

CAPABILITY STATEMENT

Providing a practical, flexible, and professional
O&M Manual, Technical Writing, and Engineering
Service to the Construction Industry.



D E W I C K
& A S S O C I A T E S



WHO ARE WE?

Dewick & Associates has been operating since 2008, providing a practical, flexible, and professional Technical Writing, and Engineering Service to contractors across the globe.

Our team of experienced and dedicated staff provide an efficient and personalised outsourcing option to the building industry. Experience has shown that outsourcing ensures tasks are completed accurately and on time, enabling you to concentrate on the more pressing coordination / on site works.

Our Degree Qualified Engineering team are Chartered Professional Engineers.



DEWICK
8 ASSOCIATES

PROJECTS



Trinity Place
Home User Guides



LIDL Supermarkets
Mechanical & Electrical O&M
Manuals



**Hampshire
County
Council**

**Hampshire County Council Schools
Upgrade**

Mechanical O&M Manuals



**City of Oxford College: City Centre Campus
Refurbishment**

Building Handover Manuals - Building Fabrics,
Building Services, Health & Safety File



Kenilworth Train Station

Building Logbook

"Thank you for your swift and efficient responses to date, its impressive, kudos to your team."

Pat Clarke, E Clarke (Castletown Geoghegan) Ltd

OUR CORE SERVICES

O&M Manuals / Building Handover Manuals

All services include **Mechanical, Electrical, Fire, Hydraulic, Civil, Structural and Architectural** manuals with the following sections:

- Detailed system descriptions and scope •
- Operating instructions •
- Maintenance and fault finding •
- Technical data schedules •
- Sourcing of relevant manufacturers' literature and spare parts •
- Record Drawings** •



Engineering / Drafting

- Heat load** assessments •
- Airside and water side **static pressure loss calculations** •
- Code compliance and ventilation •
- Equipment selection assessments** and schedules •
- As Installed Drawings** drafting •



Handover Documentation

including:

- Health and Safety Files**, in line with the CDM regulations •
- CIBSE TM 31 Logbook** •
- Home User Guides** •
- Inspection and Test Plans (ITP's) •
- Commissioning Plans** •
- Building User Guides** •



"Recommend these guys."

Mark Slaughter, RSE Building Services Ltd

Timescales

D&A pride ourselves in quality products, and quick turn around times. We can generally provide draft manuals within 2-3 days, but we can accommodate urgent requests within a day if needed

OUR TEAM

Phil Dewick

Director, PREQ, and VBA Certified

Founder of Dewick and Associates with a strong focus on positive client outcomes and a happy and healthy workplace.



Louise Gardner

General Manager, CPEng

Oversees our smooth operations and supports our team in their activities to ensure a high quality work product.



Fiona Thaiyah

UK Client Coordinator

Client contact, ensuring that all deliverables are met accurately and on time.



Lynda Potter

Technical Writer



CONTACT

Feel free to drop us a line or give us a ring to discuss your needs today:



DEWICK
8 ASSOCIATES

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HANDOVER DOCUMENTATION SPECIALIST

O&M MANUALS | COMMISSIONING | COMPLIANCE | DRAFTING

www.dewick.com