

**Ashburner
Francis** consulting
engineers

maintenance menu

BY ASHBURNER FRANCIS CONSULTING ENGINEERS

Facility Maintenance Management Services



Company History

Established in 1976 by renowned engineers Harry Ashburner and Andris Francis, Ashburner Francis is today a multi disciplined consultancy practice operating from five offices in Queensland and the Northern Territory, and servicing all areas of Australia including remote regions.

Through astute management and quality of service, the company has expanded its workforce to over 60 employees, building on its core business and offering more diverse services in mechanical and electrical design and facility management.

The introduction of **maintenancemenu** formalises the Facility Maintenance Management services we have been offering to key clients for a number of years.

Today, under the management of Peter Caune, Ashburner Francis is a respected company within the Australian business community and continues to build upon three decades of experience, dedication and belief.

Our Philosophy

At **maintenancemenu** we strive to make it as easy as possible for you to ensure your building plant and equipment is maintained in optimum working order at all times, and meet your legal obligations.

We know you are busy. We know that managing the ongoing maintenance of your building can take away precious time from your other priorities. That's where **maintenancemenu** comes in – we take over the responsibility of maintaining your plant and equipment in line with current laws and standards to make sure you are fully compliant, and also to help you achieve the highest level of efficiency for all your plant and equipment.

Our fully qualified and highly experienced maintenance managers have the backing and support of the full Ashburner Francis team of consulting engineers. We believe in using our in-house skills and expertise to ensure all clients benefit from the wealth of knowledge the Ashburner Francis team has to offer.

We partner with our clients to provide a comprehensive level of support in line with your requirements. We will work with you to ensure we can provide exactly as much or as little help as you need. With **maintenancemenu**, you can rest assured that your building is in safe hands.



Plant, Equipment and Associated Components We Cover

- Air Conditioning and Heating Systems
- Ventilation Systems
- Cold Rooms
- Catering Equipment
- Kitchen Hoods and Exhaust Systems
- Fire Sprinkler Systems
- Fire Detection and Alarm Systems
- Smoke Control Systems
- Access Control and Security
- Lifts
- Laundry and Utilities
- Emergency Call Systems
- Emergency Lighting and Exit Signage
- Standby Generators
- Lightning and Surge Protection
- Landscaping and Irrigation Systems
- Electrical Services
- Phone, Data and Communication Equipment
- Fire Fighting Equipment
- Building Management Systems BMS (building automation)
- Hydraulic Systems
- Cooling Towers and Water Tanks



How maintenancemenu can work for you

We aim to make the ongoing maintenance of your building plant and equipment as uncomplicated for you as possible.

Our experienced Facility Maintenance Manager will initially undertake a site audit to determine the condition and maintenance needs of your existing plant and equipment.

We will discuss your maintenance needs with you, and determine the level of service you require. We will then tailor a package based on your needs and requirements.

We will then create a maintenance specification and coordinate the regular maintenance of your plant and equipment, keeping it in optimum shape and running efficiently.

You will receive regular reports advising on the activity undertaken each period, and keeping you up-to-date on the condition and expected life span of your equipment.

Should an equipment failure or break down occur, we will coordinate the repair or replacement of the item and negotiate with suppliers on your behalf.

Because our **maintenancemenu** packages are tailored, you can opt for as much or as little involvement as you like. And because **maintenancemenu** is brought to you by Ashburner Francis, a trusted name in consulting engineers, you can be sure you are in good hands.



"We guarantee a dynamic and proactive approach to the management of your facility"



Getting started with maintenance menu in three easy steps

Step 1 Site Audit and Asset Register

We visit you on site, conduct an audit of your plant and equipment, and create an asset register for you.

Step 2 Maintenance Specification and Trade Tenders

We create a specification of maintenance for your plant and equipment, ensuring everything complies with current laws and standards. We go to tender to identify and recommend suitable contractors to undertake the maintenance on each of your assets.

Step 3 Ongoing Maintenance Management

We manage the ongoing maintenance of your plant and equipment using the asset register, maintenance specification and appointed consultants finalised in earlier steps. We report to you regularly on all maintenance activities, manage consultant visits, and maintain the register and schedule regularly.

"Our ability to provide an extensive range of services from one source enables us to deliver cost effective results"



maintenance menu services



1. Site Audit and Asset Register

We will visit your site and conduct an audit on your plant and equipment. We will collate information on your assets including date of manufacture, make and model, serial numbers, physical attributes, location, etc and create an Asset Register.

2. Maintenance Specification and Trade Tenders

We will write a Maintenance Specification or 'blueprint' for your building, detailing the maintenance required to comply with current regulations and standards. We will tender the maintenance services, evaluate proposals and recommend contractors for you to appoint.

3. Ongoing Maintenance Management

We will coordinate, manage and report on the ongoing maintenance of your assets in line with current Australian Standards. We will manage your maintenance contractors on your behalf.

4. 24 hour telephone hotline

For a small additional fee, we will be available 24-hours a day to deal with any emergency or daily needs without after-hour fees or costs.

Additional Projects

We can coordinate any of the following projects for you on your behalf.

5. Barcode Registration

We will attach a unique bar code to each piece of plant and equipment and link the bar code back to the asset register.

6. Tag and Testing

We will implement and manage regular testing and tagging of all electrical equipment within your building. This will make you compliant with the Occupational Health and Safety Act.

7. Thermal Imaging

A thermal imaging inspection on your plant and equipment will highlight inefficiencies that would not otherwise be apparent.

8. Light Globe Replacement Programmes

We will coordinate Light globe replacement programmes for all your internal and external lighting requirements.

Optional Extra Services

Call us for a quote for any of these extra services

9. Condition Reports

We will investigate all plant and equipment on site. Each asset is photographed and audited to determine its current condition, expected life span, required maintenance and its current risk level. A comprehensive Condition Report is compiled providing full details on each asset, and providing a Risk Matrix and Action List, identifying the assets at most risk of failing and the suggested action and cost to avoid asset failure.

10. Energy Tariff Negotiation

We will negotiate your energy tariffs where possible to ensure you are obtaining the optimum service for the most competitive rates.

11. Risk Assessments

We can carry out risk assessments on your plant, equipment and its functionality, as well as in conjunction with any remedial works to ensure a safe work environment for your staff and visiting contractors.

12. Emergency Evacuation Plans

We survey, draw and display all your emergency evacuation plans in accordance with legislation and codes of practice.

13. Energy Advice

We will measure your equipment against standards of efficiency, sustainability and carbon output levels. We will identify areas where you can improve your energy efficiency and sustainability.

14. Energy audits to AS3598

We will fully audit your facilities and offer advice on ways to save energy, reducing your carbon footprint whilst lowering running costs. We employ fully qualified Energy Auditors.

15. R22 Phase-Out Program Planning

The phase out of HCFCs has already begun and existing cooling and air conditioning systems using R22 will need to be replaced. We will work with you to identify any R22 systems and advise you on how and when to replace them, to reduce the impact of the phase-out on your business.

16. Staff Training

Let us train your personnel on the use of mechanical, electrical and fire services to ensure safe and optimum operation.

17. Remedial Works and Plant Upgrades

We will handle all your remedial works for mechanical and electrical services including the full design, tendering and project management.

18. Building Services Design

We will design mechanical, electrical and fire services for any building upgrades, renovations, refurbishments or extensions, or for new facilities.

Benefits to you

The maintenancemenu program holds numerous benefits for you.

Allows staff to focus on core activities

Let our maintenance experts manage your building plant and equipment so you and your staff can concentrate on your core business.

Ensures compliance with legislation

Under the Building Code of Australia, building owners and managers are responsible for the regular ongoing maintenance of all site plant and equipment, in accordance with numerous Australian Standards.

Don't risk litigation and fines. We will ensure all your equipment is maintained in line with current law and standards, making you fully compliant.

Improves internal environment of premises

By keeping your plant and equipment in top working order, the environment inside your building will remain in optimum condition.

Regular maintenance of plant and equipment will reduce air pollution from dirty filters, fluctuations in temperature from inefficient heaters and coolers, dirt and toxins released into the air from faulty, damaged or poorly maintained equipment, and safety issues caused from pool lighting or security systems.

Reduces call outs, break downs and plant failures

Well maintained equipment should break down less often. If your equipment is heading for a breakdown, this will be identified early allowing for the item to be repaired or replaced at a convenient time.

Improves plant efficiencies and reduces running costs

By keeping your plant and equipment operating at its most effective, the **maintenancemenu** program allows you to get the most out of your assets. Well maintained assets cost less in the long run. They use less power, operate at maximum efficiency, last longer and experience less breakdowns and failures.



Reduce your carbon footprint

By keeping your equipment and machinery operating at its most efficient, you will use less power and create less pollution. This gives you a lower carbon footprint, helping you to achieve your sustainability goals.

Prevents surprises and down time

By actively maintaining your equipment regularly, we can advise you on when an asset is likely to break down or fail. Equipment nearing the end of its functional life can be replaced or repaired at a convenient time, avoiding unexpected break downs and inconvenient down time.

More effective management control

We can provide you with the information you need to effectively manage your building – asset registers, valuation of current plant and equipment, estimated capital expenses for plant replacement / repair, inventory lists, and projected maintenance costs.

We may also be able to assist with information for your insurance company and risk management related to plant and equipment.

Synergies of time and effort produce cost savings

At **maintenancemenu**, we specialise in the maintenance management of facilities around Australia including remote regions. By focusing on maintenance we become undisputed experts in our field. We monitor laws and standards regularly to ensure the facilities under our management are always fully compliant and safe from fines or litigation. We are constantly working with and evaluating maintenance contractors, giving us a good understanding of which firms offer a quality service, and which do not.

Our systems are set up to allow efficient, effective management of sites and equipment with ease. Let us manage your plant and equipment, while you get on with business.

“The combined skill of the maintenancemenu team has enabled us to develop long term relationships with an ever growing number of clients”



Maintenance and the Law – are you covered?

It is now mandatory for all building plant and equipment to be maintained regularly, in line with the Building Code of Australia and a number of Australian Standards.

Building managers and owners are responsible under current legislation for ensuring all equipment and plant within their building is maintained to the standards specified by law.

This can be a confusing and time consuming task, and if not done properly you could be liable for hefty fines.

That's where **maintenance menu** comes in. Our facility maintenance manager will conduct a full audit of your plant and equipment and determine which laws and standards apply to your building. They will then create a maintenance program that will ensure your building complies with the relevant legislation.

Let us look after your legal maintenance obligations, while you look after business.

“We work in all parts of Australia, including rural and remote regions”

The Building Code of Australia states the following requirements of building managers and owners:

- Components of Services must be maintained to ensure that they perform to a standard not less than they were originally required to achieve.
- This includes components such as motorised dampers, control valves, time switches, motion detectors, room thermostats, plant control on chillers and boilers, lights, fittings, heat transfer equipment, etc.

By law, all buildings must comply with a number of building standards. Some of these include:

1. AS3666.3:2002 – air handling and water systems of buildings, microbial control, operation and maintenance
2. AS 1851:2005 – maintenance of fire protection systems and equipment
3. AS/NZS 2293.2:2008 – emergency evacuation lighting inspection and maintenance
4. AS/NZS 1680.4:2001 – interior lighting system maintenance
5. AS 1697:2005 – maintenance of steel pipe systems for gas
6. AS 1731.11:2003 – maintenance of refrigerated display cabinets
7. AS 1883:1992 – maintenance and supervision of insulating oils
8. AS 2467:2008 – maintenance of electrical switchgear
9. AS 2759:2004 – maintenance of steel wire rope
10. AS 3873:2001 – maintenance and operation of pressure equipment
11. AS4509.1:2009 – maintenance of stand-alone power systems
12. AS/NZS 2201.1:2007 – intruder alarm system maintenance

References

- Grace Lutheran College (Rothwell and Caboolture)
- Nazareth House Convent
- Lodges on George Aged Care Facility
- Royal Antediluvian Order of Buffaloes Office Building
- Star Gardens Retirement Village
- Bulloo Shire Council

Sectors we work with

- Aged care and nursing homes
- Airports and aviation facilities
- Churches, convents, religious buildings
- Commercial office buildings
- Defence buildings and structures
- Hospitals, surgeries and health care buildings
- Hotels, motels, backpackers and caravan parks
- Industrial warehouses and factories
- Laboratories and science facilities
- Local government buildings
- Police stations, fire stations, ambulance garages
- Prisons and correctional / detention facilities
- Residential apartments
- Restaurants, bars and cafes
- Retail shops, shopping centres, supermarkets
- Schools, preschools, universities and colleges
- Sports facilities, sports halls and courts



Contact Us

For a personal introduction to the **maintenancemenu** feature, please call us to arrange a visit. We cover all areas of Australia, including remote regions.

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