

VIABILITY ASSESSMENT PROCESS

Xeno-Urban Architects' project viability assessment service exists to give clients an inexpensive, commitment-free way of getting a research-backed expert opinion, allowing our clients to minimise the usual risk of appointing an architect without a full understanding of the risks and limitations relevant to their project.

Most architects quote clients based on broad assumptions regarding legal rights and processes which can only be validated later when the time and cost is incurred to obtain site-specific legal information from the local authorities. This often means that projects are either cancelled with architectural fees already incurred, or the costs are unexpectedly increased for resolving various legal challenges. Not only does the viability assessment negate such problems, but it also allows potential clients to experience our professional service before they appoint us for a full project. Should the client not want to appoint us, all the relevant information can be kept for other architects to quote more accurately on.

The viability assessment process is structured as follows:

-Fill in the Viability Assessment initiation form which is herewith attached & email it to us.

- An invoice for R2000,00 Excl. VAT. will be issued using the information supplied.

-Upon receipt of payment, we will obtain all the legal documentation for the property (approved plans, zoning certificates, Surveyor General Diagrams, etc.) from the local authorities. Under normal circumstances, this should take 1-2 weeks, but we will need a copy of the property owner's ID, a municipal utility bill for the property not older than 3 months and a signed Power of Attorney in a form which we will send to you.

-As soon as we have all the documentation, an on-site meeting will be arranged where these documents will be handed over and the intended project can be discussed. A basic evaluation of the site and existing structures will also be carried out.

-2 to 3 working days after the meeting, we will email the viability report outlining:

- Legal restrictions & limitations on the property
- Various design and approval processes which will be necessary
- Which other consultants (if any) need to be appointed
- Estimated building cost estimates
- General advice and recommended changes to the brief

-Xeno-Urban Architects will also include a comprehensive quote for the architectural work based on the accurate information provided in the report.