

## LDS Setting Out Notes

1. We invariably have to assimilate information from different sources, which can often be incompatible: e.g. topographical surveys, site layout plans, house types, ground beams and piling layouts. When we encounter inconsistencies these have to be resolved before we can calculate co-ordinates of the points to be set out, all before going to site. Quite often sorting out these differences has to be done by others, which can cause delays.
2. We sometimes arrive on site to find:
  - 2.1 Design changed without our knowledge
  - 2.2 Additional work required, for which we have not prepared co-ordinate schedules, or allowed time to do
  - 2.3 Site obstructed
    - Top soil not stripped
    - Buildings still being demolished
    - Materials on site causing obstruction
    - Site/Footings submerged under water
    - Contractor's plant working in same area
  - 2.4 Survey control stations destroyed or buried since our last visit necessitating time-consuming reinstatement
3. Inclement weather incompatible with sophisticated, expensive, robotic theodolites, can necessitate stopping work
4. The work requested may only require say 2 hours on site, but our day is broken up and we may not be able to fit in another visit on another site in the same area on the same day
5. We require a minimum of 2 clear working days to attend site
6. Having given us the required notice, sites will sometimes postpone our visit the night before, leaving us to re-schedule ourselves at short notice
7. Site work is high risk work often carried out under extreme pressure in adverse conditions as compared with topographical surveys of green field sites

### **For the above reasons it is impractical to quote a fixed price per unit or per job.**

Clear written instructions and the provision of timely, accurate and up-to-date drawings with all the necessary detail is the contractor's responsibility. Drawings must be in CAD format (dwg or dxf, **not pdf or hand-drawn**).

**We extract co-ordinate information from CAD drawings supplied and LDS are not responsible for checking/resolving any discrepancies between figured and scaled dimensions on CAD drawings supplied but shall be entitled to rely on the accuracy of the design as drawn.**

Any co-ordinate schedules must be supplied in a spreadsheet (i.e. .xls format). LDS will not accept responsibility for difficulties arising if these requirements are not met.

## Ways You Can Minimise Your Setting Out Costs:

- 1 Give us 2 clear WORKING days' notice**

E.g. contact us on Monday for a site visit on Thursday (subject to availability). If you can give us more advanced notice, so much the better.

Otherwise our visit is likely to be delayed, our programme disrupted, and other clients inconvenienced. We will nevertheless try to get out as soon as possible.
- 2 E-mail all relevant drawings to us in dwg format (not pdf)**

such as:  
Topographical surveys  
Site layout drawings  
Piling layouts  
Pile cap/ground beam drawings  
House-type drawings

Otherwise we will be UNABLE to:

  - a) Check compatibility of drawings
  - b) Calculate the co-ordinates of the points to be set out
  - c) Visit site as arranged.
- 3 Make sure the site is clear of all obstructions**

such as:  
Top soil, stockpiles, building materials, plant & vehicles

Otherwise we will be wasting time and your money waiting for these things to be done.
- 4 Do your best to preserve any survey stations left on site by us or others**

Otherwise we will have to re-establish these before commencing any setting out, which is time-consuming and more expensive for you.
- 5 Ask us to do your topographical surveys**

Otherwise we will have to spend time familiarising ourselves with the site and finding someone else's control points and possibly their values if not shown on their drawing.
- 6 Please settle our fee account promptly**

We will issue a **CREDIT NOTE for 5%** of our fee, provided our invoice is paid in full within 30 days of the invoice date. This amount will be deducted from our NEXT invoice.