

Title: Comprehensive Planning Services for Multi-Family Residential Building Construction

Introduction:

We appreciate the opportunity to provide professional planning services for your multi-family residential building construction project. Our team of experts will work closely with you to create a comprehensive blueprint, ensuring a successful and stress-free construction process.

Scope of Work:

1. Project Overview and Goals

- Define project objectives, scope, and timelines
- Identify stakeholders and their roles

2. Site Analysis

- Assess site conditions, topography, and environmental factors
- Evaluate zoning regulations, building codes, and permits required

3. Building Design and Layout

- Determine the optimal building layout, including unit mix and sizes
- Design common areas, amenities, and circulation spaces
- Create floor plans, elevations, and cross-sections

4. Unit Planning and Design

- Develop floor plans and elevations for each unit type
- Specify finishes, fixtures, and appliances
- Ensure compliance with accessibility and building codes

5. Structural and MEP Systems

- Design structural systems (foundation, walls, floors, roof)

- Plan mechanical, electrical, and plumbing (MEP) systems
- Coordinate with consultants for specialty systems (e.g., fire suppression)

6. Permitting and Approvals

- Prepare and submit permit applications
- Coordinate with local authorities for approvals and inspections

7. Construction Documentation

- Create a comprehensive construction document package
- Include drawings, specifications, and schedules

8. Project Budgeting and Scheduling

- Establish a project budget and timeline
- Develop a construction schedule and phasing plan

9. Quality Control and Assurance

- Implement quality control measures during construction
- Conduct regular site visits and progress reports

Deliverables:

- Comprehensive project plan and timeline
- Site analysis report
- Building design and layout drawings
- Unit plans and specifications
- Structural and MEP system designs
- Permit applications and approvals
- Construction document package
- Project budget and schedule
- Quality control and assurance plan

Assumptions and Dependencies

- Client will provide necessary information and approvals in a timely manner
- Local authorities will approve permits and plans in a reasonable timeframe

Fees and Payment Terms:

Our fees for this project will be \$3000, broken down into the following milestones:

- Project initiation and site analysis (20%): \$600
 - Building design and unit planning (30%): \$900
 - Permitting and construction documentation (30%): \$900
 - Project budgeting, scheduling, and quality control (20%): \$600
- Please note that this proposal is valid for 5 days from the date of submission. Acceptance:

Acceptance: Please indicate your acceptance of this proposal by signing and returning one copy to us by 25th May, 2024.

We look forward to the opportunity to work with you on this exciting project!

Sincerely

Mike Bauer