

P J TOWNSEND ASSOCIATES

Welcome To PJTA

We are a design practice specialising in Architecture, Civil Engineering, Project Management and Surveying. Our work includes all types of detailed design and drawing work, project management both off and on site, topographical and property surveys, 3D computer aided design and 3D visualisations. The benefits of outsourcing are also available.

We are a Cambridgeshire consultancy based in St. Ives, but our services are available to Clients throughout the UK.



Environmental Improvements: A complete 3D computer model of St. Ives Town Centre.

About Us

The consultancy was established some 28 years ago and has many years experience in the Construction Industry. We maintain a core of key personnel and in addition call upon a number of freelance Engineers and Technicians who work on a regular basis to assist us with fluctuations in our workload. This keeps our overheads low and we are able to pass these cost benefits on to our Clients.

The Practice is dedicated to providing its Clients with a professional and responsive service. We can provide input from conception to completion and believe that providing continuity and maintaining a close relationship with our clients is of key importance.

PJTA have been involved in a wide variety and cross section of projects. Our projects include work for Private Clients, Local Authorities, Parish Councils, Church & Charity Organisations and Specialist Construction Companies.

We are committed to excellence in the built environment.

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**3D VISUALISATIONS
NOW AVAILABLE
ON OUR WEBSITE**

HOW TO GET IN TOUCH

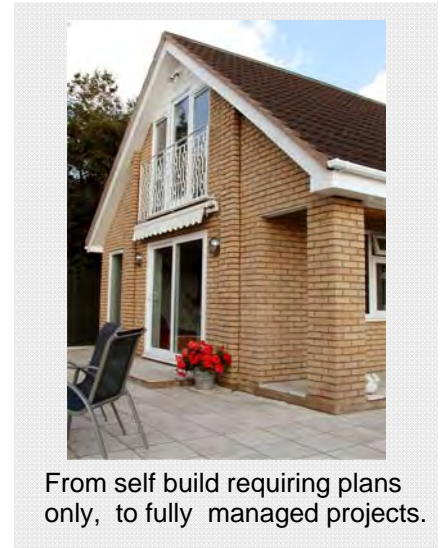
- You can contact us by phone: 01480 353216
- You can email us on: design@pjta.co.uk
- You can visit our website at: www.pjta.co.uk
- You can mail us at:

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Architecture: Services To Suit The Client

PJTA offers a full range of architectural services from initial consultation through to completion of the project on site. We can offer a 'plans only' service right the way through to a fully managed project. We are flexible enough to provide services to match our Client's needs exactly.

The core of our work continues to be domestic house extensions and we pride ourselves in providing a professional and responsive service, especially as these types of project often have the tightest financial and time constraints.



From self build requiring plans only, to fully managed projects.

A Typical Process

Client's Brief: This is where we will define your requirements and develop a brief.

Measurement Survey: A property / land survey to ascertain all that is existing.

CDM Regulations: On certain projects a CDM coordinator will be required.

Sketch Design Proposals: Designs in accordance with your brief, for your approval.

Detailed Drawings: For submission for planning and building regulations approval.

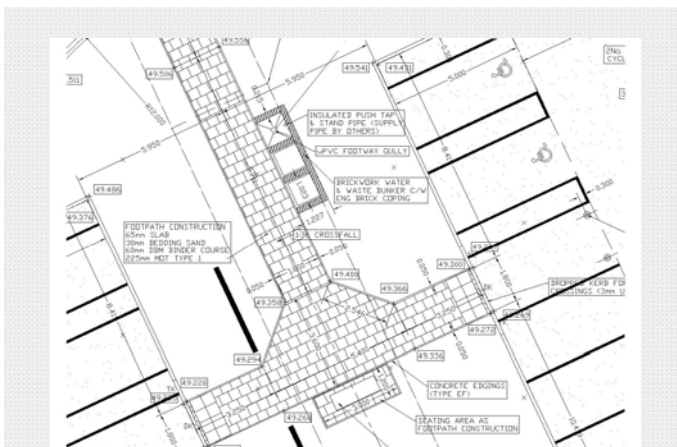
Contract Documents: Specifications, construction notes & design risk assessment.

Tender Documents: Bills of quantities, forms of tender, conditions of contract.

Contract Administration: Site inspections and instructions to the Contractor.

3D Computer Models: At any point we are able to produce a 3D model of your project, complete with animated walk through and fly past. These are ideal for presentations, committee reports, grant and funding applications.

Civil Engineering: All Things Civil



Roads, footpaths, drainage and parking facilities.

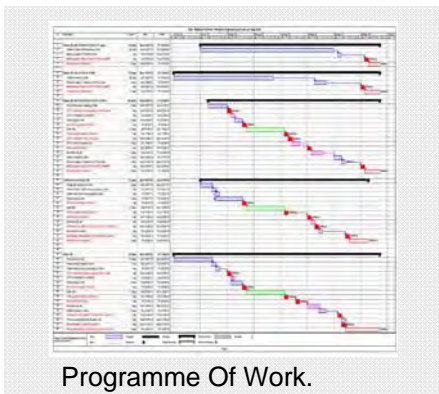
PJTA have the skills and knowledge to conceive, analyse, design and help deliver Civil Engineering projects.

This includes the civil engineering components of building projects, as well as the associated infrastructure of roads, footpaths, sewers, parking facilities, open spaces and environmental improvements.

Our Civil Engineering Range Of Services Include:

- ✓ Design of building drainage and compliance with Building Regulations Part H.
- ✓ Design of adoptable drainage works. Sewer diversions and build over agreements.
- ✓ Design of adoptable Highway works. Horizontal and Vertical alignments.
- ✓ Design of parking facilities and Environmental Improvements.
- ✓ Provision of detailed designs, construction drawings and specifications
- ✓ Procurement processing, Bills of Quantities, Tendering and Conditions of Contract.
- ✓ Project Management, on site monitoring, inspection and instruction to the Contractor.
- ✓ Highway and Drainage adoption procedures, Sections 38, 278 & 104 Agreements etc.
- ✓ Compliance with the Construction (Design and management) Regulations 2007.

Project Management: A Helping Hand



Every project generates a mountain of paperwork. It is our aim to give the Client every assistance in managing a project from start to finish, both off and on site.

- ✓ Project Management (using MS Project & PRINCE2 software).
- ✓ Bills of Quantities, Forms of Tender & Conditions of Contract.
- ✓ Method/Task Statements, Risk Assessments.
- ✓ Contract Administration, Progress meetings, Site Instructions

Outsourcing: Become An Outsourcing Partner

No company or business is recession proof and then again sometimes the workload can just double overnight. Your business needs to be flexible enough to withstand these extremes. Outsourcing your design work to PJTA could be the key. Here are some benefits:-

- ✓ Removal of the need to recruit specialist staff for one off projects or workload upturns.
- ✓ No need to purchase the latest CAD software and hardware (because we have them).
- ✓ Improved efficiency and turnaround times for drawing output.
- ✓ Cost savings on your existing CAD/staff arrangements & better use of office space.
- ✓ The ease and flexibility of being able to call us in when ever you need us.

If you feel your company or business could benefit from outsourcing and wish to know more about all the services PJTA have to offer, then please give us a call or email.





Total Station Theodolite.



Precision Laser Level.



Construction Skills Certification Scheme.



First Aid Trained (HSE Certified).



Surveying: We've Got You Measured

Our Clients often need to know what is already existing before they can start proposing something new. We offer a complete surveying service.

- This could be a simple property survey, getting things ready to make alterations or extensions to a building.
- It could be a level survey to see the lay of the land and how everything will drain.
- It could be a full topographical land survey, pin pointing every visible feature in three dimensions, as a base for designing roads, sewers and house layouts.
- We can even survey your sewers by CCTV & CAT.

If you already have an Architect or Engineer then we can easily provide surveying services for them. We produce surveys using AutoCAD software. This is the preferred CAD software used by most Architects and Engineers.

Health & Safety In Design

PJTA have a duty to avoid foreseeable risks to those involved in the construction and future use of all projects by eliminating hazards, (so far as is reasonably practicable, taking account of other design considerations), and reducing risks associated with those hazards that remain.

Once PJTA has been suitably briefed on the design requirements relating to a project, they will be able to confirm themselves to be competent and adequately resourced to address the health and safety issues likely to be involved in the design.

- Every Design undertaken by PJTA will be issued with a Designer CDM 2015 compliance Document.
- Key PJTA personnel are CSCS card holders.
- Key PJTA personnel are trained in First Aid (HSE Certified).

To Contact Us:-

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