



STRUCTURAL ENGINEERING DESIGN AGREEMENT

MHLeonardEngineering.Com

o) 704.333.2221

f) 704.334.3366

1.06-2

STRUCTURAL DESIGN AGREEMENT:

- ✓ This agreement is for design layout and analysis services for the renovation or construction of a dwelling as defined. M H Leonard Consulting Engineers, PA agrees to do the requested scope of work at our current engineering service rates and/or for a quoted fee to follow.
- ✓ The layout, design work and specifications will be submitted back to you on or before the DESIGN DUE DATE specified - subject to adjustments if applicable. You will be notified if the structural design is on or off schedule with reasons or issues identified within a few days of our start date.
- ✓ If you are transferring the information to other baseline drawings, the date the design drawings are ready for certification and sealing will be determined by your turnaround time. We must have adequate time for final review (at least 24 hours) - without exception.

DOCUMENT and MISC. DESIGN DETAILS AGREEMENT:

- ✓ If the county review or building codes where the dwelling is to be built require other specific information or diagrams, that work is done under the separate DOCUMENT AGREEMENT.
- ✓ If MHLCE is generating structural drawings (part of the design documents), the DOCUMENT DUE DATE will be specified and is usually later than the DESIGN DUE DATE.
- ✓ If existing conditions warrant field investigation, a separate inspection agreement will be provided BEFORE that work is done.

TYPICAL STRUCTURAL DESIGN TASKS INCLUDED

- Header and beam sizes
- Roof bracing and load path design
- Floor and ceiling joist layouts
- Foundation requirements and footing sizes
- General Notes Page for Structures

OTHER DESIGN TASKS (ADDITIONAL CHARGES)

- Ventilation calculations
- Site Plan, Grading Plans, Drainage Plans
- Plan dimensioning - floor plans or foundation
- Foundation drawings or details
- Stair, Deck, Flash, and other architectural details

The fee for the STRUCTURAL DESIGN work is.....	\$
A deposit of 25% is due when this agreement is authorized.....	\$
The balance of the design fee is due upon final seal of the design documents or within 10 days after the DESIGN DOCUMENTS are delivered - whichever comes first.....	\$
The fee for OTHER DESIGN, DETAILS or DOCUMENTS is.....	\$
This portion of the fee is due upon receipt of those drawings.	
The total amount of fees for this project will be	\$
<small>Note: The fees and rates included in this agreement are based on the size and complexity of the dwelling at the start of work. If the dwelling changes in size or if the scope and complexity changes during design work, the fees will be revised to reflect those changes.</small>	

SUBMITTAL DATE: _____ PROJECT # _____

DESIGN DUE DATE: _____ DOCUMENT DUE DATE: _____

I agree to the terms and conditions of this design agreement.

X

Your Name / Signature **Date**

Please submit this information with your plans and specifications regarding the project. If plans are not submitted with this form, your actual submittal date will be the date those plans arrive.

Notes: The County and State that the residence will be built in must be known for building code purposes.
 The final dwelling size may require adjustment of fees if different than the listed size below. Size is for 'under roof'.
 Walk-up attics and basements (full or partial) affect fees. The 'Number of Floors' should reflect those levels.
 Information below must be provided in full for project start....

YOUR NAME: _____	DATE: _____
PROJECT NAME: _____	COUNTY & STATE: _____
PROJECT ADDRESS: _____	
APPROXIMATE SIZE OF DWELLING UNDER ROOF (sf): _____	NUMBER OF FLOORS: _____

RETURN FORM TO:
 (Fax) 704-334-3366 (E-mail) aleonard@mhleonardengineering.com (Call for Other Options) 704-333-2221