

## **Outline of the Design Process**

Based on the size and approximate construction cost, the process to design a project usually costs between, 6 % and 14 % of the cost of construction.

This is if we develop schematic through working drawings and provide construction administration. The amount is dependent upon the size and complexity of the work.

This work includes meetings, material selections, drawings, specifications, and work with the builder. If you are interested in a negotiated construction agreement in a Construction Manager (CM) type delivery method there may be opportunity to save some cost/ or time. This is something we can talk about as the initial design develops.

A Breakdown might be something like this:

Pre- Design and Schematic Design	30% of work
Design Development	20% of work
Construction Documents	25% of work
Construction Procurement	5% of work
Construction Contract Administration	20% of work

### **Pre- Design and Schematic Design**

Our initial work includes review of your requirements, the site, zoning, wetlands, flood zones, environmental issues, topography, and building code specific to the project. This is the stage when with your input we develop the program for the Project. We discuss ideas of public and private areas, light, the size of rooms, aesthetics, and how the different parts relate to each other. We also generally coordinate a surveyor and any other consultants to represent your interests.

In Commercial / Industrial projects a multitude of business and process related criteria are developed and refined.

Once some of these more general ideas are reviewed we move into the graphic relationships of the work. This work is all tied into a series of design meetings.

### **Design Development**

Once the basic relationships of the building, site and budget start to become clearer we progress to the development of the design. This is when the drawings get enlarged in scale, usually  $\frac{1}{4}'' = 1'-0''$  (for commercial / Industrial may be  $\frac{1}{8}'' = 1'-0''$ ). We develop the exterior and main interior elevations. Principal materials and products for the building(s) are selected. We start to detail the main materials and circulation, kitchen and bath areas. In Commercial / Industrial projects, space allocation and equipment processes are further reviewed. This stage usually requires some time and multiple meetings to review the way the building is beginning to feel. The main structure and mechanical systems also start to be developed. This work is also tied into a review of the budget. At this stage some clients consider whether to produce the building in a Construction management (CM) method or to produce the project in a design/bid/ build method. This has some effect on the preparation of the Construction documents.

The next stage is the creation of the **Construction Documents**. These documents include information to allow the builder to build the project. Typically, these include architectural drawings, structural foundation and framing plans, electrical and mechanical layouts, fixture, plumbing, door, window and hardware schedules as well as a site plan and specifications. During the preparation of these documents we will typically meet to review the work during the preparation and again before going to builder negotiation.

**Construction Contract Procurement** (also called Bidding and Negotiation) is a stage when a qualified builder is selected. We recommend that whenever possible, one or two preferred builders are involved during the development of the construction documents. This allows input from other viewpoints and time to evaluate who may be best suited to build the project. Once the construction documents are ready for final review, it can be decided whether to negotiate a contract method or to have it bid.

**Construction Contract Administration** occurs once the project construction is about to start. We monitor the work to confirm that it is being built as per the construction documents. We also can help with any changes that may occur or final material selections. In addition, we review requests for payment and keep record of the work by keeping minutes of site meetings that usually occur every two weeks or so. These meetings are typically not long, but they help keep things on track.

These sub-categories are a convention for describing the parts of a rather fluid design process. We hope it begins to give you additional insight into the parts that go into a successful project. We look forward to working with you. Please call us with any questions. Thank you.

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