

# Services provided.

Each project requires some or all of these services, depending on the particular project.  
Some services not listed can be engaged by David Gaskin Designs.

## Preliminary

- 1a. **Meet with client:** obtain client's requirements and documents.
- 1b. **Site visit:** visit site and assess location of proposed dwelling, access to property, utility service locations (power, sewer, telephone, etc.), vegetation constraints, excavation required and adjoining property conditions with particular note of all dwellings.
- 1c. **Preliminary design:** prepare preliminary concept drawings, taking particular attention to location of dwelling as per site inspection.

## Site Assessment

- 2a. **Site feature survey:** prepare drawing showing existing fences, vegetation, contour levels, utility locations, existing neighboring dwelling with all window locations.
- 2b. **Soil testing:** prepare a soil condition assessment to determine the class of soil type.

## Preliminary Design

- 3a. **Preliminary drawings:** Prepare preliminary design drawings to the clients requirements in their brief with plans, elevations etc. These drawings include existing site survey drawings. A demolition plan of existing buildings may be required.
- 3b. **AutoCAD design:** All preliminary drawings are prepared in colour and to scale with the latest AutoCAD computer software. These design's show basic dimensions to show the client what their project will look like.

## Town Planning

- 4a. **Planning drawings:** Prepare town planning drawings in its final design to the clients satisfaction. Prepare town planning reports and submit to Town Planning at Municipality Offices with planning drawings. Consult with town planner with the application.
- 4b. **Lodgment:** Lodge town planning application and take care of all advertising requirements as per condition of the application.
- 4c. **Botanists report:** Prepare and lodge with planning application a Botanists report for removal of any indigenous trees or vegetation..

## Designs and Working drawings

- 5a. **Appointment of consultants:** Appoint, work with and co-ordinate with specialized consultants in the design and construction of the project.
- 5b. **Working Drawings:** Prepare a full set of working drawings including site, floor plan footing, elevations and sections in full detail all ready for submission to Building Surveyor for a Building Permit and for tendering purposes.
- 5c. **Project Specifications:** Prepare specifications to clients requirements, detailing types of finishes and particular fit out products for tendering purposes.
- 5d. **Electrical Plan:** Prepare working plan showing location and type of all lighting, power points, telecommunications data and television.
- 5e. **Footing Designs:** Prepare footing design in detail as per soil engineers report and as per AS2870.
- 5f. **Energy Rating:** Asses the building for its energy efficiency with first rate software and provide report showing its star rating.
- 5g. **Steel drawings:** Prepare steel shop detail working drawings including marking plans, bill of materials, bolts, kilograms, component drawings and single plate drawings all ready for fabricator to fabricate.

## Building Permits/ Tenders

- 6a. **Building Permit:** On behalf of client, submit application for a building permit with drawings, planning permits, energy rating report, soil report and also a certificate of title. Consult with surveyor during permit and during construction works.
- 6b. **Tender documents:** Prepare Tender Documents on behalf of the client for particular trades people to tender upon.
- 6c. **Questions:** Respond to any tradespersons queries about the project.
- 6d. **Site Inspections:** Visit site on a regular basis during construction and inspect on behalf of the client that design and material are in accordance with the drawings and clients requirements.