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BASIX Alterations and Additions

Fixed price fee structure

About Additions and Alterations: BASIX Alterations and Additions are only applicable in NSW. BASIX has a specific section of the tool that is designed to assess Alterations and Additions to existing homes. This section differs slightly from the single dwelling and multi-dwelling sections of the tool in that there are no set reductions for energy or water. The tool aims to reduce potential water consumption and emissions by encouraging efficiency improvements.

Our Process: A consultant will complete the assessment based on the information provided. If any of the windows are unable to pass the consultant will provide three passing solutions to the client for approval. If additional options are requested hourly rates will apply. Once the client is satisfied with the requirements a certificate will be generated and issued for submission.

Fee structure: Our fees are based on the number of new or altered windows and/or skylights in the proposed design. An altered window or skylight includes new items that will replace existing items even when the size of the opening remains unchanged.

Fee structure BASIX Alterations and Additions			
Category	Consulting fees plus GST	Category	Consulting fees plus GST
Certification fee	\$25.00 per certificate	21 - 25 windows	\$500.00
Pool only	\$300.00	26 - 30 windows	\$545.00
Up to 10 windows	\$320.00	31 - 35 windows	\$590.00
11 - 15 windows	\$410.00	36 - 40 windows	\$635.00
16 - 20 windows	\$455.00	40 + windows	Issue plans for tailored quote

NOTE: GST will be added to the above costs on your invoice.

If you wish to proceed on this basis, please select your scope, sign below and issue with a copy of the final PDF plans with the following details noted.

- DP number and lot number
- Window numbers - new or altered windows only
- Floor area of existing and proposed design
- Hot water system
- Pool or spa size
- Pool or spa heating system
- Roof colour - light, medium or dark

A consultant will review the scope and if any discrepancies arise a variation will be issued for your approval before commencing the assessment.

Acceptance: To accept this fee please complete the below and issue to admin@efficientliving.com.au

Name:

Date:

Company:

Signature:

Contact Phone:

Email:

(Please nominate multiple email addresses if required)

Sustainable Building Consultants

p. 02 9970 6181 e. admin@efficientliving.com.au
www.efficientliving.com.au



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Terms and Conditions

Turnaround

Efficient Living anticipates completing this project within 4* days of receiving final plans with the above details documented (*Subject to change)

Certificate Validity

Your BASIX certificate is valid for 3 months. If you have not lodged your DA within this timeframe, you will need to contact us to renew the date. If an update to your BASIX is required after lodgement, we will require the DA Number and Date of Submission, otherwise additional Department of Planning Certifications Fees may be applicable.

Insurances

Efficient Living Pty Ltd holds current Professional Indemnity, Public Liability and Workers Compensation Insurances suitable for the work to be undertaken. Certificates of currency can be provided upon request. Efficient Living Pty Ltd prepares all reports in accordance with BASIX Protocols.

Electronic documents and correspondence

All projects are completed electronically. Therefore, all plans and additional information are required to be sent in PDF format. Upon completion, your report will be returned in PDF format. If you require hard copies of your report, additional charges will apply.

All amendments, requests and responses to upgrade reports are to be received in writing to ensure sufficient records are kept, to comply with industry protocol.

Information provided to Efficient Living Pty Ltd

It is the client's responsibility to ensure all information is accurate in the final plans. If plans are not suitably documented Efficient Living may stop the job till details or discrepancies are resolved. Efficient Living does not accept responsibility for any omissions or errors which result from inaccurate or incomplete information provided by the client.

Turnaround Times

Agreed turnaround time will commence once final plans and completed checklists are received and are based on a 'pass first time' basis. If upgrades and reissuing of drawings are required, then completion may be delayed beyond our control. Additionally, we cannot be held liable for other factors outside our control, which may delay completion. If jobs are placed on hold for more than one month, we reserve the right to invoice for work completed to date.

Additional fees & changes to scope of works

Changes requested after receipt of the final plans and completed checklist will incur additional charges billed at our hourly rates. Please advise us of any changes as soon as possible so we can reduce the costs involved in additional work required. We reserve the right to quote if the work required extends beyond the scope of works included in the fee proposal. Changes to the NatHERS modelling will incur additional costs unless there is an error on our side that requires fixing in accordance with NatHERS technical notes.

Updates

If you require an update to your project to reflect new plans, or specifications, all work will be billed at hourly rates. An estimate of hours will be provided by email once a consultant has assessed the required changes.

Payment Terms

Pre-payment of invoices will be required for private clients, third party clients and updates. Final documents will only be issued upon receipt of payment for prepayment jobs. All other jobs will be invoiced upon completion of the project, and are payable within 14 days, unless a contract with other payment terms is in place.

Unpaid Invoices

Invoices unpaid after one month may be referred to a debt collection agency. In the event where your overdue account is referred to a collection agency and/or law firm, you will be liable for all costs which would be incurred as if the debt is collected in full, including commissions and legal costs.

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