



JAMES COOK HIGH SCHOOL

PRINCIPAL: MR B.E. SMITH, MSc., Dip .Tchg.

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To Whom It May Concern:

Over three years ago Watershed Limited were appointed as our Project and Property Managers. Working in conjunction with our own Property Staff this has proved to be a very successful partnership.

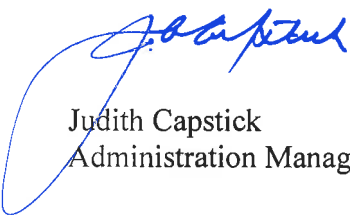
Services they cover:

- Recommendation of Annual Budgets and overseeing expenditure for Grounds, Maintenance and Caretaking and Cleaning.
- Cyclical Maintenance – Painting
- Regular exterior School cleaning
- Electrical audits
- Regular written reports to the Board of Trustees
- Ensure Board of Trustees plans and policies are implemented
- Health and Safety compliance
- Liaise on project matters between the school and outside consultants
- 10 Year Property Plan

As our Project Managers they have attended to all the relevant work associated with the redesign and refurbishment of two classroom blocks. The value of this project is \$2.6million. Due to the astuteness of their team, this work is not only on time but also within budget.

The main advantage of employing a smaller Project Management Company, such as Watershed, is the easy accessibility to their Senior Management who is supported by a well trained, helpful and polite staff.

I have no hesitation in recommending Watershed as Project – Facilities Managers.



Judith Capstick
Administration Manager



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Quality Education that Develops the Personal Excellence of every Student