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A. INTRODUCTION – SCHEDULE OF CHANGES – REVISION 4.1

As a guide only, attention is drawn to changes that have been made in the following clauses since the last revision

Clause	Date
A.8 - Inserted	August 2004

A. INTRODUCTION

A.1. PURPOSE OF THESE REQUIREMENTS

This document describes the specific requirements of the University of New South Wales for the design and construction of its facilities. These Requirements are for the direction of Consultants in the preparation of project specific documentation, fit for purpose.

The UNSW Design & Construction Requirements are concerned with both the built outcome and the supporting end documentation (as-built documents, manuals & certification).

Notwithstanding the Consultant's particular discipline or area of responsibility, the Consultant shall consider the document in its entirety.

Extracts from these Requirements may be incorporated within specifications where deemed appropriate by the Consultant. , It shall however at all times remain the consultant's responsibility to fully investigate the needs of the university, the particular application and to produce designs and documentation entirely fit for purpose and in accordance with the requirements described in the Consultant's brief.

The Consultant must ensure that all work covered by the Consultant's documentation fully complies with the current editions of the relevant Australian Standards

A.2. STRUCTURE OF THIS DOCUMENT

This document is of 2 main parts.

- The main body of the document - Sets out requirements in a discipline based form for the preparation of project specific documentation and:
- Appendices – A set of specifications and drawings being particular to UNSW.

A.3. ASSOCIATED UNSW DOCUMENTS

These Requirements are to be read in conjunction with other relevant UNSW documents listed below, the project brief, and applicable UNSW policies and procedures.

- [UNSW Standard Preliminaries](#)
- [UNSW Site Specific OH&S Handbook.](#)
- [UNSW Identity Standards Manual.](#)

A.4. LOG OF REVISIONS

18 December 2001: Pre-Web Issue

8 January 2002: Web Issue 1

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17 April 2002: Revision 1
26 March 2003: Revision 2
26 August 2003: Revision 2.1
3 October 2003: Revision 2.2
3 January 2004: Revision 3
August 2004: Revision 4

A.5. MANAGING AMENDMENTS TO THIS DOCUMENT

It is envisaged that revisions of this document will be issued at intervals of not less than six (6) months.

A.6. PRODUCT BRAND NAMES

Reference is made in these Requirements to product brand names. Where this occurs the reference has been made in the interests of product continuity for maintenance and economy of scale.

Unless otherwise advised a product is referred to by brand name in these Requirements is to be specified as such in any consultant prepared documentation.

The nomination of a product in these Requirements does not relieve the Consultant from any duty of care in the assessment of suitability for a specific use. Where a product is considered unsuitable the Consultant is to formally raise concern with the UNSW Project Manager.

A.7. AUTHORITY TO VARY

It is the responsibility of the Consultant to obtain formal approval from the UNSW Project Manager for any departure from these Requirements.

Guide Note to Project Manager.

Before departing from any aspect of these Requirements the Project Manager is to obtain formal approval from the relevant Facilities Management project officer.

A.8. CONSULTANTS REVIEW OF DESIGN

Three reviews of design are required at concept stage, 30% and 90% complete. At 90% stage, the Consultant must supply a check-list of all UNSW briefed requirements, with each one separately signed off as incorporated into the design, unless otherwise instructed in writing. Upon completion of Tender, the Consultant is also required to issue UNSW with a Letter of Compliance with statutory Codes.

To comply with OHS Regulation 2001 the Consultant, as the designer of plant, will supply to UNSW all information required under Clause 96 of Chapter 5. This will be in the form of a Schedule of Plant with operation and maintenance requirements. It will specifically identify any tools and equipment required for accessing plant and a maintenance schedule for plant requiring periodic maintenance.

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A.9. CONSULTANTS OBLIGATIONS

Nothing in these requirements may in any way be construed as relieving the Consultant of its obligations to make proper enquiries and to advise the university of the technical requirements necessary to achieve the technical performance and general requirements described in the Brief .

Prior to commencing any such documentation the Consultant shall formally acknowledge to the UNSW Project Officer that the Consultant has read and understood these Requirements. In the event that the Consultant is subsequently of the opinion that any aspect of the Requirements is not suitable for the project, or that a better option is available, the Consultant shall immediately notify the responsible UNSW project officer and seek a written direction as to how it should proceed.

UNSW welcomes suggestions and comment for any improvement or correction to this document.