Residential - April 2024



working with **contexture**

Post-War Traditional Building Character Residence – Renovation Clients in Bardon

"Let me just say - Thank goodness we have you guys on the job. My brain is already exploding, and we have not even started yet. How on earth do people do this stuff without architects on the job!"

1950's Modern-Era Residence – Renovation Clients in The Gap

"I think you're on a winner… We really like the northern aspect of the master bedroom - genius! Can't believe we didn't really consider that."



Welcome, we are pleased to meet you!

contexture is a dual person design firm with over 50 years architectural experience. Our principals have been registered Architects since 2004.

Our practice keeps the business overheads low and tight to enable cost-effective delivery of design and documentation services to our clients.

As a small and highly-focused practice you have our ongoing commitment and attention. We deliver on time, with integrity and accountability.

We are happy to involve you as much, or as little, as you want during the project delivery. We can work to your pace with patience and understanding.

At **contexture** we design for:

→ Delight

We pride in creating spaces that provide joy and enhance your living, while solving the practical needs of your brief.

→ Sustainability

Good environmentally and socially sustainable practices are integrated into our solutions.

→ Flexibility

We provide designs that cater to needs of growing families, changes in life stage, adaptable living and for effective repurposing.

→ Efficiency

Effective utilisation of all resource inputs is carefully considered. This includes; physical resources, utilities, time and budget.

→ Client Focus

It's your project, site, brief and budget. We engage with you, listen and provide creative suggestions and recommendations to inform YOU as the decision maker.



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Why hire an Architect

Architects are experts in listening, engaging and realising the value in your project.

Peace of mind

When you engage **contexture**, you have professionals on your side who know the construction industry.

Our passionate design leads have five university degrees in total, and with commitment to industry continuing professional development programs. Architects are the only building professionals formally trained in design and construction to such a high level of expertise.

The use of the title ‘architect’ is protected by law. Only people or firms registered with the state Architects Registration Board may use the title.

Value for money

Architects are professional problem solvers and lateral thinkers. Homes designed by architects have been found to command higher resale values. Architects’ experience and insight can help stretch what can be achieved within your budget and add value to your project. We can suggest new ways of utilising space and light, enrich the palette of materials and finishes and fittings, find an appropriate builder, and propose design solutions that will reduce your overall running costs while maximising the energy efficiency of your home. At a fraction of the cost of your project budget, our professional services fees will prove a sound investment.

Imagination

Architects can lift your project out of the ordinary and help you achieve your aspirations and vision. We are trained designers who will explore your needs and desires, and find inventive and practical ways of enhancing your living environment.



Engagement Process: The Client and Architect Agreement

The responsibilities of each party and the services to be provided are described in a formal contract, The Client and Architect Agreement.

This Agreement aligns with industry bodies including the AIA and aligns with our professional indemnity cover policy, and includes:

- Details of project
- Architectural services
- Cost and time
- Professional Services Fees
- Specialist consultants
- Intellectual property
- Insurances and liabilities
- Client and architect obligations
- Dispute resolution

Communication is the key!

As the client, you should be prepared to:

- Lean in and engage as we listen and inform your key decisions.
- Provide necessary and accurate information, including the budget.
- Cooperate with our office to ensure efficient and satisfactory progress.
- Ask questions! If you don’t understand we’re very happy to explain.
- Help us get to know you and your interests, We want to understand the way you live, work and play.
- Timely attendance on invoices.



The Design Brief

The brief is your wish list and describes everything we need to know about what you want from your project.

We provide our clients with an editable template, pre-populated with briefing advice provided by our clients during initial discussions. Completion of this document is a critical early step in the project timeline as a well-written design brief is essential to success. It needs to be clear and unambiguous, setting out key requirements, outlining the vision and communicating your aims and aspirations.

The brief should describe the main function of the finished project, outline motivation and expectation, design direction, establish a single point of contact and set a realistic timeframe and budget.

At **contexture** we will work with you to develop and formalise the brief. We can assist in determining what is feasible in terms of design and approvals, by asking you questions and making suggestions.

Your contribution at this stage is vital and will involve a number of discussions which are essential for the success of a project. The brief will form the basis of the professional contract you sign with our office.

"By listening to our clients, we understand and respond to the constraints and challenges our projects provide to deliver innovative solutions and responsive design outcomes."

Anna Baranoff





The 9 Project Delivery Stages

We work closely with our clients to;

- define the project,
- explore and define preferred concept design options,
- produce clear and concise design documentation,
- provide quality construction outcomes.

Our engagement is your peace of mind.

1 Briefing

The brief is a critical document, developed in partnership with your needs and our vision. We listen and document your requirements and identify further information required to scope the project.

The Brief is shared with you for further consideration and refinement, with our prompts to ensure completeness. Clarity is important, and this enables your confidence.

2 Site Investigation and Existing Conditions

This important phase includes site inspection and photography with detailed measurements to inform the existing conditions drawings set. Typically this includes floor plans, external elevations and roof plan.

Subconsultants are engaged to provide Geotechnical Survey to inform the future Structural Engineering, and to provide Detail Site Survey and Plan Identification Survey to record site features and inform future approvals processes.

This phase also involves identification of site utilities, planning constraints and review of environmental risks including flood and bushfire.



3 Concept Design

Usually run concurrent with the Site Investigation & Existing Conditions phase, the Concept Design phase involves development of the brief, exploration of options and documentation of initial design strategies agreed with the client.

This phase outcomes define the future direction, scope and budget for the project. Deliverables include plan/s and external elevations.

The phase concludes with an external Quantity Surveyor providing a Cost Plan.

The deliverables at this point (Brief, Site Investigations and Constraints, Concept Design and Cost Plan) enable confidence on the scope and budget alignment. If there is any misalignment it can be addressed through increased budget, or reduced scope

4 Design Development

This phase involves developing the Concept Design to validate spatial solutions, explore materials and to define key product selections.

The area schedule can be developed to review and validate budgets against typical industry square metre rate allowances.

In this phase the Structural Engineer is appointed, along with the Building Certifier consultant which also includes the mandatory Energy Assessor. Plans are assessed against the National Construction Code, relevant Australian Standards and local and State applicable codes.



*"At **contexture**, we provide clients with much more than just drawings.*

We have the vision and experience to see your project successfully through to completion.

This includes refining the brief, developing the design, assisting with engineering and approvals processes, overseeing the build.

We keep you informed and empowered."

Leighton Thomas

5 Approvals

Early investigations for Town Planning and Development Application (DA) processes are included in the initial investigations phase. We will liaise with you to communicate these requirements to enable planning for program and budget impacts and to identify potential risks associated with the selected approvals pathway.

Similarly, we'll work with you and the Building Certifier for the Building Approval (BA) process which includes compliance with mandatory Energy Assessment protocols.

We have trusted consultants ready to inform theses processes and provide the relevant documentation and guidance during the submittal and approvals processes and handling negotiations with the statutory bodies.

6 Construction Documentation

There is a significant investment in this phase to ensure quality set of complete drawings, specifications and schedules to enable the project to be tendered and constructed. This includes integrating the input of specialist consultants and management of the approvals processes with provision of the Building Permit.



Narrow-lot Character Home, Lift and Extend – Renovation Clients in Newmarket

"Thanks for running us through all the design options on Friday. We were blown away and it was great to have so many variations as it allowed us to really consider what our priorities are and how they needed to be reflected in the design… I'm dreaming of the downstairs bathroom – especially after this morning's endless parade of people walking in on me. I think that layout is genius… The detailed designs are stunning. We cannot wait to live in this stunning new house"

7 Contractor Selection

We work with our clients to identify and shortlist contractors based on capability and capacity. Selection of the appropriate procurement strategy is integral into success in this phase. We guide clients through this important engagement process to maintain delivery confidence and competitive pricing.

8 Services During Construction

Services During Construction can be provided as a defined lump sum service, or at hourly rates and include; liaison with the contractor, response to queries from site, review of variation claims, monitoring general compliance with the contract documents, assessment of quality of work and stage of completeness to verify payment claims.

9 Post Construction Services

Following Practical Completion you can engage with our office on hourly rates. This may be for attendance at further defects identification and rectification, follow-on design work, or production of record documentation.



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Fees and Expenses

Our professional service fees reflect the degree of personal service and design that your project involves, and reflects the complexity of the project.

For instance, projects involving house extensions and refurbishment can be significantly more resource intensive than newbuilds and the repair and conservation of historic buildings even more complex leading to fees being proportionately higher.

We are confident in the value we bring to our clients' projects.

Professional Services Fees

At **contexture** we typically charge fees on a percentage basis of the build cost. When the construction budget is firmed these fees are reviewed and adjusted as applicable. In cases where the scope of work is harder to predict, or for services such as feasibility studies or those not relating to construction work, the quote can consist of an hourly or daily rate together with an estimate of the time required.

Disbursements

General expenses associated with the delivery of service are built into the professional service fees. For exceptional items of expenditure, or client's request for **contexture** to pay for consultants and/or authority fees we apply a modest handling fee and present as disbursement on invoices.

Invoicing

5% of the professional services fees are raised at mobilisation. Typically each phase fees are charged 50% in advance, 40% on initial handover of deliverables and the final 10% on integration of your review comments into final phase deliverables.



A good contract is essential for a good relationship. The Building Contract is a vital document. It's the legally binding commitment between your builder and you to deliver your project.

The Building Contract

We have the skill and expertise to advise on contract types and can minimise your risks and stress.

Most contractors have their preferred contracts and typically these favour the contractor's rights and can place an unfair distribution of burden on the client. We are experienced in identifying these scenarios and have toolkit of clauses to be included in appointment negotiations to ensure a level playing field.

While the architect is not a party to the Building Contract, at **contexture** we can administer the contract on your behalf. This service can include liaising with the contractor, issuing notices, considering and determining claims for delay, application of liquidated damages for program overrun, review of variation claims, monitoring general compliance with the contract documents, assessment of quality of work and stage of completeness to verify payment claims.

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Your delivery team

At **contexture** we team with like-minded industry professionals to provide reliable and consistent advice for your confidence.

Detail and Level Survey
Identification Survey, Detail and Level Survey and Natural Ground Level Survey are required to document existing conditions on your site.

Geotechnical Survey
Site survey and analysis defines soil type to inform foundation specifications.

Town Planning
Identifies relevant overlays and constraints, with advice on permitted design options and approval pathways. Guides Development Approval process.

Flood Modelling
Developing dynamic profiling models, to define the flood risk, minimum habitable floor level and mitigation strategies.

Bushfire Risk
Definition of Fire Danger Index, Bushfire Hazard Rating and Bushfire Attack Level.

Structural Engineering
Design and documentation of structural components and site attendance to verify contractor's work for approvals sign-off.

Building Certification, Energy Assessor
Provision of review and approval per relevant codes and standards.

Others as applicable
Quantity Surveyor for reliable costing advice, contractors for early phase advice on buildability and budgets etc.


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