Land Dedication Reserve Fund Grant Program Application

From South Osborne Housing Co-op Ltd.
360 Osborne St, Winnipeg R3L 2V6

Detailed Project Description

Project name: Landscape Work at 360 Osborne St (South Osborne Housing Co-op)

Project location: 360 Osborne St – West side (Osborne St facing) and North side of the property

Project scope:
This landscaping project will enhance the attractiveness of the Osborne St – facing side of the housing co-op property; it will improve safety and sustainability as well as reduce maintenance requirements for the land and gardens on the west and north sides of the property.

Features of the planned work on the west (Osborne) side include:
1. Replace many flowers and plants that have seen better days with hardier, low maintenance perennials and grasses, native species where possible;
2. Improve the soil and base for all planting so as to last a long time;
2. Reduce the maintenance that falls on our members for watering by setting up self-watering planters manufactured by a local Winnipeg company, Equinox Desert Planters, which focuses on water conservation and environmental sustainability;
3. Camouflage some of the not-appealing hydro installations on the southwest side with native shrubs and grasses;
4. Ensure there is no place for intruders to hide behind foliage next to the building;
5. Create a beautiful landscape for our members and our community to enjoy as they pass by our building, or while they're waiting for the F6 bus at our stop, which will include a dramatic display along both sides of the walkway from Osborne to the building.

Features of the planned work on the north (parking lot) side include:
1. Build and install a ramp to the attached storage shed, with a railing, to enhance safety and access for members to get the tools stored there; currently it is dangerous to get in and out of the shed;
2. Repair the gate at the east end of the parking lot and lay down a solid concrete path for members to access the route to our new muster point near the bus shelter, a plan developed in conjunction with the Fire Department;
3. Repair the small plots of land next to the building on the south side of the cars that are currently in poor condition, overgrown with weeds.

Rationale for the Project:

The Osborne St – facing side of the South Osborne Housing Co-op property has become an eyesore. This is because our members are aging and no longer able to continue to provide the frequent care and attention that was a hallmark of the property until the last few years.

As well, the co-op has been unable to afford to invest the necessary funds to rework and replace west-facing garden features that were original to the property which opened in 1988. Over the past five or six years, the co-op has been able to invest in a new roof, remediating the brickwork, installing new windows and doors in every apartment, and replacing the interlocking brickwork at the two main entrances. The members have prioritized these essential upgrades and now wish to turn attention and financial resources to landscaping.

Financial support from the Land Dedication Reserve Fund Program will enable the co-op to continue to make investments in upgrading and modernizing the building.

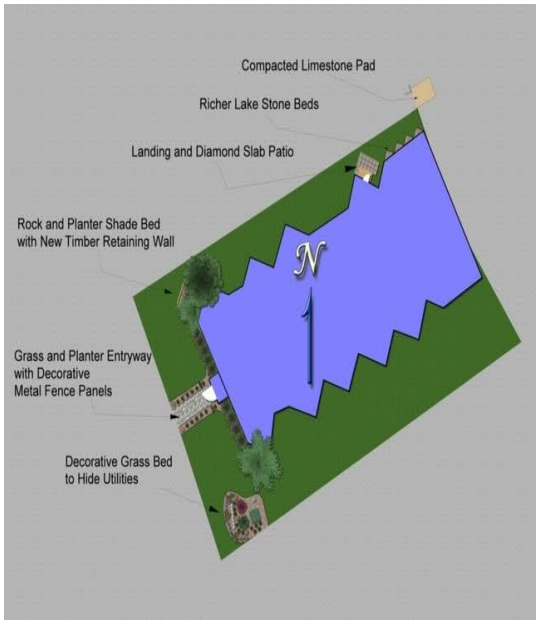
To address the limitations of member gardeners, this plan focuses on sustainable self-watering planters and low maintenance plants, grasses, shrubs and ground cover. Consistent with the previous upgrade decisions related to roofing, windows, etc, this plan ensures long-term sustainability of the selected materials and features.

Community consultation:

Winnipeg Police Service community policing officer – for recommendations to minimize risk of encouraging unwanted visitors onto the property

Winnipeg Fire and Paramedic Service – for recommendations regarding Muster Point and safe egress from the building in emergency situations

Councillor Rollins – for recommendations regarding the importance of property owners enhancing the attractiveness of the Osborne St area in general and individual properties in particular. Recommendations included improving the rough and uneven lawn, dealing with aged and unhealthy shrubbery, minimizing the look of the unattractive utility boxes.



Compacted Limestone Pad – under a gate into the east yard to improve safety and accessibility

Richer Lake Stone Beds – to clean up a small area between parking spaces and the building to improve safety and accessibility

Landing and Diamond Slab Patio – to improve access to a gardening storage area to reduce the risk associated with seniors moving wheelbarrows and other tools in and out of the storage room.

Rock and Planter Shade Bed with New Timber Retaining Wall – beautification of the north side of the west part of the property by replacing original and rotting timber retaining wall, by selecting specific shade-loving perennials, by adding rock and boulder features that also reduce maintenance efforts.

Grass and Planter Entryway with one decorative metal fence panel on each side of the walkway – beautification and improved sustainability due to lower maintenance requirements compared to the original bushes. Two years ago the housing co-op had a new more stable and lower maintenance walkway installed to replace the original interlocking brick.

Decorative Grass bed to hide utilities – beautification feature on the south side of the west part of the property will also improve sustainability due to lower maintenance requirements compared to the existing sparse growth throughout the area.

New Ground Cover to the north and south of the new Grass and Planter Entryway - Replacement of the existing uneven and patchy sod with white clover ground cover will enhance the beauty of the overall work and provide a consistent attractive ground cover.

Lower and modify the berm to improve water drainage away from the building and to enhance the overall cohesiveness of the west side of the property.

Additional information about the South Osborne Housing Co-op community

We are a 55+ housing co-op established in 1988. We have 71 suites for seniors who are able to live independently. We are a community unto ourselves within the larger South Osborne community. Many of our members lived in the South Osborne neighbourhood before moving into the co-op. Altogether, we are an integral part of the South Osborne neighbourhood. Currently, our members range in age from their early 60s to 99.

We are flanked on the east side by the public path along the Red River to the Forks; on our south side by the public walkway from Osborne which links with the river path; and on our west side by Osborne Street. Thousands of citizens drive, walk or cycle by our property every day, on their way to and from school or work or to shop nearby. They also wait at the bus stop right in front of our building. The improvement of our grounds on the west Osborne side will benefit the entire community who pass by on foot, on bicycle or by car.

Attachments with details:

A 1 Graphic of the overall property with details of the included aspects of the project (Lacoste Garden Centre proposal)

A 2 Detailed costing of the project as provided by the selected contractor, Lacoste Garden Centre

A 3 Graphic of the walkway from the co-op entrance to Osborne St public sidewalk (Lacoste Garden Centre Proposal

A 4 Graphic of the panel that will be included on each side of the walkway (Lacoste Garden Centre Proposal)

B. Quote from HTFC Planning and Design – not accepted – at $9660 including GST just for the design phase, the co-op determined that this phase could likely result in recommendations that were not affordable. It was deemed too high risk to pay for a design with no certainty that the recommendations could be acted on.

C. Quote from Ron Paul Garden Centre – not accepted – at $21,000 it included items not requested and failed to include items that were requested such as deeper remediation of garden beds and specific beautification features on the west side. As well, the representative indicated he was about to retire and would likely not be around to actually oversee the work. This quote was deemed too high risk for these reasons.

Gmail **Marilyn McLaren**

Fwd: quotes

1 message

Diane Zack Tue, Apr 21, 2026 at 7:04 AM
To: Marilyn McLaren

From Ron Paul Garden Centre,

His quote was less and included whole yard, but was not as thorough as far as repairing and treating the soil bed. It did not include the ramp at the storage shed. Their rep Ray Dubois directed us to go to their garden centre to ask to see the planters in back storage, but when we got there, the staff told us they had nothing in back storage for us to see and their available planters were not what we were looking for and the choice was limited. He was also rude to us when we asked to see places they had worked on and told us he was close to retirement and our business was small peanuts for him. So we didn't want to deal with them and didn't trust the quality of work we would get. The total estimate was 21,147 without the vines on the fence which we didn't really want, but he wanted us to have.
I'll send you the quote from HTFC which we did discuss at the Board. Their quote of 9200 included only pre-design and schematic design fees, and not any of the actual work that would be done. We all felt this would end up being very expensive and out of our league so to speak, although they have a stellar reputation.
I'd like to send the HTFC one, with the explanation that it would have ended up being expensive, beyond our budget and we couldn't even proceed with them until we agreed to pay the design fees upfront. But the Ron Paul has the advantage of actual quotes for specific work. We might have to explain why we didn't go with the cheapest estimate.
Diane
I will call you but about 8:30. If you're up earlier, you can look over these two.

---------- Forwarded message ---------
From: **Diane Zack**
Date: Thu, Oct 2, 2025 at 4:35 PM
Subject: Fwd: quotes
To: Shirley Walker

---------- Forwarded message ---------
From: **Ray DuBois**
Date: Thu, Oct 2, 2025 at 3:21 PM
Subject: quotes
To: Diane Zack

Hi Diane,

I've broken up the project into multiple quotes so you can cherry pick as you please.

Back area where trees are to be removed and soil brought in and leveled out with micro clover put down

Sub Total		$2,750.00
GST	5.00%	$137.50
PST	7.00%	$31.50
		$2,919.00

Installation of 6 Haskaps and new flower bed with fabric, edging and black mulch against fence

Sub Total		$710.70
GST	5.00%	$35.54
PST	7.00%	$11.81
		$758.05

Installation of 12 grape vines along black fence-I'll get approval from the City

Sub Total	$435.88

GST	5.00%	$21.79
PST	7.00%	$0.00
		$457.67

Installation of 24” x 24” charcoal diamond face patio blocks at the gate area Qty 42 with a 6” base

Sub Total		$3,415.28
GST	5.00%	$170.76
PST	7.00%	$120.91
		$3,706.95

Clean up the 4 triangle areas where the cars park on an angle with black granite and fabric

Sub Total		$881.70
GST	5.00%	$44.09
PST	7.00%	$23.36
		$949.14

Re-level back exit door with ¼” down black granite and fabric and build a box step

Sub Total		$3,800.00
GST	5.00%	$190.00
PST	7.00%	$133.00
		$4,123.00

Remove shrubs and install 8 raised planters 2 tall ones (32” H x 16” W) close to door then 4 long planters (39” L x 20 H x 16 W) 2 planters (32” long x 16” H x 16” W) all black with ¾” RR in the bottom then fabric between the RR layer and the soil to the top. Sitting on a bed of black granite ¼” down and landscape edging installed between the grass and the granite.

Sub Total		$6,821.60
GST	5.00%	$341.08
PST	7.00%	$372.23
		$7,534.91

I’ll send photos of the planters in a follow up email.

Clean up south bed against the building, put down fabric top with black granite and install landscape edging. Install 2 ninebarks to cover electric panel at full maturity and clean up the east side of the electrical boxes with ¼” down 2-3” deep

Sub Total	$1,875.50

	GST	5.00%	$93.78
	PST	7.00%	$38.89
			$2,008.16

Sincerely,

Ray

Lacoste
GARDEN CENTRE

2787 St Mary's Road, Winnipeg, MB R2N 4A6
PH: 204-256-2377
GST # - 100099498RT0001

• patios • walkways • retaining walls • trees and shrubs • sod
• groundcover • drainage • fences • decks • pergolas • irrigation
• lighting • design

ESTIMATE / INVOICE

ONCE APPROVED, THIS ESTIMATE BECOMES YOUR INVOICE & PAYMENT IS DUE UPON COMPLETION

Date: 04/24/2026 **Estimate / Invoice #:** **26-009 R4 Phase 1**

Name: Diane Zack

Address/Job Location: 360 Osborne St

Phone:

Email: dianelynnezack@gmail.com

Description	Cost
Front of Building 6x6 Timber Retaining Wall - approx 1.5' Tall, 40 LF - includes all excavation, haulaway, geotextile landscaping fabric, 4" of compacted limestone basework, 6x6 pressure treated timbers, rebar stakes on base row, 9" GRK construction screws between layers, soil fill	$ 3,258.47
Front of Building Rock Beds - Approx. 950 SF - includes all excavation, haulaway, soil, soil grading, landscape edging, landscape fabric, 1.5" Richer Lake Stone (as indicated on site plan)	$ 7,976.62
Front of Building Plants - 3 shrubs, 49 perennials - includes all excavation, haulaway, plants (as indicated on site plan or substituted for similar, suitable varieties), soil, mykes, staking kit if necessary	$ 2,750.00
Front of Building Planter Annuals - 4 Tropicals (Cannova Rose), 82 5" Annuals - includes all planting, plants (as indicated on site plan or substituted for similar, suitable varieties), soil	$ 1,424.00
Front of Building Micro-Clover - approx 2000 SF - includes excavation of existing grass, haulaway, re-shaping of existing berm to allow better drainage away from building, compacted soil grading, micro-clover overseeding application	$ 5,000.00
Front of Buiding Boulders - 9 medium sized pond stone boulders - includes boulder delivery and placement	$ 1,800.00
Front of Building Self-Watering Planters - 1 Manor 74, 2 Villa 24, 3 Villa 20, 2 Villa 16 ; all planters in Black Colour, sourced from Equinox Desert Planters - includes planter install	$ 1,915.11
North Side of Building Compacted Limestone and Diamond Slab Re-Lay - Approx. 150 SF of compacted limestone, 64 SF of diamond slabs - includes all excavation, haulaway, landscape fabric, compacted and graded 3/4" down limestone with a 1/4" down limestone finish, diamond slab re-lay re-using old slabs	$ 2,540.00
North Side of Building Rock Beds - Approx.110 SF - includes all excavation, haulaway, soil, soil grading, landscape edging, landscape fabric, 1.5" Richer Lake Stone (as indicated on site plan)	$ 923.61
North Side of Building Top Dressing and Soil Grading - approx 100 SF - includes all compacted, graded soil and raked in grass seed	$ 247.61

Gate Area Limestone Pad - approx 110 SF - includes all excavation, haulaway, 3" of compacted 3/4" down limestone with a 1/4" down finish - **NOTE: Provided there is a concrete slab under the existing ground - if full excavation required a change order will be filed**	$	550.00
North Side Shed Landing and Ramp - approx 16 SF of landing, 16 SF of ramp, 12 LF of railing - includes all 2x6 joist PT lumber framing, 5/4x6 decking, 4x4 posts, wooden balusters, 2x4 railing cap	$	1,231.36
Practical Art Cedar Framed Decorative Panels - includes 2 3' tall, 5' wide decorative panels with Practical Art Black Aluminum inserts (Design PA-AB01) - includes 4x4 cedar posts set in compacted limestone, cedar 2x4 lumber framing, 60" x 30" black aluminum metal inserts, 2x6 cedar cap	$	2,388.60
Additional Services		
Equipment Fees - 7 days Truck + Trailer - 4 days of mini-excavator	$	4,200.00

Payment Schedule

Sub Total	**$**	**36,205.38**
GST	**$**	**1,810.27**
Deposit Paid	**$**	**(7,377.50)**
Work to Begin on/around June 15, 2026		
Total Due	**$**	**30,638.15**
50% Due upon Arrival / Delivery	**$**	**20,425.41**
25% Due Upon Completion	**$**	**10,212.74**

Additional Comments:

All work to be performed to industry standard on reverse side.

All trees and shrubs under 2yr Lacoste warranty and 5 yr warranty through Mykes program (details on reverse)
All hardscaping under 2yr Lacoste warranty/installed to ICPI spec (details on reverse)
All drawings and plans indicate fully MATURED sizing
Plant materials and pricing subject to change pending current availability
Perennials are not warrantied past the first winter

STANDARDS AND PRACTICES

HARDSCAPING STANDARDS – All of our base is compacted to ICPI spec with a geotechnical underlay (unpinned) – walkway base installed 4" thick, patio area base installed 6-8" thick, and driveways and vehicular area base installed 12-16" thick all w/ 1" coarse bedding sand and polysand application for joint sand.

SOFTSCAPING STANDARDS – Unless specified otherwise all softscape installs feature minimum removal of 4" of pre-existing sod/soils/materials followed by newly compacted soil in designated shape/design via landscape edgers, 6oz landscape fabric (pinned) , 2-3" of stone mulch or 5-6" of wood mulch.

SOD – all sod installations feature minimum removal of pre-existing sod/soils/materials followed by 4" newly compacted soil and a staggered joint pattern – for best results **PLEASE WATER FOR AT LEAST 14 DAYS POST INSTALL** (additional instructions below)

TREES AND SHRUBS – all trees and shrubs are installed with fresh topsoil and a dose of MYKE's and come with 2 years replacement (labour included) – for best results **PLEASE WATER FOR AT LEAST 14 DAYS POST INSTALL** – water in evenings/mornings and avoid watering midday (additional instructions below)

CUSTOMER INFO

Certain jobs may require locates – if you are informed your job will require locates by our estimator; it is the responsibility of the homeowner to have the locates completed timely before the job begins – please leave your locate flags undisturbed.

A final street clean will be performed upon job completion; street clean may happen the following morning/day.

WATER : For the best long term landscape installation it is essential to water for at least 14 days, this includes your sod, trees, and shrubs. DURING WARMER MONTHS/WEEKS – ADDITIONAL INSTRUCTIONS BELOW, for watering service, irrigation estimates, or temporary irrigation packages contact your estimator.

Sod – water daily during the warmer summer months, water in evenings/mornings and avoid watering midday – to test soil; lift sod mat and plummet your thumb into the soil to the middle knuckle; if moisture is present here the water levels are good for the day; if there is not then the sod needs more water for that day – soil should not be overly soaked either, TEST DAILY.

Small Perennials -> Medium Shrubs – water every other day, water at the base of the plant for 20-30 seconds with low flow, avoid watering foliage as best possible. (foliage can scorch when watered on hot days)

Medium Shrubs -> Large Trees – water semi-weekly with a deep watering, water at the base of the plant 5-20 minutes with low flow, avoid watering foliage as best possible.

Low Flow = water flow should be adequate to a sink tap rather than a shower head

WARRANTY

All trees and shrubs are installed with MYKEs and come with 2 year warranty for replacement with labour included. If heavy erosion (extreme weather) or negligent/faulty customer care is observed the warranty is void. For additional info refer to extended contract (attached in email)

All perennials are limited to one replacement in the season they are installed/ Perennials will not be warrantied after first winter

All hardscapes are installed with a 2 year warranty for repair with labour included. Hardscaping materials with a shift of 1/2 inch over a 10foot span will be repaired via base materials (patios and retaining walls). For additional info refer to extended contract (attached in email)

PAYMENT AND DEPOSIT

Deposits are required to book your work into our schedule. To place a deposit please contact your estimator or call Lacoste 204 256 2377 and press (6) for Landscaping. Please have your remaining payments ready upon Arrival/Delivery and Completion. A final walkthrough will be completed before the invoice will be authorized by both parties below. All payments are required to initiate the warranty period. For additional payment and warranty info refer to extended contract (available upon request)

Invoices authorized by Lacoste Garden Centre Inc. reps will become due immediately upon the receipt of such invoices by the Client. Invoices will incur an interest rate of 2% per month, or 24% per annum

The Client will be responsible for payment of a 25% deposit at the time the Agreement is reached, a 50% payment upon arrival/delivery of the product, and a final 25% after the formal walkthough is complete.

Any modifications of said Agreement or additional obligations assumed by either/any party will only act as binding if it evidenced by both parties in some form, through either writing, e-mail or text message

Once the work is complete, a foreman/crew lead walkthrough will take place and upon completion the estimate will be signed by both parties, converting into an invoice due immediately.

lacoste
GARDEN CENTRE
Quality, Service & Value Since 1942

Thank You for choosing Lacoste

Signature: _____

Signature: _____

Date: _____

Hi Diane,

Please see attached fee proposal for HTFC's services for the exterior spaces at South Osborne Housing Co-op.

I have included fees up to the end of the Schematic Design phase of work, which will include a Class D cost estimate for the construction work proposed. At that time, we will submit another fee proposal for the remainder of the services that will see you through to the end of construction.

If you agree to the proposed fee, we are happy to get started on design work right away. We look forward to working with you on this project! Please free to reach out with any questions.

Cheers,

Mark Bauche MALA, SALA, CSLA | Senior Associate

September 9, 2025

Diane Zack
South Osborne Housing Co-op Ltd.
360 Osborne Street
Winnipeg MB R3L 2V6
RE: LANDSCAPE ARCHITECTURAL SERVICES FOR SOUTH OSBORNE HOUSING CO-OP
Dear Diane:
Thank you for inviting HTFC to prepare a proposal for providing landscape architectural services for the
South Osborne Housing Co-op's (SOHC) outdoor spaces. We value the opportunity to work with your
community and believe our experience with co-operative housing projects will support both a smooth
process and high-quality results. This letter outlines our understanding of your project, describes the
services we can provide, and presents a proposed fee structure for your consideration.
Project Understanding:
Based on the materials you shared by email and our site walkthrough on Wednesday, August 27, 2025,
we understand the SOHC's main goals are to improve accessibility and reduce long-term maintenance.
Key objectives include adjusting site grading to eliminate steep slopes, raising planting areas for easier
access by residents, replacing planting material that has reached the end of its lifespan, enhancing the

Osborne Street frontage to strengthen curb appeal, incorporating artistic screening for existing utility
cabinets, and addressing issues that remain from previous site renovations.
Scope of Work:
1. Pre-Design:
a. Site investigation and discussion of discussion of desired improvements – Completed at site walkthrough 2025/08/27
b. Taking site measurements and compiling existing data to create accurate base plans;
c. Site survey (if required) by professional land surveyors (not included in fees below)
2. Schematic Design:
a. Develop a conceptual site design;
b. Present concept to membership in the form of plan drawings and conceptual renderings for feedback (assume one (1) in-person or virtual meeting with opportunity to provide verbal and written feedback);
c. Revise design based on feedback;
d. Develop Class D cost estimate based on design;
e. Issue final Schematic Design documents including plans and renderings for sign-off.

3. Design Development:
a. Further develop Schematic Design and provide preliminary details;
b. Develop Class C cost estimate;
c. Confirm project budget and develop implementation plan with recommended timelines and phasing (if applicable/feasible).
d. Assume one (1) in-person or virtual meeting with opportunity to provide verbal and written feedback.
4. Construction Documents:
a. Prepare construction drawings and specifications for the sitework including tender documents.
b. Determine method of procurement (e.g. open tender, invitation of select general contractors, etc.)
c. Assume two (2) in-person or virtual meeting with opportunity to provide verbal and written feedback.
d. Finalize documents for tender.
5. Bidding/Tender:
a. Answer questions and prepare addenda if required;
b. Review received bids and recommend award of contract based on evaluation criteria and discussion with co-op.
6. Construction/ Contract Administration:
a. Construction start-up meeting with co-op representatives and general contractor;
b. Periodic site reviews with reports;
c. Management of proposed and accepted changes;
d. Certification of payments based on work completed;
e. Issuance of Substantial Performance certificate and identification of deficiencies for correction by contractor.

7. Post Construction:
a. Provide end-of-warranty review with report;

Proposed Schedule:
Pre-Design and Schematic Design: September – October 2025
Design Development: October – December 2025
Construction Documents: January – March 2026
Tendering: January – March 2026
Construction: May – June 2026
Design Approach:
For over 54 years, HTFC has built a portfolio of landscape and planning projects that aim to connect
people and places. We strive to deliver projects that are thoughtful, sustainable, inclusive and accessible.
Over the years we have worked with a number of both multi-family residential and co-operative clients
on projects that bring people out into nature, even in bustling urban environments. HTFC is committed
to sustainable development practices, emphasizing collaboration with clients to achieve environmental
and social benefits. The firm has contributed to over 40 LEED certified projects in Canada and actively
integrates energy-efficient design, water conservation, naturalization, and green infrastructure. In
addition to promoting active transportation and embracing a northern climate, HTFC practices

environmental responsibility in daily operations, with initiatives like waste diversion programs and a
corporate bicycle fleet. The firm emphasizes social responsibility and equity, engaging in charitable
giving, volunteerism, and fostering inclusivity. HTFC acknowledges the importance of Indigenous
teachings and understanding of the land, actively working with Indigenous communities and supporting
initiatives for cultural sensitivity.
Project Team
HTFC proposes the following team for this commission:
Project Landscape Architect Mark Bauche MALA, SALA, CSLA
Technician/Junior Landscape Designer TBD

As the project landscape architect, I will be responsible for design and contract administration with
assistance from a technician or junior landscape designer. Our team has extensive experience on projects

of a similar nature to yours, and we will draw upon that experience to ensure we deliver the best results.
As the project landscape architect for the Old Grace Housing Co-operative project, I worked closely with
Prairie Architects, DSI Tandem Co-op Resources, the engineering disciplines, and the Owner to deliver a
facility that has become a mainstay of the Wolseley neighbourhood. I have maintained a great relationship
with the co-op beyond the project's completion, acting as the group's consulting landscape architect. My
co-op design experience continues with River Avenue Co-op Day Nursery, for which I serve again as
project landscape architect.
I am very familiar with the co-operative model. Now in my third term as Director and Secretary of the Peg
City Car Co-op's board of directors, I understand the importance of adhering to the seven international

co-operative principles when approaching the design, construction, and operation of a housing co-
operative.

Proposed Fee:
Our proposed fee arrangement is based upon current Manitoba Association of Landscape Architects fee
guidelines and previous projects of similar scope. At this stage we are proposing fees to the end of the
Schematic Design phase as described above. Upon completion of Schematic Design, we will submit a fee
proposal for Design Development through to Post-Construction Services, based upon the scope of work
identified in Schematic Design.
1. Pre-Design (PD) $2,500.00
2. Schematic Design (SD): $6,500.00

3. Design Development, Construction Documents, Tender Period Services,
Contract Administration, Post-Construction Services TBD
Subtotal Fees (not including applicable taxes): $9,000.00
Disbursement Budget $200.00
Total Fees & Disbursements (PD through SD): $9,200.00
The disbursement budget is an estimate. Disbursements include travel to site, printing/plotting of
documents, and communication costs, and will be billed at cost plus 10%. Invoices will be issued monthly,

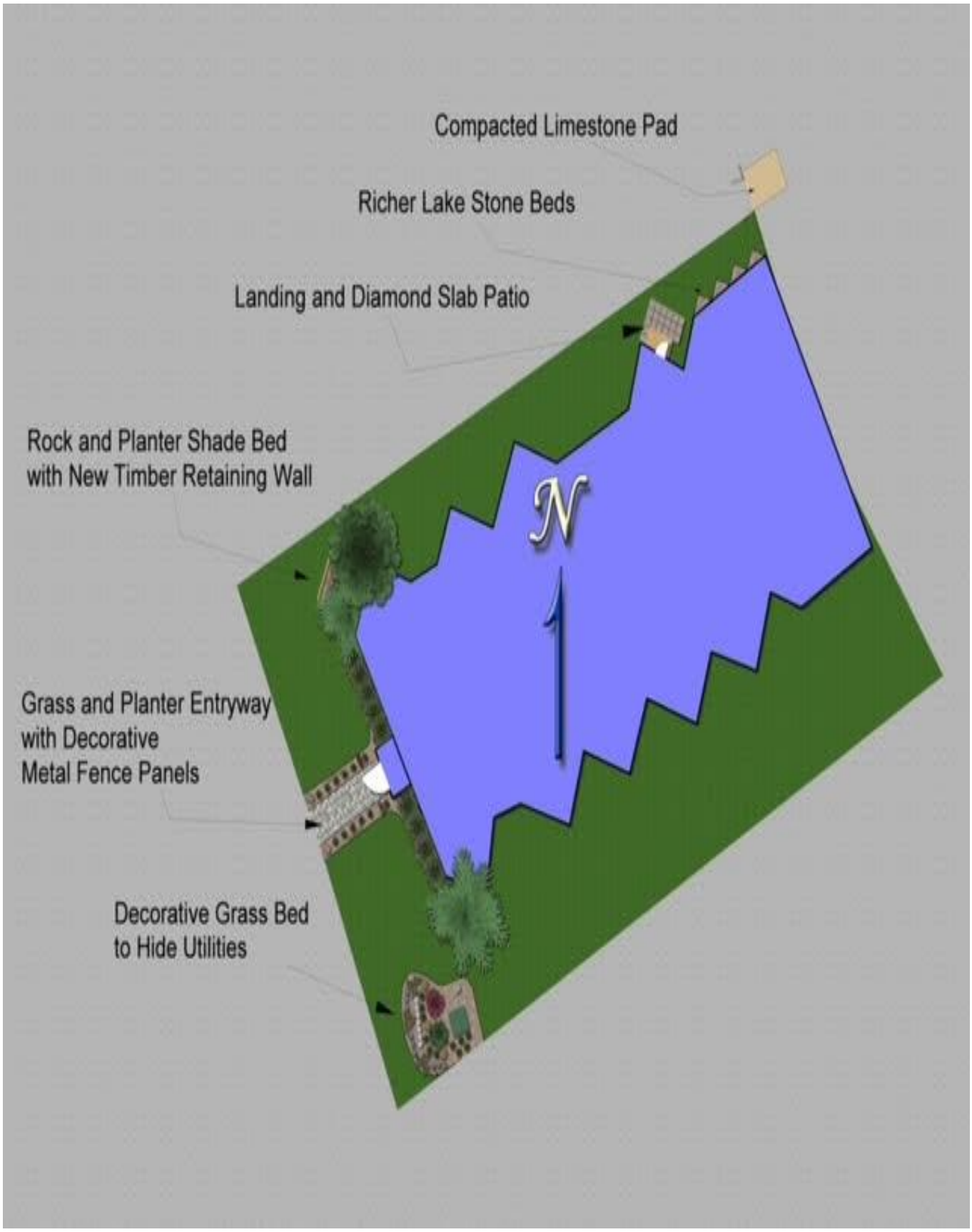
according to work completed and will be payable upon receipt. Taxes will be levied and collected in
accordance with provincial and federal regulations.

Services By Others
The fees presented above do not include services by others that may be required to complete design and
construction, including work by civil and structural engineers, and commissioning of a topographical
survey. Fees for these disciplines will be proposed as required to complete the different phases of work.
HTFC has built strong relationships with several reputable practitioners in these disciplines and will seek
out those with experience with similar projects.

Adjustments to Proposed Fee:
We understand and appreciate that the actual scope of work may vary from our assumptions at this time,
and as such may require an adjustment to professional fees. We would be pleased to discuss any
modifications you have in mind to suit your insights into the project requirements.
Should you require any additional information, please do not hesitate to call me at 944-9907.

Yours truly,

Mark Bauche, MALA, SALA, CSLA
Senior Associate
cc. Constantina Douvris, MALA OALA CSLA


Compacted Limestone Pad
Richer Lake Stone Beds
Landing and Diamond Slab Patio
Rock and Planter Shade Bed
with New Timber Retaining Wall
N
Grass and Planter Entryway
with Decorative
Metal Fence Panels
Decorative Grass Bed
to Hide Utilities




DESIGN
PA-AB01