



LANDSCAPE DESIGN FEE PROPOSAL <#04_12>

PHASE – LANDSDCAPE CONCEPT DESIGN D

<Client Name>

<Project Address>

<Date>

Formation Landscapes Pty Ltd
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PHASE ONE – LANDSDCAPE CONCEPT DESIGN

Formation Landscapes Pty Ltd
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Dear <Client name>

Design Brief

Based on our initial meeting I understand the brief to be as follows –

- Key areas of the design – Front entrance/View from study/rear alfresco area and rumpus room window.
- Basketball ring to be installed on driveway
- Front fence design already complete.
- Rear yard pergola to be assessed
- Planting schedule will be low maintenance with possible inclusions of palm trees in rear garden.
- Lighting plan to have functional lighting such as pathways and steps as well as accent lighting on trees.
- The design will be in keeping with the style of the house.

What's included in this fee:

This proposal is tailored to deliver a *Conceptual Design* for your project. The outcome of this initial phase of the project is to provide sufficient *schematic* information to help you clearly visualize the ideas I have for your project and be able to prepare an initial estimate of the cost to install it.

Using the concept design from this fee proposal, along with the initial cost estimate, you'll be able to decide which elements of the concept you're going ahead with and which ones need to be revised or removed.

Generally, delivery of the concept according to the Design Brief will consist of the following tasks:

- a) Develop a **Landscape Concept Plan**, drawn to scale.
- b) Represent and test the concept in 3-D using a fly-through video presentation so you can see and experience the whole design in context.
- c) Prepare a selection of 'stills' from the model to describe features and details in 3-D for in depth discussion.
- d) Provide an indicative palette of suggested plants and material
- e) Attend client/consultant design meetings (Architect and/or Builder)
- f) Meeting to discuss the design with you and associated construction costs.



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At the end of this process you will receive (Deliverables):

- 1 x Hardcopy of the Landscape concept plan + 1 digital copy (PDF)
- 1 x Hardcopy of the plant and material palettes + 1 digital copy (PDF)
- 3-D Imagery including 3-D fly-through (movie) and concept book (PDF)

What is not included:

As described above, this is a *Conceptual Design* and a fixed fee proposal so we need to let you know the things that are not included here. The following items may be included in the construction quote that follows the initial estimate, if needed to facilitate construction:

- a) Preparation of **drawings and fees associated with submission to local authorities and regulatory bodies**. Planning applications and building applications would form part of the next and separate phase of design work if you choose to go ahead with construction. These will be included as part of the construction quote. [If required]
- b) Actual **construction details of specific feature elements** with written specifications and any other information [Working drawings – If required].
- c) Engineering documentation to be done by certified engineer.

What we need to start

To make a start we will require as much information about the site as possible including:

- Scaled or Dimensioned site plans, generally a **feature survey** will be perfect [required in digital ***.dwg format**].
- As many things as you can show us about what you like - images, magazine cuttings, other things you would like to influence the design. **Pinterest** is great for this. (optional)
- This fee proposal, signed, scanned and returned via email along with the required *Engagement Fee* (Se 6.1 Payment Terms)

How long it will take

Upon authorisation of this proposal, receipt of the required engagement fee and receipt of the above required plans in *digital* format, we can schedule your project to make a start.

From that time, it will take us 6 weeks to complete the concept.

I will contact you to arrange a time to present the design when it is nearing completion.



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Proposed Fee

Our fee to deliver the service outlined above is a fixed fee of <**\$4,950 +GST**>

Payment Terms

Payment is due in two (2) equal installations.

The first installation is the *Engagement Fee*, which is payable upfront, confirms your project in our work schedule and covers the time until the first presentation.

The second installation is the *Completion Fee*, which is payable following confirmation of the concept and estimate meaning that the design has been confirmed and is ready to be quoted accurately.

Copyright

All design work remains the intellectual property of our office. Once works are completed and all accounts settled we consent to release entirely to you all relevant digital files for your own use, modification and ownership.

Client Authorization and Commencement

PLEASE **PRINT, SIGN AND RETURN** THIS PROPOSAL TO AUTHORISE COMMENCEMENT OF THE WORKS. ONCE THE REQUIRED COMMISSIONING FEE IS RECEIVED YOUR PROJECT WILL BE SCHEDULED INTO OUR WORK PROGRAMME.

(CLIENT TO COMPLETE)

By signing this document I acknowledge and agree to the above fee proposal, payment terms and conditions.

FEE: <\$5,335> (Inc. GST) – Once acceptance form is received an invoice with payment details will be forwarded to you.

_____ (Your Name)

_____ (Signature)

Date:

