SCHEDULE A – DESCRIPTION OF SERVICES – DESIGN-BUILD

Pre-Design	Schematic Design	Design Development	Construction Drawings and Specifications	Construction/Administration	Pre-Occupancy, Occupancy & Post Construction
Optional Services ☐ Legal survey ☐ Geotechnical analysis ☐ Environmental analysis ☐ Zoning/Variance approval **Optional Services** ☑ Integrated Design Process Meeting ☐ Other: Please specify.	**Basic Services** ☑ Coordination of Owner supplied information ☑ Owner & Client consultation ☑ Schematic design drawings & documents ☑ Review alternate design approaches ☑ Review of applicable statutes, regulations, codes & by-laws ☑ Review of schematic design with Owner & Client ☑ Documentation & distribution of meeting records ☑ Discipline coordination & document checking **Optional Services** ☑ Integrated Design Process Meeting ☐ Models or renderings ☐ Preparation of environmental remediation docs (i.e. asbestos, PCP, mould) ☐ Other: Please specify	**Basic Services** ☑ Coordination of Owner supplied information ☑ Owner & Client consultation ☑ Design development drawings & documents ☑ Interior design colour & materials selection ☑ Preliminary summary of applicable statutes, regulations, codes & by-laws ☑ Review of design with Owner & Client ☑ Documentation & distribution of meeting records ☑ Discipline coordination & document checking **Optional Services** ☑ Integrated Design Process Meeting ☐ Models or renderings ☐ Preparation of environmental remediation docs (i.e. asbestos, PCP, mould) ☑ Hydro Power Smart 2.0* ☑ MH Green Building Checklist ☑ Power Smart Rebate ☐ Other: Please specify	**Basic Services** ☑ Discipline coordination & document checking ☑ Coordination of Owner supplied information ☑ Owner & client consultation ☑ Construction documents (working drawing specs) ☑ Application for building permits on behalf of Owner ☑ Complete design summary of applicable statutes, regulations, codes & by-laws) ☑ Obtain Owner approval of construction documents ☑ Documentation & distribution of meeting records **Optional Services** ☑ Integrated Design Process Meeting ☐ Preparation of environmental remediation docs (i.e. asbestos, PCP, mould) ☑ Hydro Power Smart 2.0* ☑ Energy Modeling ☑ MH Green Building Checklist ☑ Power Smart Rebate ☐ Other: Please specify	**Basic Services** ☑ Act as rep. of the Owner ☑ Project administration ☑ Discipline coordination & document checking ☑ Coordination of Owner supplied information ☑ Shop drawing/product data/ sample review ☑ On behalf of the Owner, apply for necessary consents, approvals, licenses & permits from authorities having jurisdiction ☑ Construction observation reports ☑ Attend regular project meetings ☑ Construction document interpretation ☑ Project schedule monitoring **Optional Services** ☐ Observation of environmental remediation & certificates (i.e. asbestos, PCP, mould) ☑ Concrete/materials testing ☐ Other: Please specify	**Basic Services** ☑ Deficiencies report ☑ Coordination/checking of operation and maintenance manual ☑ Record (as-built) drawings and specifications (AutoCAD & PDF) ☑ Remediation record (as-built); if applicable ☑ Attend 1 year warranty inspection with Owner **Optional Services** ☑ Commissioning (all systems) ☐ Other: Please specify

Optional Services selected must be included in all fees.

* **Denotes fields applicable to** New Build **projects.**