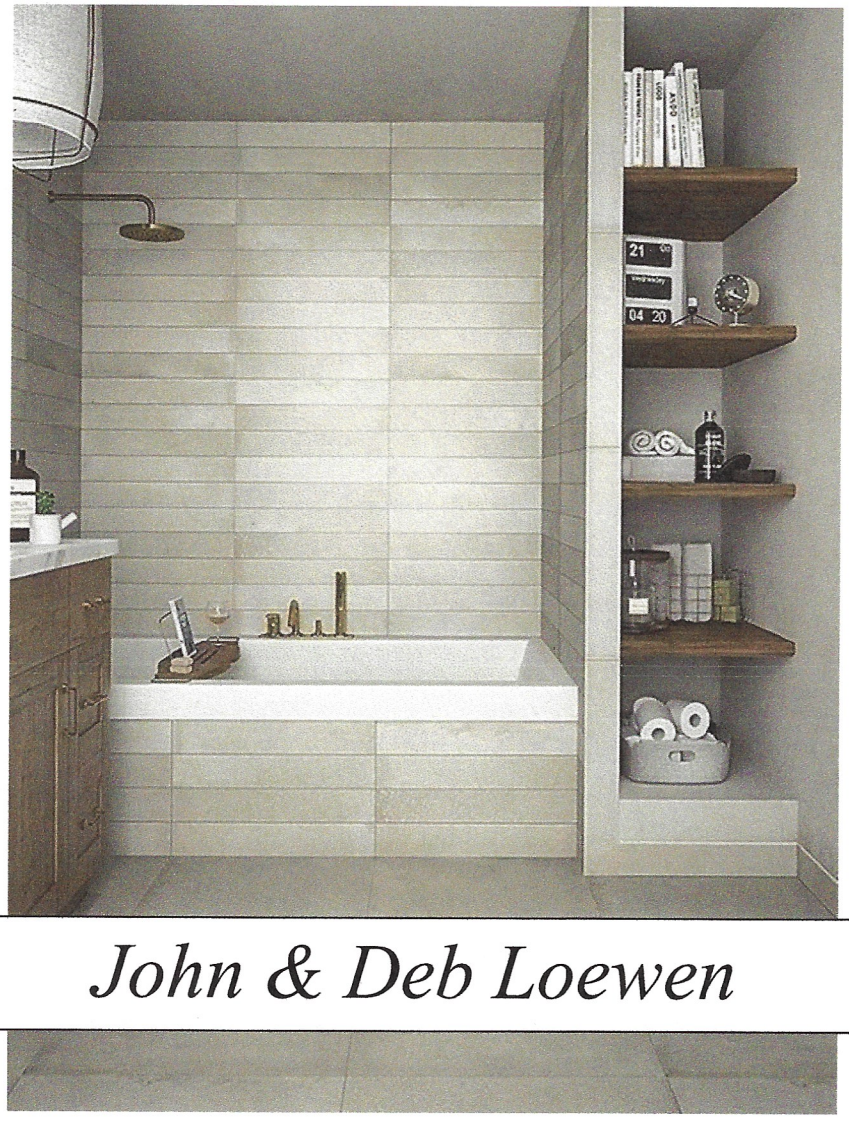
FFH FRANCIS FAMILY HOMES

Building homes as unique as you are



John & Deb Loewen

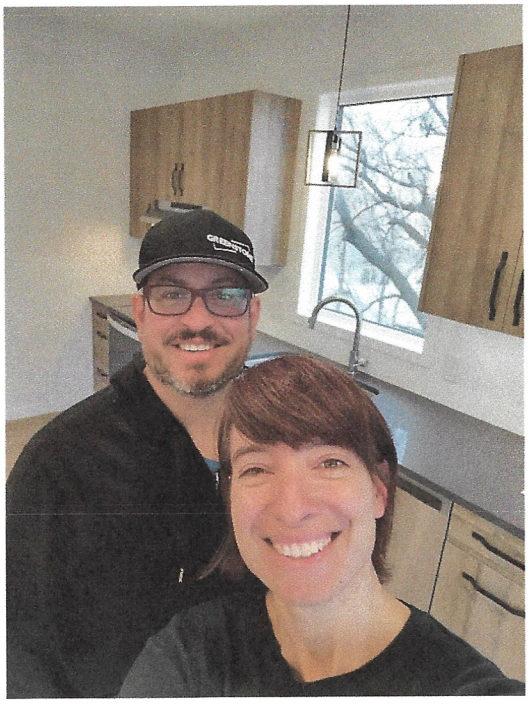
Construction Proposal

John and Deb,

Francis Family Homes is pleased to present this Construction Proposal to you for the renovation of your basement.

Thank you for the opportunity to provide you with this proposal. We have valued the time we have spent working on your project thus far and we are excited to move ahead in partnership with you to complete your renovation! The proposal and pricing presented here is valid for 14 days from today. As always, we are here to answer any questions you may have, make any changes that you would like and work towards your complete satisfaction. That is our goal!

James & Heather



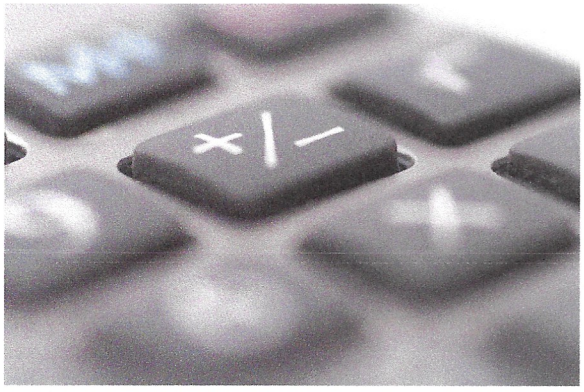
FFH FRANCIS FAMILY HOMES

Fixed Price & Scope of Work

In the following pages you will find a detailed, comprehensive, fixed price quote. We have worked hard to source the best products and subcontractors for your job at the best possible price, to put together this fair and competitive quote for you. This price is guaranteed to stay the same unless you decide to make a change – you are in control.

Below is the overall price for your project, and the following pages break down all the products included in your renovation.

SubTotal	*$76,362*
Plus 5% GST	*$3,818*
Total with GST	*$80,180*



This proposal includes a clear and detailed breakdown of what has been included in your total build cost. In a few instances we have included "**allowances**". Allowances are amounts given for you to spend on certain components of your renovation and are included in the overall quoted price. For example, you may have a flooring allowance of $6,000: that means that you can choose a flooring package for your basement of up to $6,000 without adding any cost to the contract. You will have already told us that you want mostly carpeting, for example, so we calculated $6,000 as a realistic amount to include for you to get the flooring you want. Sometimes our clients change their minds, and that's ok – allowance amounts mean that if you find flooring you want that is actually worth $5,000, then you can deduct $1,000 from the cost of your build! And if you fall in love with flooring that costs $8,000, you can have it, you just decide that it's worth an extra $2,000 to you.

Fixed Price & Scope of Work

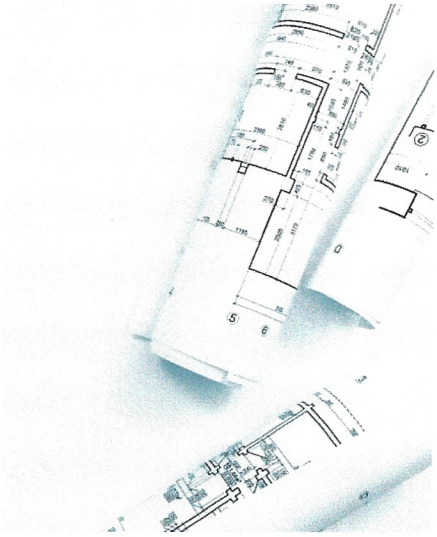
Change Orders

In most projects, there will be some change orders due to a desired change by the homeowner, or an unknown site condition that causes a change to be necessary. We avoid most changes by sorting out the details prior to construction, but we can also deal with changes as we go through with change orders. In a change order, the desired agreed upon change is detailed in writing along with the corresponding additional cost or cost savings, and then the contractor and homeowner sign the agreement. We keep copies of all change orders on your unique, secure customer portal so that you can see them easily at any time.

Inclusions

General

- Site supervision - professional supervision of your renovation from start to finish.
- Project management – comprehensive accounting, ordering and management of all aspects of construction.
- Design selection – dedicated assistance and guidance in selecting products to meet your design and budget criteria.
- Cleaning – site waste and recycling services, cleanup throughout project construction and total professional cleaning of your addition prior to completion.
- Staff amenities – onsite health and safety equipment for workers involved in the construction project.
- Insurance – Commercial liability insurance, and workers' compensation insurance for all workers on your project. It is your responsibility to inform your insurance company of your renovation, and to ensure that the new value is covered in your policy.
- Comprehensive FFH Warranty – One year top to bottom comprehensive warranty on all provided components of your renovation. We return at your first anniversary to touch up any settling issues that may have occurred.
- Permits – all required building permit applications and fees.



Inclusions

Renovation Notes

- While we strive to eliminate as many surprises as we are able during your renovation, there is the possibility that during demolition, unknown site conditions may arise that require unanticipated repairs or expenses. If that should occur, we will bring the issue to your attention immediately and deal with it in a manner that is mutually acceptable. Should there be any additional expense it will be detailed for you in a change order.
- We will take the utmost care to protect the rest of your home during your basement renovation, including using dust shields and floor protection. However, please expect some degree of disruption and dust to occur!
- We expect minimal intrusion to the landscaping on your yard; however there may be a small amount of landscaping repair required at the completion of the project – this is not included in our quote.

Demolition

- Removal and disposal of existing carpet and laundry/bathroom flooring (cork flooring to remain)
- Removal and disposal of existing walls where necessary for new layout
- Removal and disposal of ceiling tiles and suspension system
- Removal and disposal of existing bathroom fixtures
- Concrete cutting in basement floor for installation of new plumbing fixtures in new locations
- Disconnection of electrical fixtures/switches/plugs as necessary for relocation
- Protection of flooring and stairwell caps from basement stairs to front door during renovation
- Remove fan from storage room area (hot tub fan)

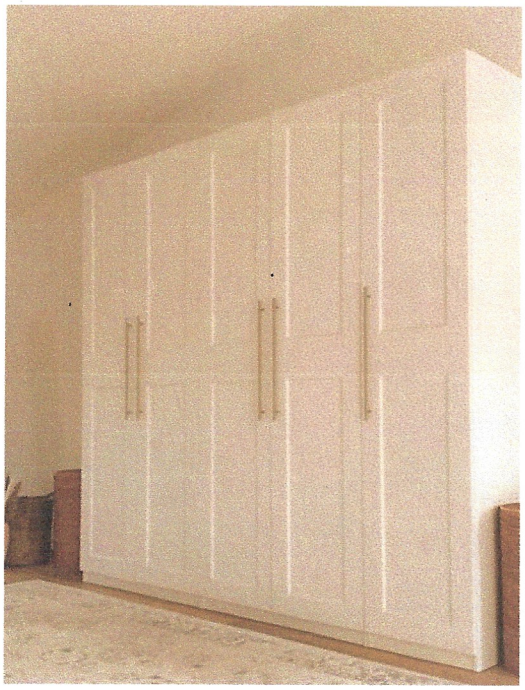
Framing

- Reframe interior walls according to renovation plan, 2x4" walls at 16" on centre except at plumbing locations which will be 2x6"
- Frame around radon mitigation system, construct access door

Interior Finish

- ½" Gyproc screwed to new walls
- ½" Gyproc screwed to ceiling in rec room area – 633sqft (hallway may be Gyproc or suspended ceiling, depending on what is located beneath that section of ceiling during demolition)
- New walls mudded, taped, and sanded, 3 layers
- New walls primed and painted in latex paint (1 coat primer, 2 coats paint)
- Existing basement walls also re-painted in latex paint (2 coats paint), includes stairwell
    - No paint finish in mechanical room
- Ceiling in rec room (possibly hallway) primed and painted in latex paint (1 coat primer, 2 coats paint)
- Suspended ceiling in new bedroom, bathroom and laundry room
    - Assumes ceiling left as is in storage area
    - Includes Murdesign Encore 2x2 ceiling tiles and grid: alternates available for credit or extra cost
- Finish window box in new bedroom with water-resistant white surround
- Painted or stained finger-jointed pine baseboards and casing to match rest of house as closely as possible (or alternate, at client's choice), client's choice of colour

- 4 New interior doors (laundry room, bathroom, double doors in bedroom closet) to match existing doors, door hardware to match existing
    - Reuse 1 existing door for bathroom closet
    - Option: Add $1635 to replace all other basement existing doors and hardware in addition to above
    - If reusing existing doors, doors will be removed and repainted to match new doors
- 1 Barn door with sliding rail kit, allowance of $450
- Open white melamine shelving and hanging rail in laundry room
- Closet rod and shelf in new bedroom (shelf in white melamine)
- Stained pine wood shelving above laundry sink (2 rows)
- Stained pine wood shelving in bathroom (4 rows)
- Cabinetry allowance: $4,500: to include bathroom vanity, 2 lower sections and 1 upper section in laundry room



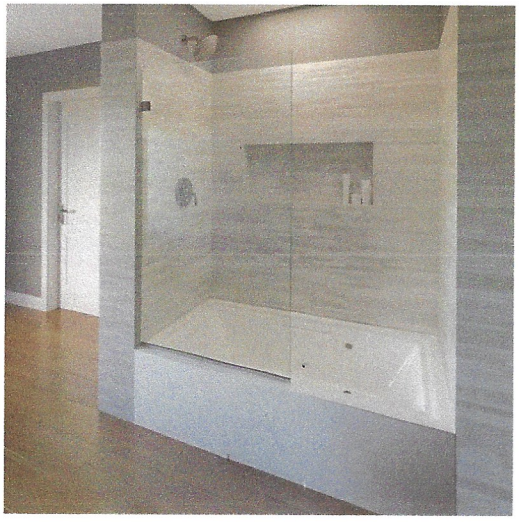
Option: Add approximately $1500-1775 for millwork in rec room (10' PAX wardrobe system with shelves and drawers)

- Flooring allowance: $6,280 – approximately $6/sq ft plus extra included for stairs
    - Allowance amount assumes excellent quality carpet and vinyl floor in wet areas: add extra if tiling in wet areas
    - Storage room floor assumed to stay the same, no flooring in mechanical room
    - Flooring allowance to include installation labour, subfloor if required and PST
- Light fixtures allowance: $600
    - Light fixture allowance covers purchase of light fixtures only including PST (bedroom fixture, bathroom fixture, vanity fixture, laundry room fixtures x 2)
    - Installation is included in electrical section
- 15 – 4 or 6-inch LED slimline lights (rec room on dimmer switch)

Heating/Cooling

- Permits and inspections as required
- Extend ductwork/reattach ductwork as required
- Remove and reinstall gas fireplace if needed during renovation

Plumbing

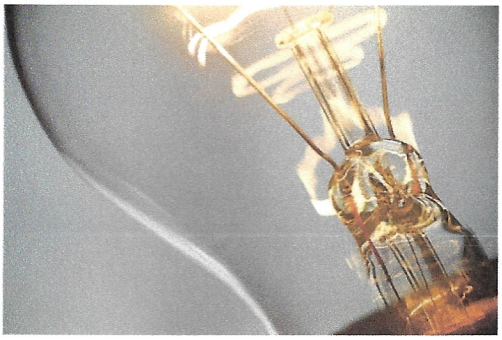


- Installation of new drains and vents for plumbing fixtures in new bathroom location
- Installation of new laundry sink and drain in laundry room
- 1- Maax Exhibit 7236 drop-in bathtub in white (72" x 36"), framed in place
- 1- Maax Edge Duo 42" x 58" 8mm pivot tub shield in clear glass with brushed nickel frame
- 1- Moen tub/shower faucet in brushed nickel or matte black; Moen Rinza or equivalent
- 1- Contrac low-flow toilet
- 1- Drop-in china lavatory basin
- 1- Moen lavatory faucet in brushed nickel or matte black; Moen Rinza or equivalent

- 1-bathroom vent
- 1- 20" Kindred stainless-steel laundry sink
- 1- Moen Chateau laundry faucet in chrome
- Tile allowance of $5/sq ft around tub/shower, 1 niche, ($480 in tiles)
    - Includes Kerdi waterproofing membrane beneath tile
- Bathroom accessories (towel bars, toilet paper holder)
- Mirror allowance $200

Electrical

- Permit fees for electrical service and electrical inspections
- Electrical connection and hookup of new lights, switches and outlets (34)
- Install interior light fixtures (5) and LED disc lights (15)
- Includes smoke detector/CO2 in hallway, smoke detector in bedroom, 1 dimmer switch for interior lights



Total Price:	$76,362
Less: Friends & Family Discount	$1,500
Subtotal:	$74,862
GST:	$ 3,743
Total with GST:	$78,605

Contract – John & Deb Loewen

We hereby propose to construct your new addition in accordance with the above specifications for the sum of $74,862 plus GST, for a total of $78,605.

Any changes will be made in writing and will be signed by both the contractor and the homeowner.

Payments are to be made as follows:

1. Deposit of 10% ($7,861) – due after contract is signed
2. First draw of 40% ($31,442) – due at one month
3. Final draw of 50% ($39,302) – due at turnover, plus any changes

Upon signing of this agreement, the homeowners agree to provide financing approval for the project to Francis Family Homes within 15 days, or as soon as possible so that contracts with subcontractors can be finalized and products can be confirmed.

Authorized Signature for Francis Family Homes: _____

James Francis, President, FFH

Acceptance of Proposal Date: Nov 30/21

Signature: _____ _____

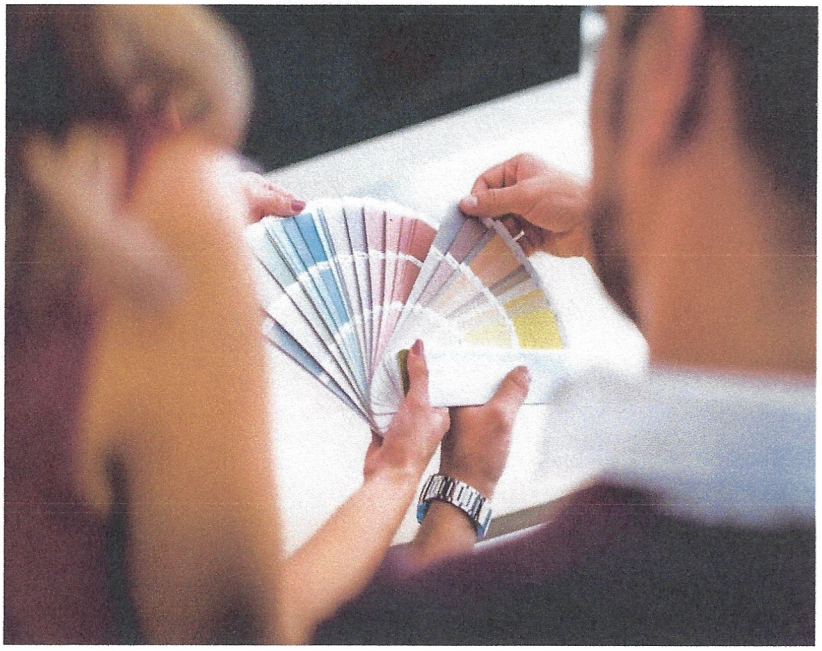
John Loewen Deb Loewen

Next Steps

Congratulations! You are on your way to your new basement. Rest assured that we have been working hard and will continue to work hard in order to complete your renovation exactly the way we have planned!

Here is how you can expect the next few months to proceed:

1. **Financing Approval**: Now that the contract is signed, we ask that you provide us with a signed letter of financing approval from your bank or credit union. Please complete this step as soon as possible so that we can finalize our contracts with the subtrades and proceed in ordering custom materials for your home.
2. **Selections Meetings**: While James gets the ball rolling with the many details required before starting construction, our focus will shift to picking the specific products for your renovation. At our selections meeting, **Heather will guide you through options** for each product selection, and offer as much or as little guidance as you desire. Breaking down the choices you have to make means it becomes more manageable and therefore less stressful – we want this process to be fun!



3. **Custom Online Portal:** Heather will create a **secure online client portal just for you,** on which will be posted all of your building plans, product selections, minutes from your meetings with us, and an up-to-date budget. You can access your portal any time, ensuring that you can always look up any detail of your project.
4. **Kickoff!**: The start of construction is very exciting. You will have a "ringside" seat to watch construction begin!

5. **Construction:** Throughout the construction process, the team at FFH will closely supervise your building project, coordinating the trades, ordering supplies and ensuring all is built according to plan. James and Heather will meet with you on site, during which you can ask any questions you may have. Sometimes as construction progresses you may change your mind about a construction detail. Our pre-construction meetings are designed to minimize your **change requests**, as it is always more costly to change things than to simply plan for them from the beginning. However, rest assured that if a change needs to be made, we will talk it through with you, present any added cost to you for your approval, and proceed only with your authorization.
6. **Finish:** The best part for us at FFH is the moment we hand it over to you to enjoy! It is simply exhilarating to see our clients so happy at the sight of their beautiful new space. It is why we do what we do! We always complete an extensive checklist to ensure that every detail is taken care of. We will also have your new renovated basement professionally cleaned from top to bottom, so that you can simply enjoy.
7. **Warranty**: When your renovation is complete, our relationship does not end. We stand at your side to ensure that any warranty items that arise are promptly and professionally resolved. We give you a 1-year comprehensive warranty, which involves our return at your first anniversary to inspect any areas that might need touch-ups (such as caulking and drywall).

GUARANTEE OF EXCELLENCE

FFH FRANCIS FAMILY HOMES

Free "Dreams to Reality" sessions

We (James and Heather) will personally meet with you to listen to your ideas and dreams for your future home. We know that hearing from you is the key to designing and building the home that you are envisioning. We guarantee that we will encourage you to share your dreams for your new home, and then to craft a design that will incorporate those elements into a realistic, buildable design.

Communication

We promise to keep clear and open lines of communication with you, from our first contact through to the moment we hand you the keys to your new home. We know that you deserve to be kept apprised of building progress, construction decisions, product choice selections and costs, and we guarantee that we will provide you with the information you need in a timely and clear manner. A secure custom online portal will be created just for you, which will enable you to log on and have up-to-the-minute access to all records regarding your custom build. We will meet with you in our office and on-site regularly to discuss all aspects of the project together with you. Throughout your build, we guarantee that you will be able to ask us questions and receive answers. This will save you from the stress of not knowing where your project is at, since you have access to your information 100% of the time.

Quality

Although the local building inspectors are there to ensure that each building project is completed to code, we go further and follow our own intensive quality control checklists to ensure that no detail is left hanging. We employ only subcontractors that we trust and have a proven track record of quality workmanship.

Timeliness

We guarantee that your job will be ready for you by the promised deadline. We will create a custom Project Timeline for your build, which we will share with you, and will update weekly.

New Home Warranty Program of Manitoba Inc.

Fixed Price

Once we have created a design for your project that you love, we will prepare a custom quote for you that includes everything you have told us you would like to see in your dream home. We guarantee that when you sign the contract for us to proceed, there will be no hidden costs and no additional items that will cost you more money. The only way that the price will change is if you make a change or add a request; in other words, you are in control of your costs. We promise that the price is the price!

Family Based Values

We are a family run business, and we understand that this is a huge investment in both time and money. We see each job as an investment in our business as well and so do our utmost to make you feel comfortable and confident throughout your build. Your job is a huge commitment for us too!

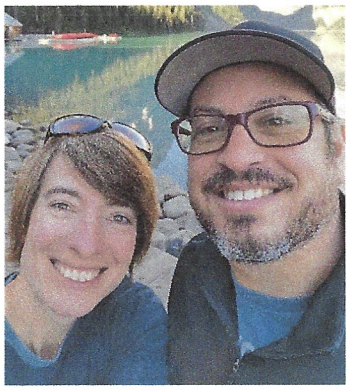
Free interior design consultation

You will receive free advice and guidance on all of the product selection decisions you will make throughout your build. We can provide you with as much or as little consultation as you desire. Our experienced interior designer (Heather) will walk you through all of your options to ensure that your home reflects the style that you love.

Full clean at end of job

Full professional clean of your new home at the end of construction means that all you have to do is move in and make yourself at home!

We will provide you with a comprehensive one-year warranty on all components of your new home. Our team will return at your first anniversary to ensure that we touch-up anything that has shifted as the house settles in. You also receive a 5-year structural warranty, giving you extra piece of mind that your house is built to last. As a long-time member of the New Home Warranty of Manitoba program, you can be confident that our team is backed by the best.



James Francis
Owner, FFH

Heather Francis
Owner, FFH

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