

Pre-Construction Time Line

This document evaluates each parties contractual responsibility or obligation throughout the pre-construction of our timber frame building.



Week No.	OFP Responsible	Client Responsible	Action
Pre/Design, Tender and Order			OFP/CL
1	Internal Sales Handover	Issue Full Cad Drawings	ARCH
	Check Access/Site Information	Frozen Design*	ARCH/CL
			OFP
2		Issue Acoustic Information	CL
	Review Acoustic/Thermal Info & Design	Issue Thermal Information	CL
	Review Loadings	Issue Roof Loadings/Other	OFP
3	Issue Line/Point Loads		OFPENG
		Engineer To Check Loads	CENG
	Finalise Line/Point Loads	Engineer Respond To OFP*	CENG
4	Commence Full Engineering		OFPENG
	Frame Detailing (Connections/Glazing/Lift/Terraces/Balcony) etc.	Architect Liaison	ARCH
		Engineer Liaison	OFPDES
5	Frame Detailing (Acoustic/Fire/U-Values/Floor Design/ Balustrade/Communal Stairwell) etc.	Architect Liaison	CENG
		Engineer Acoustic/Thermal	ARCH
			OFPDES
6	Frame Detailing (Ducting/Services/Other) etc.	Architect Liaison	CL
	H&S Documents Issued	Engineer Liaison	ARCH
			OFPDES
7	Issue Prelim Drawings (could be up to week 9)	Architect Check Dimensions	CENG
		Architect Sign Off Dimensions	ARCH/CL
		Drawing Sign Off*	ARCH/CL
8	Internal Contracts Handover		CL
	Commence Production Pack		OFP
		Client Liaison	OFPDES
9	Contracts Team Visit		CL
	H&S Team Visit		OFP
		Client Liaison	OFP
10	H&S Sign Off	H&S Sign Off	CL
	Production Pack Complete (could be up to week 12 - project specific)		CL/OFP
	Internal Production Handover		OFP
11	Manufacture (Factory)		OFP
	Check Site Slab	Client Attend Site	OFP
	Internal Review With Erection Team		CL
12	Manufacture (Factory)		OFP
			OFP
13	Delivery of Soleplate and GF Kit		OFP
	Commence Erection		OFP

OFP: OFP Timber Framed Homes ARCH: Architect CL: Client Team CENG: Client Engineer OFPENG: OFP Engineer OFPDES: OFP Designer
 *These items are 'Key Dates' which must be met and actioned appropriately. Failure to do so would seriously effect the first delivery date.