

**OUR OBJECTIVE**

TKO Structure is committed to helping our clients reach their design and building goals in the most efficient way possible.

To that end, we've created a Design+Build process that helps to insure that your ideas are communicated in as clear a manner as possible. This will hopefully lead to a finished product we can both be proud of.

To help aid facilitate this process, we've set up a quick summary that outlines our Design+Build process in 3 steps.

**PHASES**

1. Initial Meeting, Consultation and Estimate
2. Plans and Proposal
3. Design, Fabrication & Building

**INITIAL MEETING, CONSULTATION , ROUGH ESTIMATE**

An initial meeting, whether by email or phone, or an on-site visit, whereupon a good idea of your design objectives can be arrived at, will provide the necessary information to form an estimate.

A rough estimate is free of charge and is essentially a general cost assessment that would include all items relevant to the project.

**DESIGN**

If your project is more detailed and requires, sketches, shop drawings, 3-D renderings and/or plans suitable for permits, a design fee would be required in advance.

Submittable plans and/or obtaining building permits will require a retainer from which to draw incurred hourly work and/or expenses, i.e. plan fees, licenses, etc. Retainers start at \$1,000. or up to 5% total estimated budget, whichever is greater, with services billed against the retainer. Any unused retainer will be credited towards the work.

Client agrees to augment retainer if/when needed.

**DESIGN FEES**

Drawings/Designs: \$75. hr. or Negotiated fee  
Building Department Plans/Permitting: \$75. hr. + Fees  
Engineering: Per hr. basis: TBD or Negotiated fee  
Soils Investigation: Per hr. basis: TBD or Negotiated fee  
Consultation/Travel: \$75. hr.

**FINAL CONTRACT**

This provides the client with full, comprehensive details of all aspects of the project including materials, working methods as well as a close approximation of the time required to finish the project

**FABRICATION, BUILDING**

After the contract has been signed and agreed to by both parties, and payment has been collected, we will calendar the work and commence with the process of fabrication, installation and/or building.

**COMPENSATION SCHEDULE**

**DEPOSIT FEE**

If the Proposal is in-line with your budget and you would like to move forward with us as your builder, a non-refundable deposit payment is required to secure a scheduled commencement date and/or commencement of ordering of materials, fabrication, etc.

**GENERAL FEES**

Payments are to made at beginning and at progress interval(s), with final payment after completion of project.

**ADDITIONAL FEES**

Additional fees would include:

Any Work Change orders performed after signing of contract