

Date 23 JUNE 2015

POSTED

PROPOSAL

Date _____
Dr _____
Cr _____
Initial _____

TO: TIM TORTORA
TIM@ASAMANAGEMENT.COM

RE: 8561 LOOKOUT MT.
NEW SINGLE FAMILY RESIDENCE

ENTERED
6/23/15



ARCHITECTURE
PLANNING
INCORPORATED

SITI Studio Architects Inc. is happy to present this proposal with the following scope:

- A. Client Program, as-built drawings, city research, and preliminary designs
~~Fixed Fee~~ _____ or Hourly _____ (estimated @ 12-18 HRS)
- B. Design Development: finalized plans, elevations
Fixed Fee _____ or Hourly _____
- C. Contract documents - builders set, complete to obtain city approval.
Fixed Fee _____ or Hourly _____
- D. Building department submittal, plan check, permit approval, contractor bidding.
Fixed Fee _____ or Hourly _____
- E. Job administration, as required and/or requested.
[T.B.D.] Fixed Fee _____ or Hourly _____

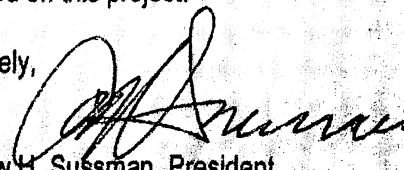
Prod: 847,000.00 - 1,000.00
Desc: Retainer Fee
Code _____
Approval _____
Acct: _____
Exec/UPM _____

SITI Studio Architects Inc. will provide the above services as requested. Please indicate your billing preference, fixed fee or hourly, for each design stage listed above by circling and initialing next to the corresponding selection. Unless otherwise indicated, these services will be provided at an hourly rate. Hourly rates are \$220.00 for principal architecture and \$110.00 for staff architects. This proposal is good for two weeks.

Structural engineering, interior design, energy calculations, and any other consultants, if required or requested, will be paid by the client. 10-15% of construction costs should be anticipated for all consultants, i.e. architects, structural engineers, energy calculations, required city fees, etc. Reimbursables, i.e. blueprints, plotting, city fees, etc. are paid by the client plus an additional 15% service and processing fee.

A \$1,000.00 retainer will be required for work to commence and will be deducted from the final invoice. Fees and additional schedules will be determined based on design decisions and client input as the project develops. Work will be billed progressively with payment due upon the receipt of the invoice. Invoices not paid within two weeks are subject to interest at 1.5% per month, at which point SITI Studio Architects Inc. reserves the right to stop work. Either party can terminate this agreement anytime, for any reason, with written notice and all service and reimbursables paid in full to date. Thank you for the opportunity to work with you on this project.

Sincerely,


Andrew H. Sussman, President
SITI Studio Architects Inc
License Number C-12175


Approved

6/25/15
Date

ANDREW H. SUSSMAN

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Tel: 818 • 506 • 3657 sitistudio@gmail.com

ARCHITECT