



TURNEY CARPENTRY

## Turney Carpentry

### Time and Material (T&M) Contract

#### **Pricing and Payment**

Labour will be charged at the following rates:

- \$70/hr (+GST) for general contracting, consultation, and design services
- \$60/hr (+GST) for a journeyman carpenter
- \$45-55/hr (+GST) for an apprentice carpenter (depending on experience)
- 15% markup on material and subcontracted labour. Receipts of all expenses are included as a PDF attachment on invoices.

Progress invoices are sent at the end of each week. Payment of each invoice is due within 5 business days. Failure to pay the full amount of the invoice within 5 business days will result in an immediate stoppage of work, until full payment is received.

Labour time includes two 15 minute paid breaks per day, but does not include 30 minute lunch breaks and travel time to and from the jobsite (for projects between Lund and Salter Bay).

#### **Contractor's Responsibilities**

- Ensure a safe and respectful working environment, and adhere to all relevant Occupational Health and Safety (OH&S) legislation.
- Ensure the project adheres to the standards set out in the BC Building Code (BCBC), and all relevant municipal bylaws.
- Practice excellent communication between all parties involved in the project, such as: client, employees, inspectors, and subcontractors.
- Provide all tools and materials required to complete the project.
- Leave the worksite secure, clean, and free of hazards at the end of each work day.
- Ensure the quality of all work is executed at, or above, the industry standard.
- Keep and retain detailed timesheets of employee hours, subcontractor invoices, and receipts for all materials purchased. These records are always available to the client upon request.

## Client's Responsibilities

- Communicate expectations around project scope, materials, and timeline as clearly as possible. Communicate changes in plans as promptly as possible - understand that changes made after the commencement of work often result in increased expense.
- Communicate any concerns, issues, or deficiencies promptly and directly to the general contractor or project lead.
- Ensure daily access to the worksite - provide a spare key or ensure someone is onsite to allow access.
- Provide payment of weekly invoices within 5 business days by e-transfer, cheque, or cash. Payment by credit card is available on request, subject to a 2.9% processing fee.

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Client name (print)

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Client signature

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Date (dd/mm/yyyy)