



residential design process

MULTIPLE ACTING INFORMATION CENTER FOR THE HILL

NO MORE INSIDE WALLS BUT WALLS BEHOLD VIEWS

ZOO-GARDEN AND OTHER PROGRAMMING SETS OF SPACES

CIRCULATED INFORMATION AND INFORMATIONAL WALK TO SEE THE CROWD HOUSE

11.04.14

In addition to our background, experience and passion, we have personally gone through the construction of our own house. Therefore, we understand how important a home is to its owners and how each home owner has to balance their desires against their budget. Although we designed our own house, we shared in the emotion and nervous energy that is poured into the design and construction of a house. With our experience and education as architects as well as our personal experiences, we have developed our services to eliminate as much of that stress as possible. We strive to maintain good communication which is the key to making the process run smoothly.

lee CALISTI architecture+design

getting started - fee proposal

The proposal for professional services consists of two parts. The first is the letter of agreement outlined above; the second is a standard AIA contract. AIA contracts are industry standard contracts that have over a century of legal and court testing.

Historically we have worked with both lump sum or hourly with a not-to-exceed methods of contracts. We have found billing hourly for our time makes the commitment to proceed easier for most clients, but this remains flexible. Our design fees are generally established at the beginning of each project and adjusted if needed as the project progresses. Apart from a obtaining a retainer up front, we bill monthly for work completed and the invoice is a reflection of the monthly progress made.

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 architecture | interior-architecture | adaptive reuse | feasibility studies | design

design

preplanning:
get drawings and permits

exterior:
open stairs to second floor (remove walls on first floor)
address grading and drainage issues
trim and repair porches
powerwash siding
paint trim
landscape
hardscape

systems/throughout:
add central air
level floors
replace floors
make any needed roof, chimney, and sheathing repairs
remove dropped ceilings
replumb and rewire as needed
properly insulate, caulk, and weather-strip
get a home-energy audit
replace window coverings

kitchen:
add cabinetry and fix, reface, or replace existing cabinetry
add task lighting
replace countertops
replace overhead lighting
replace range and refrigerator
replace entry door
replace sink and faucet

dining room:
add overhead lighting
build in storage
fix pocket door
strip fireplace brick paint

living room:
replace entry door

andrew's study:
install recycling, trash, and shredding center
repaint

first-floor bathroom:
reconfigure storage
replace tub with shower
replace faucet
replace shower head with low-flow head
replace pedestal with vanity

first-floor hallway:
build in storage?

laundry room:

basement:
address moisture issues?

family room/my study:
install recycling, trash, and shredding center

craft room:

kitchenette:

second-floor bathroom:
replace shower head with low-flow head

master suite:
add bathroom
add walk-in closet

pre-design

Data Collection and Field Documentation - One of the first things we must do is gather information about your project that will help us best shape your design as we proceed. With renovation projects, we document the area of your house that will be impacted. Documentation includes measuring, taking photographs and preparing scale drawings. The base drawings created are utilized in the analysis of the problem statement, and as a background for the design documents.

Programming - This is our time to listen and question. We begin to interpret and analyze wishes and ideas as well as the existing spaces and then diagram our understanding of the client's goals and intentions for the project through explorations of possibilities. The plan is to go beyond a list of wants to an understanding of the reasons behind those choices. We start creating diagrammatic building plans, elevations and/or sections to understand how they relate to the site and to each other. This is the beginning of the search for a cohesive concept.

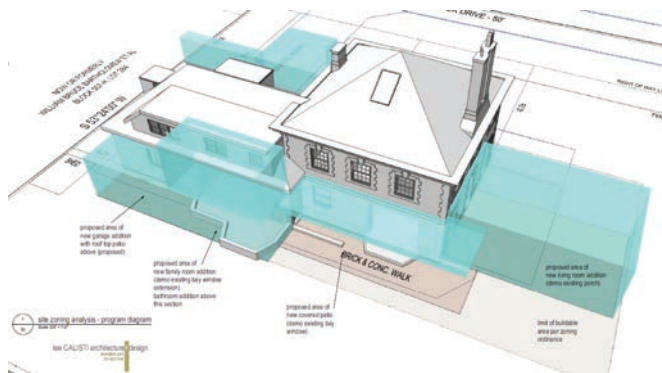
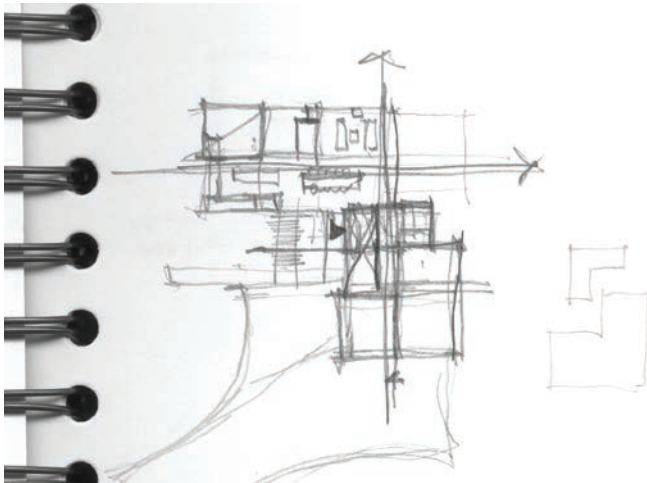
Site Analysis - A thorough investigation of the site involves measuring at times, reviewing surveys and often multiple visits to become acquainted with the elements of the site which will influence the design. During the collection of all of the preceding information, we review applicable code and zoning ordinances to identify the boundaries and limitations in which the design may develop. We assist in the navigation through various local municipality approvals and variances as needed.

schematic design

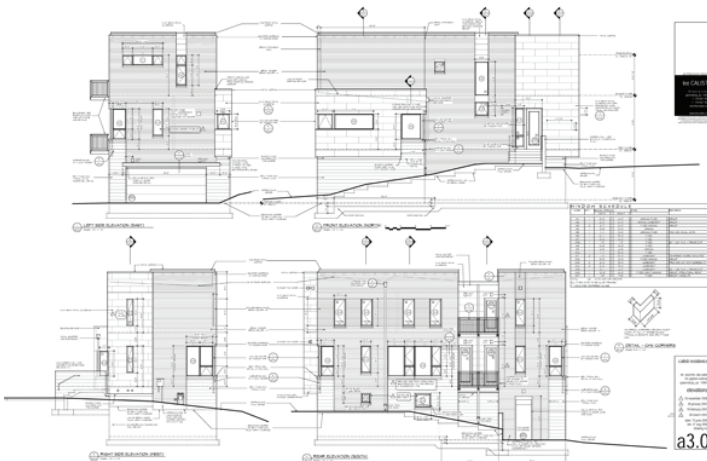
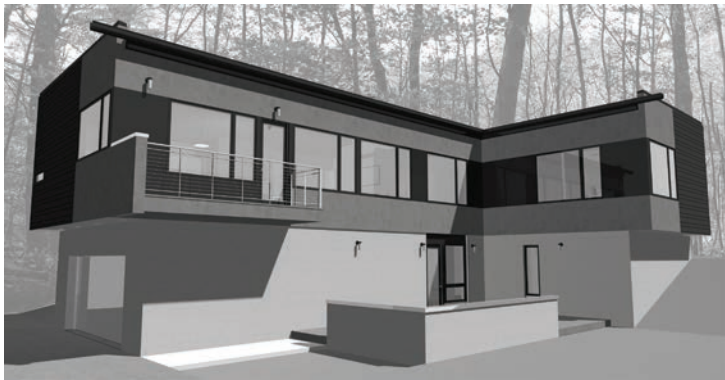
Team members begin to see wishes turn into form as the vision takes shape on paper. In this phase we interpret the program into freehand sketches, sketch models, digital drawings and 3D digital models as needed to illustrate the design concept.

Graphics are only a part of the schematic design phase; discussions with the client are equally as important. This discussion gives everyone a sense of whether or not we are representing what the client is looking for in their project. We typically present multiple design iterations to allow us to evaluate one scheme against another. The final set of sketches is a culmination of the process of testing a variety of ideas.

The drawings are adequate for seeking preliminary budget figures but are not resolved sufficiently or contain adequate information for construction. We generally prepare a rough opinion of cost based on recent trends and industry aids for cost per square footage ranges to get a sense if the concept meets your budget limitations. Upon approval of a scheme, budget and schedule, we can proceed to the next phases.



design



design development

As a project progresses past the conceptual or schematic level, we move into the Design Development phase. The previous sketches begin to develop into drafted versions and often 3d models (physical or digital) as we start to give size and shape to the project. These drawings will continue to evolve into construction drawings, as outlined below.

Because numerous vital decisions are made in this phase, we must re-evaluate the client's living patterns and specific space requirements. As we work out the interplay of spaces in more detail, structural systems are introduced and consideration for mechanical, plumbing, and electrical systems. At this point, rooms are given particular sizes, and we confirm the layout of elements such as window placement, finishes, and even cabinets and furniture. During this phase, we typically work with clients to make preliminary selections for finishes (flooring, colors, cabinets) and fixtures (plumbing, lighting) to aid in the details and specifications for the next phase and solidify the overall design concept. Since making significant choices at this point becomes more complex or time-consuming, we work as needed to illustrate design features as clearly as possible so clients can feel comfortable moving forward.

construction documents

Construction Contract Documents consist of detailed drawings and written specifications that illustrate the accumulation of design decisions for the project. Drawings depict quantities, dimensions, and relationships and are used to obtain permits. They are also for the contractor to finalize the cost and build the project. The specifications are used to document product and finish quality levels and outline the contractual procedures that the contractor must follow during construction.

Despite the level of detail in a set of drawings, an ongoing dialogue must exist among the architect, owner, and contractor during construction. As no drawing set is perfect, additional sketches, shop drawings, submittals, and samples are commonly needed during construction to clarify or confirm the designer's intent.

An optimum set of drawings requires that the owner, architect, and contractor thoroughly resolve design and construction issues before beginning the actual construction process to the fullest extent possible. More options exist for resolving design issues before construction than after materials are in place. This initial investment by the client in a quality set of documents allows for the most accurate bidding, saves money and time throughout the project, and makes the construction process smooth for everyone.

construction

construction



bidding + contract negotiation: selecting a contractor

There are several ways to select a contractor, either early in the process or when ready to build. Regardless of the method used, choosing quality over price is our core value. Although we have a short list of contractors we have worked with successfully, we encourage clients to investigate options and provide recommendations. We are always interested in expanding our pool of quality resources. Choosing a contractor requires diligence in interviewing, checking references, and visiting completed projects. We strongly recommend allowing us to assist in this process.

Historically, it was common for contractors to be selected after the construction documents, typically for a competitive bidding process. However, we have found that pre-selecting a contractor early in the design process better serves the interests of some clients and projects. The contractor becomes a team member and can contribute to the design process with technical reviews and input and provide preliminary cost estimates as the design develops. This assistance helps guide a project early, and features outside the budget can be eliminated or altered before a significant commitment or investment.

Once a contractor has been chosen and a final contract amount is established, the client and contractor sign a contract. We recommend AIA Contract Documents for Owner-Contractor contracts, modified as agreed upon by the client and contractor. Although we always recommend seeking legal counsel, the architect may assist the client in preparing the agreement and understanding the contract comfortably.

construction contract administration

Construction can be an uncertain phase, especially for most clients who have never gone through a construction project. That is why we require clients to retain our firm for construction administration services except for rare situations. Having a great deal of experience with the process, we can assist in keeping the project on budget, on time, and maintaining the design intent and quality. As the owner's agent, the architect's role is vital at this stage to support the design and quality level by accurately interpreting the design documents, seeking opportunities for cost savings, and designing modifications to improve the project when required.

This process will find us on-site, attending regularly scheduled meetings, answering weekly questions, monitoring the schedule, and documenting the project status. The architect's responsibility is a liaison between owner and contractor, yet we are neutral in disputes. We may also review payment requests and manage change orders.

Although we produce detailed drawings and specifications, contractors often view and process the information differently than it was created. Even the best drawing set cannot convey all aspects of an actual building and the interface of the various building components without being open to interpretation.

See the following page for an additional explanation and why we do not consider this service optional.



construction observation is not optional



We spend months preparing a design, working through three levels of increasingly difficult development, and documenting exactly how a structure will be built. Why would we stop now?

We're responsible for our creations' health, safety, and welfare and legally liable for what's constructed from our designs. Our responsibility as licensed professionals is to observe the construction of our designs.

8 Reasons Why We Provide Construction Contract Administration



1. We are legally responsible for the health, safety, and welfare of the users of the buildings we design. We are accountable for ensuring that local zoning, the building code, and environmental regulations are observed.

2. Time is money; we all know it. Having an experienced professional walk through the site reduce or mitigate inevitable crises is invaluable. We aim to resolve unforeseen issues quickly with unexpected conditions so construction progress isn't delayed.

3. We verify that the contractor executes the project in general conformance with the design and specifications. Design is a process that involves considerable time and money; they want it completed correctly.

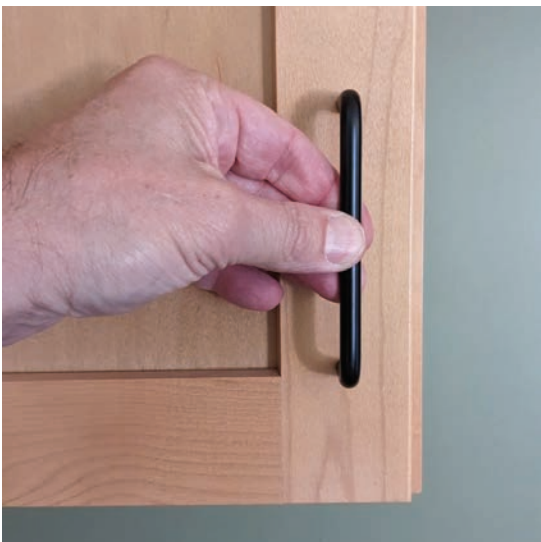
4. Our weekly, bi-weekly, or monthly project meetings permit us to review the construction progress. During those meetings, we monitor the work in progress and support the team in answering questions. In between meetings, we answer day-to-day questions that may arise. As the design authors, we are best suited to interpret the design intent.

5. We review the contractor's payments to have more leverage during construction. This step allows us to protect the client's interests and confirm that they are only paying for what's appropriate at that stage of the project. Our clients must feel confident that what they're paying is accurate and consistent with the work in place.

6. We review customary shop drawings and submittals. This intermediate step ensures proper interpretation by the builders knowing the documents reflect what the owner has paid for, and helps the contractor resolve any issues before installing components and materials.

7. Upon completion (substantial completion), we assist with preparing and confirming the completion of the punch list and that the certificate of occupancy is issued. We remain engaged with the team to review and ensure everything is handled consistently with the design documents.

8. As licensed professionals, it's our firm's policy to be involved in the construction of every project. Ultimately, we need to protect our firm's legal exposure regarding liability. If you want to work with us, we must be involved in Construction Contract Administration.



Adapted from: <http://entreatarchitect.com/podcast/construction-administration-not-option/>

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summary



summary

As a firm with a focus and experience with residential design, we understand that communication is vital for the success of any project. It is our goal to work with each client to articulate those ideas and thoughts about how they live as well as what they want to build. We are willing to tailor services to meet the budgets and interests of a variety of clients. However, we know that the value we provide goes beyond the early conceptualization, but throughout the construction process until the project is complete.

We would love to discuss your project with you and look for a way to demonstrate our value and creativity.

