



## **Inception Homes, LLC Pre Construction Service Road Map to Success- Basement Finishes**

It is very important to understand what is happening “behind the scenes” after you have signed the “Retainer Form” and given us permission to move forward with diving deeper into the costs associated with build and construction of your home.

Here is a broader view of what we are doing for you and where you can help out in the process. It is crucial that you make yourself available at times to when we have questions on items that must be RFI'd or Returned For more Information.

If you are starting the process with no plans, we will assist you in creating those. Usually \$600.00 (3D available.) 2D is typical.

**Day One-** Estimate. Our Sales Representative will sit down with you to understand your needs. This is really our favorite part. This can be determined by square footage and current finishes in existing home. If you are wanting to upgrade or customize by adding in Yoga Rooms, Work Out Rooms, Theater or Kitchenettes, custom pricing is needed.

**Week One** (Inception Homes, LLC) During this week, (Assuming plans are completed at this point, if not add 2 weeks) We will be working on the upfront Structurals getting hard costs on Excavation, Lumber, Framing Electrical and Plumbing, HVAC Again, using our Co Construct App will aid in the needed communication as you help direct the flow of information needed.

**Week One** (Customer)-We will have you first Focused on the Design. While you are Browsing the Design Centers for Cabinets, Flooring, Paint, Interior Color Schemes. Also, we will have you meet with our Electrician to make sure we have the proper placement of lights, outlets, and low voltage or theater lines and data/phone. Also, Customer will meet with Design Specialist on location of design centers and browse Cabinets, Countertops, Flooring and Window Coverings if needed. Also, We will have our HVAC specialist meet with you to discuss Manual J and D Requirements and proper vent placements.

**Week Two-** (Inception Homes, LLC) Our focus will be to gather the information collected from the design center will help giving you final numbers for the proposal to complete. Inception will perform a Site Visit to make sure building feasibility.

**Week Two-** (Customer)- If you were not able to complete the first week items this is the time to complete those items so we can finalize pricing.

**Week Three- Week Eight** - Construction Starts. Depending on availability our goal is to be complete within 30-45 days TOTAL since the commencement of construction not pre construction. I.e. plan development and design selections.

(Builder will meet with home owner at Pre- Construction, Four Way walk and perform a Home Owner Walk at the last week with a Home owner Sign off and pick up the final check. )



**Inception Homes, LLC  
DRAFTING, ENGINEERING AND  
PRE CONSTRUCTION AND CONSTRUCTION ACTIVITIES AGREEMENT  
-RETAINER FORM-**

I \_\_\_\_\_, hereby agree to retain the pre construction services for the amount of: 2.5% of estimated budget to Inception Homes, LLC for the purpose of building a custom home in the city of: \_\_\_\_\_ Located on lot: \_\_\_\_\_ in the community of: \_\_\_\_\_. I also understand that by agreeing to the terms set forth in the "Plans and Procedures Outline" that I might be subjected to the following:

Change Orders fees

Costs associated with change of plans

Materials

Project manager Over Time(Fees that cause the PM to bill on additional items)

There may also be additional costs related to retaining the Project Management.

Unrelated costs to Inception Homes, llc, but Items that might incur costs to the customer might be:

Architecture

Additional Plan sets

Engineering

City and Government Impact Fees

HOA Fees

Disclaimer- Pre construction and Construction activities are defined as: Any work where Inception Homes,LLC or any employees of Inception Homes ,llc are focused on the planning, estimating, or work on proposals for the benefit of its customer. Retainers are based on a certain amount of man hours dedicated to the planning, estimating or work for proposals. Proposals given to customers are based on approximately: One-Hundred and Sixty (160) man hours dedicated to a successful proposal. If, because additional workload items are added to Pre construction services, additional man hours may be needed to complete said items and customer may be billed for additional time rendered at \$62.50 per hour.

If, at the end of a proposal our clients are unhappy with the services rendered, our clients may severe this relationship by signing a cancelation form releasing Inception Homes from their obligations and client may be entitled to to a refund of man hours not applied to the retainer.

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Buyer

Ver. 06.25.2019

\_\_\_\_\_  
Date



**Inception Homes, LLC  
DRAFTING, ENGINEERING  
PRE CONSTRUCTION AND CONSTRUCTION ACTIVITIES AGREEMENT  
PLAN and PROCEDURES OUTLINE  
Revised 6.25.2019**

This agreement entered into this      day of      , 20\_\_\_\_, between Inception Homes, LLC, a Utah Corporation, located at 8867 North Keystone Court Eagle MOUNTAIN, Utah 84005 , Phone 801-230-8192 and Customer:

Customer Address:

Office:

Home:

Cell Phone:

E-Mail Address:

Project Name:

Site Address:

Parcel Number:

Project Understanding

The Purchaser has requested that Inception Homes, LLC provide Pre construction Services for their project in the form of a detailed cost estimate and/or drafting and/or engineering and /or a site assessment for their project. The project will consist of site-built components. This project will need to be designed per local and state codes and may require professional services including but not limited to Structural Engineering, Soils Engineering, Survey, Civil Engineering, Environmental Engineering, and/or other consultants skilled in pre construction activities.

**Scope of Basic Services**

In conjunction with this agreement, Inception Homes, LLC estimates that the project will require some or all of the following services. This is an estimate and that all charges for this project will be on a time and material basis using the rate schedule provided. Requested services will appear below; services not requested will not be performed until added to this agreement.

Site Assessment Services: Inception Homes, LLC will perform a site assessment to verify site conditions, material staging conditions and overall lay of the land.



## **Design and Engineering Services:**

### **1) Drafting – Preliminary/ Structural (If Applicable)**

Inception Homes, LLC will provide Floor Plans and Exterior Elevations for Customer. Inception Homes, LLC estimated deposit amount includes drafts preliminary drawings. Additional drafts will require a \$95 per hour change fee to cover additional hours worked.

Additional drafts will delay the project. ( Custom home plans charge at \$2.00 for 2 dimensional and \$3.00 for 3 Dimensional on exterior elevations. Per interior room, 3D design is \$95.00 per hour and \$95.00 per hour for modifications. Site plans are required and are \$200.00) RES Check is is: \$250.00 (Stock Plans are available from \$895-\$3,000 with \$95 per hour for changes to Stock Plans)

### **2) Project Specifications and Detailed Pricing/Design Options**

Inception Homes, LLC will work with Purchaser to provide their guidance and knowledge on materials, specifications and budgets, and will produce a detailed estimate of cost of the project.

### **3) Drafting/ Engineering (If applicable) – Full Set (2) sets, and emailed PDF's sets are available. Site specific.(Depending on City requirements, additional stamped sets may be needed and charged appropriately.)**

Inception Homes, LLC will be responsible for the creation of architectural drawings required for construction under the guidance of the homeowner.

Inception Homes, LLC will be responsible for the coordination and submittal of the state/ city set for approval. (rate is included in rate schedule below)

Inception Homes, LLC will be responsible for the local submittal and obtaining local approvals.

Each change made to plans after full-set has begun will carry a \$95 fee plus hours worked and any additional costs required. Changes will not be authorized after construction commences. If Changes are needed, a change order rate may apply. Typical rates for change orders are \$0.00 to submit for the change and labor and material rates do not apply and are specific to the work that needs changed. Multiple items can be submitted at one time per change order. (max 5 items)

**Basements Plans- Plans will be created for \$600-1200.00 depending on size and complexity.**



4) **Structural Engineering**

Inception Homes, LLC will have a structural contract with a professional engineer for structural aspects of the project.

Structural engineer will be responsible for structural design, calculations, and drawing for all the components and coordination of the structural drawings with the site built portions of the project. Structural Engineering costs are: \$115.00 per hour.

5) **Mechanical, Electrical, Plumbing Drawings**

Inception Homes, LLC will be responsible for the design and drawing all mechanical and plumbing components for the project.

Inception Homes, LLC will provide lighting and circuiting drawings. Inception Homes, LLC will be responsible for the panel layout, load calculations, and one-line diagram if required by reviewing agency.

Purchaser will be responsible for the reviewing and signing off of all such documents.

6) **Additional 3rd Party Services**

If applicable, Inception Homes, LLC will coordinate with other 3rd party services that may be required by the project. These include but are not limited to LEED consultants, Inspectors, Energy Consultants, 3rd party inspectors, etc.

7) **Local Approvals**

Inception Homes, LLC will be available, if requested by Purchaser, for assistance with local or HOA agency submittals and approvals.

**Compensation:**

Deposits are required to start the project. (PLEASE SEE “**RETAINER FORM**”) Any pre construction costs above amounts listed below, will be paid to Inception Homes, LLC upon receipt of billing. Billing will be sent monthly or upon request as needed. If payment is not received upon due date, production can cease until payment is received. Completion of the scope of services will occur when the last approvals (either state or local) have been received. Inception Homes, LLC will determine priority of Projects on an as per need basis.

Requested Services – Proposed Budget (to be billed against at above rates):  
Pre construction Services and Retainer – Project Setup, Construction Drawings, Design Selections and City Approvals

Total Construction Fees ( Combination of Pre-construction, Construction Service if applicable)

(If builder can not meet the buyers budget needs, the buyer may receive the architectural plans and engineering plus full refund of deposit minus project management fee, dependent upon hours worked)

Estimates-

It is Inception Homes, LLC mission to ascertain all the necessary pricing and Lien releases from Vendors and Sub-contractors to ensure the Principles assets are protected from loss. However in Construction there are times when Sub-contractors has and vendors become unavailable and do not allow for exact price matching. Again, it is Inception Homes, LLC responsibility to do the utmost to make sure cost overruns to not exceed 5%.

Inception Homes, LLC has supplied the principle with an estimate that Inception Homes, LLC plans to create a budget from. It is our Mission to ensure those price are adhered to through our final proposal to be received after pre construction services have been rendered..

The total estimated budget for this Project is:

Inception Homes, LLC will be unable to ascertain exact pricing until necessary reports (i.e. Soils report, Grading plan, Site Plan, Impact Fees actual plans are created and Pre construction services are finalized) are received and final plans, engineering and specifications are completed. Changes made after commencement of Final Drafting and Engineering will result in additional costs of \$75 / change plus drafting/ engineering costs and add 5 business days to plan completion. Completion and Homeowner approval of Preliminary Drawings will allow Inception Homes, LLC to produce a full set of construction plans. Plans are the property of the Owner, unless purchased by Inception Homes, LLC (not to be reused for a second residence by Inceptions Homes, LLC. Plans may be returned to buyer if Inception Homes, LLC can not meet the required buyers total construction budge and is entitled to a refund of man hours not applied to the retainer)

Time is of the Essence:

There will be no time limits imposed for completion by either Inception Homes, LLC or owner due to the fact that this work will be completed on a first come first serve basis. It is agreed that work will be completed in a timely manner by both parties.

This will be the total agreement under Utah law. In the event of any litigation with respect to this Contract, jurisdiction and venue shall be proper only in the County of Utah, State of Utah.

Inception Homes, LLC : \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Purchaser: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Purchaser: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

We are very excited that you have decided to choose Inception Homes, LLC to build your dream home. Thank you!