

Quadpro Help Desk

Elements and Schedules of Rates

Elements & Schedule of Rates:

Building elements and Schedule of Rates are key items in managing Planned Maintenance. Building Elements are assigned pre-defined costs for repair and replacement, and this is compiled into a Schedule of Rates.

A condition survey is carried out where each of these elements is inspected to ascertain their condition and life expectancy.

A planned maintenance program is then compiled for all the buildings showing when each element should be checked and repaired or replace completely.

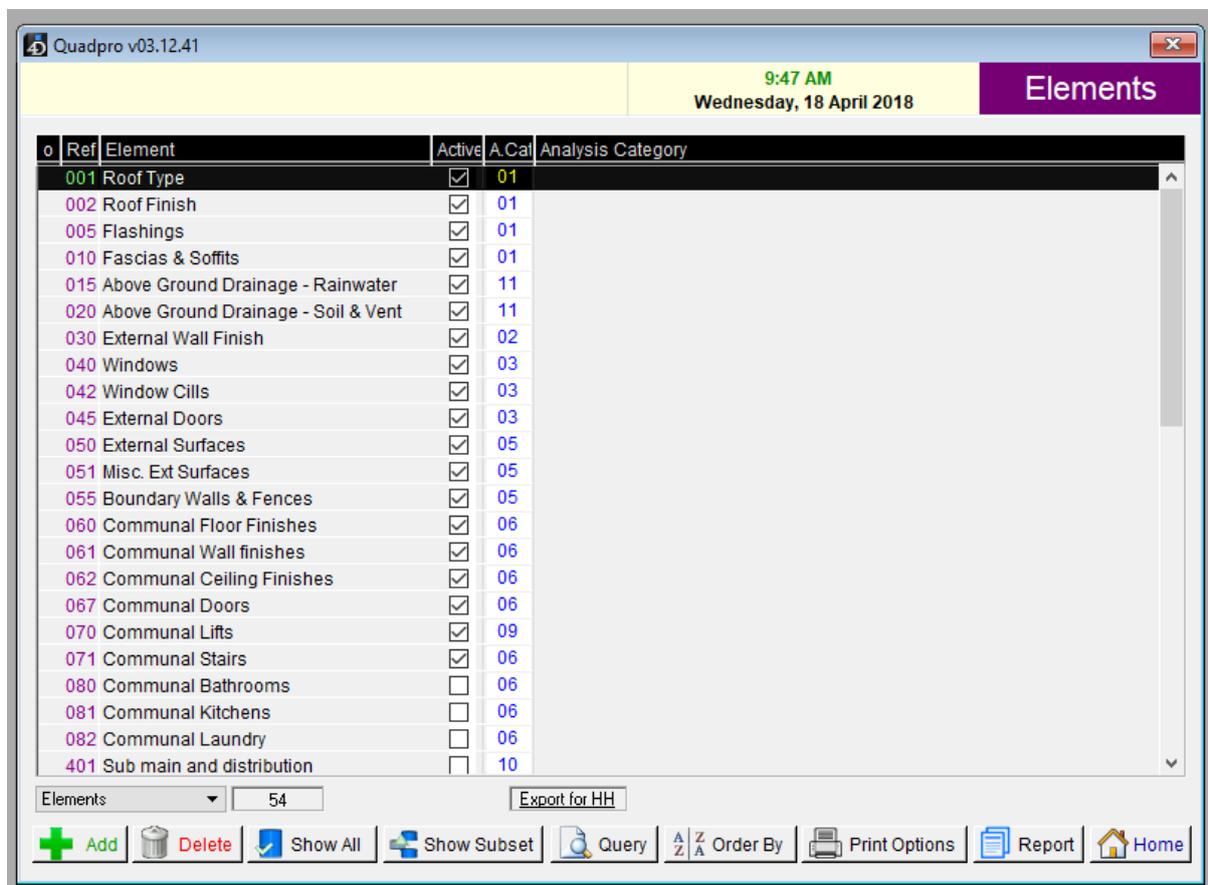
These work items can be carried out individually or grouped together and managed under a project or program of works.

Quadpro comes with its own Element list and Schedule of Rates.

Elements:

From the Quadpro Home Screen, select the **Maintenance > Elements** menu choice to display the Element list.

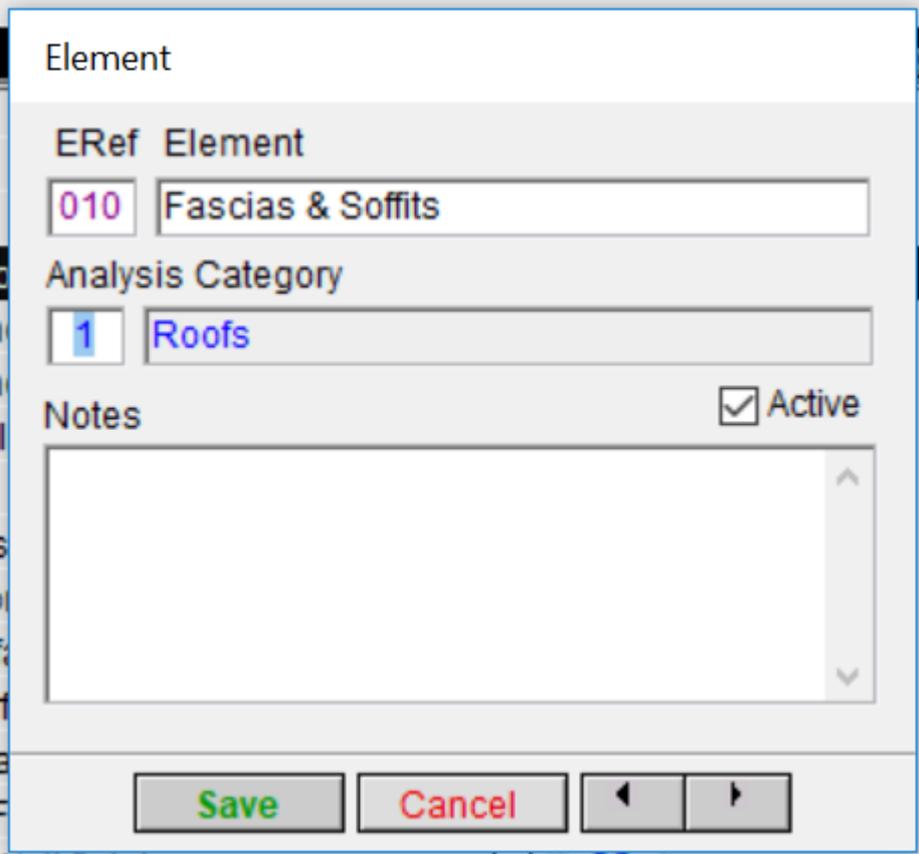
The element list contains the Elements and their associated Analysis Category. The Analysis Category determines how the data is collectively analysed and reported.



o	Ref	Element	Active	A.Cat	Analysis Category
	001	Roof Type	<input checked="" type="checkbox"/>	01	
	002	Roof Finish	<input checked="" type="checkbox"/>	01	
	005	Flashings	<input checked="" type="checkbox"/>	01	
	010	Fascias & Soffits	<input checked="" type="checkbox"/>	01	
	015	Above Ground Drainage - Rainwater	<input checked="" type="checkbox"/>	11	
	020	Above Ground Drainage - Soil & Vent	<input checked="" type="checkbox"/>	11	
	030	External Wall Finish	<input checked="" type="checkbox"/>	02	
	040	Windows	<input checked="" type="checkbox"/>	03	
	042	Window Cills	<input checked="" type="checkbox"/>	03	
	045	External Doors	<input checked="" type="checkbox"/>	03	
	050	External Surfaces	<input checked="" type="checkbox"/>	05	
	051	Misc. Ext Surfaces	<input checked="" type="checkbox"/>	05	
	055	Boundary Walls & Fences	<input checked="" type="checkbox"/>	05	
	060	Communal Floor Finishes	<input checked="" type="checkbox"/>	06	
	061	Communal Wall finishes	<input checked="" type="checkbox"/>	06	
	062	Communal Ceiling Finishes	<input checked="" type="checkbox"/>	06	
	067	Communal Doors	<input checked="" type="checkbox"/>	06	
	070	Communal Lifts	<input checked="" type="checkbox"/>	09	
	071	Communal Stairs	<input checked="" type="checkbox"/>	06	
	080	Communal Bathrooms	<input type="checkbox"/>	06	
	081	Communal Kitchens	<input type="checkbox"/>	06	
	082	Communal Laundry	<input type="checkbox"/>	06	
	401	Sub main and distribution	<input type="checkbox"/>	10	

Viewing an Element:

To view an Element simply double click on a desired one to open the Element's information box.



The screenshot shows a dialog box titled "Element" with the following fields and controls:

- ERef**: A small box containing the number "010".
- Element**: A text box containing "Fascias & Soffits".
- Analysis Category**: A small box containing the number "1".
- Analysis Category**: A text box containing "Roofs".
- Notes**: A large empty text area with a vertical scrollbar on the right.
- Active**: A checkbox that is checked, with the label "Active" to its right.
- Buttons**: At the bottom, there are four buttons: "Save" (green text), "Cancel" (red text), and two navigation arrows (left and right).

To change an Analysis Category, edit the number in the small Analysis Category box to the new number required. The Analysis Categories will appear on the left axis of the planned maintenance table.

Schedule of Rates:

From the Home Screen select the **Maintenance > Rates** menu choice to display the Schedule of Rates.

Quadpro v03.12.41 10:17 AM
Wednesday, 18 April 2018 Rates

o	Ref	Element	Attribute	Stds	Programme Wl	Ty	Code	Prog. Rate	Unit	LC	Active
	0001.01	Roof Type	Location/Type		Information only	N		0.00		999	<input checked="" type="checkbox"/>
								0.00		0	
	0001.02	Roof Type	Storeys		Information only	N		0.00		999	<input checked="" type="checkbox"/>
								0.00		0	
	0001.03	Roof Type	Timber		Information only	N		0.00		999	<input checked="" type="checkbox"/>
								0.00		0	
	0001.04	Roof Type	Concrete		Information only	N		0.00	Item	999	<input checked="" type="checkbox"/>
								0.00		0	
	0001.05	Roof Type	Stacks - Multiple Pots		Fully refurbish and repaint	O		160.00	Item	40	<input checked="" type="checkbox"/>
					Check and make good			0.00		5	
	0001.06	Roof Type	Parapets		Information only	R		0.00		999	<input checked="" type="checkbox"/>
								0.00		0	
	0001.07	Roof Type	Conventional Pots		Fully refurbish and repaint	N		230.00	Item	40	<input checked="" type="checkbox"/>
					Check and make good			0.00		5	
	0001.08	Roof Type	Copings		Information only	R		0.00	Item	999	<input checked="" type="checkbox"/>
								0.00		0	
	0001.10	Roof Type	Chimney - Single Pot		Full refurbish and repaint	O		180.00	Unit	40	<input checked="" type="checkbox"/>
					Check and make good			0.00		5	
	0001.11	Roof Type	Chimney - Multiple Pots 2		Full refurbish and repaint	O		230.00	Unit	40	<input checked="" type="checkbox"/>
					Check and make good			0.00		5	
	0001.12	Roof Type	Chimney - Multiple 5 + Pc		Full refurbish and repaint	O		340.00	Unit	40	<input checked="" type="checkbox"/>
					Check and make good			0.00		5	
	0001.13	Roof Type	Chimney - Tall Brick		Full Refurbishment & Repair	R		530.00	Item	40	<input checked="" type="checkbox"/>

Schedule of Rates: 511 View Elements Update Rates

+ Add
🗑 Delete
📄 Show All
📂 Show Subset
🔍 Query
🔠 Order By
🖨 Print Options
📄 Report
🏠 Home

View elements:

Elements

001	01	Roof Type	<input checked="" type="checkbox"/>
002	01	Roof Finish	<input checked="" type="checkbox"/>
005	01	Flashings	<input checked="" type="checkbox"/>
010	01	Fascias & Soffits	<input checked="" type="checkbox"/>
015	11	Above Ground Drainage - Rainwater	<input checked="" type="checkbox"/>
020	11	Above Ground Drainage - Soil & Vent	<input checked="" type="checkbox"/>
030	02	External Wall Finish	<input checked="" type="checkbox"/>
040	03	Windows	<input checked="" type="checkbox"/>
042	03	Window Cills	<input checked="" type="checkbox"/>
045	03	External Doors	<input checked="" type="checkbox"/>
050	05	External Surfaces	<input checked="" type="checkbox"/>
051	05	Misc. Ext Surfaces	<input checked="" type="checkbox"/>
055	05	Boundary Walls & Fences	<input checked="" type="checkbox"/>
060	06	Communal Floor Finishes	<input checked="" type="checkbox"/>
061	06	Communal Wall finishes	<input checked="" type="checkbox"/>
062	06	Communal Ceiling Finishes	<input checked="" type="checkbox"/>

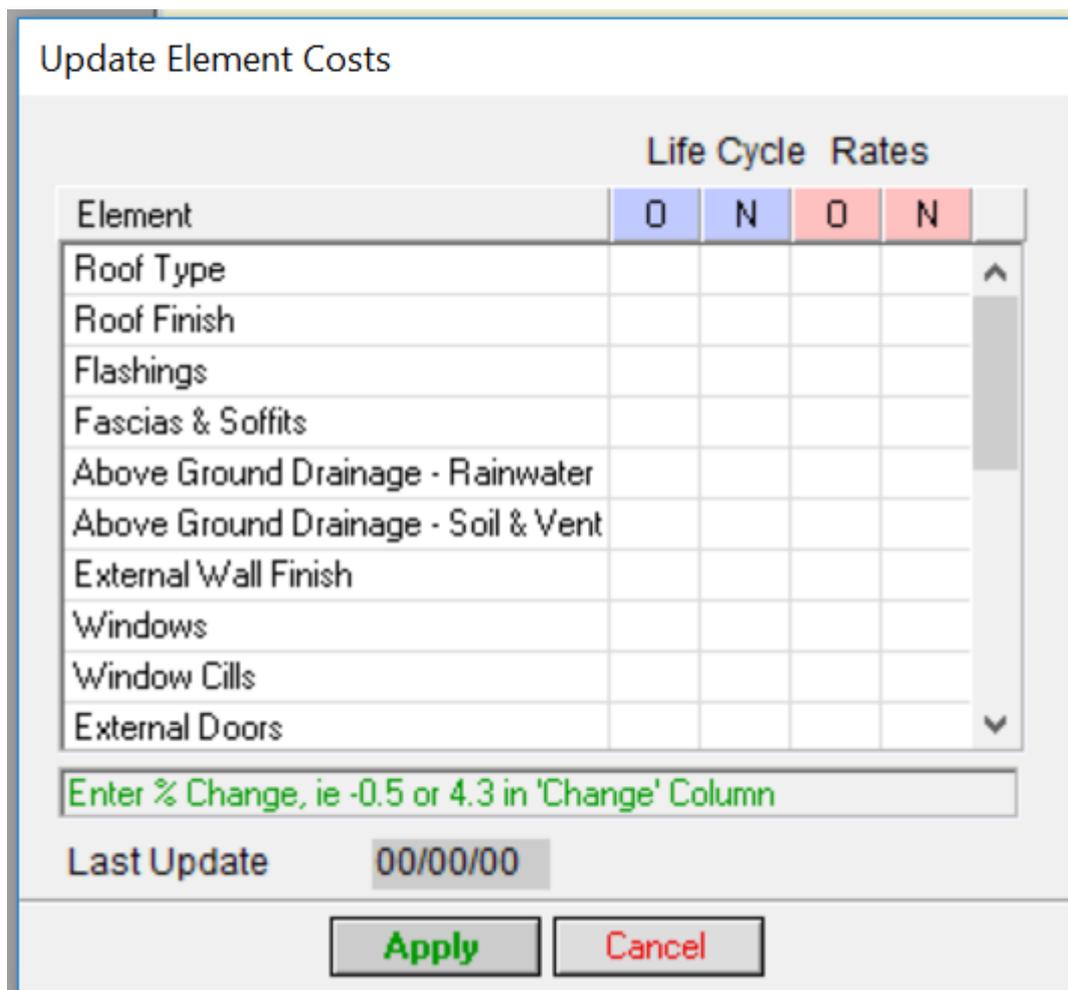
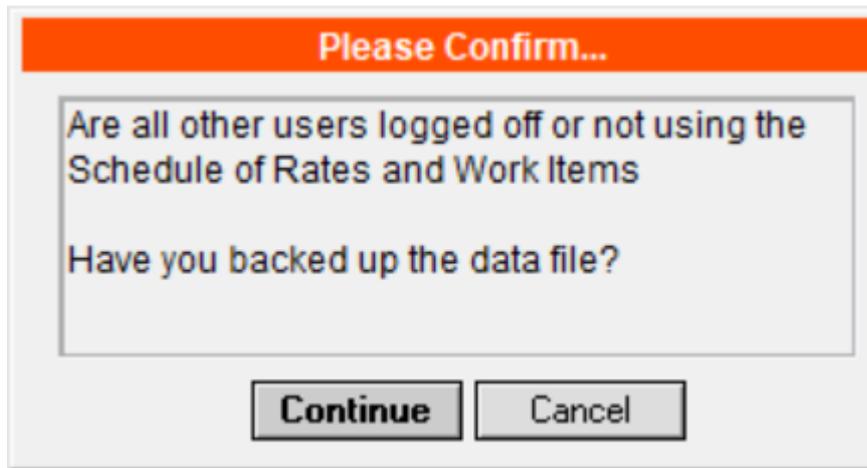
Add
C=1752
Active
All

Exit
Print

Updating Rates:

Rate need updating at least once a year to reflect changes in the cost of materials and labour. To update the rates, click on the 'Update Rates' box. The Update Element Costs screen is then displayed.

Once you have made sure that all users have backed up the data, select continue.



In this box you will have two sets of columns displayed under life cycle rates.

O = Cyclical or Overhaul rate:

This rate applies to what it would cost to repair an element every 5 years for example. Overhaul basically means what it would cost to repair a broken element such as a loose tile.

N =

This rate is the renewal cost for the element group. For example if you have a 5% increase in the cost of replacing a roof, then this would need to be entered in the N column.

Once you have populated the information into the table, select apply to save your changes.

Individually Changing Rates of An Element:

To individually change the Renewal and Cyclical rates of an element you will first need to go to the Schedule of Rates list.

Find the element that you wish to update individually and double click on it.

The screenshot shows a software window titled 'Quadpro v03.12.41' with a green header bar containing the time '11:27 AM' and date 'Wednesday, 18 April 2018'. The main area is titled 'Rates' and contains a form for editing an element's rates. The form fields are as follows:

Element	Roof Finish	002	Analysis Category	1	Scope	<input type="checkbox"/>	Standard	<input type="checkbox"/>
Attribute	0002.01	Natural Slate						
Programme WI	Renew with natural slate							
Type	Renewal/Repl...	1						
Code	<input type="text"/>							
Programme Rate	£222.00							
Unit	m2							
Programme LC	60							
Cyclical WI	Attend to loose and damaged slates							
Cyclical Rate	£6.30							
Cyclical LC	10							
Active	<input checked="" type="checkbox"/>							
Factor	0.01							
Cyclical Only	<input type="checkbox"/>							

At the bottom of the dialog box are four buttons: a left arrow, a right arrow, 'Exit', and 'Save'.

In this dialog box you will only need to update the 'Programme Rate' (for Renewal/ Replacement of the roof) and 'Cyclical Rate'. Whether the cost has increased or decreased, simply enter the new number in to reflect the change.

This option is the easiest way to make amendments to rates which only apply to one or two. If you need to make a change to all rates, please use the 'Update Rates' section.