



Design / Tender & Construction Proposal.

Clients: Mr & Mrs John & Charina Mantilla

Site Address: Lot 6 Paddock Close, ELERMORE VALE NSW

Custom Design Service

Preparation of Sketch plans for Custom Design :

- Step 1: Complete, Sign and return Design & Tender Proposal Form. Deposit Design and Tender fee being: **\$ 1,500.00**
(Tullipan Account Details provided on Page 4).
Note: Presentation in 3D add \$300.00 if desired ?
- Step 2: Receipt of payment for our D&T fee sent to you.
- Step 3: Initial Design Meeting / Client Consultation / freehand sketches.
- Step 4: Complete our concept design drawings, including a floor plan for each level, includes room dimensions & overall building dimensions, [M2 area table] incl. floor space ratio + site cover calculations, preliminary site plan and one (1) front elevation only. *(Council controls considered in design process).*
- Step 5: Present draft plan including room sizes & descriptions to client for comments and feedback.
- Step 6: Apply any client requested changes to our draft design. Applied to your final satisfaction and sign off.
- Step 7: Advance project to our Estimating department.
- Step 8: Preparation of a detailed Tender document to arrive at the Full construction sum.

Acceptance of Tender:

On acceptance of our Tender proposal, all preliminary payments to account for Drafting &/or Estimating fees to reach Tender stage shall be deducted from the Contract Sum. Payment of the initial deposit as stated in the Tender will engage the preparation of a complete set of Working Drawings & Engineer Details for construction, plans will be submitted to the local authority for assessment, Home Owners warranty insurance cover effected & a *Fixed Price Building Contract* prepared. **Please Note:** Payments applicable to the Land, i.e. Contour Survey &/or Geo-Tech Report will not be deducted from the Contract Sum.

Note: *Should you require further Amendments to the final Design, after our detailed tender document has been presented. A Fee for design amendments to the cad drawings & re-estimating shall apply. Any such cost would be calculated and presented for your approval prior to commencement. i.e. No additional works will be undertaken without your prior authorisation.*

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Client Initials:...../.....

Our Design & Construction Process – Application of Custom Inclusions etc ;

- Step 8: After the above 6 Step process has been completed. You will have been presented with our firm price for the Construction of your newly created Custom Home Design. This Tender document will detail our accurate price to construct the home, in accordance with the associated plan drawings. The Inclusions within your initial tender for our custom design are at first limited to our **Sapphire level of inclusions** along with any Council &/or authority requirements that can be calculated at this point. We will now have achieved an important benchmark, i.e **1**. We have achieved completion of a final design that has been tailored to your specification & **2**. An accurate costing (*detailed tender document*) has been presented. This tender is our presentation of the best possible price to construct your home, fitted out with all the quality inclusions detailed within our Sapphire level of inclusion.
- Step 9: At this point, geared with a detailed costing of the current design. You will be able to make a decision as to the feasibility of our proposal ? It may be that **1**. We have come in below your designated budget at which point you will know exactly how much you have left to allocate towards required upgrades &/or design enhancements *OR* **2**. We have exceeded your budget, at which point we can re-convene to discuss design adjustments &/or alternative design to get the project back on track. Given the **accurate & consistent** method of Estimating that is applied to each individual Tender prepared by Tullipan Homes, you can rest assured that our Tender sum is an **Accurate Valuation** as to the correct cost of construction for the proposed development.
- Step 10: This is where we have achieved a design and budget that satisfies your requirements. You could be at a point where you are happy to accept our Tender, geared with an accurate detailed costing with our Sapphire level of inclusion. You will at this point be satisfied with all aspects of the design that cannot easily be changed post D.A. approval stage. i.e. You are satisfied with all design aspects: dimensions, room layouts, door & window positions, floor levels, ridge levels, setbacks, façade style, exterior finishes, trees retained/removed, site layout etc.
- **Step 11: Acceptance:** Upon your request, we now present you with our acceptance of Tender paperwork. Various documents for signing, with the main document being **The HIA Preliminary Agreement:** This agreement is your instructions for us to prepare all required: plans, documents, basix, Engineer drawings, application forms etc to achieve Development Application (D.A.) approval status. This agreement is NOT a building contract. A deposit amount applies to Tender acceptance, this payment being part payment of the future contract sum. i.e. *This amount is part of the original Tender sum & is not an extra to the tender sum*.
- Step 12: We then compile the **DA submission** and lodge to Council **or** (*in the case of Complying development – our private certifier*). In the case of a DA, your proposed development will then be sent off to all effected neighboring properties for their comments and feedback. Council will also start their assessment process & within ~4 weeks from submission be in a position to provide us with feedback as to suitability of the proposed design &/or any required design adjustments to achieve a satisfactory design ? Once we achieve a stable design we are ready to advance to Step 12.
- Step 13: This is the fun part, with the help of Amy (*our selections co-coordinator*) , we are now ready to introduce you to each of our suppliers. This is the process where we start to tailor the **project specifications**, to your specific requirements. This process will involve your requesting pricing for certain products and materials. Our presenting you with various pricing options for your consideration &/or approval. Then the introduction of these approved cost adjustments to your original Tender document.

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- Step 14: We now have achieved **Development approval** from Council &/or Certifiers. Mark Tullipan will call you up to arrange a **Pre-Contract meeting**. At this meeting we will be in possession of all Documents: Approved Plans, Engineer structural & hydraulic designs, Consultants reports etc along with Councils Development applications (*Conditions of approval*). We will also have the bulk of your selections & approved cost adjustments &/or minor design adjustments. We can finalize at this meeting all components that will effect the final Tender sum which then becomes the Contract sum. Given the accuracy of our estimating, you can rest assured, that the only adjustments to the Original tender sum + or- will be: Design changes requested by council, Adjusted specifications that you have agreed on, Additional requirements introduced by Consultant reports post Tender acceptance i.e. (On site stormwater detention design, Additional bushfire prevention requirements etc).
- Step 15 – *Final step, pre-construction*: We prepare for you & present you with a **HIA Plain English Building Agreement** (*The Building Contract*). You can then assess all contract documents & once satisfied with all the content, a meeting can be arranged to sign the contract documents & get the Building process underway.

Q & A.

Q: *Can we apply RUBY &/Or Diamond level Inclusions upgrades to our **Custom Home Design** ?*

Answer: *Our 3 levels Inclusions list, has been introduced to apply pre-costed Upgrades to each of our Stock Standard Home Designs. Each of our standard homes being priced by each of our relevant trades and suppliers at various levels of inclusion. These prices, being maintained on a regular basis for each design. Given that your custom home design has its own unique quantities/measurements & given that these are variable, up to the point we achieve authority approval of the proposed design. We do not burden our suppliers with costing Ruby & Diamond upgrades prior to achieving Step 11 detailed above. The task of gathering cost options from Trades & suppliers can be a time consuming process for all parties involved. Hence the allocation of Step 12 (council assessment period) as being the best segment along the timeline to carry out this task. Also our suggestion is, rather than asking for Ruby &/or Diamond upgrades to be priced for your Custom design. Its best to jump straight into visiting our suppliers & making your own individual personal selections of all items. Price options for your alternate choices will then be prepared for you and presented via Tullipan Homes Tender adjustments for your review &/or approval.*

- The reason for this limitation, is that our in-house estimating department, does not maintain our price file on the full scope of components, that are encompassed within our extensive Ruby & Diamond Specifications. We ask our suppliers for their price, to assure the best service to our customers and to present you with the keenest possible, up to date & accurate costing, measured specifically to your custom design.

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All sketches &/or detailed drawings presented by Tullipan Homes Pty Ltd will include the following insert.

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Payment

Should you wish to proceed with our Design/Tender & Construction Proposal, payment can either be made by cheque or direct debit (bank details below):

Tullipan Homes Pty Ltd
ANZ Erina
BSB – 012-621
Account No - 187896379

Payment Reference: 6269 - Mantilla

Signatures;

.....
Mark.A.Tullipan (Contracts Manager).

Dated:.....

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John Mantilla **Charina Mantilla (The Owner's).**

Dated:.....