

DESIGN SOURCE

INTERNATIONAL



Effective June 1, 2024

Consulting Service Volume Rates

Rate Index:

Description	Rate
Design Associate	\$95. /per hr.
Drafting	\$45. /per hr.
Travel	Cost plus 10%
Photocopies	.25cents ea.
Plots	\$8.40 ea.
Prints 24x36	\$5.40 ea.
Bulk Printing	Cost plus 10%
Misc. Specialty Consultants	Cost plus 10%

Terms:

Fee Schedule: Unless prior arrangements are made in writing, payment for services rendered are: **due upon receipt of statement.** Accounts over 10 days are considered overdue. If there are complications with payment please notify within 10 days of statement date. Invoices over 30 days are subject to a 1.5% finance charge. Retainers may be requested on volume works.

Statement Dates: Statements are issued monthly on the 1st of every month. An *e-Statement* will also be issued at that time with provisions for payment of your choice by check, or by online account fund transfer.

I understand these charges, and terms and that they will apply to all time spent on my project until a contract amount can be reached if applicable.

signature

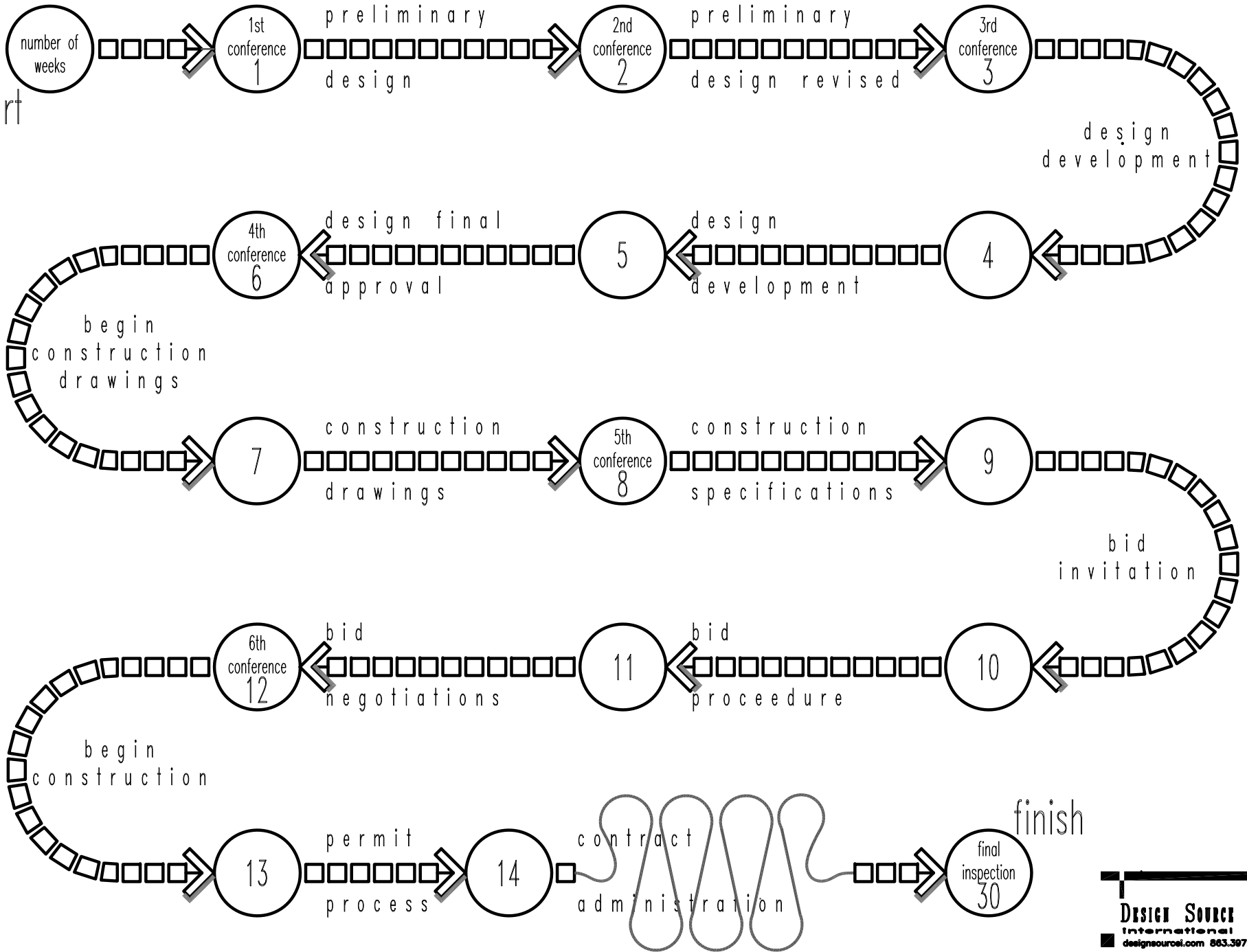
date

3428 SW 74th Ave.
Ocala, Florida 34476
Tel: 1 . 863 . 397 . 1817

www.designsourceci.com

pjames@designsourceci.com

start



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re: Rates & Fee Schedule

As to the Architectural fees, your decisions will largely determine these. Our rates actually determine the fee if you request a fixed fee agreement. This means we cover our expenses as set out in the rates and provide a guide for what you can expect this to look like.

No realistic number can be provided as a fee until the scope of the project is defined. So we do all preliminary design work hourly, until a scope of the work can be defined. Phases are as follows:

Program	5 %
Preliminary Schematic Design	10
Design Development	10
Construction & Bid Documents	50
Bid Negotiation	10
Contract Administration	15

Industry standards have been arrived at over many years, and it is the exception that an overall fee of any less than 6% to 10% will cover adequate time to give your project the attention needed. This should be budgeted for, and is the primary reason tract, or off the shelf solutions are so economical, as these costs are spread over 100s of structures.

P.O. Box 773756
Ocala, Florida 34474
Tel: 1 . 352 . 291 . 0585

Every project begins with an outline of your wishes which involve the first 3 phases. We estimate these to reach a preliminary budget. As an example:

Projected budget: \$200,000.

A \$200k budget would require an estimated overall fee of \$12k. To begin, you should budget for 25% (\$3k) combining the first 3 phases. This would be needed to reach an actual fixed fee point. As a retainer, we would bill for half of this amount to begin (\$1,500.) These phases would have all hourly charges tabulate, and should there be indecision in the process or too much exploration, added charges could result. Adequate notice of this would be provided prior to proceeding.

Therefore, it is advisable to have your design directions as clearly defined as possible. Use of example photos and floor plans and as detailed a description as you can make are best. We will set up a cloud based client site for your access to all the materials you provide, and those in progress,

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