

INTRODUCTION

The information included in this brochure is intended to outline the fees that architects charge and the professional services they render in the design and management of building projects.

Architects function under an act of the provincial legislature created in 1912, and updated in 1996, known as an Act respecting The Saskatchewan Association of Architects. Architects are regulated by bylaws to which all members of the profession must adhere. Failure to discharge duties in an ethical manner; or doing so in a manner deemed to be detrimental to the interests of the public or the profession, would be sufficient cause to discipline the member.

The standard method of calculating architects' fees is based on a percentage of the "cost of construction" plus reimbursement of direct project expenses. Other methods of fee compensation such as lump sum agreements, hourly cost contracts and a combination of percentage fees and lump sum arrangements are available for unique situations and may be developed on a project by project basis. Compensation outlined in the attached schedule of Recommended Minimum Professional Fees provides for the cost of full scope architectural, structural, mechanical and electrical engineering design expertise.

The scope of professional services that architects deliver under a full service contract is outlined in the Canadian Standard Form of Agreement Between Client and Architect. A breakdown of the full scope of services is shown in the appended 'Sequence of Services' chart, with a summary of optional architectural work for which additional fees are charged. For further clarification of the many services architects can provide, individuals contemplating a construction project are asked to contact their architect or the Executive Director of the Association:



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BYLAW 18.04
RECOMMENDED MINIMUM FEE SCHEDULE FOR BASIC
ARCHITECTURAL SERVICES
INCLUDING PRIME CONSULTING AND
STRUCTURAL, MECHANICAL & ELECTRICAL ENGINEERING FOR BUILDINGS
current May, 2008

1. Where the work is to be executed under a stipulated sum contract, the recommended percentage charge as to fees for basic services shall be as follows:

Fees for Basic Services	For the First \$500,000	Next \$4,500,000	In Excess of \$5,000,000
a) PRIVATE RESIDENCE -Single detached houses & domestic buildings including custom homes and church rectories.	11.5%	10.5%	9.5%
b) MEDICAL/SCIENTIFIC -Hospital, scientific & research laboratories, clinics & health centres, psychiatric hospitals, geriatric centres.	10.5%	9.5%	8.5%
c) COMMERCIAL & INSTITUTIONAL -Schools, libraries, museums, aquariums, planetaria, auditoriums, theatres, opera houses, stadiums, community recreation buildings, churches, monasteries, convents, cemetery chapels, mausoleums, crematoriums, funeral homes, observatories, grandstands, arenas, covered rinks, office buildings, banks, stock exchanges, stores, markets, sales buildings, shopping centres, telephone, radio & T.V. buildings & studios, governmental administrative buildings, city & town halls, post offices, mints, embassies, consulate, court houses, fire & police stations, armed forces bases, yards armouries & drill halls, multiple unit residential buildings, semi-detached row houses, apartments, hotels, tourist camps, motels, homes for the aged, institutional homes.	9.5%	8.5%	7.5%
d) INDUSTRIAL -Railway and freight stations, automotive facilities including garages, bus stations, & parking areas, air & water traffic facilities, factories, warehouses, storage buildings (not including plant layout).	8.5%	7.5%	6.5%

- e) Fees for roof upgrading, roof renovations, or roof replacement shall be calculated at a fixed rate of 11.5% of the cost of construction, in all cases.
- f) Where the dollar value of the tax referenced in Bylaw 18.03, Taxes, has not been determined or included in the Cost of Work, the above schedule shall be revised by adding a percentage to the final fee as follows:
- 0.33% of the cost of work for Provincial Sales Tax.
- g) Where a building of mixed use appears in more than one category, a blended fee scale may be utilized.
- h) Federal/Provincial Taxes applicable are added to this schedule.

2. ADDITIONAL SERVICES

- See Appendix 1 - Sequence of Services

3. FEES FOR RENOVATIONS AND ALTERATIONS

For all additions of less than 100 square meters in area, or for a renovation, the fee scale for basic services shall be multiplied by a factor of 1.4.

4. REPEAT PROJECTS

Where a project is to build a building as a repeat project for the same client, from the identical design and using the same documents, it is suggested that the fee be calculated as follows:

- i) where the fee is a percentage of the cost of the work, the original or prototype project is to be charged at the full basic fee;
- ii) where the fee is a percentage of the cost of the work, the charges for repeat projects shall be 50% of the full basic fee plus an additional fee based on hourly rates for required changes and variations to the basic documents of the prototype. For this fee, the architect's services shall include the reuse of documents as well as contract administration;
- iii) where the fee is paid on the basis of hourly rates, a repeat fee royalty for the use of the prototype documents shall be paid in addition to the hourly rate charges. This fee shall be 25% of the fee that would be paid if a percentage of the cost of the work was used.

5. SEPARATE OR ALTERNATE PRICES NOT INCLUDED IN AWARD PRICE

- Should be at 75% x basic fee.

6. CHANGES

Where a Change Order is required on a project, the fee for preparation and administration of the change shall be considered a renovation for the purpose of fee calculation.

7. DISBURSEMENTS

All disbursements should be in addition to % fees and should be charged at cost plus 5%.

- a) Expense of transportation, lodging and meals beyond 25 km of consultants' local office.
- b) Expense of long distance telephone calls, facsimile and courier.
- c) Expense of reproduction of drawings and specifications for tender, approvals and review.
- d) Expense of regulatory approvals, permits, levies, taxes, duties, etc.
- e) Expense of insurance requested by the Client in excess of the standard amounts carried by the Architect and Consultants.
- f) Expense of special consultants such as geotechnical, acoustical, food services, etc.

8. CONTRACTS

The standard RAIC contracts are recommended to be used in conjunction with CCDC documentation.

9. APPLICABLE PROPORTION OF FEES FOR CORRESPONDING PHASES OF WORK

Schematic Design Phase	12.5%
Preliminary Design Phase	12.5%
Construction Documentation Phase	50.0%
Tender	5.0%
Construction Contract Administration Phase	<u>20.0%</u>
	100.0%

10. CO-ORDINATION FEE

When the consultants are commissioned independently by a Client, the recommended fee for the Architect's coordination of the other consultants, shall not be less than 33% of the other consultant rates.