



**Capability Statement**

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Registered Name	MODUS Compliance Pty Ltd
Director	Simon Walker
Registered since	July 01 2010
ABN	86 144 967 920
Office Address	13 / 127 Herdsman Parade, Wembley WA 6014
Postal Address	PO Box 222, Como WA 6952
Phone	08 9444 5922
Web	<a href="http://www.modcom.net.au">www.modcom.net.au</a>

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## Business Objectives

To establish and maintain a reputation as a quality provider of construction related advice throughout the industry and a valued team member for offering consistent service and real world solutions to our Clients and other stakeholders.

To deliver a high level of service to all Clients and demonstrate consistent professionalism, integrity, honesty and fairness that exceeds expectation and leads to the referral of our business.

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## MODUS Compliance

**Simon Walker** (Director)

**Steve Jones** (General Manager)

**Nicholas Heath** (Manager Design Compliance)

**Philip Barton** (Manager Construction Compliance)

**Shane Kelly** (Assistant Building Surveyor)

**Fiona Monck** (Project Co-ordinator)

**Colin Gardiner** (Energy Efficiency Certifier)

**Christine Walker** (Accounts)

**Katrina Sewell** (Office Administrator)

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## State & Territory Registrations

WA Registered Building Surveying Contractor Level 1 – Registration No. 7

NT Registered Building Practitioner – Building Certifier  
(Unrestricted) Registration No. 162880BU

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## Professional Rates

We generally work with our clients on a percentage rate of agreed lump sum fee, however where a situation requires it, we can offer our services on fixed standard hourly rates.

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## Accounts

MODUS Compliance account terms are 14 days from our end of month statement or as otherwise negotiated.

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## Suppliers

Our company maintains good relationships with each of our suppliers and has a reputation for reliable payment on the terms of account. References are made available on request.

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## Insurances

MODUS Compliance carries Public Liability Broadform Insurance of \$20,000,000 as well as Professional Indemnity of \$20,000,000 in the aggregate and \$10,000,000 in the singular.

Certificates of Currency are made available on request.

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## Health & Safety

The Director and Staff have undertaken training and currently hold either Blue or White Cards, to permit safe access to and movement within construction sites throughout WA.

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## Business Advisors

### Accountant

**Mr Chris Roos**

Partner

PKF Mack & Co Chartered Accountants  
West Perth

### Insurance Broker

**Mr Bob Temby**

Executive Director

Willis-Temby Insurance Brokers  
Mt Lawley

### Banking

**Mr Anthony Gaunt**

Local Business Banker

Westpac Banking Corporation  
Osborne Park

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## Staff and Qualifications

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### **Steve Jones** (General Manager)

- Grad Dip Building Surveying (Curtin)
  - AIBS Member No. 4892
  - WA Certificate of Municipal Building Surveyors No. 0253
  - WA Construction Card (Blue) No. 069402
  - Level 1 Building Surveyor WA Registration No. 223
  - Unrestricted Building Surveyor NT Registration No. 162711BU
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### **Nicholas Heath** (Manager Design Compliance)

- Bachelor of Building Surveying & Certification HONS (CQU)
  - Grad Cert in Performance Based Building and Fire Codes (VUT)
  - Level 1 Building Surveyor WA Registration No. 213
  - Certificate Access Appraisal (Institute of Access Training Australia)
  - WA Construction Card (Blue) No. 741250
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### **Philip Barton** (Manager Construction Compliance)

- B.Sc Building Surveying (UK)
  - MRICS No. 0085036
  - Building Surveyor Technician WA Registration No. 129
  - WA Construction Card (White) No. 422747
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### **Shane Kelly** (Assistant Building Surveyor)

- BSC (HONS) Building Surveying (University of Ulster)
  - WA Construction Card (White) No. 691568
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### **Colin Gardiner** (Energy Efficiency Certifier)

- Diploma in Architectural Studies (University of Strathclyde)
  - ABSA National Accreditation No. 60929
  - WA Construction Card (Blue) No. 265023
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### **Fiona Monck** (Project Coordinator)

- Advanced Certificate in Administrative and Secretarial Studies (ESC)
  - Legal Secretarial Course Certificate – The Law Society of WA
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## MODUS Compliance

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### Company Profile

Registered in 2010, MODUS Compliance services the Western Australian commercial, industrial and mining sectors. Our staff members combine to offer over 75 years of experience in the construction industry.

This experience translates into a solid understanding of buildings and the requirement for compliance auditing against the Building Code of Australia, relevant Australian Standards and other applicable legislation.

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### Compliance

Under an increasingly complex regulatory framework, the WA construction industry demands a heavier commitment of accredited Building Surveyors in all phases of a project from design development through to completion. MODUS Compliance prepares BCA compliance reports and certifies Design Compliance to ensure a smooth passage through the Permit application process.

MODUS also conduct inspections during the construction phase to identify areas of non-compliance or departure from approved plans prior to the issue of Certificate of Construction Compliance. The full suite of MODUS Compliance auditing and associated reporting is detailed later in this booklet.



### Energy Efficiency

With sustainability and climate change sparking a new 'green revolution', MODUS acknowledges that the requirement for buildings to perform better thermally with a resulting reduction in greenhouse gas emissions is a critical step for building a more energy conscience and sustainable society.

MODUS Compliance offers design advice in the first instance followed ultimately by certified energy efficiency documents to accompany Building Permit submissions to local Permit authorities or fellow building certifiers. We also provide design advice to our Clients who simply seek to reduce their carbon footprint whereby we offer cost effective solutions for refurbishing their valued assets.



### Mission Statement

We aspire to deliver a safe and sustainable built environment to our Clients through proactive involvement in design and value engineering to ensure buildings meet their statutory requirements within budget.

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### Construction Inspections

MODUS Compliance upon request visit sites to undertake inspections at any stage during construction. Areas of non-compliance are identified and highlighted to our clients in a detailed report to permit the necessary rectification works to be undertaken prior to the issue of a Certificate of Construction Compliance.

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### Concept Design Reports

Concept Design Reports are provided by technical advice note and are issued to the building designer or builder as a high-level tool to assist in the mix of overall scope and project budget. At this stage a full BCA compliance report is not feasible due to the limited availability of detailed design information, however project areas that will require attention and added detail can be highlighted at this stage.

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### BCA Compliance Reports

Compliance Reports are prepared for the assessment of proposed building works including additions or alterations to existing buildings, new works and tenancy fit-outs. Reports are of assistance at many stages during the design including preliminary and final design as well as for retrospective building approval assessment. Our related services includes liaising with the project design team, engineers, mechanical and electrical consultants, builders and applicable regulatory authorities.

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### Submissions & Negotiations

MODUS Compliance can prepare your submissions and undertake negotiations on behalf of clients with all local government and regulatory authorities including State Health, the Environmental Protection Authority, the Department of Mines and Petroleum, Water Corporation and DFES. By permitting us to act on your behalf, we can assure you of a cost effective, time saving building application process. This service involves the consolidation of the design and engineering consultants' building permit documentation packages and specifications, over-checking of same against any Council or statutory requirements, submission of building permit documents to relevant regulatory bodies including completion of applicable forms and letters of support.

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### Fire Systems Audits & Reports

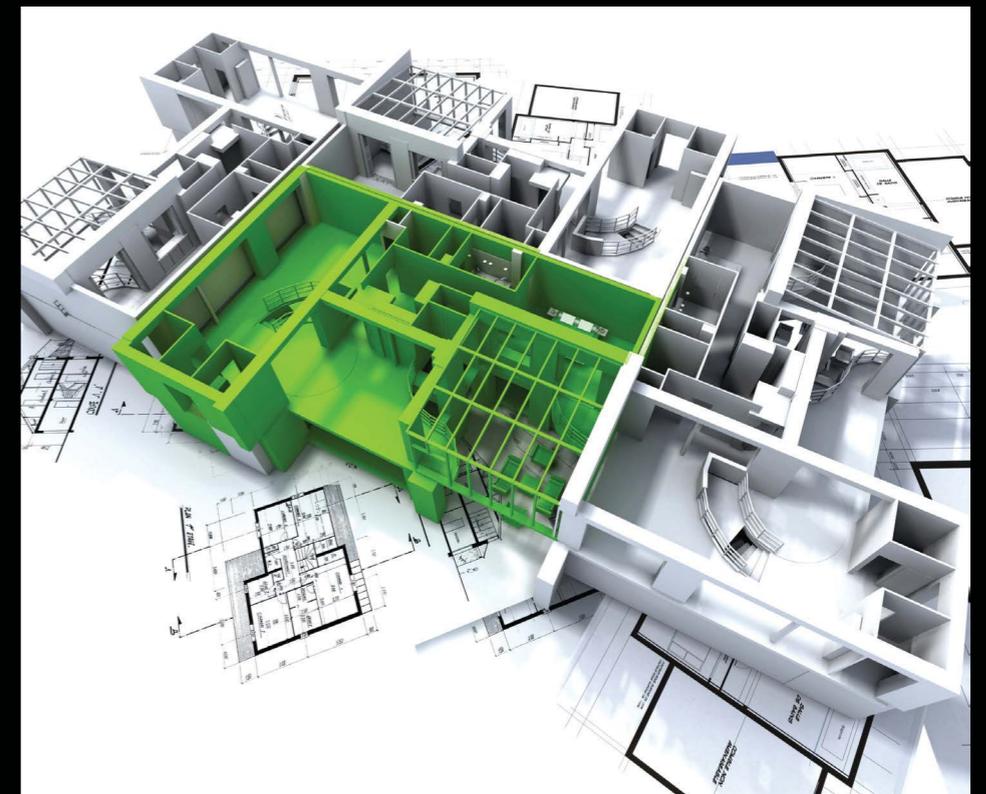
We offer Active and Passive system testing, exit strategies, logbook and maintenance contractor auditing. Site essential service audits ensure that a building's fire system is adequately maintained throughout its life cycle to safeguard people from injury, illness or loss of life.

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### Property Condition Reports

Property condition reports provide building owners the opportunity to ensure that the essential safety measures for a building exist, are adhered to, or that the preparation of new procedures and maintenance schedules are organised if found to be absent. It is critical that buildings are to be maintained to a consistent level of performance, thus minimising the risk of accident, injury or loss of amenity.

MODUS Compliance develops inspection schedules to enable building owners and tenants to identify access and egress restrictions, OS&H issues, fire safety and associated risk, keeping our Clients up to date with the BCA compliance, relevant legislation and Australian Standards.



### **Energy Efficiency Assessments & Certifications**

MODUS Compliance provides certified energy efficiency assessments for commercial, single storey and multi-storey residential properties. We also offer Clients the ability to incorporate sustainable design principles with the use of alternative building materials and mechanical systems to achieve a rating of six stars and beyond.

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### **Accessibility Reports**

Access audits help building owners mitigate their risk of compliant and possible litigation under the Disability and Discrimination Act 1992 for failing to provide equitable and dignified access to and within a building and its facilities. In addition to desktop audits, MODUS compliance can visit existing sites and review compliance with the AS 1428 suite of Australian Standards and the Disability Access to Premises Standards.

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### **Emergency Management Plans and OS&H Strategy Reports**

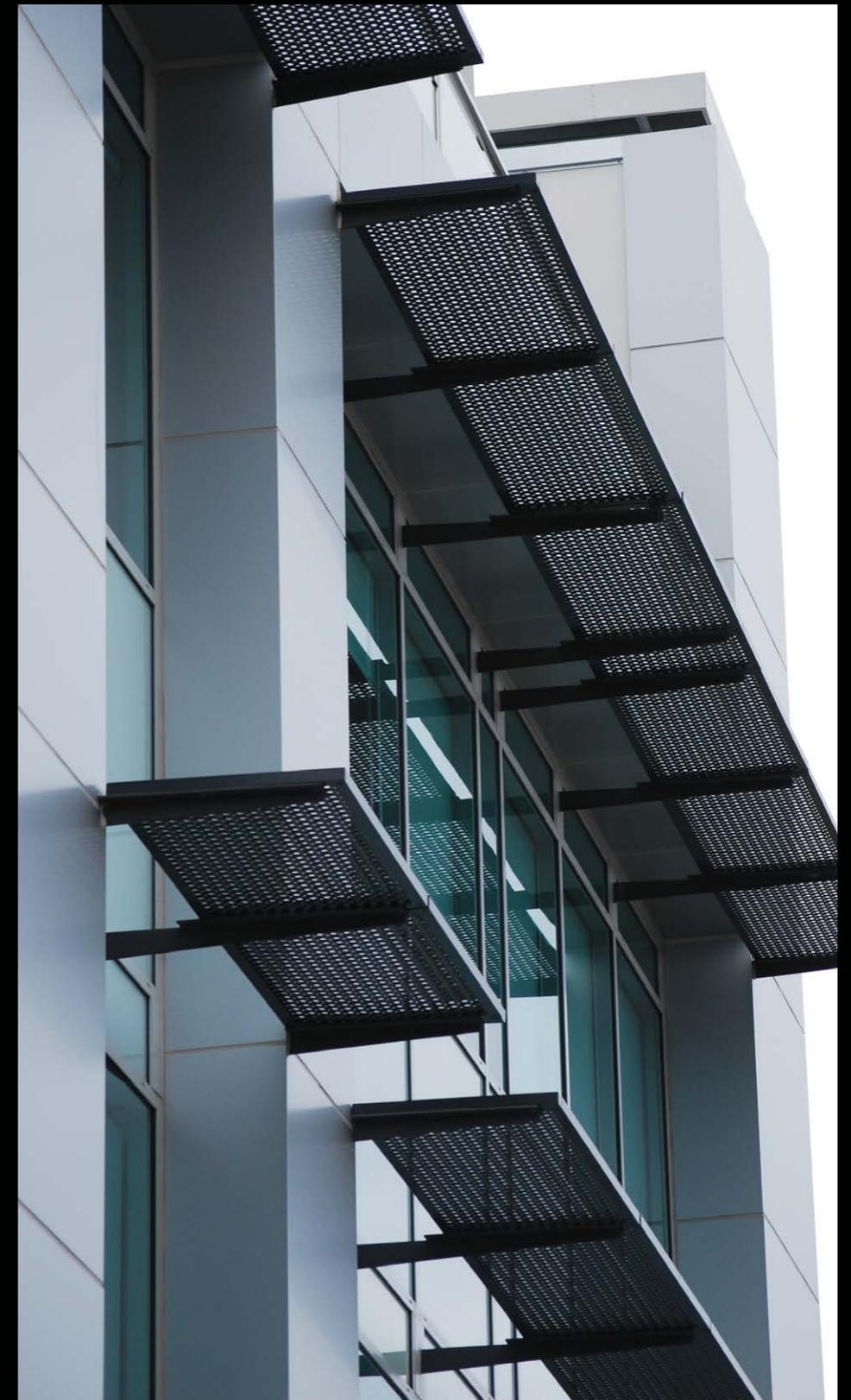
Our team at MODUS Compliance prepare emergency evacuation plans and diagrams, OS&H strategies and safety inspection schedules tailored specifically to your site and business. MODUS Compliance can work from current plans, detailed site surveys or, in the absence of both, we conduct a site measure and produce the required layout demonstrating the location of existing buildings, the emergency equipment, muster points and any specific access and egress requirements.

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### **Certificates of Design Compliance (CDC) and Construction Compliance (CCC)**

Using MODUS through the concept stage of a project makes the CDC a simple formality and the passage of the Building Permit hassle-free. Because regulatory issues have been 'designed out' of the project, compliance is guaranteed. MODUS brings similar value to construction where a few site inspections reveal any issues for immediate redress ensuring a speedy CCC. If unavoidable variations arise during construction MODUS uses relationships with the Permit Authority and other regulatory stakeholders to our client's advantage.

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