

GeoCentral Engineering Pty Ltd Policy

1.1 New Jobs

Every job is assigned a unique ID number, assigned an engineer, draftsman and/or Geotech and managed by either the Structural (JLP Consulting Engineers Pty Ltd) or Geotech (GeoCentral Engineering Pty Ltd) Director.

Your point of contact is the director, however the Engineer(s), Draftsman(s) or Geotech(s) are available to discuss complex issues by appointment, or meeting made with the Director.

1.2 Design Phases

Project quotations are divided into their respective Phases:

1.2.1 Pre-Design Phase

- Site analysis, e.g. surveys, soil report, LCA, BMS, Contamination assessment, etc.

1.2.2 Schematic/Development Phase

- Guidance on structural and site constraints
- Typically charged at hourly rate
- This stage is often skipped by professionals with industry experience

1.2.3 Construction Documents

- Structural check and certification.
- Final, dimensioned working drawings in dwg and pdf format are required
- By Quote only; Variations submitted as per procedure detailed below

1.2.4 Construction Phase

- Resolution of construction stage issues or remedial works.
- Typically charged at hourly rate

1.3 Admin

Every job is assigned administration time, to address queries, construction issues, amendments, etc.

Typically, this includes 2 hours. If additional meetings or correspondence (e.g. seeking documents, explaining concepts, meetings, etc.) uses up this time, additional time is charged as a variation at standard hourly rates.

1.3.1 Drafting Services

Non compatible dwg files are acceptable, with a tracing admin fee added to the quotation.

1.4 Engineering checks and specification of structural elements.

To ensure load paths, superimposed elements and interactions are uniformly and thoroughly checked a chain of design is adopted.

This chain of design also allows accurate reflection of expectations, and timeframe.

1.4.1 Construction Document Variations

Any Variation of structural elements must be submitted, labelled (e.g. Rev. A, B, etc.) and summarised (e.g. written list or clouded drawings).

All submissions must be in writing.

All specification and advice will be provided in writing.

All Variations incur a minimum \$120 + GST fee.

New variations incur revised time frame for additional works, available upon submission of all required material (e.g. product information, spans, material, Dwg files, etc.).

1.4.2 Amendments

Amendments, minor changes or corrections to preliminary drawings are included in the original quotation price and timeframe.

1.4.3 Minimum requirements

New jobs usually require;

- Scaled Dwg files of Architectural Working Drawings
- List of any preferences (e.g. Material / product preferences.)

1.4.4 Inspections

Custom, unique or complex structural elements outside conventional Australian Standards and Building Practices may be subject to onsite inspection and certification.

This will be itemised in the quotation.

1.5 Civil Specifications

1.5.1 OSD + WSUD

We recommend the OSD Checklist is filled in with every onsite detention (OSD) or Water Sensitive Urban Design (WSUD) job, to help communicate client preferences.

Alternatively, a meeting can be organised to communicate these preferences.

1.5.2 Minimum requirements

New jobs usually require;

- Dwg files of Site Plan
- List of any preferences (e.g. Flexible / Fixed Pavement, Traffic Type + frequency, Material or product preferences.)

1.5.3 Inspections

As constructed surveys are often required and may be quoted separately. Typ. \$700+GST.

1.5.4 Maintenance

Maintenance Contracts for OSD and WSUD systems are available.

1.6 Geotechnical

1.6.1 Minimum requirements: Soil Report

New jobs usually require;

- Site Plan, not to scale sketched mud map is sufficient
- Type of Construction, e.g. New Single storey brick veneered residence
- List of any preferences (e.g. Construction type; pad footings waffle slab etc.)
- Summary of Proposed works; including any cut/fill works, proposed vegetation or vegetation to be removed, etc.
- Site Access requirements (e.g. vacant, RE agent contact details, etc.)

1.6.2 Minimum requirements: LCA

- Site Plan, not to scale sketched mud map is sufficient
- Floor Plan
- Site Access requirements (e.g. vacant, RE agent contact details, etc.)

1.6.3 Minimum requirements: Causation Report

- Summary of event of incident
- Site Access requirements (e.g. vacant, RE agent contact details, etc.)

1.6.4 Standard Inclusions: Feature Survey

- Levels to nominated TBM (e.g. pit, peg, nail in kerb, etc.),
- Levels to boundary or 10m beyond building, whichever is lesser
- Visible pegs shown,
- Pits (electrical, telecom, sewer, etc),
- Stormwater pipe (including IL),
- Trees (height, canopy to approx scale),
- Taps/meters,
- Existing building (with roof line),
- retaining walls,
- sheds,
- garden beds,
- Fence type and height,
- driveway / footpath width,
- street signs, bollards, hydrants, overhead power lines,
- Adjoining blocks; existing dwelling (front and side setbacks, habitable rooms, roof outline, eave width, house type, height of walls on boundary)

Notable exclusions: AHD not provided unless datum is nearby. This is not a Title Establishment Survey.