



2917 Deer Run South Clearwater, Florida 33761-3927

(727) 579-4498 www.contractcad.com

Design / Drafting Contract

As-built drawings only of existing ten story condominium.

Project located @ 30 Turner Street Clearwater, Florida 33756

Parcel# 16-29-15-36274-000-0001

Zoning Code: HDR

FEMA Map 12103C0108J Date 8-24-2021 Flood Zone "X" B.F.E. = N/A

Building Department: City of Clearwater

For: Harbor Oaks Place Condo Assn, Inc. (Mr. Marc Steimer) (CCS project# 2025-2110)

1. Design / Drafting and Other Services:

- a. CCS shall provide as-built drawings & CAD files of floor plans only to the client. Plans are not for permit. Floor plans will be used to produce mechanical renovation.
- b. CCS shall not be responsible for permit fees, construction bids, & final construction cost.
- c. All field measurements and verifications are included in project cost. (measure existing structure only and input into cad.)
- d. Client shall provide all existing drawings of structure and any other pertinent information (if available).
- e. Sheet & technical information to be provided by CCS listed below:
 1. Existing Ground Floor Plan / hallways, mailroom, offices, stair towers
 2. Existing Second - Ninth Floor Plans (Typical) (Unit #201 - #908)
 3. Existing Penthouse Plans (Unit #1001 - #1006)
 4. Existing Roof Plan
 5. Only floor plans no exterior elevations or site plan included in bid.

Note: All Florida Product Approval numbers shall be provided on permit drawings.

Note: CCS if required will require full access to ground, typical 2nd - 9th floors, penthouse, & roof top. To field measure & verify floor plans.



2. Contract conditions:

Whereas, CCS renders a CAD (computer aided drafting & design) service on an individual contract basis.

- a. CCS reserves the right to withhold all electronic files, plots, markups, email, and other related documents until the balance is paid in full.
- b. Drawings that CCS has produced for client can be used in any marketing manner to promote the firm.
- c. We will provide electronic CAD files upon full payment of project (if requested).
- d. If electronic CAD files are requested before completion of project, then CCS will require payment for the percentage of the project completed at that time.
- e. If project is interrupted in any manner such as termination of project, holding a project or cancellation of contract before it's completion CCS reserves the right to invoice for the hours that this project has incurred and there will be a 10% administration fee added to the invoice.
- f. All information produced by CCS is copyrighted as intellectual property. Any use of information produced by CCS beyond the scope of this contract is prohibited.

3. Terms:

- a. Unless circumstances beyond our control occur, CCS will require approximately 6-8 weeks to complete construction documents from date of signed contract & \$3,500.00 deposit / retainer.
- b. Second draw of \$3,500.00 due upon completion of all floor plans & owner review.
- d. Balance of \$2,500.00 & printing fees are due upon receipt of completed of floor plans.
- f. Design & Drafting Contract expires 30 calendar days from date below.

4. Itemized Fee Schedule:

a. Construction Drawings / CAD Design.....	\$9,500.00 US
b. Plotting (org. set of sealed drawings 24" x 36").....	\$6.00 per sheet
c. Additional Services / revisions	\$125.00 per hour

By: _____ (Harbor Oaks Place Condo / Marc Steimer) Date: _____, 2025
Client or representative

Address: 30 Turner Street Clearwater, Florida 33756
Phone: (248) 830-0990
Email: marcsteimer.hop@gmail.com

By: _____ (Brandy Langston) Date: November 25th, 2025
CCS representative Email: brandy@contractcad.com