



environmental consultation | environment assessment

fee schedule and acknowledgement of terms

| | | | |
|-------------|--|---------|--|
| Date | | Address | |
| Client name | | | |
| Telephone | | Email | |

Thank you for your request for information regarding a site visit and environmental consultation.

a bit about us

Provincial have worked on environmental and landscape projects since 2001, are leaders in our field and have been recognised with multiple State and National business and environmental Awards.

Restoring and beautifying our natural, public and private environments, rehabilitating ecosystems, growing quality plants and creating vibrant, hardy landscapes are our forte. We have the systems, team and resources you need.

Revegetation or rehabilitation of construction sites, substations, sewerage treatment plants, roadsides, grasslands, rivers and creeks, mine sites, water quality ponds, and wetlands are a significant part of our service package.

Provincial deliver superior outcomes on projects and our landscape products and services can save you lots of time, money and stress. We understand how to get the best on ground result with the least fuss but the most 'bang for your buck'.

We operate within a framework of best-business practice and environmental sustainability and are an ethical service provider who aims for win-win relationships and exceptional outcomes for all. Provincial is Australia's only Carbon Neutral landscaper and nursery and we operate independently of mains water and use renewable energy.

Our dynamic and professional consultancy team includes ecologists, environmental designers, environmental scientists and horticulturalists who are proficient at delivering the quality product you need and expect.

what we can do for you

We undertake assessments for environmental / revegetation / water quality pond projects. We provide Consultant Reports, Technical Specifications, Operations Manuals, Landscape Management Plans and Landscape Consolidation Maintenance Plans





deliverables

consultant report

- A *consultant's report* from the site visit outlines opinions and recommendations for the most appropriate course of action. This includes the timelines and possible constraints on the project.

technical specifications

- A *technical specification* includes an estimated Bill of Quantities and Scope of Works to be undertaken. The technical specification explains what is required of the project to ensure the long-term success. This specification includes recommendations for contractors qualified to undertake the planting and plant supply.

operations and maintenance manual

- An *operation and maintenance manual* is used for asset management. The manual outlines what actions are required in the first year following establishment and also what actions are performed annually to ensure the long-term success of the project.

landscape management plan (LMP)

- A Landscape Management Plan (LMP) is a detailed examination of how to manage and enhance the ecological health of an environment, whether newly constructed or existing. LMP's generally include a drawing with detailed notes describing the planned method of protection of all hard and soft landscape assets in the works area. Works may also require an approved Traffic Management Plan (TMP) in addition to the LMP.

A landscape management plan will assist staff to plan, prioritise and implement landscape works. The plan: identifies the vision and principles that will guide landscape management; outlines the roles and responsibilities for landscape management, and the skills and qualifications required; identifies management zones within the area based on landscape features and values; identifies actions required in different management zones so that funding can be allocated and work programs developed

landscape Consolidation Maintenance Plans (LCMP)

- Describe an intended maintenance regime tailored for a specific project (usually for a consolidation period), outlining each maintenance task required and when it will occur. Each task is signed off once completed and is provided as evidence of the works completed.

These plans and reports may be used on all projects from new urban developments to environmentally sensitive sites. We do them all! Getting things right at the planning stage means better and easier outcomes on the ground.

We have the systems and expertise you need to assess, plan and document your project for environmental outcomes that surpass expectations.

Please find our fee schedule below for review and do not hesitate to contact us with any queries. We look forward to working with you on your project

Yours Sincerely

Lisa Roberts

Environmental Designer (BAAppSciEnvDes) | Horticulturalist | NGIA CNP



deliverables and price guide

Once full scope of works is provided by the Client we will provide a detailed estimate to you

| DELIVERABLE | PRICE excl. GST |
|-----------------------------------|---|
| INITIAL CONSULTATION SITE VISIT | \$200 / hour + GST \$ 60 / hour travel |
| CONSULTANT REPORT | \$200 / hour + GST |
| TECHNICAL SPECIFICATIONS | \$200 / hour + GST |
| LANDSCAPE MANAGEMENT PLAN | \$200 / hour + GST |
| OPERATIONS AND MAINTENANCE MANUAL | \$200 / hour + GST |

terms for site visits and services

- Client to advise scope of service required in writing and an estimate will be provided
- Final price depends on scale and scope of works required and will be ascertained upon completion of works
- Provincial will co – ordinate and integrate the estimates of any consultants or contractors and will provide one invoice for all trades payable to Provincial
- Fee breakdown to be issued with client invoice
- Payment in full upon job completion and receipt of invoice unless credit account is held
- Should works be curtailed or postponed, fees will be payable on works performed up to that date
- Costs of prints of drawings to be reimbursed by the client
- All application and building submission fees are paid directly by the client
- Post documentation services, any further drawings or site visits will be charged at \$200/hr + GST
- Travel and accommodation expenses (where applicable) are payable by the client

client acknowledgment of fees and terms

Please acknowledge acceptance of our fees and terms with your signature below and return to us. Once full scope of works is provided by the Client we will provide a detailed estimate to you.

I accept his proposal and certify that the above information is true and correct. I have read and understood the Terms and Conditions of Trade (contained herein) of Provincial Investment Holdings Pty Ltd T/as Provincial Plants and Landscapes which form part of, and are intended to be read in conjunction with this proposal and agree to be bound by these conditions. I authorise the use of my personal information as detailed in the Privacy Act clause therein. I agree that if I am a director or a shareholder (owning at least 15% of the shares) of the Client I shall be personally liable for the performance of the Client's obligations under this contract.

| | | | |
|--------------|--|-----------------|--|
| Signed (PPL) | | Signed (Client) | |
| Name | | Name | |
| Position | | Position | |