

Conceptual Kennel Design Purchase Order Form

INSTRUCTIONS:

PLEASE FILL OUT THE BOXES BELOW. PROVIDE ONE FORM FOR EACH BUILDING TO BE DESIGNED.

CONTACT INFORMATION:

Name:
Company:
Current Address:
City:
State: Zip Code:
Phone:
Facsimile:
E-mail Address:

BUILDING USE: CHECK ALL USES THAT APPLY.

Indicate the highest expected animal occupancy for each use.

BUILDING USE	# OF DOGS
Are indoor & outdoor kennels permitted?	
Municipality / Animal Control	
Animal Shelter / Adoption Clinic	
Boarding Kennel	
Private Kennel	
Daycare	
Grooming Shop	
Subleased Y/N	
Number of Tubs	
Number of Stations	
Animal Hospital / Clinic	
Number of Doctors	
Number of Exam Tables	
Number of Exam Rooms	
X-ray	
Pharmacy	
Laboratory	
CSR	
Pre-Op	
Post-Op	

www.KennelDesignUSA.com

a division of Craig L. McAllester, Inc.

1204 Mill Mar Road

Lancaster, PA 17601

Telephone: 1 (717) 898-7037

Facsimile: 1 (717) 898-7038

PROJECT ADDRESS:

Address:
City:
State: Zip:

BUILDING AREAS

CHECK ALL THAT APPLY.

Reception
Retail
Breakroom
Animal Food Prep.
Adoption Rooms
Toilet Rooms
Locker Room
Showers - 2 required
Treatment Room
Isolation (Holding)
Quarantine (Medical Holding)
Cattery
Offices
Animal Bath
Public Bathing Area
Mechanical Room
Laundry Room
Storage
Euthanasia Room
Sleeping Room for Night Attendant
Whelping Room (Labor and Delivery)
Long Term Nursing Care
Hydrotherapy
Dog Agility / Training Room
Indoor Daycare
Indoor Waterdog Pools

INCLUDE A LIST OF ANY ADDITIONAL BUILDING REQUIREMENTS

SERVICES REQUESTED:

Conceptual Kennel Design Fee, including two revisions, for buildings to 2,500 S.F. For buildings over 2,500 S.F., the additional area will be billed at \$0.80 per square foot. If needed, additional design time is billed hourly, see, Payment for Services below.

Conceptual Building Elevations - 4 exterior views of the building.

Conceptual Site Design with 2 revisions - (survey by others)

Site and Building Rendering:

Total:

PAYMENT FOR SERVICES:

Date:

To begin a new project, please fill out this two-page form, print and sign below. Mail the following items, to the address below, for your project to begin promptly:

- This form completed and signed.
- A check for the retainer in the amount listed above.
- Any additional materials you've collected regarding the design of your new facility.

Once this information is received, your project will begin promptly. Typically, in 1-2 weeks, an initial floor plan will be e-mailed to you for your review and comment. You will have two opportunities to make any revisions to this initial design at no additional fee. If required, additional design work is billed hourly. Once the design is final, the elevations and a building section are prepared.

For any additional services needed or requested beyond the above listed items, compensation will be billed at \$65.00 per hour for time invested, plus expenses as outlined below. This includes all aspects of the project, but not limited to, design, drafting, changes (beyond the two changes that are included), delivery, on site visits, travel time, lodging, clerical, etc. Contact us directly for pricing regarding our Consulting Services and On-Site Visits.

Engineering/Architecture: Note: Engineering and Architecture costs are not included in this contract. All required civil engineering, soils engineering, structural engineering, electrical engineering, mechanical engineering, plumbing engineering, fire sprinkler engineering, any other engineering, any surveying, and any architectural services are to be provided by others and are not included in this contract. At a minimum, Mechanical and Plumbing engineering should be considered.

Expenses, On-Site Visit Fees, Time and Material Fees:

- Hourly Rate: \$65.00/hour, Design Time (beyond the two revisions that are included in this contract), Meeting Time, On-Site Time, Travel Time, etc.
- Site Visit--worldwide: An on-site visit is billed per project. A retainer towards travel expenses is required in advance. Please contact our office for pricing information and to schedule an on-site visit.
- Expenses: Printing, Delivery, site visit Lodging, Air Fare, Car Rental, etc. @ 110% of the invoice price.
- Mileage: (for company vehicle) \$1.00/mile.
- As-built: \$0.15 / S.F. for CAD / BIM background data input. (note, data collection time is billed as on-site time)
- For a new facility design within an existing building, check the first box at the top of this page.

By signing this form, I authorize Craig L. McAllester, Inc. to provide the conceptual design services that are outlined within this contract. Should the project design be put on hold for more than 30 days, the owner then agrees to pay the all design fees incurred to date.

Signature,

Signed By (print)

Craig L. McAllester, Inc, 1204 Mill Mar Road, Lancaster, PA 17601

Telephone: 717-898-7037, Facsimile: 717-898-7038, E-mail: Craig@KennelDesignUSA.com