

# COMPANY PROFILE AND SCHEDULE OF FEES

## ABOUT

LDDesign is an architectural design and drafting firm, providing personalised and professional construction services in Ballarat and surrounding regions. LDDesign has extensive experience in the design and project documentation of residential and small commercial projects. Our holistic approach to projects means we work with our clients from concept and feasibility, through to planning process, and provision of full construction documentation all the time ensuring we look through the lens of sustainability.

LDDesign offers a full range of building design services, including:

### PROFESSIONAL SERVICES

- + Building permit applications
- + Development advice and consultation meetings
- + Conceptual and development design
- + 3D modelling and rendering
- + Passive solar design
- + Fully detailed town planning submissions
- + Coordination of a team of consultants (planners, engineers, surveyors etc)

### PROFESSIONAL FEES

Projects are charged by one or more of the following methods:

- + Combination of fixed fee quotation stating inclusions and exclusions, and hourly rate for additional services as described in the fee process
- + A charge out at hourly rates for specific tasks:
 

Building designer / 3D modelling / Presentation	\$140.00/hr + GST
Project documentation / drafting	\$110.00/hr + GST
Administration and technical assistance	\$70.00/hr + GST
After hours meetings if required	\$160.00/hr + GST
- + Initial consultation fee \$300.00 + GST

## FEE PROCESS

Our preferred method of charging is a combination of fixed fee and hourly, depending on the scope of works and services required to complete each specific project. In outlining the following we hope to help you understand our fee process, what is included and excluded, and the various stages of a project.

### CONCEPT DESIGN STAGE

This stage involves a considerable amount of work, detailing the existing, imagining and drawing the design and rendering and presenting in line with the agreed scope of work. Concept Design is charged out at 40% of the total contract less the 10% deposit. Drawings will proceed to planning permit stage if required after the concept is finalised.

Inclusions to the fixed rate are as follows:

- + Meetings with the client to discuss any changes required to the initial concept as well as confirmation of client brief after initial consultation. These meetings are anticipated to take 1-2 hours each
- + Design research related to the design brief, organising quotes from external consultants if required ie. heritage reports, land surveys
- + On site measure or procurement of archived plans from council
- + Floor plans, site plans, elevations and 3d rendered views for review and up to two modifications to the initial design to ensure a satisfactory concept design is finalised.
- + Liaising with trades and builders for estimates

Exclusions to the fixed rate are as follows:

- + Additional meetings to be charged at an hourly rate
- + External consulting fees, council permit application fees
- + Council archive fees (\$230 from City of Ballarat)
- + Planning permit drawings and application by LDDesign (to be charged hourly) including pre-application meeting with relevant council

### DESIGN DEVELOPMENT STAGE

The preliminary drawing stage generally occurs after planning permit have been issued, if required for your project. At this stage the drawings will be developed for accurate costings from your builder, as well as, if necessary, input from external consultants such as engineering, interior design and various other specialists. A progress claim will be charged at 40% of the total contract price.

#### Inclusions to the fixed rate are as follows:

- + Inputting survey information, detailing and notating site plans, floor plans, demolition drawings and proposed elevations. Preparing detailed sections, slab or subfloor layouts, roof plans, electrical and lighting plans and door and window schedules. Internal joinery elevations provided if full documentation has been selected.
- + Meeting with clients, builder and interior designer as required. The fixed rate allows for one meeting if building permit documentation only has been selected, or up to three meetings if full documentation has been allowed for.
- + Meeting the planning permit conditions and obtaining endorsed plans if relevant.
- + Organising quotes from external consultants if required.

#### Exclusions to the fixed rate are as follows:

- + Additional meetings to be charged at an hourly rate
- + External consulting fees, interior designer, engineer, soil report, energy report etc...

#### FINAL CONSTRUCTION / BUILDING PERMIT DRAWINGS

Once the design development stage is complete, and any drawings or reports required from external consultants have been received by LDDesign; we will begin the final construction phase. This stage involves cross checking engineering and adding final details to the drawings. These drawings will form part of the building permit application along with accompanying reports as required. Your builder can then source quotes from trades and start to put together a building contract. The final progress claim will be the remaining 20% of the total contract price.

#### Inclusions to the fixed rate are as follows:

- + Shop drawings as required, finalising design development drawings, additional wall and wet area detail, rescode assessment tables, overshadowing diagrams and site calculations as required.
- + Responding to further requests for information from the relevant building surveyor (RBS).
- + Liaising with builder for information required to submit building permit application, liaising with interior designer to complete schedules if required.
- + Administrative tasks relating to building permit application, applying for reports from council and completing permit forms as required.

#### Exclusions to the fixed rate are as follows:

- + Additional meetings to be charged at an hourly rate
- + Building permit application fees payable to the RBS
- + Report and Consent applications and associated paperwork and drawings to be charged at \$550 exc GST per regulation by LDDesign. Council fee additional per regulation

- + Current certificate of title, property information report and legal point of discharge report fees.
- + Services during construction to be charged at an hourly rate if required.
- + Owner build projects to incur additional fee (see fixed rate schedule table)

## FIXED RATE SCHEDULE

### FULL DOCUMENTATION PACKAGE

Building permit documentation plus additional detailing, internal elevations and joinery details.  
*Excludes town planning. All prices exclude GST.*

LDDesign works collaboratively with Inhabitat Interiors to provide project schedules specifying colours, materials, fittings, fixtures, and finishes. Quotes for interior design can be provided as an additional service.

### BUILDING PERMIT DOCUMENTATION

Site plan, floor plans, elevations, sections, slab layout, roof plumbing, wall details, window schedule, and electrical and lighting plans. Excludes finer detailing, interior elevations, selections of fittings and fixtures.

*Excludes town planning. All prices exclude GST.*

Value of Building Work	Full Documentation		Build Permit Drawings Only	
	Percentage of Build Cost	LDDesign Fee	Percentage of Build Cost	LDDesign Fee
\$50,000 >	9.5%	\$4,750	8.5%	\$4,250
\$100,000	7%	\$7,000	6%	\$6,000
\$150,000	6%	\$9,000	5%	\$7,500
\$200,000	5.5%	\$11,000	4.5%	\$9,000
\$300,000	5%	\$15,000	4%	\$12,000
\$500,000	4%	\$20,000	3.5%	\$17,500
\$750,000	3.5%	\$26,250	3%	\$22,500
\$1,000,000 <	3%	\$30,000	2.5%	\$25,000

### ADDITIONAL RECOVERABLE EXPENSES:

- + Basic accommodation and travel expenses for away from Ballarat work if required, quoted ad hoc.
- + Owner build projects to incur additional 10% of total contract price.