



**3. Other Services for which additional fees are included in the fee agreement.**

**Services not required must be struck out**

**Cost Advice**

- 3.01 Prepare an approximation of construction cost of the approved Outline Proposals.
- 3.02 Prepare cost estimate of approved Scheme Design.
- 3.03 Revise cost estimate of the approved Detail Design.
- 3.04 Prepare schedule of rates and/or quantities and/or schedules.
- 3.05 Prepare pre-tender cost estimate based on tender documentation.
- 3.06 Negotiate a price with contractor.
- 3.07 Prepare financial reports for the Client.
- 3.08 Prepare valuations of work carried out and completed.

**Statutory/other parties**

- 3.09 Conduct exceptional negotiations with planning authorities.
- 3.10 Make revisions to scheme design to meet requirements of planning authorities.

- 3.11 Negotiate if necessary over building acts and/or regulations and other statutory requirements and revise documentation.
- 3.12 Submit plans for proposed building work for approval of landlords, funders, freeholders, tenants or others as requested by the client.

**Design Skills**

- 3.13 Provide interior design services.
- 3.14 Advise on the selection of furniture and fittings.
- 3.15 Design furniture and fittings.
- 3.16 Provide landscape design services.
- 3.17 Provide model-making and/or photographic services.

**Consultancy Services**

- 3.18 Provide information in connection with local authority, government and other grants.
- 3.19 Make applications for local authority, government and other grants.

- 3.20 Conduct negotiations for local authority, government and other grants.
- 3.21 Provide services in connection with party wall negotiations.
- 3.22 Advise on the use of energy in new or existing buildings.
- 3.23 Provide services in connection with environmental studies.
- 3.24 Act as Planning Supervisor where so appointed under a separate agreement.

**Buildings/Sites**

- 3.25 Advise on the suitability and selection of sites.
- 3.26 Make measured surveys, take levels and prepare plans of sites.
- 3.27 Arrange for the investigations of soil conditions of sites.
- 3.28 Advise on the suitability and selection of buildings.
- 3.29 Make measured surveys and prepare drawings of existing buildings.

- 3.30 Inspect and prepare report and schedule of condition of existing buildings.
- 3.31 Inspect and prepare report and schedule of dilapidations.
- 3.32 Prepare, submit, negotiate claims following damage by fire and other causes.
- 3.33 Investigate and advise on means of escape in existing buildings.
- 3.34 Investigate and advise on change of use in existing buildings.
- 3.35 Investigate and report on building failures.
- 3.36 Arrange for and inspect exploratory work by contractors and specialists in connection with building failures.
- 3.37 Make structural surveys and report on the structural elements of buildings.
- 3.38 Investigate and advise on sound insulation in existing buildings.
- 3.39 Inspect and prepare a valuation report for mortgage or other purposes.

**4. Additional Services for which additional fees are included in the fee agreement**

**Agreement**

Both copies to be completed, pink copy to the Client, blue copy to the Architect.

.....(Client)

Date .....

Project Ref .....

.....(Architect)