



## THE PROCESS

### Planning / Programming:

The architect will work with the client to determine the function of the building and the rough spacial sizes. For instance, in a residential structure, the discussion would focus on the number of bedrooms, bathrooms, etc., and specific use of the gathering spaces. After this phase is complete, everyone involved will have a good idea of the function of the building and there should be a ball park idea of the budget for the structure. The architect will work on this phase of the project on a time card basis. It is very helpful to have discussed the items on the LTS – Programming Guide. Schematic Design will start only after a written program has been completed.

### Schematic Design:

The architect will take the Program from the previous phase and create a series of sketches of floor plans, elevations and site plans that meet all of the requirements listed. If they are approved, a Unit Price Cost Estimate will be completed. If a builder is involved at this stage the builder may assist with the Unit Price cost estimate. If the sketches are not approved, then they will be modified until an acceptable schematic design is reached. (For instance a Unit Price for the cost of electrically wiring a building would be the total square footage the building multiplied by the price per square foot to electrically wire a building.) At the end of this phase, both the client and the architect are comfortable with the design and a fairly close cost estimate has been created. The architect and client will enter into an AIA contract at this point. All work previous will be credited to the contract price.

### Design Development:

Working drawings are formalized using a CAD program. A 3D model of the exterior of the building is created in the computer. Electrical plans, interior elevations, material selection and determining finishes are just a few topics that are discussed during this phase.

Communication between the Client and the Architect during this phase is paramount. The architect will create yet another Cost Estimate, working with the builder if possible, as this phase progresses and/or verify that the prior cost estimate is still accurate.

### Construction Documents:

The architect creates a detailed set of instructions that describes the finished product. The Structural, Mechanical and Electrical Engineering work is being completed. Hardware, Lighting, Door, Window and Finish schedules are being created. The Design Development and Construction Documents phases tend to blur together in most cases.

The Architect is available during construction for Construction/Contract Administration on an as needed basis.

