



UNION STUDIO  
ARCHITECTURE & COMMUNITY DESIGN

September 12, 2017

Cape Cod Young Professionals  
P.O. Box 634  
Barnstable, MA 02630

Via email

**RE: Proposal for CCYP House Design Contest, 'SIDE HUSTLE HOUSE'**

To Whom It May Concern,

Thank you for the opportunity to submit this proposal for the design and documentation services associated with the 'SIDE HUSTLE HOUSE' - a new prototype home designed specifically to meet the needs of young professionals on Cape Cod. In conjunction with our design submission, we are submitting this letter which outlines the professional fees necessary to complete construction level documents as well as a schedule to perform this work. Detailed terms and conditions of this proposal are not included at this time but can be provided should the project move forward and a more formal agreement is put in place.

SCOPE OF SERVICES

**Design Development & Construction Documents**

1. Generate a "Builder's Set" of construction documents sufficient for obtaining permits. To include the following drawings to scale:
  - a. Foundation layout plan to scale (Note: engineering by others unless requested as additional service)
  - b. Dimensioned floor and roof plans
    - i. Door sizes and swings noted
    - ii. Floor finishes or finish options noted
  - c. Schematic lighting and power plans (Note: circuit sizing and required electrical design by others)
  - d. 2 building sections
  - e. Exterior elevations
    - i. Window sizes noted
    - ii. Egress windows identified
    - iii. Materials noted and details called out
  - f. Framing Plan diagrams showing joist and beam layout coordinated w/ plumbing fixture placement, framing schedule



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- g. Wall sections as required
- h. Key exterior details
- i. Key interior details
- j. Interior fixture and accessory mounting height diagrams
- k. Outline Specifications – on drawings.

GENERAL PROVISIONS

The services to be performed by Union Studio (the “Architect”) shall include any and all activities, services, efforts and actions required under this agreement, including those that are reasonably necessary to produce the deliverables required herein (the “Services”). The Services shall be completed in accordance with the requirements of this agreement. In addition, the Architect agrees to use its professional skill and judgment at all times to provide the Services in furtherance of your goals for the Project in terms of program, design, budget, time and quality. The Architect shall perform the Services expeditiously in accordance with the expertise, care and skill exercised by similarly credentialed professionals for projects of comparable size and complexity.

FEE

<b>BASE FEE FOR 2 BEDROOM HOUSE</b>	<b>FEE</b>
Construction Documents (including structural design)	\$9,500
Expenses / reimbursable estimate (direct cost)	\$250 (estimated)
<b>OPTIONS – ADDED TO BASE FEE</b>	
Design Customization for Illustrated Options	\$3/sf
Individual Unit Site Fit & Foundation Modifications	\$1,500
<i>(Including site specific permit set with selected options incorporated, required foundation modifications and customizing of finish floor and exterior grade levels and exterior stair details to work with topography)</i>	

**Reimbursable Expenses:** Reimbursable Expenses shall consist of the costs reasonably and necessarily incurred by the Architect and its employees in the proper performance of the Services, including but not limited to unusual or unexpected project related travel (in excess of 30 miles one-way), postage or messenger service, expense of reproduction of drawings, specifications and other documents for Owner’s or Contractor’s use, Owner or Contractor requested reproduction, photographic reproduction and expense of contracted renderings and models. For Reimbursable Expenses as described above, a multiple of 1.1 times the expenses incurred by the Architect, the



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ARCHITECTURE & COMMUNITY DESIGN

Architect's employees and consultants in the interest of the Project shall be applied

### SCHEDULE OF SERVICES

**Basic Services:** Union Studio can begin within 2 weeks of accepted agreement. Assuming efficient communication between Architect and Owner, we anticipate a total duration of 2-3 weeks to complete the Construction Documents for the Base 2 Bedroom House

**Optional Plan Services:** Union Studio can begin within 2 weeks of accepted agreement. Assuming efficient communication between Architect and Owner, we anticipate a total duration of 3-4 weeks to complete the Construction Documents for a house with selected options.