



PHILIP STEJSKAL ARCHITECTURE

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AN ARCHITECTURAL PROJECT

Whilst subjective, we believe the role of an architect is to serve a community.

Our aim is to leave a meaningful and lasting contribution with our clients and those around them.

As architects, the medium we model is space. We explore ways to maximise space, to define it, bring light and ventilation to it, imbue it with surprise and joy, tailor it to our clients' needs.

We have a belief that good architecture has the ability to uplift and inspire, even has a responsibility to do so.

Undergirding our philosophy are our systems. Architecture is a pragmatic art that ultimately comes down to negotiating councils, laws, neighbours, site constraints, cost, time, nuts and bolts.

We spend a lot of time on site working with trades and builders to ensure the physical outcome meets our expectations and those of our clients.

Finally, architecture is a collaborative undertaking. Whilst we are quite happy to deliver projects autonomously, we much prefer to co-author them with our clients and colleagues.



ARCHITECTURAL SCOPE OF SERVICE

A full architectural service progresses through the following project phases with typical weighting as shown:

PROJECT PHASE:	%
CONCEPT / FEASIBILITY	15
SCHEMATIC DESIGN	15
DESIGN DEVELOPMENT	20
WORKING DRAWINGS	20
PRICING	2.5
CONTRACT AWARD	2.5
CONSTRUCTION	25
TOTAL	100

As a guide each of the above phases will typically include the following critical components (refer to Client – Architect Agreement for additional breakdown):

Concept / Feasibility:

- client start-up meeting & detailed briefing
- create 'live' briefing document (depository of brief information for life of project)
- arrange site contour + feature survey
- site analysis + measured drawing of existing building (if applicable)
- statutory review (Town Planning Scheme, R-Codes, Dial Before You Dig)
- establish site constraints + opportunities
- investigate design options / concepts
- seek preliminary order of probable cost (+/- 15 to 20%)



Schematic Design:

- finalise scope in light of feasibility costing
- value-engineered design as required to align with required cost outcome
- construct cardboard model to assist in refinement of developed design
- test and agree on preliminary project materiality
- finalise overall dimensional extents (height, boundary setbacks etc)
- lock down window / door opening sizes and locations
- review briefing document to ensure everything has been captured.
- prepare package for Development Application submission
- submit, monitor and liaise as required to obtain approval

Design Development:

- pair up the project with a prospective + suited builder
- builder to undertake a comprehensive cost-check of the DA proposal
- arrange for engagement of a structural engineer
- commission a site soil classification
- liaise with the engineer to design structure
- develop detailed architectural drawings
- finalise materials selections with client (interior + exterior)
- finalise fixture selections with client (eg: kitchen appliances, taps, sinks, lights, etc)

Working Drawings:

- builder to cost-check Design Development drawings (+/- 10 to 15%)
- make necessary changes to realign project with budget as required
- prepare detailed drawings & schedules to capture all Design Development decisions
- finalise incorporation of structural engineering + other consultant input
- review briefing document to ensure everything has been captured.
- package for tender / pricing by selected builder.
- arrange for engagement of energy efficiency assessment
- arrange for engagement of building certifier



Pricing:

- source suitable tenderers if applicable
- facilitate a competitive tender process with 3-4 builders, or
- issue documents to selected builder for final pricing (+/- 5 to 10%)
- receive tenders / final pricing + negotiate to arrive at an acceptable contract price
- if required, seek cost-check by quantity surveyor

Contract Award:

- prepare contract documents for execution by Client and Builder
- create an Addendum for any negotiated changes
- assist in formalising various trade packages if Owner Builder

Construction:

- update documents to incorporate any negotiated changes + other additional detail
- issue a "For Construction" set of documents
- liaise with builder to ensure project starts well
- attend to day to day queries from contractor
- attend weekly site meetings, or additional as required
- review of builder's cost claims, provision of formal certification to Client
- issue Architect's Instructions as necessary
- review works to ensure general compliance with documents, and
- suitable quality of workmanship
- prepare defects lists during and upon completion, and
- certificates as required by the contract to demarcate various construction milestones, eg: Practical Completion;
- return at end of Defects Liability Period for final completion



TOTAL PROJECT COST

The TOTAL PROJECT COST is the sum of all project related expenses. The following breakdown demonstrates how the total budget is allocated to various components.

The following list is intended as a guide only.

A. DESIGN + PROJECT MANAGEMENT COSTS:

Architectural Fee:

- full service architectural fee

Other Design Costs:

- structural engineering fee
- cost estimation
- energy efficiency assessment
- contour & feature survey
- soil classification / geo technical report
- sundries (submission printing, utility searches, etc)

Statutory Costs:

- planning approval fee
- building permit fee
- utility headworks charges

B. CONSTRUCTION COST:

This is the sum available for construction. It includes the builder's margin for profit and overheads, preliminaries and supervision.

C. CONTINGENCY SUM:

The Contingency Sum is set aside for costs that cannot be anticipated by the Builder or Architect prior to construction commencing. For instance, when excavating, old footings are discovered which need to be removed. The cost of such removal cannot be allowed for in the Builder's tender and would therefore reasonably lead to an adjustment of the contract sum. The contingency sum exists to cover such unforeseen costs.

TOTAL PROJECT COST = A+B+C



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CONSTRUCTION COST

We understand that most clients look for cost certainty on a new home or renovation project. However, there are many elements that can impact cost and budget blow-outs. So, we consider it our job as architects to inform you about the entire process and alert you to possible risks.

In general, the term 'Construction Budget' encompasses the cost of construction, inclusive of the builder's margin, supervision costs and a construction contingency sum to cover unforeseen costs. The Construction Budget does not account for fees and charges leading up to the point of construction, which include council costs and professional fees (eg: architectural, engineering). The latter fees and charges are typically calculated as a percentage of construction cost and are added to form the Total Project Cost as described above.

It is our responsibility as architects to monitor the costs of your project. We therefore begin with a feasibility study, which reviews the compatibility of your budget and brief. The aim is to bring to light any inconsistencies early in the project and to allow the design phase to proceed confidently. During the design phase, costs continue to be reviewed regularly by a third party, either a cost estimator or a prospective builder. These estimates inform the detailed design process, which can be tailored as necessary. Finally, a tender process (or pricing by a selected builder) confirms the proposed cost of construction, which forms the basis of a fixed-price construction contract with your preferred builder.

A fixed-price construction contract provides the best available level of certainty about the final project cost, notwithstanding adjustments due to changes in the builder's scope, contingency and unforeseen issues.

ARCHITECTURAL FEE

An architect's fee is traditionally worked out as a percentage of construction cost. This type of fee best represents the connection between project size or complexity and the time commitment required of the architect in order to project manage it from start to finish.

Architectural fees for residential projects range locally from about 5% - 25% dependant on the project size. The smaller the value of a project, the higher the fee percentage. This recognises that all projects pass through similar design and approval stages irrespective of their size. The percentage is also affected by the nature of the project – whether renovation or a new build – and the level of customisation that is sought.

However, we acknowledge that our clients all have slightly different aspirations and budgets, and one size doesn't necessarily fit all. We have, therefore, developed two service choices, which we hope will help those looking to find the most appropriate fit for them.

Continued overleaf



Foundational principles

Service choice 1

In 1996 the late Michael Sorkin (American architectural critic and educator) proposed that all homes should be built to a standard that guarantees pleasure and comfort, through the delivery of quality light, space, fresh air, security, privacy and environmental efficiency.

For the past ten years, our practice has delivered on this mandate, designing to provide our clients with these vital attributes as the baseline of all our projects.

In this option, we develop a detailed brief together with our clients, as a guiding framework for all subsequent decisions. We will use this document to present you with a series of concise choices regarding the overall scope, and finite details such as materials, fixtures, fittings and other selections throughout the project.

Intimate details

Service choice 2

Delving deeper, we collaborate with our clients to design a deeply personal home that builds on Sorkin's foundational principles, yet shapes each of them according to your unique stories.

An immersive design experience, where our clients are invited to be genuine co-authors, active participants in the journey toward an outcome that exceeds their expectations and ours; a home that affirms, nurtures and empowers.

In this option, we involve our clients intimately in every design decision made throughout the life of the project, as part of a genuine design collaboration. Whether in the selection of materials or the placement of loose furniture and artwork around spaces of the completed home.

Our hope is that one of these will resonate with you in particular. I'd be happy to discuss the differences in terms of deliverables with you, or show you an example of a project in either category. In terms of fee, each of the above service choices attracts a slightly different fee percentage, intended to reflect the unique area of focus and the associated time investment.

An architectural fee is initially calculated on the basis of an *estimated* construction cost. It is adjusted as more detailed cost estimates become available in the course of the project and / or when the *actual* cost of construction is determined by a tender process. A final adjustment is made at the end of the project, based on actual expenditure.

Therefore, if the project is determined to cost less than initially budgeted, the architectural fee is correspondingly adjusted downwards. The reverse also applies, however increases in the project budget will always receive your prior approval.



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FEE PROPOSAL + ENGAGEMENT

Once we have met with you to discuss your project and to familiarise ourselves with the site, we would typically send you a fee proposal based on the sections of this document, and tailored to address your brief and budget.

Should you wish to proceed with our engagement as your architects, we would populate a copy of the AIA 'Client-Architect Agreement' (a brief contract developed by the Australian Institute of Architects) for execution prior to the design process commencing.

This document formalises the agreed extent of service, fees, respective obligations as well as inclusions / exclusions, for the protection of both parties.

In addition to the security afforded by this contractual framework, the conduct of registered Architects is regulated by the *Architects Act 2004*, as administered by the *Architects Board of Western Australia*.

Certificates of Currency for Professional Indemnity and Public Liability Insurances are also available upon request.