



BLACKHOUND

ARCHITECTURE & RENDERING

F
E
E
P
R
O
P
O
S
A
L



Client:

Adriaan Le Roux | Jeanne-marie Le Roux
060 554 732
adriaanleroux@petrefeul.co.za

Date: 02 September 2024

SCOPE OF WORKS:

To manage the **JBCC Principal Building Agreement Edition 6.2** between the Contractor and **Adriaan Le Roux and Jeanne-marie Le Roux** for the duration of the construction program laid out in **Phase 1** of the **Bill of Quantities**.

Project Location: ERF 15 – No. 10 Tulip Street, Sunridge Park, Port Elizabeth.

Project Brief:

Phase 1 Affected areas:

- Main entrance
- Open plan kitchen, Dining and Living room.
- New Scullery.
- General bathrooms.
- New roof and alterations to the entertainment area.
- Patio.
- Entrance planters.

1. Project management:

This fee proposal is for **Stage 5 and 6 of the Architectural Scope of works**.

To manage the JBCC building contract, provide necessary documentation, review sub-contractor designs, and to assist the client with the selection of finishes. We conduct on-site inspections to ensure compliance with the contract and industry standards. (As laid out by SACAP. See the back of this document.)

2. Procurement:

Procurement is not included in this fee proposal.

This is where we assist with sourcing the furniture and related items for the client. Should you require this service a separate quote can be provided.



HOUSE LE ROUX - PROJECT MANAGEMENT - QUOTE.

Professional Fees Calculation:

1. Project Management

Our total management fees are calculated @ 6% of the project cost, divided over the duration of the project.

Each month includes:

- 4 x Travel to site.
- Contract management.
- Quality control checking and documented progress reports.
- Fortnightly minute meetings with the client and contractor on-site.
- Evaluation of payment claims and approval thereof. (as per JBCC)
- Liaising with the client regarding finishes and fittings selections throughout the project.

2. **House Le Roux Phase 1 construction cost:**

Nett building cost and contingencies for Phase 1, as laid out in the accepted B.O.Q.:
= **R1 590 030.13** (Excl. VAT)

BLACKHOUND PROJECT MANAGEMENT FEES FOR PHASE 1:

R 95 400.00 (VAT not applicable)

KINDLY NOTE:

*Should our scope of work increase, our fees will be adjusted to accommodate the extra scope. This will be discussed before the work commences.

*This quote is only valid for 30 Days after the date of issue.

Excluded from the fees:

- No submissions to council.
- Other Professional consultancy fees that may be required (e.g. Structural Engineer, Quantity and Site Surveyors, Health & Safety, etc.)
- Execution of the works and testing of materials to ensure compliance with drawings and specifications remains the responsibility of the contractor.
- Printing of drawings for site.



PAYMENT TERMS:

- 1) Invoice amount= **R 31 800.00 per month. (calculated over 3months)**
- 2) Invoices will be sent to the client on the 21st day of every month for the duration of the contract period.
- 3) Invoices must be settled within 7 Calendar days of invoice notification.
- 4) Should the project run less than 3 months, the outstanding balance will be settled within the final invoice.
- 5) Should the project run over the calculated 3 months, a pro-rata invoice will be done on top of the total quoted amount. (R 31 800.00 per month / 4 weeks = R 7 950.00 per week rate)

TERMS AND CONDITIONS:

Blackhound Enterprises PTY LTD will be employed to manage the JBCC Principal Agreement Edition 6.2 between the client and the contractor as their Principal Agent. For example, to assist the client in their selection of finishes and fittings and to conduct site inspections to ensure compliance with the contract and industry standards.

Late payments on our invoices will result in a penalty of R 2 500.00 per calendar day.

1.1) SITE VISITS:

This fee proposal allows for 4x Site visits per month for the duration of the contract period.

If additional Site Visits are requested, a fee of **R850.00** per Site Visit will be charged. This will be invoiced at the end of each month for the duration of the project or when Site visits are requested.

1.1) PRINTS AND DISBURSMENTS:

This fee proposal allows for 2x Sets of prints of the construction drawings at the day of site handover to the contractor.

Revision drawings will be emailed to the site management team where hard copy revision drawings will be the responsibility of the contractor / site manager.

If we must make hard copy prints for site, it will be added to an invoice at:

R70 per A1 print

R110 per A0 print.

1.2) TERMINATION:

If the agreement between the parties is terminated by either party for reasons not caused by BLACKHOUND ENTERPRISES PTY LTD, the fee for the work in progress and the completed work will be due for payment.

1.3) DEVIATIONS:

Any design deviations made on site could result in additional architectural charges, to be quoted separately.



1.4) SUSPENSION:

BLACKHOUND ENTERPRISES PTY LTD retains the right to suspend all service until the settlement of any outstanding account.

1.5) OTHER PROFESSIONALS:

BLACKHOUND ENTERPRISES PTY LTD is not responsible for the performance of other parties, nor for the quality of drawings and documents provided by them. We are also not responsible for the performance of the Contractor or any of their Sub-Contractors, Suppliers, or employees.

All deviations and issuing of drawings must be sent directly to the Principal Agent who will liaise with the client for final approval before giving the official site instruction.

1.6) COPYRIGHT:

BLACKHOUND ENTERPRISES PTY LTD retains the ownership of copyright to all of its intellectual property. No designs, drawings or documents may be used and shared with other parties without our express permission.

1.7) FEE OFFSET:

The Client is not entitled to 'set-off' or withhold payment for any alleged claim against either BLACKHOUND ENTERPRISES PTY LTD or any other party involved in the building contract. The claim is to be dealt with on its own merits.

1.8) VAT:

BLACKHOUND ENTERPRISES PTY LTD. Is not a VAT vendor. All architectural fees presented are exclusive of VAT until further notice.



ACCEPTANCE:

The Terms and Conditions presented here may be modified or amended as necessary only by written instrument signed by both parties.

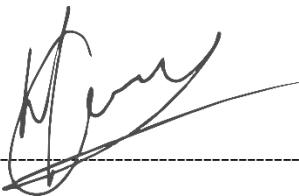
By submitting the non-refundable deposit payment, you are agreeing to the terms and conditions detailed in this document. This proposal is agreed upon in full, signed and dated.

By signing this document, I indicate that I understand, agree to, and accept the terms and conditions as contained herein, dated **02 September 2024**.

I, _____ hereby agree to the Terms and Conditions laid out in this document.

Email: hannes@blackhoundenterprises.com

Phone: 072 799 9597



Hannes Gouws

Director | PSAT 32449887

Adriaan & Jeanne-Marie Le Roux

Date:

Stage 5: Construction

- a) Administer the building contract;
- b) Give possession of the site to the contractor;
- c) Issue construction documentation;
- d) Review sub-contractor designs, shop drawings and documentation for conformity of design intent;
- e) Inspect the works for conformity with the contract documentation and acceptable quality in terms of industry standards;
- f) Administer and perform the duties and obligations assigned to the principal agent in the building contract;
- g) Manage the completion process of the project;
- h) Assist the client to obtain the required documentation necessary for the client to obtain the occupation certificate.

Stage 6: Close out

- a) Facilitate the project close-out including the collation of the necessary documentation to effect completion, handover and operational manual of the project.
- b) When the contractor's obligations with respect to the building contract have been fulfilled, the architectural professional shall issue the certificates related to the contract completion.
- c) Provide the client with construction record documentation and the relevant technical and contractual undertakings by the contractor and subcontractors.

