



BLACKHOUND

ARCHITECTURE & RENDERING

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Client:

Christian S. Gonzalez
060 960 1152
chris.sosa.g@gmail.com

Date: 28 June 2023

SCOPE OF WORKS:

Measure, draw, update and submit to council for Mr C. S. Gonzalez on:
ERF 341, Mount Road, Eastern Cape, P.E.

Project Requirements:

1. Measure and drawing the existing building (2D)

Existing building of 350 sqm

Deviations:

The Kitchen is a bedroom.
The "Sewing Room" is a Guest Bathroom.
No more Study/Office.
New scullery
The "TV Room" is the new kitchen.
The "Dining Room" is a bedroom and isolated.

2. Municipal Submission and approval.

Submitting the plans to council:

- Site plan with drainage sections
- Floor plans
- Elevations: 4 x Elevations
- SANS Calculations (Fenestration Calc's, Electrical Calc's, etc.)



MEASURE, DRAW, UPDATE AND SUBMIT QUOTE.

Professional Fees Calculation:

1. <u>Measure and redraw</u>	<u>R 16 000.00</u>
2. <u>Municipal Submission:</u>	
a. <u>Municipal Submissions (350 sqm)</u>	<u>R 15 800.00</u>
b. <u>Admin</u>	<u>R 1 700.00</u>

<u>TOTAL QUOTE:</u>	<i>R 33 500.00 (VAT not applicable)</i>
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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:

- Submission fees and hard copy prints, if required. (e.g. Council and municipal related fees/Estate/NHBRC)
- 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) Deposit payable at acceptance of quotation. | (R 23 450.00) |
| 2) Fees payable at Municipal Submission | (R 10 050.00) |

ACCEPTANCE:

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

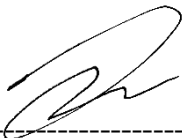
By submitting the non-refundable deposit payment, you are agreeing to the terms and conditions detailed in this document. This proposal is agreed upon in full, signed and dated.

By signing this document, I indicate that I understand, agree to, and accept the terms and conditions as contained herein, dated **28 June 2023**.

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

Email: dewald@blackhoundenterprises.com

Phone: 072 418 6867



Dewald Potgieter
Director | PAT 30442820

Werner Badenhorst

Date:



TERMS AND CONDITIONS:

Blackhound will be employed for **Work stages 1 to 4.1, as laid out in this document:** *From design to municipal drawings. E.g. Creating municipal drawings from the approved design and submitting the drawings to the local authorities to gain their approval.*

Additional services have been included in this quotation for cover the occupation process, which is required to certify that the project has been completed in accordance with the National Building regulations and Standards Act. (As legally required and outlined in SANS 10400-A:2010).

Furthermore, since Blackhound will be **NOT** appointed for work stages **4.2, 5, and 6**, it should be noted that the client will act as the intermediary between us and the contractor. The client will also be responsible for obtaining all the certificates of compliance from the contractor and their sub-contractors.

(E.g., Electrical COC, Plumbing COC, Beacon Certificate, Roof Certificate, Engineers Form4, etc.)

This Quotation is only for Architectural **work stage's 1, 2, 3 and 4.1** and;

Excludes **work stages 4.2, 5 & 6.**

(Kindly see the descriptions of Architectural work stages at the end of the document.)

1.1) SITE VISITS:

If additional Site Visits are requested, a travel expense 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.

1.2) DETAILS AND TECHNICAL DRAWINGS:

The quotation will cover extra additional information which is over and above the municipal drawings that will assist the contractor in build process, but will exclude construction and technical detailing which includes pricing details like, staircase sections, typical construction details, and more. which falls under **stage 4.2 in the architectural**



work stages, and is not necessary for municipal approval, but is required for accurate pricing and construction detailing.

Please note: Should you then require technical detail drawings. The fee will be based on an hourly rate of **R 650.00**

1.3) DEVIATIONS:

For any deviations made on site that require an updated plan to be submitted to the council, an additional quotation will be sent to the client. This quotation will be based on an hourly rate of **R 650.00**, which covers the cost of revising the drawings and resubmitting the drawings to council for approval.

1.4) PRINTS:

We will provide 1x set of hard copies of the municipal approved plans.

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

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

R95 per A1 print

R105 per A0 print.

ARCHITECTURAL WORK STAGES:

For information purposes only:

Stage 1: Inception

- a) Receive, appraise and report on the client's requirements with regard to the client's brief;
- b) Determine the site and rights and constraints;
- c) Determine budgetary constraints; 0
- d) Determine the need for consultants;
- e) Determine indicative project timelines;
- f) Determine methods of contracting; and
- g) Whether other statutory authority applications are required or desirable.

Stage 2: Concept Design

- a) Prepare an initial design concept and advise on:
 - i. the intended space provisions and planning relationships;
 - ii. proposed materials and intended building services; and
 - iii. the technical and functional characteristics of the design.
- b) Check for conformity of the concept with the rights to the use of the land.
- c) Consult with local and statutory authorities.
- d) Review the anticipated costs of the project. e) Review the project programme.

Stage 3: Design Documentation

- a) Develop all aspects of the design from concept to full development including, but not limited to, construction systems, materials, fittings, and finishes selections;
- b) Review the programme and budget with the client, principal consultant or other consultants;
- c) Coordinate other consultants' designs into building design;
- d) Prepare design development drawings including drafting technical details and material specifications;
- e) Discuss and agree on the building plan application and approval requirements with the local authority;

Stage 4: Documentation and Procurement

Stage 4.1: (Municipal Submission stage)

- a) Prepare documentation required for local authority building plan application submission;
- b) Co-ordinate technical documentation with the consultants and complete primary co-ordination sufficient to support building plan submission;
- c) Review the costing and programme with the consultants;
- d) Obtain the client's authority, and submit documents for approval at the local authority.



Stage 4.2: (Construction / Tender stage)

- a) Prepare specifications for the works;
- b) Complete technical documentation sufficient for tender;
- c) Obtain offers for the execution of the works;
- d) Evaluate offers, and recommend a successful tenderer for appointment;
- e) Prepare the contract documentation and arrange the signing of the building contract by the client and the successful tenderer;
- f) Complete all remaining technical and construction documentation and coordinate same with the consultants;

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.

