

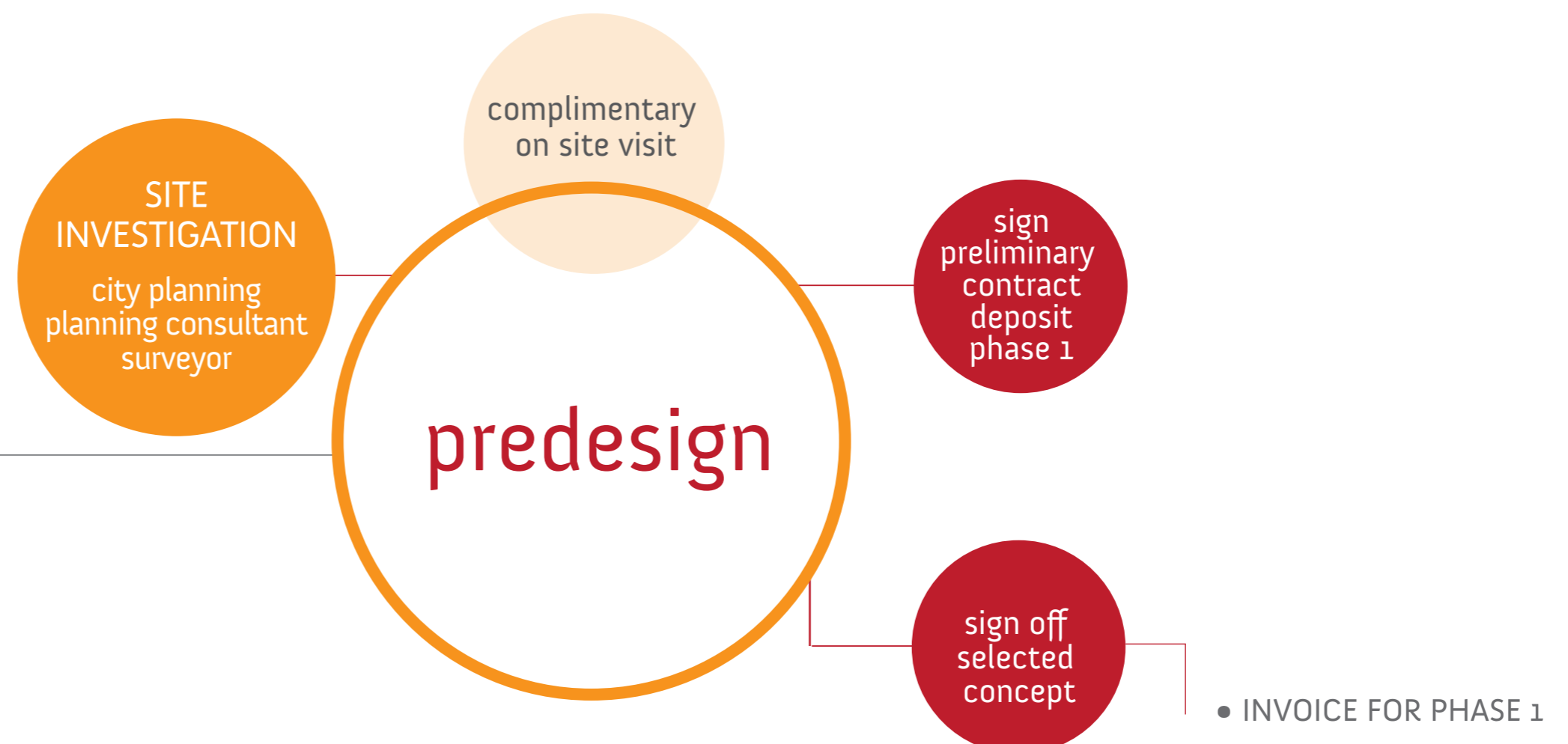
design services process

PHASE 1

predesign

During Predisign we review your goals and ask extensive questions to establish the scope of your project. We visit the site to understand the existing conditions and to take as built measurements and photographic records. We review all applicable zoning considerations; we gather information from City, County and State agencies regarding building codes and possible pre-permit procedures. A surveyor is typically contacted at this stage to produce a site survey.

Documents provided: Proposal, Contract, Scope of Project, Project Notes, CAD as Built, Hand Drawn Conceptual Drawings



PHASE 2

schematic design

In the Schematic Design phase, we develop two or three concepts for your project based on our discussions and findings. We present hand-drafted site plans, floor plans, and elevation drawings.

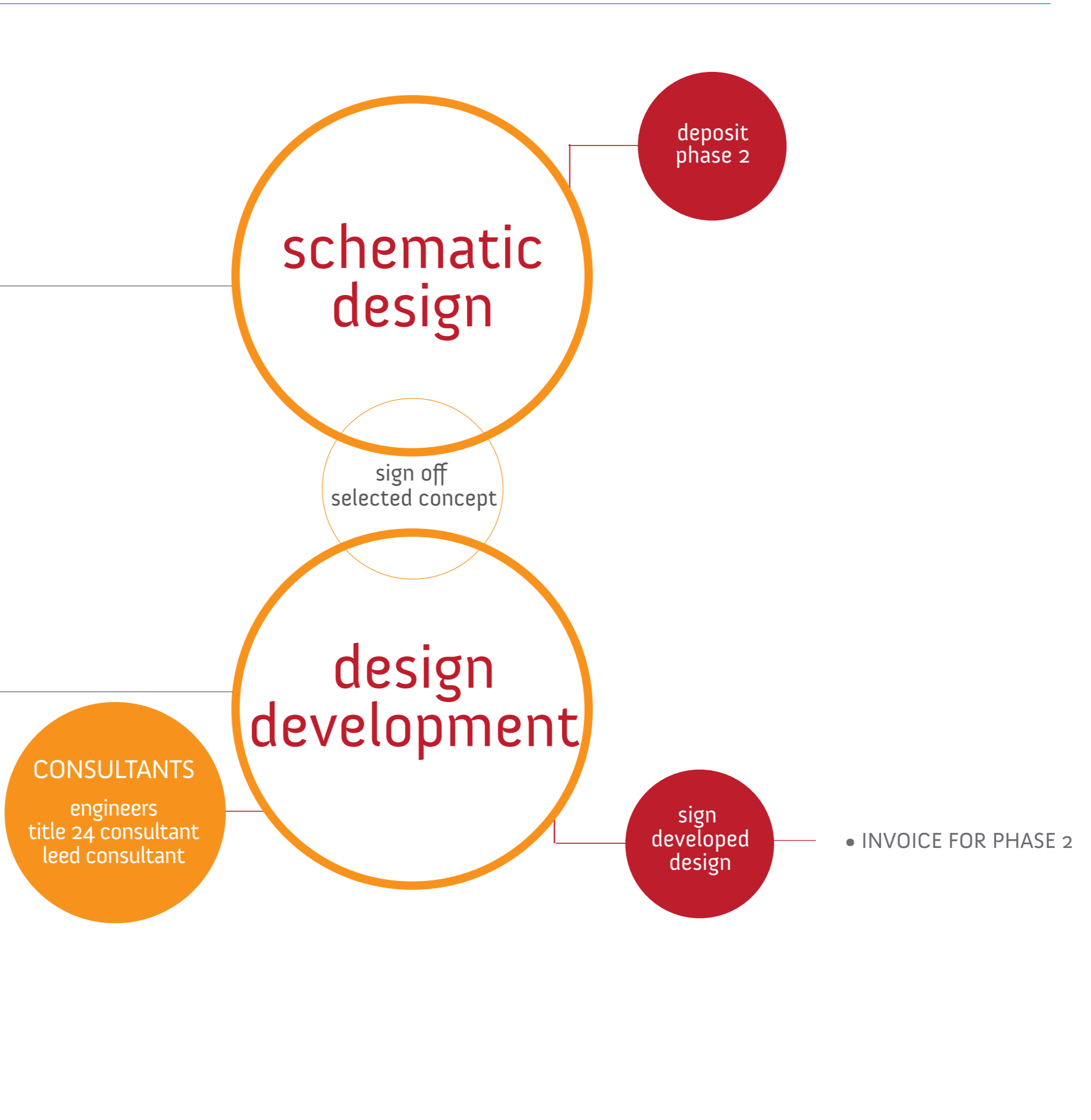
You will see preliminary furniture layouts, window placements, and kitchen and bathroom solutions. As we review our work with you and refine the direction of your project, we may present more than one round of schematic designs.

Documents provided: Schematic Site Plan, Floor Plans, Exterior Elevations.

design development

Once the schematic design is approved, we begin the Design Development phase. Here, we fine-tune the design and begin to incorporate structural and basic mechanical and electrical systems as well as information from other consultants like the structural engineer. We work with you to select exterior and interior materials, windows, and other major components. Additionally, near the end of the Design Development phase, the project is priced by a number of general contractors. If needed, we help you adjust the scope of the project and select a builder based on the results of pricing.

Documents provided: CAD Site Plan and Floor Plans, Exterior Elevations, Building Sections, Preliminary Electrical Plans, Preliminary Interior Elevations and Material Selections, Preliminary Specifications, 3D Physical or Computer Model, if needed.



PHASE 3

construction documents

Once you have selected a builder and confirmed the scope and budget for your project, we prepare a fully coordinated set of instructions so that the chosen builder or general contractor can plan your project, order materials, and begin construction.

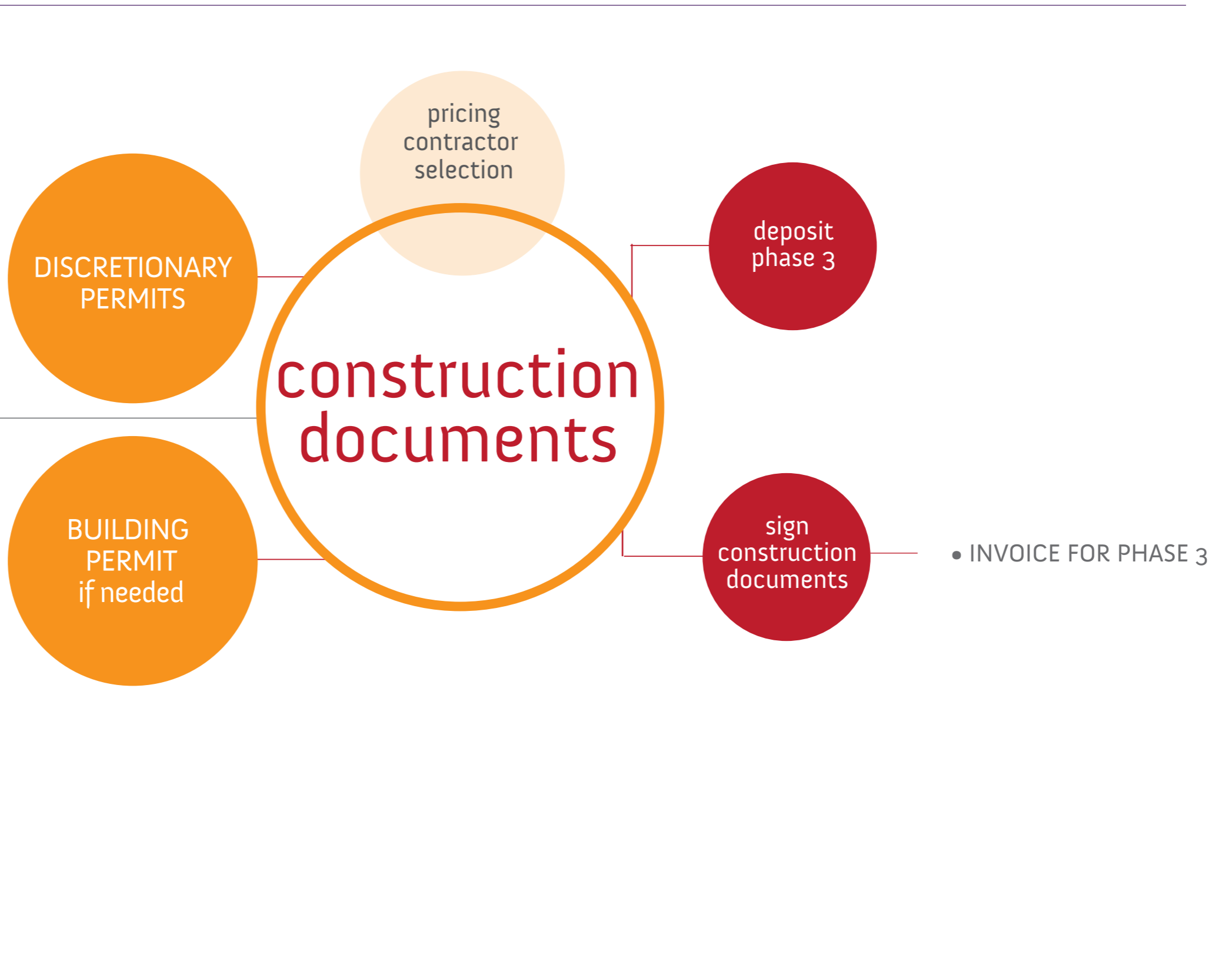
Our detailed instructions include dimensioned floor plans, elevations and sections; electrical plan; window, door, appliances and finish schedules; construction details; material selection; and cabinet drawings.

building permit

Permit documents are used to obtain a Building Permit from the chosen City or County.

A set of permit drawings is a simplified construction set showing that the project meets State, City and local codes.

Documents provided: Detailed Construction Documents, Further Refinements of Design Development Documents, Construction Details, Building Permit, and More Detailed Specifications.



PHASE 4

construction observation

During construction, we typically visit the construction site at agreed-upon intervals, and work as a team with you and your builder to resolve questions and, if necessary, clarify plans and interpretations of construction documents.

We review shop drawings for various components of the project, such as cabinetry.

Documents and Services provided: Site Visits, Shop Drawing Review, Revisions and Clarifications.

