



RETAIL AND FUEL

# CAPABILITY STATEMENT

[WWW.SWITCHCOPROJECTS.COM.AU](http://WWW.SWITCHCOPROJECTS.COM.AU)

**switch** <sup>CO</sup>

PROJECTS



# WHO ARE SWITCHCO PROJECTS?

**SwitchCo Projects are a Client-Side Project Management company** providing specialised project management services through our highly skilled & motivated team of professionals.

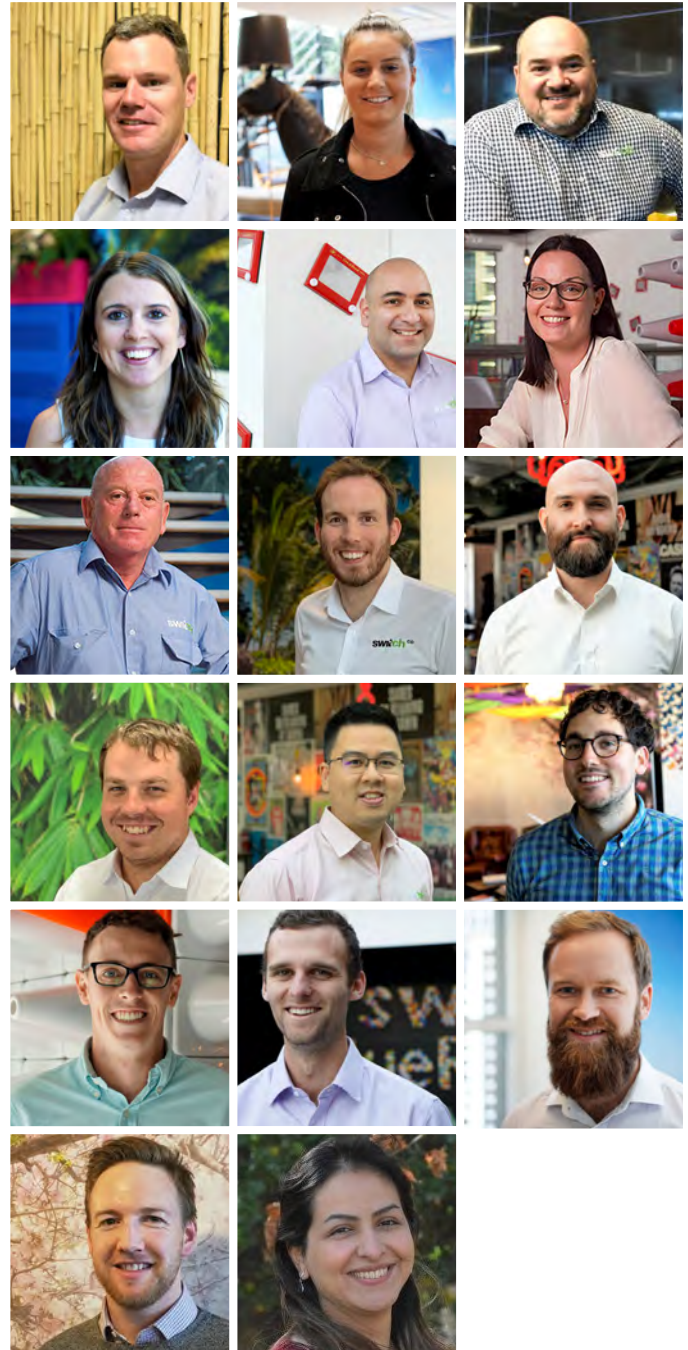
**SwitchCo Projects is privately owned and fully independent.** The owners are working in the business every day, meaning that their relationship with our clients and our team members is personal and focused on everyday operations.

**Our team of specialist staff** bring practical expertise to every project we undertake. Whether it is energy and infrastructure projects, service stations and marine projects, or multi site rollouts and re-brands, our experience allows us to understand first-hand what is required to achieve project success. We pride ourselves in extracting every last gram of value to achieve your goals.

**Our enthusiastic embrace of technology platforms** allows us to look at new ways to solve old problems and to stay at the forefront of project management services.

**We go everywhere.** SwitchCo Projects has delivered projects in every state and territory in Australia, demonstrating that distance is no problem with our systems and capabilities.

**Our track record of results and happy clients** demonstrates why you would want to engage SwitchCo Projects to take care of your project. We would only be too happy to provide you with a personal reference from one of our clients that best matches your project requirements and let them speak for themselves.



# PROJECT SERVICES

## SwitchCo Projects offers a comprehensive range of services, including end-to-end delivery.

With a focus on partnering with clients to add value to their business & achieve clear goals, we can take a project from just an idea right through to operation. Services include:

### Health, Safety & Environment:

Through attendance, feedback, advice, and audits, SwitchCo Projects ensures that the contractor is working safely and complying with relevant HSE plans.

### Project Governance:

Good project governance provides comfort to the client that the project is being delivered with transparency and auditability.

### Stakeholder Management:

Regularly engaging with relevant parties to ensure that all stakeholders are involved in project processes.

### Budget Management:

Careful management of the project budget by tracking all contractor commitments and contractor payments. This ensures accurate recording and reporting of the project budget.

### Variation Management:

Thorough review of the contract and project documentation to challenge variations and verify their validity.





# PROJECT SERVICES



## **Procurement:**

Thorough scoping and tendering of all aspects from supply items to the Principal Contractor ensures the client gets the right vendor for the task.

## **Design Management:**

Managing design consultants across all disciplines, SwitchCo Projects facilitates regular meetings and design workshops to ensure a fit-for-purpose coordinated design for the client.

## **Document Control:**

Drawing and documentation control is tightly managed ensuring excellent distribution and tracking. Clients, contractors and consultants have access to project documentation 24/7.

## **Management of Change:**

Established either under SwitchCo project governance or inherited from the client, management of change encompasses many components of project management. MoC ensures that the impact of change is adequately assessed, the change is suitably justified and approved by the appropriate people.

## **RFI Management:**

Through well-established processes and discipline of the application, SwitchCo Projects' RFI distribution, tracking and closing out of open RFIs is an important component of good project management. All highly traceable and stored in one place, SwitchCo Projects ensures that all queries are answered promptly.



# EXPERIENCE AND EXPERTISE

**SwitchCo Projects** can take on any project because good processes and intelligence can be applied to anything. Some of the clients we have partnered with:



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With the above companies and other, our main areas of expertise are as follows:

## Design and Design Management

- Site concepts
- DA drawings and applications
- Design management
- Fuel system design

## Construction Project and Programme Management

- Service station client side project management
- Retail client side project management
- Multi site roll out programme management
- Nationwide re-branding programme management

## Dangerous Goods Consultancy

- Permitting
- Certification
- Advice
- Inspections
- Auditing

## Environmental Considerations

- Hydrocarbon storage
- Design for vapour recovery technology
- Design & specification for spill capture & treatment, and monitoring technology for equipment failures

