast Business Excellence award (finalist)
- 2014/15 - Best interior fit out over \$1 Million
- 2014/15 - Queensland interior fit out of the year
- 2014/15 - Queensland interior fit out of the year (Commercial)
- 2014/15 – Best use of the sponsors product (Laminex)
- 2014 - Gold Coast Business Excellence award (finalist)
- 2005/06 - Queensland interior fit out of the year

[Click here to view our recent awards](#)

Australian Business Number:

ABN No: 38 069 530 347

ACN No: 069 530 347

Queensland Building and Construction Commission

Contractor's Licence No. 77531

Supervisor Licence shopfitting No. 76266

Supervisor Licence cabinetmaking No. 1135947

Building Practitioners Board Victoria

Commercial Builder –No. CB-L 56291

Building Practitioners Board Western Australia

Company Licence BC103090

Contractor Reg no. 100583

Practitioner Reg no. 100724

ACT Construction Occupations Licence

Contractor's Licence No: 2017108

ASOFIA

Registration Number: 4585

Master Builders Association (MBA)

Registration Number: 00715

HIA Member

Registration Number: 1163499



Reach out to us....



We would be delighted to discuss your maintenance requirements with you in detail. As a leader in our field we understand the importance of maintaining your investments, both from a branding and safety perspective.

Please contact our team at your convenience through your preferred method of communication

We look forward to meeting with you and assisting you with all your maintenance needs



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