

**Ausflow Pty Ltd.**

ABN: 86 097 766 428

Level 1, 323a Darling Street,  
Balmain NSW 2041 - Australia**Telephone:** (02) 9555 7979**Email:** [info@ausflowsydney.com.au](mailto:info@ausflowsydney.com.au)**Web:** [www.ausflowsydney.com.au](http://www.ausflowsydney.com.au)**AUSFLOW PTY LTD**WATER SERVICING CO-ORDINATORS  
DESIGNERS / PROJECT MANAGERS  
PEG OUT / BUILDING PLAN APPROVALS  
MINOR AND MAJOR WORKS CONSTRUCTORS**Our Ref:** 10037 FP  
**Contact:** Jeanette Nunez**Date:** 8-6-2021**Attention: Jim Ding**

Address: 71-71A Queenscliff Road, Queenscliff

Phone:

Email: [hyddconsultants@gmail.com](mailto:hyddconsultants@gmail.com)**FEE PROPOSAL FOR WATER SERVICE COORDINATION SERVICES  
AT 71-71A QUEENSCLIFF ROAD, QUEENSCLIFF**

Dear Jim,

Thank you for contacting Ausflow. We are pleased to provide the following fee proposal for the Sydney Water WSC services as required for your proposed development. After preliminary review of your development proposal, we propose to assist your development with the following services:

**SECTION 73 APPLICATION**Inclusions:

- Desktop review of existing Sydney Water Assets and other underground services in Hydra Mapping,
- Design proposed Application Plan under Sydney Water standards for Section 73 Application showing proposed sub-division and/or location of proposed building works and any existing Sydney Water Assets and/or Easements,
- Assess that the existing property connections are adequate for the proposed development (size and type),
- Monitor application via Sydney Water's workflow trail and provide project status updates when required,
- Assess the Sydney Water "Notice of Requirements" (NOR) in order to provide a proposed scope of works for your development (i.e. what needs to be done to obtain Section 73 Certification),
- Liaise with Sydney Water up to point where NOR is released (to client),
- Submission of the application on your behalf (to Sydney Water),
- Price below includes payment of Sydney Water's application fee.

Total Price for the above services: **\$1,500.00 excluding GST****DESIGN & WAC (WORK-AS-CONSTRUCTED) SERVICES – WASTE WATER AND POTABLE WATER**Inclusions:

- Design Plan to cater for WW (Waste Water) services,
  - Obtain relevant Sydney Water hydra information and searches for review of existing services,
  - Develop Design Plans for construction of the required WW services,
  - Compose to scale design drawings in a digital format (AutoCAD dwg) for construction of WW services,
- Design Plan to cater for PW (Potable Water) services,
  - Obtain relevant Sydney Water hydra information and searches for review of existing services,
  - Develop Design Plans for construction of the required PW services,
  - Compose to scale design drawings in a digital format (AutoCAD dwg) for construction of PW services,
  - Compose (design and draft) long and cross sections if required,
- Compose WAC (Work-as-Constructed) design plans reflecting details of constructed PW services in a digital format (AutoCAD dwg) – to enable Pre-Connection and Connection Inspection with Sydney Water



- Finalise WAC (Work-as-Constructed) design plans confirming details of final constructed PW and WW services in a digital format (AutoCAD dwg) – must be provided in AutoCAD for Sydney Water requirements,
- Provide certification, validation and Work-as-executed documentation.

Total Price for the above services: **\$6,500.00 excluding GST**

#### **SITE SUPERVISION AND PROJECT MANAGEMENT & ADMINISTRATION SERVICES – WW AND PW SERVICES (MAJOR WORKS)**

##### Inclusions:

- Liaise with developer & Sydney Water for signing & execution of relevant Sydney Water Deeds,
- Submission of design plans and design package to Sydney Water for review,
- Liaise with Sydney Water regarding design plan submission and review (up to point where design approval has been issued by Sydney Water),
- Issue approved design plan to developer, and builder or constructor (as required),
- Prepare and submit request for bonding arrangements to Sydney Water (if applicable),
- Composure of ITP & Construction Package for Commencement and Constructor's audit (1x for PW),
- Review of site-specific Safe Work Method Statements (SWMS), Environmental Management Plan (EMP) as prepared by the Constructor
- Lodgement of Construction Commencement Notice with Sydney Water & DWI (Developer Works Inspector),
- Liaise with Sydney Water DWI (Developer Works Inspector) regarding commencement of project, inspections and connection activities,
- Supervise and audit construction of wastewater and potable water works to ensure works are compliant with Sydney Water standards and as per design plan,
- Review of test results and compliance to Sydney Water's requirements,
- Attend and supervise potable water during the construction phases (1x pre-connection, 1x connection and 1x post-connection inspection allowed for, with Sydney Water),
- Attend water main shutdown (to connect to newly constructed potable water main),
- Receive surveyor or constructor WAC information and update preliminary and final WAC plans as required by Sydney Water for scheduling of relevant inspections (connection and post connection inspections),
- Project manage all specified works as Water Servicing Coordinator,
- Submit Project Completion Package to Sydney Water, consisting of construction reports and connection and/or Sydney Water audit reports as required,
- Liaise with Sydney Water for acceptance of Project Completion Package and administration charges,
- Facilitate release of Bond,
- Facilitate release of Section 73 Certification.

Total Price for the above services: **\$3,500.00 excluding GST**

#### **LODGE APPLICATION TO SYDNEY WATER TAP IN FOR BUILDING PLAN APPROVAL**

##### Inclusions:

- Draw proposed building envelope using Sydney Water Tap In online system based on client's plans,
- Enter property details and lodge application,
- Pay Sydney Water Tap In application fee for standard approvals,
- Receive approval letter and transmit to client.



Please note that this submission will advise either a straight forward approval or a further assessment notice. If no impact is determined, a response may be immediate, otherwise a manual review will be conducted by Sydney Water team which will take up to 7 days.

Price for the above services @ discounted package rate: **\$200.00 excluding GST**

\*The above price allows for the Tap In submission for straight forward approvals only. Should further assessment be required (based on Sydney Water's Tap In response), then Building Plan Approval services (in house or Out Of Scope) may be required and additional fees may apply. Envelope of proposed building drawn based on plans provided by the client at no cost for Ausflow.

## GENERAL EXCLUSIONS AND CLARIFICATIONS

- Payment terms: Section 73 payment required prior to commencement of application (Stage 1). Design & WAC & Project Management & Inspection services will be invoiced thereafter in 2x stages. Payment for Stage 2 (Design & WAC) required upon commencement of design plans. Project management/inspections (Stage 3) required prior to organising Construction Commencement (Inspections). All items require payment prior to release of documentation,
- **In the event that you do not advise our office (with sufficient notice) of any changes to proposed inspection date and time, please note additional re-inspection fees will apply.**
- Payment of any other Sydney Water fees (except the ones specified above) to be provided by client. This includes Sydney Water bonds or contract administration fees (current S/W charge \$165 p/hr),
- Sydney Water accredited constructor to be paid in full following completion of sewer/water works on site in order for Ausflow to obtain the documents required to prepare the project completion package and Section 73 certificate,
- No allowance to attend works conducted during weekends or at night (outside of normal business hours),
- Ausflow will not participate in permission to enter negotiations with affected adjoining property owners (if required),
- No allowance for construction works or works permits (including road opening permits/restorations) costs,
- Design variations will be charged at an hourly rate of \$220.00 + GST if required,
- Meetings or site visits (including out of office meetings) if required: hourly rate of \$250.00+GST per personnel (including travel time from Balmain), minimum 2 hours charge,
- Additional site inspections to be charged at \$450.00 + GST – should works be delayed on site by Constructor and reinspected by Ausflow,
- Concrete Encasement inspections if required by BPA: additional fee of \$500.00+GST,
- Junction relocation inspections if required by BPA: additional fee of \$500.00+GST,
- Piering/footing/pool/site Inspections if required by BPA: additional fee of \$450.00+GST,
- Surveying or pegging of boundaries on site – by client's own surveyor,
- No allowance to manage projects entering under procurement or funding processes if deemed necessary by Sydney Water or constructor,
- No allowance for FIFM/FMAI plan and requirements if deemed necessary by Sydney Water (Flow Management & Asset Isolation Plan),
- One (1) set of connections have been allowed for as part of scope (no night connections allowed for),
- All survey and work as constructed information to be provided by the client or constructor to enable work-as-constructed information to be prepared prior to pre-connection;



**PRIOR TO COMMENCEMENT OF WORKS**

**Documents already received at quoting stage:**

- Full set of architectural plans,

**Please provide us with copies of the following documents:**

- Completed purchase order to confirm engagement,
- Stormwater, Hydraulic and Structural plans for design investigation,
- Survey plan with site levels,
- Geotechnical report if available,
- Development Consent from local council / CDC approval,

Please note: This fee proposal will remain valid for three (3) months.

Should you require any additional information or wish to discuss this proposal in more detail please contact me on: (02) 9555 7979 or email: [wsc@ausflowsydney.com.au](mailto:wsc@ausflowsydney.com.au)

Kind Regards,

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**Jeanette Nunez**  
*Project Manager*  
**AUSFLOW PTY LTD**

**PURCHASE ORDER (INSTRUCTION TO PROCEED WITH WORKS)**

<b>Project Address:</b>
Street Address / Suburb / Postcode:
Lot / D.P. No (if known):
Nearest Cross Street:

<b>Contact Person for Application / Correspondence:</b>
Name / Role (e.g. owner / builder):
Address:
Contact Number:
Email:

<b>Invoicing Details (if different from above):</b>
Full Name or Company Name:
Accounts Payable Contact Name (if applicable):
ABN:
Address:
Contact Number:
Email / Accounts Email:

<b>Developer Details (if different from Applicant / Invoicing details):</b>
PLEASE NOTE: Developer details will be listed on ALL Sydney Water Correspondence including Notice of Requirements / Developer Works Deeds / Section 73 Certificate Name / Company Name:
ABN (if applicable):
Address:
Contact Number:
Email:

**DECLARATION**

I formally request for the above Quoted works to be carried out by Ausflow. By signing the below I hereby agree to all the Inclusions and Exclusions specified in the Fee Proposal above and Terms & Conditions.

**TOTAL Price: \$11,700.00 + 10% GST (\$1,170.00) = \$12,870.00 including GST**

Name (must be same as Invoice Name):.....  
Signature: ..... Date: ...../...../ 2021

Once this document has been completed, please email a signed copy to: [wsc@ausflowsydney.com.au](mailto:wsc@ausflowsydney.com.au) or  
post / drop off to Ausflow office: Level 1, Unit 3, 323a Darling Street Balmain NSW 2041



## STANDARD TERMS AND CONDITIONS

### Policy:

Please note it is Ausflow's company Policy that no documentation will be released until all outstanding invoices have been paid in full.

A payment remittance (noting bank account details) will be required to release electronic copies of the any documentation (including but not limited to Peg-Out reports, Notice of Requirements, Design Plans, Building Plan Approval or Tap In and or Work As Constructed Documentation). These documents are used to update Sydney Water Records and as evidence of satisfactory completion of Sydney Water / Council conditions.

Please Note: Failure to obtain this documentation may result in your development not complying with Sydney Water's Legislation or Local Government Requirements.

Payments can be made online in advance at <http://www.ausflowsydney.com.au/payments/>

Please contact our Accounts department and inform us of your recent payment (make sure to include our invoice number) in order to avoid any potential tracking delays.

### Payment Terms:

All invoices are to be settled upon completion of works and/or prior to release of any documentation (or upon lodgement of Sydney Water applications, if applicable) unless otherwise specified. Ausflow issue all invoices under "The NSW Building and Construction Industry Security of Payments Act (1999)" and "The NSW Home Building Act (1989)". This means from the date the invoice is issued, you are allocated ten business days to respond to us or make a payment arrangement with our accounts department.

### Failure to meet Payment Terms:

As per the above Acts legislation, failure to respond within the 10 days means you will be responsible to pay the whole amount specified on the invoice/s. If this matter is further ignored we will have no choice but to proceed with settling these matters before a court or using the adjudication process to recover any monies due to us.

For more information please visit:

<http://www.procurepoint.nsw.gov.au/before-you-buy/framework-construction/security-payment/making-a-payment-claim>

Furthermore 1.5% of the total amount could be added to your account as interest for each business day that the account is not paid in full. This will apply after the 10<sup>th</sup> day that the invoice is issued.

Communication is important! Please contact our office and advise if payment is an issue to avoid the above proceedings or additional charges being enforced.

### Variations to Scope of Works:

Any works that are conducted outside the inclusions specified in the issued Fee Proposal are deemed as Claimable / Chargeable variation works. These works will be invoiced accordingly based on Ausflow's services rates where applicable.

### Retentions:

No retentions are applicable to the above described services and costs.