
FIRE PROTECTION SERVICES FEE PROPOSAL INQUIRY FORM

Thank you for your inquiry into our services. To provide you with what you want please complete the following:

PROJECT DETAILS

We need to know the following project details:

Name of the Project	
Address of the premises	
Type of work	New Work <input type="checkbox"/> Extension <input type="checkbox"/> Modifications <input type="checkbox"/>

CLIENT DETAILS

We require to know the following client details:

Name of the Client (the one paying the invoice)	
Address of the Client (where the invoice is to be sent)	
Name & Company of the Contact (where the proposal is to be provided)	
Address of Contact	
Contact Numbers	Office Tel Mobile Tel Fax Email
Preferred method of delivery of documents	Fax Email Post

CONTRACT DETAILS

We require the following details of the service we are to provide:

When fee proposal is required	
When work is expected to start	
Approximate delivery period or proposed completion date	
Stage of work	For Building Permit <input type="checkbox"/> For Construction <input type="checkbox"/> Post construction <input type="checkbox"/> Other <input type="checkbox"/>
Payment Terms (please indicate period of payment expected)	
Insurance Requirements	Professional Indemnity <input type="checkbox"/> Public Liability <input type="checkbox"/> Workcover <input type="checkbox"/>

AVAILABLE INFORMATION:

To assist us with determining a full understanding of the project we will be required to review the following documents:

- Building Permit
- Alternative solution report if applicable to the application
- Consent or determination by the fire authority if applicable
- Water supply information where available
- Tender documents or specification applicable to the scope
- Design report applicable to the scope
- Vendor information that is required for the scope

Note: Failure to advise of any relevant information may cause the fee proposal to be incomplete and the scope may need to be expanded to allow for the requirements of these specific items.

TYPE OF SERVICE REQUIRED

The following information is required for us to establish the scope of works:

<p>Type of Services</p>	<p>Design:</p> <ul style="list-style-type: none"> Design report <input type="checkbox"/> Opportunities report <input type="checkbox"/> Peer review or design certificate <input type="checkbox"/> Performance based design (fire safety engineering) <input type="checkbox"/> Engineering Costing <input type="checkbox"/> Concept design <input type="checkbox"/> Assessment report <input type="checkbox"/> Building permit application <input type="checkbox"/> Authority application for variation to fire brigade <input type="checkbox"/> Building appeals application <input type="checkbox"/> Water supply characteristics application <input type="checkbox"/> <p>Implementation:</p> <ul style="list-style-type: none"> Contract specifications <input type="checkbox"/> For construction drawings <input type="checkbox"/> Calling and analyzing contractors tenders <input type="checkbox"/> Installation compliance report <input type="checkbox"/> Construction phase review and administration <input type="checkbox"/> <p>Operational Readiness:</p> <ul style="list-style-type: none"> System documentation (installation and design report) <input type="checkbox"/> Compliance Report <input type="checkbox"/> Maintenance program <input type="checkbox"/> Maintenance & Operations Manuals <input type="checkbox"/> Water usage assessment report <input type="checkbox"/> Pressure settings adjustment project <input type="checkbox"/> Commissioning <input type="checkbox"/> Performance testing <input type="checkbox"/>
<p>Fire Protection Services required</p>	<ul style="list-style-type: none"> Fire Sprinklers <input type="checkbox"/> Fire Hydrants <input type="checkbox"/> Fire Water supply <input type="checkbox"/> Fire hose reels <input type="checkbox"/> Portable Fire extinguishers <input type="checkbox"/> Fire detection system <input type="checkbox"/> Fire alarm and warning system <input type="checkbox"/> Intercom system <input type="checkbox"/> Special hazard system(specify) <input type="checkbox"/>
<p>Attendance of meetings (indicate frequency)</p>	<ul style="list-style-type: none"> Design Meetings <input type="checkbox"/> Site Inspections <input type="checkbox"/> Commissioning <input type="checkbox"/> Contractor meetings <input type="checkbox"/> Authority representation <input type="checkbox"/> Briefing meetings <input type="checkbox"/>

Application to authorities	Building Permit	<input type="checkbox"/>
	Fire Brigade dispensation	<input type="checkbox"/>
	Building Control Commission application	<input type="checkbox"/>
	Water supply characteristics	<input type="checkbox"/>
Delivery of Documents	Electronic versions	<input type="checkbox"/>
	Hard copy versions (number off)	<input type="checkbox"/>
Stages of delivery (specify which milestones are required)	Preliminary	<input type="checkbox"/>
	For approval	<input type="checkbox"/>
	For tender	<input type="checkbox"/>
	For Construction	<input type="checkbox"/>
	As installed	<input type="checkbox"/>