

Design Agreement

This letter of agreement is between
PROJECT 38 DESIGN STUDIO INC. (the Designer)
And Patty & Andrew Lacas (the Client)

Date: February, 2021
Client: Patty & Andrew Lacas
Project: 6945 Armview Avenue | Halifax, NS, Canada

Details:

Project Steps to Date:

- 2 hr Initial Design Consultation (July 2020)
- Design Consultation Summary Document prepared with details & emailed
- Secondary Meeting Review of client confirmed details for project- (Jan 26, 2021)
- Site Measurements (Feb 18, 2021)

Project Next Steps:

- Review Complete *Design & Project Process Document* (attached)
- Review the following details in the proposed *Design Agreement* & advise of any adjustments *if required
- Complete *Design Agreement* & send back signed & initialed pages
- Complete *Retainer* invoice payment (invoice will arrive via email separately)
- P38 Design Services to commence as outlined below
- Client to review, meet & hire preferred contractor for work as outlined *A contractor required to complete work & we can discuss if required.

Timeframe:

Design Plan, Sourcing & Selections, Design Boards Completion Date: 4 weeks following returning of signed Design Agreement & Deposit is received
Construction / Contractor Start Date: TBD - depends on client / contractor availability

SPACES DISCUSSED TO BE UPDATED:

1. Mudroom / Entry
2. Dining Nook
3. Family Room
4. Kitchen
5. Dining Room
6. Front Entry
7. Kids Nook
8. Living Room
9. Stairwell / Upstairs Hall
10. Kids Bathroom
11. Master Bedroom
12. Master Ensuite
13. Basement Rec Room
14. Miscellaneous

DETAILS BY SPACE & Design Service Rates:

1. Mudroom / Entry: \$1500 (10 hrs)

- P38 to prepare redesign of layout to allow for better function
- A contractor will be required to complete the work**
- P38 to design mudroom cabinetry
- P38 to prepare CAD plan & elevation(s) as required
- P38 to select (floor tile, grout, wall paint, lighting, cabinet door style / color/ hardware, entry rug, hooks & storage if required, small furniture if required, mirror & artwork to be discussed, window treatments
- P38 to prepare design board for presentation of selections for approval

2. Dining Nook: \$900 (6 hrs)

- P38 to prepare CAD plan & elevation(s) as required
- P38 to select furniture (TBD dining table (existing or new), *(Contractor will advise if option is available to cantilever over existing exterior wall, if not we will prepare bench seating plan)*
- P38 to select paint, lighting, window treatments
- P38 to prepare design board for presentation of selections for approval

3. Family Room: \$1500 (10 hrs)

- P38 to prepare CAD plan & elevation(s) as required
- P38 to select furniture (sofa, coffee table, end table(s), chair(s), sideboard)
- P38 to select decor (area rug, lamps, accessories, cushions, throws, etc)
- P38 to select paint, window treatments
- P38 to prepare design board for presentation of selections for approval
- TBD patio door requirements**

4. Kitchen: \$300 (2 hrs)

- P38 to select runner
- P38 to select sink pendant light
- P38 to prepare design board for presentation of selections for approval

5. Dining Room: \$900 (6 hrs)

- P38 to prepare CAD plan & elevation(s) as required
- P38 to select furniture (chair(s), sideboard)
- P38 to select decor (area rug, accessories, artwork)
- P38 to select lighting (dining pendant)
- P38 to select paint, wallpaper, window treatments / drapes
- P38 to prepare design board for presentation of selections for approval

6. Front Entry: \$900 (6 hrs)

- A contractor will be required to complete the work*
- TBD if contractor will require updates in insulation / heating*
- TBD vestibule door removal*
- Contractor to update rad cover to match existing*
- P38 to design cabinetry & closet
- P38 to prepare CAD plan & elevation(s) as required
- P38 to select (floor tile, grout, wall paint/paper, lighting, cabinet door style / color/ hardware, entry rug, hooks & storage if required, mirror & artwork to be discussed, window treatments
- P38 to prepare design board for presentation of selections for approval

7. Kids Nook: \$450 (3 hrs)

- P38 to select decor (area rug, accessories, artwork)
- P38 to select lighting (dining pendant, wall sconces)
- P38 to select paint, window treatments / drapes
- P38 to prepare design board for presentation of selections for approval

8. Living Room: \$1500 (10 hrs)

- Contractor to coordinate fireplace assessment (with mason or fireplace dealer TBD)*
- P38 to complete fireplace redesign *if required
- P38 to prepare CAD plan & elevation(s) as required
- P38 to select decor (area rug, accessories, artwork)
- P38 to select furniture (coffee table, sideboard / cabinet(s), TBD other furnishings)
- P38 to select lighting (fixtures & portable)
- P38 to select paint, window treatments / drapes
- P38 to prepare design board for presentation of selections for approval

9. Stairwell / Upstairs Hall: \$600 (4 hrs) + TBD gallery wall installation

- P38 to select decor (hallway runner, stairwell runner)
- P38 to assist client with gallery wall selections & *installation TBD*
- P38 to select lighting fixtures & paint
- P38 to prepare design board for presentation of selections for approval

10. Kids Bathroom: \$1800 (12 hrs)

- A contractor will be required to complete the work*
- TBD adjust door swing*
- P38 to design vanity or select TBD
- P38 to prepare CAD plan & elevation(s) as required
- P38 to select (floor tile, grout, wall paint, lighting, cabinet door style / color/ hardware, tub, wall tile & grout, plumbing fixtures, bathroom fixtures, vanity mirror)
- TBD decor selections (shower curtain & rug etc)*
- P38 to prepare design board for presentation of selections for approval

11. Master Bedroom: \$1500 (10 hrs)

- P38 to prepare CAD plan & elevation(s) as required
- P38 to select furniture (bed, dressers, nightstands)
- P38 to select decor (area rug, lamps, accessories, cushions, throws, bedding, mirror, artwork, etc)
- P38 to select paint, window treatments & drapes
- P38 to prepare design board for presentation of selections for approval

12. Master Ensuite: \$1800 (12 hrs)

- A contractor will be required to complete the work*
- P38 to design vanity or select TBD
- P38 to prepare CAD plan & elevation(s) as required
- P38 to select (floor tile, grout, wall paint, lighting, cabinet door style / color/ hardware, shower floor tile, wall tile & grout, plumbing fixtures, bathroom fixtures, vanity mirror)
- TBD decor selections (shower curtain & rug etc)*
- P38 to prepare design board for presentation of selections for approval

13. Basement Rec Room: \$1500 (10 hrs)

- A contractor will be required to complete the work*
- P38 to design daybed & select finishes
- P38 to suggest updates existing shelving, ceiling, walls
- P38 to select furnishings as required
- P38 to prepare CAD plan & elevation(s) as required
- P38 to select area rugs, paint, lighting
- P38 to prepare design board for presentation of selections for approval

14. Miscellaneous: \$150 (1 hr for door hardware sourcing & selection)

A contractor will be required to complete the work

-Updating required: light switches, outlets, potlights, door hardware, trim, trim paint, tbd ceiling paint

-P38 to select if required

Elements, Details & Spaces Not Included in this Design Agreement Fees:

-Furnishings & Decor sourcing & selections & Design Plans outside of those listed above

-Attic

-Exterior of home

-Kids rooms

-Livingroom Fireplace

-Additional spaces not listed or discussed

-Gallery Wall image printing, framing & installation in stairwell installation

-Project Coordination with contractor (if required hourly rate applies)

-All installation, assembly, delivery, shipping & styling fees

-All furnishings, fixtures, materials, lighting, decor, styling elements artwork & accessories

-All Contractor/Trades quotations, materials, labour & fees

*INITIALS _____

Total Proposed Design Services Listed Above: \$15,300 + hst

The following Design Services are outlined above. All CAD plans, elevations, sourcing & selection options include up to 2 revisions *if additional rates will be discussed if additional options are required. Standard communication & meeting schedule is included (via email, phone, in person, zoom) we allow for up to 2 hours per design space *if client requires above standard communication & meetings, we can discuss additional rates to allow the the requirements. Travel time is incorporated into the above rates with current location. The Design Presentation meeting is also included in the above rates for up to 2 hrs *if additional meetings are required we can discuss additional requirements.

NOT included in the Design Plan Package as listed above and can be are provided at our hourly billing rate of \$150/ hr and invoiced as required by client.

-Project Coordination (with contractor & trades)

-Final Delivery, Installation & Styling

*INITIALS _____

The Design Presentation Plan will include pricing on the following elements & will be in addition to the Design Service Rates as listed above, and invoiced separately: furniture, lighting fixtures, bulbs & portable lighting, area rugs & runners, decor, artwork/mirrors. window treatments, linens, cushions, accessories, wallpaper & installation, bathroom hardware, household elements *if required, depending on contractor/supplier certain vanities, sinks.

*INITIALS _____

****All details listed above in this format will require a contractor to complete the work and provide materials and pricing on all fixed elements including:*** permits, demo/asbestos removal *if required, building materials, paint, potlights, electrical labour & supplies, plumbing labour & fixtures, tile/flooring materials & installation, mechanical & heating adjustments, cabinetry, hardware, fixed installation. We can discuss as required.

*INITIALS _____

FEE & Invoice Payment Schedule:

The Design Services fees for the described Design Services listed above will be invoiced as follows:

First Invoice:

-\$3000 - Deposit/Retainer to commence Design Services & Plans

Second Invoice(s):

-\$6000 - Design Services - To be sent 2 weeks following the commencement of the design services work. *If items are to be procured via P38 order management system, these elements will be invoiced separately from design services and are invoiced as required.

Final Invoice(s):

-Final Balance - Design Services & Remaining Elements, Delivery etc as required

*If additional services are required, they can be discussed, approved & added to the DESIGN SERVICE ADJUSTMENTS (to allow for additions to this original DESIGN AGREEMENT)

Payment is due on receipt of the invoice. All payments can be made via Etransfer to info@project38design.com, cheque payable to PROJECT 38 DESIGN STUDIO INC. or by credit card (3.1% processing fee applies). Overdue (30 days past payment due date on invoice) are subject to a 2.5% interest charge

CANCELLATION:

This agreement can be terminated in the event that either party fails to uphold the terms. A telephone call or in-person meeting and a written notice are required to explain the reasoning. PROJECT 38 DESIGN STUDIO INC. will be compensated for the design services performed prior to notice of such termination at the hourly rate of \$150/hour, and shall also be compensated for all outstanding balances on purchases made on behalf of the client.

DESIGN SERVICES & PROJECT PROCES GUIDE with FAQ:

The Client has reviewed the Design Services & Project Process Guide. *INITIALS_____

MEDIA:

The Designer may use photos of the project for media and portfolio purposes, clients name and exact address will not be disclosed. Project could be referred to by street name only. *INITIALS_____

PROJECT CONTACT INFORMATION:

Project 38 design studio Inc..
5450 Kaye Street, TH13 , Halifax, NS
info@project38design.com

P38 Team to be included in project:
Stacie Rimmer, Jennifer Kydd, Jenna Tario

Please review agreement. If approved, please sign and email in PDF form, once approved agreement & deposit from invoice has been received the project will be confirmed & scheduled accordingly.

ACCEPTANCE:

Client: _____ Date: _____

Designer:: _____ Date: _____

Design Service Adjustments

Client: Patty & Andrew Lacas

Project: 6945 Armview Avenue | Halifax, NS, Canada

The Following Design Service Adjustments are in addition to the those listed in the Design Agreement :

Adjustment:

-Details